

**Regular Meeting – Plan Commission/Zoning Board of Appeals
Gregory J. Bielawski Municipal Center, DuPage County, Carol Stream, Illinois**

***All Matters on the Agenda may be Discussed, Amended and Acted Upon
December 13, 2021.***

Chairman Parisi called the Regular Meeting of the Combined Plan Commission/Zoning Board of Appeals to order at 6:00 p.m. and directed Patty Battaglia, Planning and Permitting Assistant, to call the roll.

The results of the roll call vote were:

Present: 6 Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi

Absent: 1 Commissioner Petella

Also Present: Tom Farace, Planning and Economic Development Manager; Patty Battaglia, Planning and Permitting Assistant

MINUTES:

Commissioner Tucek moved and Commissioner Battisto seconded the motion to approve the minutes of the Regular Meeting held on October 25, 2021.

The results of the roll call vote were:

Ayes: 5 Commissioners Battisto, Meneghini, Morris, Tucek and Chairman Parisi

Nays: 0

Abstain: 1 Commissioner Christopher

Absent: 1 Commissioner Petella

The motion passed by a unanimous vote.

Chairman Parisi asked for a motion to move the agenda items and start with the Presentation first then move to the Public Hearing. Commissioner Meneghini moved and Commissioner Christopher seconded the motion with no further discussion.

PRESENTATION:

Case #21--0063 – ER2 Image Group (Pregis) – 455 E. North Avenue
North Avenue Corridor Review – New Monument Sign

Chairman Parisi asked the applicant to give his presentation.

Mr. Patrick Moore from ER2 Image Group stated they are proposing to put a new monument sign at the property of 455 E. North Avenue. We have located the sign so it does not conflict with any underground utilities. Location has been marked and measured to make sure it was ten feet away from the main water line that runs through the property. The sign is compliant according to the code and is a total of 40 square feet. It is 4 feet tall above grade and 10 feet wide. It will be sunk in a 2 foot diameter, concrete foundation. Since there was never a monument sign at this location, we are seeking approval.

Chairman Parisi asked Mr. Farace to provide a Staff Report.

Mr. Farace stated a North Avenue Corridor Review is required since this is a brand new, monument sign for this property due to a new business taking over. The sign proposed will meet all the requirements of our UDO from a square footage, height and location requirement. There will be landscaping consisting of a combination of shrubs, flowers and native grasses around the base of the sign. Staff is recommending approval of their request.

Chairman Parisi asked for comments or questions from the Commission and there were none.

Commissioner Battisto moved and Commissioner Christopher seconded the motion with no further discussion.

The results of the roll call vote were:

Ayes:	6	Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi
Nays:	0	
Abstain:	0	
Absent:	1	Commissioner Petella

The motion passed by unanimous vote.

PUBLIC HEARING:

Chairman Parisi asked for a motion to open the Public Hearing. Commissioner Meneghini moved and Commissioner Morris seconded the motion.

The results of the roll call vote were:

Ayes:	6	Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi
Nays:	0	
Abstain:	0	
Absent:	1	Commissioner Petella

The motion passed by unanimous vote.

**Case #21-0061 – Village of Carol Stream – 500 N. Gary Avenue
Zoning Text Amendment – Unified Development Ordinance (UDO) - Miscellaneous Modifications**

Chairman Parisi swore in Mr. Tom Farace.

Mr. Farace stated this would be our third round for modifications to the UDO since we started using it this past summer. The following minor changes are being requested for approval:

- New provisions for “ghost kitchens” where it is not really a restaurant but a place where food is prepared and possibly shared by multiple restaurants. This type used primarily for restaurant couriers like a DoorDash or Grubhub. As these become more popular we thought it should be added to our code as a definition of a Commercial Kitchen.
- Changing our definition for a Food Processing Establishment to include catering which are usually larger and have a series of vehicles. “Ghost Kitchens” do not usually have catering vehicles.
- Added a figure reference under Article 3- District Specific Standards.
- Added a statement which was previously in the code under the Industrial District:
Unless specifically permitted, all business, processing, storage and all other activities and operation shall be conducted completely within the principal building.
- Add Commercial Kitchen, or “Ghost Kitchen”, in the Permitted and Special Use table in the Industrial District as well as the OS District. Likewise, add a fairly specific use for warehousing and printing of books, pamphlets and other periodicals when carried out in conjunction with an adjacent office use. This statement pertains to Tyndale House Publishing within our Village which has been added to the OS District.
- Add certain provisions for accessory structures in business and industrial districts under Article 4 – Use Specific Standards. We try not to have outdoor storage in our Industrial District and push for it to be inside the building. But if someone is going to have a secondary building, we thought criteria should be established for those businesses. The criteria is listed on page 5 of the Staff Report.
- Removed a professionally prepared (traffic consultant) parking study is required from 16-5-2 Off-Street Parking and Loading under Article 5-Development Standards. Staff felt that a study conducted by the business or property owner could provide a parking count that would be adequate. Likewise, parking requirements for the “Ghost Kitchen” or Commercial Kitchen uses to be 1 space per every 250 of net floor area. We also added parking requirements (2 parking spaces for every 250 square feet of net floor area) for takeout restaurants.
- Changed wording in the code to Shadow Box and added the words Shadow Box to the illustration of Fence Types.

Mr. Farace stated Staff is requesting approval of the above changes to the UDO.

Commissioner Parisi asked for questions or comments from the Commission.

Commissioner Tucek mentioned a grammatical error on page 3.

Chairman Parisi asked if a “ghost kitchen” and commercial kitchen are synonymous.

Mr. Farace stated there are different terms, but basically they mean the same thing.

Chairman Parisi suggested that both should be listed in the Industrial and OS Districts.

Chairman Parisi also asked why restrict it to those two districts and not in the Business District.

Mr. Farace stated we don't know if someone would want to pay the higher commercial rent for a Commercial Kitchen. The OS properties are more like office type buildings which are more difficult to rent out.

Commissioners Battisto, Christopher, Meneghini and Morris had no questions. Commissioner Meneghini moved and Commissioner Tucek seconded the motion with no further discussion.

The results of the roll call vote were:

Ayes: 6 Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 1 Commissioner Petella

The motion passed by unanimous vote.

This case will go before the Village Board on Monday, January 3, 2022, at 6:00 PM for review.

There was a brief discussion pertaining to a property currently not located within the Village's jurisdiction.

Chairman Parisi asked for a motion to close the Public Hearing. Commissioner Meneghini moved and Commissioner Christopher seconded the motion with no further discussion.

The results of the roll call vote were:

Ayes: 6 Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 1 Commissioner Petella

The motion passed by unanimous vote.

NEW BUSINESS:

OLD BUSINESS:

OTHER BUSINESS:

Chairman Parisi asked for a motion to cancel the December 28, 2021, PC/ZBA Meeting. Commissioner Christopher moved and Commissioner Tucek seconded the motion.

The results of the roll call vote were:

Ayes: 6 Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 1 Commissioner Petella

The motion passed by unanimous vote.

ADJOURNMENT:

At 6:20 p.m. Commissioner Christopher moved and Commissioner seconded the motion to adjourn the meeting.

The results of the roll call vote were:

Ayes: 6 Commissioners Battisto, Christopher, Meneghini, Morris, Tucek and Chairman Parisi

Nays: 0

Abstain: 0

Absent: 1 Commissioner Petella

The motion passed by unanimous vote.

FOR THE COMBINED BOARD

Recorded and transcribed by,



Patty Battaglia
Planning and Permitting Assistant

Minutes approved by Plan Commission on this 14 day of FEBRUARY, 2022.


_____ Chairman