

**I. CALL TO ORDER:**

The Planning and Zoning Commission meeting was called to order at 7:30 p.m. by Chairman Susanke.

**II. ROLL CALL:**

Present were Chairman Rogers Susanke, Commissioners John Seaton, Brian Slovacek, Jim Kotleba and Bob Martin. Commissioners Rick Gilmore and Rick Magsamen were absent.

Also in attendance were Community Development Director Tim Scott, Village Planner Gosia Pociecha, and one person in the audience.

**III. PLEDGE OF ALLEGIANCE:**

Chairman Susanke led those in attendance in the Pledge of Allegiance.

**IV. APPROVAL OF AGENDA:**

**MOTION:** Moved by Commissioner Kotleba and seconded by Commissioner Slovacek to approve the agenda as presented. Upon roll call, the motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

**V. APPROVAL OF MINUTES:**

**MOTION:** Moved by Commissioner Slovacek and seconded by Commissioner Seaton to approve the minutes of April 23, 2018. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Martin and Chairman Susanke

**NAYS:** None

**ABSTAIN:** Commissioner Kotleba

**ABSENT:** Commissioners Gilmore and Magsamen

**VI. QUESTIONS FROM THE AUDIENCE:**

Tom Price, 506 South First Street, expressed his disappointment that the substantial east-west oriented island that had been proposed for the U-Haul facility's parking lot to soften and visually break up the large asphalt expanse and screen rental trucks and equipment is no longer included in the plan. Noted by Ms. Heather Skelton of U-Haul was that that berm had been designed for their last proposal which was intended to increase parking of trucks and equipment adjacent to the north building and separate that operation from the retail uses and adjacent parking of the south building.

## **VII. NEW BUSINESS:**

### **A. Public Hearing – Consideration of Petition 18-05: 830-890 West Main Street – Consideration of an Amendment to a Special Use, a Zoning Variation, and a Special Use for Automotive Services including Vehicle Rental and Self-Storage for U-Haul**

**MOTION:** Moved by Commissioner Seaton and seconded by Commissioner Slovacek to open the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

The Public Hearing opened at 7:35 p.m.

Village Planner Pociecha said that all notices have been entered.

Village Clerk Traver swore in the petitioner s Heather Skelton and Jeff Jones from U-Haul.

Chairman Susanke said a Planning and Zoning application has been submitted by Ms. Heather Skelton of U-Haul, requesting approval of: (1) an amendment to an existing special use for automotive services in the “North” building (890 West Main Street) requesting expansion of parking areas for rental trucks and equipment; (2) a zoning variation of the applicable zoning standard that regulates the required number of off-street parking spaces; and, (3) a special use for automotive services including moving vehicle rental and self-storage in a portion of the “South” building (860 West Main Street).

Chairman Susanke said the subject property is located at 890 West Main Street and is part of Spring Hill Gateway, which contains approximately 17 acres and 181,000 square feet of leasable space and formerly known as Fashion Corner.

Ms. Skelton said U-Haul wishes to expand their self-storage operation and capacity for renting trucks and equipment. She said the former self-storage would expand into the south building with Dollar Tree to remain, and for the latter, the parking area adjacent to the north building would see additional trucks and equipment parked in a dedicated area.

Ms. Skelton said in turn that the east building would be reoriented to Route 31, with the loading dock area removed to accommodate new storefronts to join those already present and adjacent, the northern quarter of the building removed for a development ready pad, and with the bulk of the remaining tenant space to be occupied by Planet Fitness.

Ms. Skelton said U-Haul is requesting an update to their existing special use for automotive services, which if approved, would expand the allowable parking area for trucks and equipment. She said part of the request is in response to customer demand and that U-Haul’s representatives have found limited utility in this rear parking area as well fire safety codes which dictate that vehicles be kept at a certain distance from building entrances.

Ms. Skelton said the proposed site plan would see the parking lot restriped in order to create a designated U-Haul equipment shunting area. She added since trucks and trailers are larger than automobiles, parking stalls for the equipment would be striped wider than those for automobile parking spaces.

Discussion took place regarding the proposed build out of the east building, including the removal of part of the building, the length of the lease for Dollar Tree (expires in 2020 with an option for a five (5) year renewal, plan to move the other retail spaces in the south building to the east building or to let them remain in the south building, permission from the state to tear down the northern end of the east building (once approved the building can be taken down in 20 days), what the plans are for that building pad (can be put up for sale or lease), if there are going to be additional vehicles parked at the north and south buildings (not adding any more vehicles), what are the maximum number of trucks (30 trucks) and desire to see landscape islands larger.

Tom Price commented that he likes what will be happening to the east building, making retail entrances facing Route 31 and lowering the berm, and that he would like to see the landscape islands increased in size and number.

There was no additional public comment.

**MOTION:** Moved by Commissioner Kotleba and seconded by Commissioner Martin to close the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

The Public Hearing closed at 7:58 p.m.

**MOTION:** Moved by Commissioner Seaton and seconded by Commissioner Martin to recommend to the Village President and Board of Trustees an Amendment to a Special Use, a Zoning Variation, and a Special Use for Automotive Services including Vehicle Rental and Self-storage for U-Haul Located at 830-890 West Main Street, subject to the following conditions:

1. Prior consideration and approval by the Appearance Review Commission of improvements to: building exteriors; signage; surface parking lots, entry/exit and internal drive aisles, and loading lanes; internal and perimeter landscaping; and, lighting;
2. Compliance with documents including but not limited to the site plan as submitted with the Planning and Zoning Application; and,
3. Compliance with all other applicable Village codes and ordinances. Upon roll call, motion was approved.

**AYES:** Commissioner Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

**B. Public Hearing – Consideration of Petition 18:06: Text Amendment- Consideration of a Text Amendment Related to the Definition of Floor Area Ratio (FAR)**

**MOTION:** Moved by Commissioner Slovacek and seconded by Commissioner Seaton to open the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke  
**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

The Public Hearing opened at 8:07 p.m.

Village Planner Pociecha said all notices have been entered.

Community Development Director Scott explained that the Floor Area Ratio, or FAR, is often used by municipalities to help regulate bulk of structures on a site. He referred to an ordinance that was approved by the Village Board in 2001, adding FAR regulations to the Municipal Code. He said this petition before the Commission is intended to provide additional clarity to the definition of FAR.

Director Scott said the use of FAR is only required in the R-1, R-2, and R-3 single family residential zoning districts and only applies to lots where construction is voluntarily undertaken after June 26, 2001.

Director Scott pointed out that the majority of the existing housing stock in West Dundee was built prior to 2001; hence the FAR requirement doesn't apply to these structures. He said that after 2001 a number of residential subdivisions were approved including Aspen Hills, Carrington Reserve, Chateau Bluff and Grand Pointe, which in essence, means the FAR requirement, applies to any homes that were constructed in these subdivisions after June 26, 2001.

He added that a resident in Carrington Reserve has submitted a building permit application for an addition of a sunroom. He added that a review of the files revealed that the home was constructed after 2001; however, the FAR requirements were never applied to this property.

Director Scott said the existing primary structure meets setback requirements and reflects neighborhood character in terms of its size and placement. The proposed sunroom addition would meet the homeowners' needs, has received HOA approval, has been deemed compatible with the residence, but does not unequivocally fall with the FAR standard (30%) of total floor area to total lot area given the current definition.

Director Scott said that since the current definition of FAR is unclear with respect to what is to be included in the calculation, staff is proposing that the FAR definition exclude vehicle storage. He noted that the definition simply needs specificity on how garage square footage shall be treated as it affects the FAR calculation. He added that towns that use FAR have definitions that are clear on what is included in the calculation, citing that while Schaumburg and Hoffman Estates differ on use of garage square footage, their FAR definitions are complete.

A brief discussion followed regarding the FAR definition with one suggestion being to potentially add habitable dwelling space if it could prove to be instructive.

There was no audience comment.

**MOTION:** Moved by Commissioner Martin and seconded by Commissioner Slovacek to close the Public Hearing. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

The Public Hearing closed at 8:33 p.m.

**MOTION:** Moved by Commissioner Slovacek and seconded by Commissioner Martin to recommend to the Village President and Board of Trustees approval of a Text Amendment related to the Definition of Floor Area Ratio in Exhibit A – Floor Area Ration Definition and Exhibit B – 696 Huntington Blvd: Plat of Survey & Proposed Sunroom Elevation with any further refinement to the definition if/as needed. Upon roll call, motion was approved.

**AYES:** Commissioners Seaton, Slovacek, Kotleba, Martin and Chairman Susanke

**NAYS:** None

**ABSENT:** Commissioners Gilmore and Magsamen

**VIII. OLD BUSINESS:** There was none.

**IX. ADJOURNMENT**

**MOTION:** Moved by Commissioner Seaton and seconded by Commissioner Slovacek to adjourn the Planning & Zoning Commission Meeting. Motion was approved by unanimous voice vote.

The Planning & Zoning Commission adjourned at 8:35 p.m.

Respectfully submitted,

  
Barbara Traver  
Village Clerk