

# Village of Carol Stream

## AGENDA

REGULAR MEETING-PLAN COMMISSION/ZONING BOARD OF APPEALS

MONDAY, JUNE 26, 2023 AT 6:00 P.M.

*ALL MATTERS ON THE AGENDA MAY BE DISCUSSED, AMENDED AND ACTED UPON*

- I. Roll Call: Present:  
Absent:
  
- II. Approval of Minutes: May 22, 2023
  
- III. Public Hearing  
  

**23-0027– Village of Carol Stream – 500 N. Gary Avenue**  
*Zoning Text Amendment – Unified Development Ordinance (UDO)-  
Miscellaneous Modifications*

**23-0028– Sierra Residence – 345 Shawnee Dr.**  
*Fence Code Variation*

**23-0029 – Owens Residence – 349 Shawnee Dr.**  
*Fence Code Variation*
  
- IV. Presentation:  
*Annual Progress Report – Comprehensive Plan Implementation  
Informational Only*  
  
*PC/ZBA Training Video – Part 4*
  
- V. Old Business:
  
- VI. New Business:
  
- VII. Report of Officers:
  
- VIII. Adjournment:

**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  
May 22, 2023.***

Mr. Farace stated since Chairman Parisi was absent an Acting Chairman would need to be nominated. Commissioner Petella made a motion to nominate Commissioner Tucek and Commissioner Morris seconded the motion.

Acting Chairman Tucek 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: 5 Commissioners Battisto, Meneghini, Morris, Petella, and Acting Chairman Tucek

Absent: 2 Commissioner Christopher and Chairman Parisi

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

**MINUTES:**

Commissioner Petella moved and Commissioner Morris seconded the motion to approve the minutes of the Regular Meeting held on April 24, 2023.

The results of the roll call vote were:

Ayes: 4 Commissioners Meneghini, Morris, Petella, and Acting Chairman Tucek

Nays: 0

Abstain: 1 Commissioner Battisto

Absent: 2 Commissioner Christopher and Chairman Parisi

The motion passed by a unanimous vote.

**PUBLIC HEARING:**

**NEW BUSINESS:**

**PRESENTATION:**

**Case #23-0021– RnR Resources Inc./Wayne Township – 27W031 North Avenue**  
*North Avenue Corridor Review – Building Addition*

Acting Chairman Tucek asked Mr. Randy Ramey to provide his presentation.

Mr. Ramey stated Wayne Township is seeking approval for a 1,625 square feet building addition located on the west side of the existing building to provide more space for senior activities and others who utilize the Township building.

Mr. Berisha started the Staff Report by stating the Wayne Township building includes several departments including a popular senior center. Seniors from Winfield Township are utilizing the services as well which has prompted this expansion to provide more space for senior activities. The addition will be 1,625 square feet on the west side of the existing building and provide a large activity room as well as storage space for tables and chairs. The addition will not be extinguishable from the existing building because it will be constructed with similar materials and colors. The applicant has also agreed to install safety bollards along the west side of the addition adjacent to the drive aisle. The building addition and the bollards will not extend passed the current parking lot striping. This will prevent the need for one way parking so the striping can remain as existing. Staff has conducted a parking study to ensure the addition will not affect the existing parking situation. Since the net floor area with the addition is 10,253 square feet, spaces required would be 41 and the total spaces are 147 so there will be a surplus of 106 spaces. With the conditions, Staff recommends approval.

Acting Chairman Tucek asked for questions from the audience and there were none.

Acting Chairman Tucek asked for questions from the Commission.

Commissioners Battisto and Meneghini had no questions.

Commissioner Morris asked if the two lanes would still be available for food pantry day when the cars line up on North Avenue. He also asked if the parking will remain along the fence.

Mr. Ramey stated the Village questioned this as well and the width for those two lanes will remain the same as well as the parking along the fence. He also stated we have future plans for parking with our neighbors and are working on that agreement.

Commissioner Petella asked if Mr. Ramey was aware of the recommendations that Staff has made.

Mr. Ramey said yes.

Acting Chairman Tucek asked if backing out of the disabled parking spots will be difficult until you get all the way passed the building.

Mr. Ramey stated that is why it's double-spaced so there is plenty of space for backing out, and there will be a space between the parking spot and the building wall. There will be three disabled spots across from the entrance to the senior center which are currently regular spots. Also, because people come in at different times, there is really not an overlap of vehicles coming through.

There were no further comments or questions from the Commission.

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

The results of the roll call vote were:

Ayes:	5	Commissioners Battisto, Meneghini, Morris, Petella, and Acting Chairman Tucek
Nays:	0	
Abstain:	0	

Absent: 2 Commissioner Christopher and Chairman Parisi

The motion passed by unanimous vote.

There was a brief discussion regarding zoning codes.

The Plan Commission viewed Part 3 of the PC/ZBA Training Video provided by the Illinois Chapter of the American Planning Association.

There was a brief discussion about the video.

**OLD BUSINESS:**

**OTHER BUSINESS:**

Mr. Farace provided the Commission an update on previous projects.

Mr. Farace stated the Commission can vote on canceling the June 12<sup>th</sup>, 2023, meeting due to the lack of agenda items.

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

The results of the roll call vote were:

Ayes: 5 Commissioners Battisto, Meneghini, Morris, Petella, and Acting Chairman Tucek

Nays: 0

Abstain: 0

Absent: 2 Commissioner Christopher and Chairman Parisi

The motion passed by unanimous vote.

**ADJOURNMENT:**

At 6:51 p.m. Commissioner Christopher moved and Commissioner Petella seconded the motion to adjourn the meeting.

The results of the roll call vote were:

Ayes: 5 Commissioners Battisto, Meneghini, Morris, Petella, and Acting Chairman Tucek

Nays: 0

Abstain: 0

Absent: 2 Commissioner Christopher and Chairman Parisi

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 \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Acting Chairman

**Village of Carol Stream  
Plan Commission/Zoning Board of Appeals**

**STAFF REPORT**

June 26, 2023

**TO:**  
Chairman and Plan Commissioners

**FROM:**  
Community Development  
Department

**CASE MANAGER:**  
Bravo Berisha, Assistant Planner

**ACTION REQUESTED:**  
Staff is requesting the following:

- Text Amendments for miscellaneous modifications to Article 2 (Definitions); Article 3 (District Specific Standards); and Article 4 (Use Specific Standards) of Chapter 16 of the Village of Carol Stream Code of Ordinances.

**APPLICANT/ CONTACT:**

Village of Carol Stream  
500 N. Gary Avenue  
Carol Stream, IL 60188

**CASE #:** 23-0027

**PROJECT NAME:** Village of Carol Stream - Text Amendment for Miscellaneous Modifications to the Unified Development Ordinance (UDO)

**BACKGROUND:**

The Unified Development Ordinance (UDO) was approved by the Village Board on May 3, 2021 and went into effect on July 1, 2021. As the PC/ZBA recalls, the UDO combines zoning, signage, fencing, and subdivision regulations into a new chapter of the Code of Ordinances (Chapter 16).

Text Amendments for miscellaneous modifications were most recently reviewed by the PC/ZBA on March 13, 2023 and approved by the Village Board on March 20, 2023.

The modifications in this case pertain to electric vehicles, electric vehicle charging stations, and pertinent definitions, district specific standards, and use specific standards.

Furthermore, there are also modifications proposed for residential gardening and rainwater collection systems, and pertinent definitions and use specific standards.



**ATTACHMENTS:**

Attached for review is the General Application, Text Amendment Application, and Public Notice.

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**Staff Analysis**

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**TEXT AMENDMENT**

Outlined below are the modifications or revisions proposed in the UDO. The proposed modifications include revisions pertaining to electric vehicles and electric vehicle charging stations, along with other miscellaneous amendments.

Electric Vehicle Charging Stations

In December 2022, The Metropolitan Mayors Caucus (MMC) and ComEd announced 16 Illinois communities, including Carol Stream, will receive training and assistance in the Electric Vehicle (EV) Readiness program, which is one of the MMC’s environmental initiatives. Funded in part with a \$225,000 commitment from ComEd, the EV Readiness program will help municipalities streamline policies, meet the growing demand for EVs and charging infrastructure, and implement best practices for safe and effective regional transportation electrification.

The Village is working on obtaining a bronze-level certification in EV readiness, and requirements for certification include updating zoning standards and building permitting processes. Code Amendments include pertinent definitions for terms associated with electric vehicle charging stations (EVCS), and use specific standards related to parking, signage, and charging station locations.

Recommended revisions to the UDO are outlined below. Proposed text amendment language is illustrated below in red.

**Article 2 – Definitions**

**§ 16-2-3 DEFINITIONS - C.**

***Charging Station, Accessory.*** Equipment, as an accessory use to a lawfully established principal use, that supplies electrical power for charging plug-in electric vehicles.

***Charging Station, Primary.*** An electric fueling station with equipment that supplies electric power for charging plug-in electric vehicles.

***Charging Level, AC.*** The charging station delivers electric power to the vehicle’s charging module, which converts the AC power to DC power and delivers it to the battery. Voltage is either one hundred twenty (120) or two hundred forty (240) volts.

***Charging Level, DC.*** The charging station bypasses a vehicle’s on-board charger to directly deliver electricity to the vehicle’s high voltage battery. Voltage is equal to, or greater than four hundred eighty (480) volts.

**§ 16-2-16 DEFINITIONS - P.**

**Parking Space, Electric Vehicle.** A parking space for an electric vehicle or plug-in hybrid vehicle.

**§ 16-2-22 DEFINITIONS - V.**

**Vehicle, Electric.** A vehicle that operates exclusively on electrical energy from a charging station or other electrical energy source that is stored in the vehicle’s battery for propulsion purposes.

**Vehicle, Hybrid.** An electric vehicle that contains an internal combustion engine that allows power to be delivered to the drive wheels by an electric motor and also generates motive power by the burning of liquid or gaseous fuels.

**Vehicle, Internal Combustion Engine.** An engine that generates motive power by the burning of liquid or gaseous fuels.

**Article 3 – District Specific Standards**

- Currently, Table 16-3-11 (E) does not list EVCSs as a Permitted Use or Special Use in any District. Under the Other Uses category, staff believes EVCSs as an accessory use should be permitted in every District, and as a primary use, should require Special Use approval in the B-1 and B-3 Districts. A primary use for a charging station would be reviewed similarly to a fuel sales station, in regards to issues such as parking and traffic flow.

Table 16-3-11(E): Permitted and Special Uses										
Proposed Use	Additional Regulations	R-1	R-2	R-3	R-4	B-1	B-2	B-3	O-S	I
<b>Other Uses</b>										
<i>Planned Development</i>	Article 16-7	S	S	S	S	S	S	S	S	S
<i>Charging Station, Accessory</i>	Section 16-4-29	P	P	P	P	P	P	P	P	P
<i>Charging Station, Primary</i>	Section 16-4-29					S		S		

**Article 4 – Use Specific Standards**

Use specific standards for EVCSs have been developed from best practices found in other communities and discussed with the Metropolitan Mayors Caucus, and include provisions for parking, prohibition of advertising on charging stations, and maintenance responsibilities.



## § 16-4-29 ELECTRIC VEHICLE CHARGING STATIONS

Electric Vehicle Charging Stations shall meet the following provisions:

(A) Parking Regulations.

1. Parking spaces devoted to the charging of electric vehicles shall count toward the minimum number of required off-street parking spaces.
2. Electric vehicle charging station spaces may only be used for parking and charging electric or hybrid vehicles.
3. Electric vehicle charging station spaces shall be identified with signage indicating the intended use of the parking space.

(B) Signage and Advertising.

1. Advertising shall not be allowed on an electric vehicle charging station.

(C) Other Provisions.

1. Protection: Barrier curbing, steel bollards, or other adequate protection shall be used to protect charging station equipment.
2. Accessibility: Charging station equipment shall be located so as not to interfere with accessibility requirements of the Illinois accessibility code and other applicable accessibility standards.
3. Maintenance: Charging station equipment, bollards, and parking stalls shall be maintained by the property owner. Charging stations no longer in use shall be immediately removed.
4. Location: Charging equipment is encouraged near landscaped areas.
5. Usage fees: Owners of charging equipment shall not be prohibited from collecting a fee for the use of a charging station. Fees shall be displayed on the charging station.

### Residential Gardening

The photograph to the right shows a system of PVC piping and other structures to support the growing of grapes and other fruits and vegetables on a single-unit residential property. While the Village encourages personal gardens on residential properties, this type of installation can be out of character with the rest of the neighborhood from an aesthetic and usage perspective. Staff recommends new regulations in Section 16-4-1 of the UDO to limit the square footage, height, and location of gardening areas and structures, to ensure that future installations are consistent with the character of residential neighborhoods.



## § 16-4-1 COMMUNITY GARDENING/URBAN FARMING.

- (A) Community gardening and urban farming shall be permitted provided that, no keeping, propagation or culture of pigeons, poultry, rabbits, bees or livestock is conducted; and, further provided that, no retail sales are conducted from a store or stand erected or maintained on the premises.
- (B) Gardens for the growing and cultivation of fruits and vegetables on single-unit residential properties shall be no larger than 1,000 square feet, or 10% of the area of the lot, whichever is less. Gardens for the growing and cultivation of fruits and vegetables on single-unit residential properties may be allowed in an interior side yard as long as there are no support structures over 36 inches in height.
- (C) Structures associated with the growing and cultivation of fruits and vegetables in a rear yard of a single-unit residential property shall be no taller than eight feet in height.

### Residential Rainwater Collection Systems

The practice of utilizing rain barrels or other devices to capture rainwater is a good environmental practice. However, elaborate piping and water collection systems may detract from the character of the property and the neighborhood (see accompanying image). Therefore, staff recommends adding standards to the UDO that would limit the number and location of rainwater collection systems on residential properties, while still allowing water conservation measures to be achieved.



## § 16-2-18 DEFINITIONS - R.

*Rainwater Collection System.* A system that gathers or catches rainwater, typically from a rooftop, and stores it for later use. Collection systems include rain barrels and cisterns.

## § 16-4-15 ACCESSORY BUILDINGS AND STRUCTURES, GENERAL.

- (F) Residential Rainwater Collection Systems.
  - (1) No more than four residential rainwater collection system storage devices shall be allowed on a single-unit residential lot.
  - (2) Rainwater collection systems that are four feet in height or less, or have a capacity of up to 55 gallons, may be located in all yards. Rainwater collection systems taller than four feet in height, or with a capacity of more than 55 gallons, must be located in the rear yard.

Any structures and materials used for mounting and connecting the rainwater collection system shall be as unobtrusive as possible.

- (3) Rainwater collection systems must be maintained in good working order, and must be removed if they are no longer in use.

(G) *Accessory Buildings and Structures in Business and Industrial Districts.* Site Plan Review shall be required prior to the installation of an accessory building or structure in the Business and Industrial zoning districts, and shall be subject to all applicable codes and ordinances and the following provisions:

(1) *Quality materials.* Exterior building materials shall complement the architecture of the primary structure, and be traditional, time- and weather-tested materials and techniques such as but not limited to masonry, stone veneer systems, stucco, precast panels with inlaid or stamped brick texture, or comparable material.

(2) Accessory buildings and structures shall include landscape located at the building foundation as required by § 16-5-6 of the UDO.

(3) Accessory buildings and structures shall not be located in required parking or storage spaces.

**§ 16-5-10 PERMITTED YARD OBSTRUCTIONS**

Table 16-5-10(C): Permitted Yard Obstructions							
Use	Additional Requirements	Front	Exterior Side	Side	Rear	Courtyard	
23	Rainwater Collection System	§ 16-4-15	X	X	X	X	X

Other Miscellaneous Text Amendments

Citations for code sections regarding landscaping guaranty and outdoor activities and operations screening provisions need to be updated simply to correct section reference errors.

**§ 16-4-18 OUTDOOR ACTIVITIES AND OPERATIONS, PERMANENT, AND OUTDOOR VEHICLE STORAGE IN THE INDUSTRIAL DISTRICT.**

(B) *Screening of outdoor activities and operations in the B-1, B-2, B-3, and O-S Districts.*

(1) Outdoor activities and operations shall not be visible from:

- (a) Any public right-of-way; or
- (b) Any residential property.

(2) The following minimum screening requirements shall apply to outdoor activities and adjacent to or visible from areas identified in § 16-4-18(B)(1):

- (a) A solid wall or fence not less than six feet and not more than eight feet in height along all property frontages identified in § 16-4-18(B)(1).

(b) A landscape strip not less than five feet wide located in front of the wall or fence. The required landscape materials shall conform to all requirements for transition area landscape found in § 16-5-56.

(3) The following minimum screening requirements shall apply to outdoor activities and operations not adjacent to or visible from areas identified in § 16-4-18(B)(1).

(a) A fence, which conforms to all fence material requirements detail in § 16-5-98 and is not less than six and not more than eight feet in height.

(b) A landscape strip not less than five feet wide located in front of the masonry wall. The required landscape materials shall conform to all requirements for transition area landscape found in § 16-5-6.

**§ 16-5-6 LANDSCAPE.**

(F) *Installation and maintenance of landscape areas.*

(1) Immediately upon planting, all landscape shall conform to the American Standard for Nurserymen, published by the American Association of Nurserymen, Inc., as revised from time to time.

(2) A guaranty, in the form of a letter of credit or performance bond, approved by the Village Attorney and the Community Development Director, or a cash deposit made with the Village Treasurer for 20% of the total cost estimate of landscaping for the construction in January 1 dollars for the current year, shall be provided by the applicant for all required landscape improvements. Such guaranty shall be executed before building permits are issued. The 20% landscaping deposit will be held in escrow for a period of 18 months past the time of planting and will be refunded on approval of the village, unless extended by the village per § 16-8-4(N)(O)(10)(c).

(3) Dead plant materials shall be replaced within 60 days upon notification from the village, taking into consideration the season of the year, and shall be of the same quantity and quality as initially approved. If the particular project is constructed in more than one phase, the 60-day timeframe shall apply to each individual phase.

(4) All landscape areas shall be maintained in a healthy and weed-free condition. The ground surface of landscape areas shall be covered with regularly maintained turf or other types of pervious groundcover or mulch.

(5) Any required landscaped area, greater than 150 square feet in area, shall be provided with an underground irrigation system or be provided with a portable water supply within 50 feet of said landscaped areas, unless otherwise approved by the Engineering Services Director to accommodate native grasses. No part of an irrigation system may be installed in village right-of-way.

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**Recommendation**

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Staff recommends approval of text amendments for miscellaneous modifications to Article 2 (Definitions), Article 3 (District Specific Standards), and Article 4 (Use Specific Standards) of the UDO.



**Do Not Write in This Space**

Date Submitted: 6/1/23  
Fee Submitted: -  
File Number: 23-0027  
Meeting Date: 6/26/23  
Public Hearing Required: Y

# Village of Carol Stream

500 N. Gary Avenue ▪ Carol Stream, IL 60188

PHONE 630.871.6230 ▪ FAX 630.665.1064

[www.carolstream.org](http://www.carolstream.org)

**FORM A**

## GENERAL APPLICATION PUBLIC HEARINGS AND DEVELOPMENT APPROVAL REQUESTS

1. Name of Applicant Village of Carol Stream Phone 630.871.6230  
 Address 500 N. Gary Avenue, Carol Stream, IL 60188 Fax \_\_\_\_\_  
 E-Mail Address communitydevelopment@carolstream.org  
 (required)  
 Name of Attorney \_\_\_\_\_ Phone \_\_\_\_\_  
 (if represented)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_  
 Name of Owner \_\_\_\_\_ Phone \_\_\_\_\_  
 (required if other than applicant)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_  
 Name of Architect \_\_\_\_\_ Phone \_\_\_\_\_  
 (if applicable)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_

2. \*Common Address/Location of Property 500 N. Gary Avenue

3. Requested Action: *(check all that apply)*
- |  |   |
|--|---|
| <input type="checkbox"/> Annexation                        | <input type="checkbox"/> Subdivision – Minor/Major                    |
| <input type="checkbox"/> Courtesy Review                   | <input type="checkbox"/> Temporary Waiver/Code of Ordinances          |
| <input type="checkbox"/> Development Staff Review          | <input type="checkbox"/> Variation – Zoning (requires Form B-1)       |
| <input type="checkbox"/> Gary/North Avenue Corridor Review | <input type="checkbox"/> Variation – Sign (requires Form B-2)         |
| <input type="checkbox"/> Planned Development – Final       | <input type="checkbox"/> Variation – Fence (requires Form B-3)        |
| <input type="checkbox"/> Planned Development – Preliminary | <input type="checkbox"/> Special Use Permit (requires Form C)         |
| <input type="checkbox"/> Shared Parking Facility           | <input type="checkbox"/> Map Amendment (requires Form D-1)            |
| <input type="checkbox"/> Site Plan Review                  | <input checked="" type="checkbox"/> Text Amendment (requires Form D2) |
|  | <input type="checkbox"/> Staff Adjustment (requires Form E)           |



Describe requested action Proposed text amendments regarding electric vehicle charging stations and other miscellaneous amendments.

4. Fee Schedule: (Check all that apply)

Total Application Fee: \$ n/a

Annexation approvals:	
New development	\$2,000
Other	\$800
Annexation Agreement Amendment	\$800
Appearance fee for approvals required by the UDO but not listed herein	\$500
Courtesy Review	\$240
Development Staff Review	\$640
Easement Encroachment	\$300
Gary/North Avenue Corridor Review:	
New or replacement monument sign	\$500
One discipline (site design, architecture or landscaping)	\$500
Two disciplines	\$1,000
Three disciplines	\$1,500
New development	\$1,500
Outdoor Dining Permit	\$120
Planned Development:	
Existing Planned Development, minor change	\$500
Existing Planned Development, major change	\$1,000
New Planned Development	\$1,500
Rezoning (Zoning Map Amendment)	\$640
Shared Parking Facility Permit	\$500
Site Plan Review	\$640
Special Use:	
First	\$800
Each additional	\$200
Special Use Amendment	\$800
Staff Adjustment	\$240
Subdivision:	
Major	\$700
Minor	\$400
Temporary Building, Structure or Use	\$120
Temporary Waiver to the Code of Ordinances	\$120
Text Amendment:	
Building Codes	\$240
Unified Development Ordinance	\$640
Variation:	
First	\$640
Each additional	\$200
Zoning verification letter	\$80

5. Applicant Certification

\*I authorize the Village of Carol Stream to install a temporary sign or signs on the property having the common address indicated in Item 2 on this form, for notifying the public of the upcoming public hearing, once the hearing has been scheduled.

I have reviewed a copy of the informational handout(s) for the zoning process(es) for which I am making an application. I am familiar with the code requirements that relate to this application and I certify that this submittal is in conformance with such code(s).

I understand that incomplete or substandard submittals may increase the staff review time and delay scheduling of the public hearing. I also understand that, per § 6-13-6 of the Municipal Code, the Village's costs of legal reviews, structural engineering review, and other special reviews determined to be necessary by the Community Development Director, performed by means of consultant services, shall be paid at the billed rate to the Village by the applicant.

TOM FRANCE

Print Name



Signature

6/1/23

Date

Revised 11/22



FORM D-2

# Village of Carol Stream

500 N. Gary Avenue • Carol Stream, IL 60188  
630.871.6230 • FAX 630.665.1064

e-mail: [communitydevelopment@carolstream.org](mailto:communitydevelopment@carolstream.org) • website: [www.carolstream.org](http://www.carolstream.org)

## TEXT AMENDMENT

Please see Section 16-8-4(M) of the Unified Development Ordinance (UDO) to learn more about Text Amendments.

In accordance with the applicable statutes of the State of Illinois, an amendment shall be granted or denied by the Village Board only after a public hearing before the Plan Commission and a report of its findings and recommendations has thereafter been submitted to the Village Board.

Proposed Text Amendments that satisfy all of the review criteria may be approved. The Plan Commission and Village Board shall consider the following criteria in their review of Text Amendments: (Please respond to each of these standards in writing below as it relates to your request.)

1. The amendment must be consistent with the purpose of this UDO and the Village Comprehensive Plan.

Proposed amendments regarding electric vehicle charging stations and other miscellaneous amendments are consistent with the UDO and Village Comprehensive Plan to prepare amendments based on current procedures or new technologies.

2. The amendment must not adversely affect the public health, safety, or general welfare.

Proposed amendments will not adversely affect the public health, safety, or general welfare.

3. The amendment is necessary because of changed or changing social values, new planning concepts, or other social, technological, or economic conditions in the areas affected.

New planning concepts involving alternatives/electric vehicles are proposed within the Unified Development Ordinance.





# Village of Carol Stream Plan Commission/Zoning Board of Appeals

**STAFF REPORT**

June 26, 2023

**TO:**  
Chairman and Plan  
Commissioners

**FROM:**  
Community Development  
Department

**CASE MANAGER:**  
Bravo Berisha, Assistant Planner

**ACTION REQUESTED:**  
The applicant is requesting  
approval of the following:

- A variation in accordance with Sections 16-5-8(D)(2)(a) and 16-5-8 (D)(4)(l) of the Unified Development Ordinance to allow a six foot fence in the rear yard and for fencing to be located approximately 20 feet away from the rear lot line.

**APPLICANT/ CONTACT:**

Mr. Bill Cleveland, Director of  
Engineering Services  
500 N. Gary Avenue  
Carol Stream, IL 60188



**CASE #:** 23-0028 & 23-0029

**LOCATION:** 345 & 349 Shawnee Drive

**PROJECT NAME:** Sierra and Owens Residences



LOCATION	ZONING DISTRICT	LAND USE	COMPREHENSIVE PLAN DESIGNATION
Subject Properties	R-2 Traditional Residence District	Single-Family Residential	Single-Family Residential
North	R-2 Traditional Residence District & R-1 Estate Residence and Community Facilities District	Single-Family Residential & Carol Stream Park District	Single-Family Residential & Carol Stream Park District
South	R-2 Traditional Residence District	Single-Family Residential	Single-Family Residential
East	R-2 Traditional Residence District & R-1 Estate Residence and Community Facilities District	Single-Family Residential & Carol Stream Park District	Single-Family Residential & Carol Stream Park District
West	R-2 Traditional Residence District	Single-Family Residential	Single-Family Residential

The subject properties outlined above in red are located on the Shawnee Drive Cul-de-sac.

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## Site Assessment

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### COMPREHENSIVE PLAN DESIGNATION:

The subject properties are designated for single-family residential uses according to the Village's Comprehensive Plan.

### AERIAL PHOTOGRAPH:



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## Project Summary

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### ATTACHMENTS:

Attached for review are the General Applications, Fence Variation Forms, Public Notices, and GIS aerial imagery with the proposed fence locations (Exhibit A).

### BACKGROUND:

The Village of Carol Stream, on behalf of the property owners at 345 and 349 Shawnee Drive, requests approval of a variation to install a six-foot fence in the rear yard of both properties. The properties are zoned R-2 Traditional Residence District, and are located in the Shawnee Drive cul-de-sac. The properties contain single-family homes and Klein Creek runs through their rear yards.



The Village is currently completing a stream bank stabilization project along Klein Creek, and removed existing vegetation along the rear yards of the subject properties as part of the project. In addition, a multi-use path has been extended behind the two properties. In order to provide screening which was lost with the removal of the vegetation, and to screen the rear yards from the multi-use path, fencing has been installed along the rear of both properties. However, the location of said fencing requires approval of a variation.



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### Staff Analysis

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### FENCE VARIATION REQUEST

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According to Section 16-5-8 (D)(2)(a) of the UDO, the maximum height of a fence in exterior side, interior side, and rear yards shall be five feet, except for fences abutting a major street, which shall be six feet in height. Furthermore, according to Section 16-5-8(D)(I) of the UDO, a single-unit residential use may erect a six-foot tall fence along a rear or side yard lot line when it abuts a lot line of a property that is not used for dwelling purposes, and is specifically dedicated for park uses or stormwater detention/retention use, or a combination thereof.

The subject properties are afflicted with distinct topographic issues concerning their rear yard boundaries. Klein Creek runs through the rear yard of both subject properties. Due to the creek location, fencing was installed approximately 20 feet away from the rear lot line for both properties, rather than along the rear lot line as stipulated in the UDO. Furthermore, while 345 Shawnee abuts a property owned by the Carol Stream Park District, 349 Shawnee abuts other residential properties. Since the fence is not located directly along the rear lot line of both subject

properties, a variation is requested to allow the fence to be located approximately 20 feet from the rear lot line. Additionally, since 349 Shawnee abuts other residential properties, it would only be allowed a five-foot tall fence. In order to provide adequate screening from Klein Creek and the multi-use path, a six-foot tall fence has been installed on both properties. Staff is supportive of the six-foot tall fencing at this location, and is supportive of the location of said fencing being approximately 20 feet away from the rear lot lines of the subject properties.

## VARIATION FINDINGS OF FACT

The Zoning Board of Appeals may vary the fence provisions of the UDO after making findings based upon the evidence presented concerning the following conditions:

1. An exceptional situation related to topography, surroundings or conditions of a specific piece of property, or by reason of exceptional narrowness or shallowness.

Klein Creek runs through the rear yards of the subject properties, and recent stream bank stabilization work and multi-use path installation necessitates taller fencing placed 20 feet away from the rear lot lines.

2. Difficulties or particular hardships in the way of carrying out the strict letter of the Fence Standards.

Regarding 345 Shawnee Drive, it would be impossible to place fencing along the rear lot line because it would be located in Klein Creek. Regarding 349 Shawnee Drive, the rear lot line is simultaneously adjacent to a residential property and located in Klein Creek.

3. The fence will not impair an adequate supply of light and air to adjacent property.

Staff does not believe the fencing will impair light or air to adjacent properties.

4. The fence will not endanger the public safety.

Staff does not believe the fencing will endanger the public safety.

5. The fences will not unreasonably diminish or impair established property values within the surrounding area.

Staff believes the fencing will only enhance property values.

6. The fences will not impair the public health, safety, comfort, morals, or welfare of the inhabitants of the Village.

Staff believes the fencing will not impair the inhabitants of the Village in any way and will provide screening for Klein Creek trail users and the owners of the subject properties.

---

## **Recommendation**

---

Staff has reviewed the request and can support the variation given the distinctive nature of the properties (both properties have rear lot lines within Klein Creek). Therefore, staff recommends approval of a variation for the properties at 345 Shawnee Drive (Case No. 23-0028) and 349 Shawnee Drive (Case No. 23-0029).

T:\Planning New\Planning\Plan Commission\Staff Reports\2023 Staff Reports\23-0028 Sierra Residence & 23-0029 Owens Residence VAR 345 & 349 Shawnee Dr.docx



<b>Do Not Write in This Space</b>	
Date Submitted:	<u>6/1/23</u>
Fee Submitted:	<u>-</u>
File Number:	<u>23-0029</u>
Meeting Date:	<u>6/26/23</u>
Public Hearing Required:	<u>Y</u>

# Village of Carol Stream

500 N. Gary Avenue ▪ Carol Stream, IL 60188

PHONE 630.871.6230 ▪ FAX 630.665.1064

[www.carolstream.org](http://www.carolstream.org)

**FORM A**

**GENERAL APPLICATION  
PUBLIC HEARINGS AND DEVELOPMENT APPROVAL REQUESTS**

1. Name of Applicant Village of Carol Stream Phone 630-665-7050  
 Address 500 N. Gary Ave Fax 630-665-1064  
 E-Mail Address bcleveland@carolstream.org  
 (required)  
 Name of Attorney N/A Phone \_\_\_\_\_  
 (if represented)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_  
 Name of Owner Irene Owens Phone \_\_\_\_\_  
 (required if other than applicant)  
 Address 349 Shawnee Dr. Fax \_\_\_\_\_  
 Name of Architect N/A Phone \_\_\_\_\_  
 (if applicable)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_

2. \*Common Address/Location of Property 349 Shawnee Drive

3. Requested Action: (check all that apply)

<input type="checkbox"/> Annexation	<input type="checkbox"/> Subdivision – Minor/Major
<input type="checkbox"/> Courtesy Review	<input type="checkbox"/> Temporary Waiver/Code of Ordinances
<input type="checkbox"/> Development Staff Review	<input type="checkbox"/> Variation – Zoning (requires Form B-1)
<input type="checkbox"/> Gary/North Avenue Corridor Review	<input type="checkbox"/> Variation – Sign (requires Form B-2)
<input type="checkbox"/> Planned Development – Final	<input checked="" type="checkbox"/> Variation – Fence (requires Form B-3)
<input type="checkbox"/> Planned Development – Preliminary	<input type="checkbox"/> Special Use Permit (requires Form C)
<input type="checkbox"/> Shared Parking Facility	<input type="checkbox"/> Map Amendment (requires Form D-1)
<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Text Amendment (requires Form D2)
	<input type="checkbox"/> Staff Adjustment (requires Form E)

Describe requested action Install 6' privacy fence along rear easement.

4. Fee Schedule: (Check all that apply)

Total Application Fee: \$ Waived

Annexation approvals:		
New development		\$2,000
Other		\$800
Annexation Agreement Amendment		\$800
Appearance fee for approvals required by the UDO but not listed herein		\$500
Courtesy Review		\$240
Development Staff Review		\$640
Easement Encroachment		\$300
Gary/North Avenue Corridor Review:		
New or replacement monument sign		\$500
One discipline (site design, architecture or landscaping)		\$500
Two disciplines		\$1,000
Three disciplines		\$1,500
New development		\$1,500
Outdoor Dining Permit		\$120
Planned Development:		
Existing Planned Development, minor change		\$500
Existing Planned Development, major change		\$1,000
New Planned Development		\$1,500
Rezoning (Zoning Map Amendment)		\$640
Shared Parking Facility Permit		\$500
Site Plan Review		\$640
Special Use:		
First		\$800
Each additional		\$200
Special Use Amendment		\$800
Staff Adjustment		\$240
Subdivision:		
Major		\$700
Minor		\$400
Temporary Building, Structure or Use		\$120
Temporary Waiver to the Code of Ordinances		\$120
Text Amendment:		
Building Codes		\$240
Unified Development Ordinance		\$640
Variation:		
First		\$640
Each additional		\$200
Zoning verification letter		\$80



5. Applicant Certification

\*I authorize the Village of Carol Stream to install a temporary sign or signs on the property having the common address indicated in Item 2 on this form, for notifying the public of the upcoming public hearing, once the hearing has been scheduled.

I have reviewed a copy of the informational handout(s) for the zoning process(es) for which I am making an application. I am familiar with the code requirements that relate to this application and I certify that this submittal is in conformance with such code(s).

I understand that incomplete or substandard submittals may increase the staff review time and delay scheduling of the public hearing. I also understand that, per § 6-13-6 of the Municipal Code, the Village's costs of legal reviews, structural engineering review, and other special reviews determined to be necessary by the Community Development Director, performed by means of consultant services, shall be paid at the billed rate to the Village by the applicant.

William Cleveland  
\_\_\_\_\_  
Print Name

  
\_\_\_\_\_  
Signature

6/11/23  
\_\_\_\_\_  
Date

Revised 11/22



**FORM B-3**

# Village of Carol Stream

500 N. Gary Avenue • Carol Stream, IL 60188  
630.871.6230 • FAX 630.665.1064

e-mail: [communitydevelopment@carolstream.org](mailto:communitydevelopment@carolstream.org) • website: [www.carolstream.org](http://www.carolstream.org)

## FENCE VARIATION

Please see Section 16-8-4(K) of the Unified Development Ordinance (UDO) to learn more about Fence Variations.

In accordance with the applicable statutes of the State of Illinois, no variation shall be made by the Village Board except after a Public Hearing is held before the Zoning Board of Appeals.

Both the Zoning Board of Appeals and Village Board must decide if the requested variation is in harmony with the general purpose and intent of the UDO and if there is a practical difficulty of hardship in carrying out the strict letter of the regulations of the UDO.

The Zoning Board of Appeals may vary the provisions of the Fence Code after making findings based upon the evidence presented with regards to the following conditions: (Please respond to each of the following as it relates to your request.)

1. An exceptional situation related to topography, surroundings or conditions of a specific piece of property, or by reason of exceptional narrowness or shallowness.

Rear lot line in Klein Creek and  
new walking path along rear yard.

2. Difficulties or particular hardship in the way of carrying out the strict letter of the Fence Standards.

Resident requested 6' privacy fence  
in exchange for rear yard pedestrian  
easement.

3. The fence will not impair an adequate supply of light and air to adjacent property.

Adjacent property fence about 40' away.

4. The fence will not endanger the public safety.

Fence will be maintained by the  
Village of Carol Stream.

5. The fence will not unreasonably diminish or impair established property values within the surrounding area.

Adjacent property owners are  
allowed 6' privacy fences since  
they abut public property.

6. The fence will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the village.

Fence provides screening from  
trail users and property owner.

7. Other pertinent information or reason for the request.

# Certificate of the Publisher

Examiner Publications, Inc. certifies that it is the publisher of The Examiner of Carol Stream. The Examiner of Carol Stream is a secular newspaper, has been continuously published weekly for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the Village of Carol Stream, township of Bloomingdale, County of DuPage, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 times in The Examiner of Carol Stream, namely one time per week for 1 successive weeks. The first publication of the notice was made in the newspaper, dated and published on June 7, 2023 and the last publication of the notice was made in the newspaper dated and published on June 7, 2023. This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.

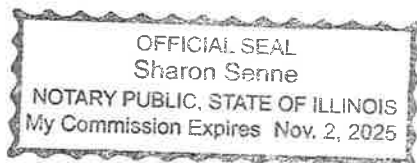
In witness, Examiner Publications, Inc. has signed this certificate by Randall Petrik, its publisher, at The Village of Carol Stream, Illinois, on June 7, 2023.

Examiner Publications, Inc.

By: Publisher   
Randall E. Petrik, Publisher, Examiner Publications, Inc.

Subscribed and sworn to before me this 7 day of June, A.D. 2023.

Notary Public





## LEGAL NOTICE PUBLIC NOTICE FILE #23-0029

Notice is hereby given that the Carol Stream Plan Commission/Zoning Board of Appeals will hold a Public Hearing at the Carol Stream Gregory J. Bielawski Municipal Center, 500 N. Gary Avenue, Carol Stream, Illinois, on Monday, June 26, 2023 at 6:00 p.m. to consider an application from the Village of Carol Stream for the following actions:

A Variation for the location of a fence and to allow a six-foot tall fence for a single-unit residential use abutting a property used for dwelling purposes, in accordance with Section 16-5-8 (D)(4)(i) of the Carol Stream Unified Development Ordinance

For the property located at 349 Shawnee Drive (PIN 02-31-213-032)

The hearing will be held in-person and via a web conference meeting. The web conference will allow the public to view the meeting online or listen to the meeting.

Join from a PC, Mac, iPad, iPhone or Android device by using the following URL:  
<https://us02web.zoom.us/join?pwd=Zm5uZWVlcm9udUwLoMSUaScz1-493F5A>

Or join by phone: Dial (for higher quality, dial a number based on your current location):

+1 312 626 6799 or +1 301 715 8592 or +1 646 558 8656

Webinar ID: 895 2227 4511

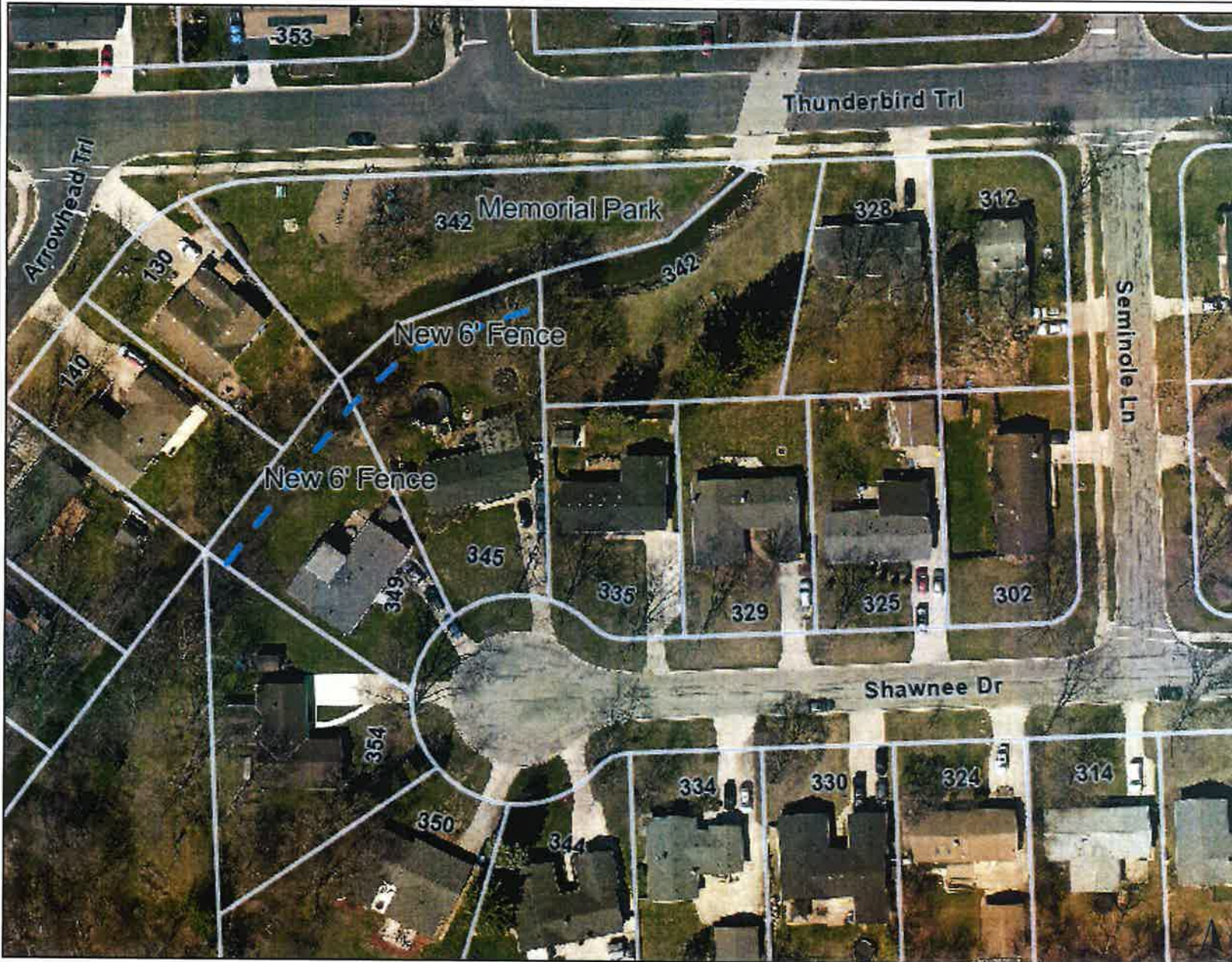
International numbers available:  
<https://zoom.us/u/adsnXEZQRk>

Those members of the public wishing to be heard with respect to this matter must attend in-person, or complete the public comment form at <http://carolstre.am/pc> by 4:00 p.m. the day of the public hearing. The public may also provide written comments prior to the public hearing by submitting them to Bravo Berisha, Assistant Planner, 500 N. Gary Ave., Carol Stream, IL 60188, or may provide email comments by sending them to [bberisha@carolstream.org](mailto:bberisha@carolstream.org). Comments must be provided by 4:00 p.m. the day of the public hearing.

The application is available for public inspection on the Village's website at [www.carolstream.org](http://www.carolstream.org), and under the "Development Projects" button. Individuals with disabilities who plan to attend the hearing and who require certain accommodations in order to allow them to observe and participate, or who have questions regarding the accessibility of the meeting, are requested to contact the ADA Coordinator at 630-871-6250.

As published in *The Examiner* on June 7, 2023. 0607





Legend

EXHIBIT A



Print Date: 6/1/2023

Notes



<b>Do Not Write in This Space</b>	
Date Submitted:	<u>6/1/23</u>
Fee Submitted:	<u>-</u>
File Number:	<u>23-0028</u>
Meeting Date:	<u>6/26/23</u>
Public Hearing Required:	<u>Y</u>

# Village of Carol Stream

500 N. Gary Avenue ▪ Carol Stream, IL 60188

PHONE 630.871.6230 ▪ FAX 630.665.1064

[www.carolstream.org](http://www.carolstream.org)

**FORM A**

**GENERAL APPLICATION  
PUBLIC HEARINGS AND DEVELOPMENT APPROVAL REQUESTS**

1. Name of Applicant Village of Carol Stream Phone 630-665-7050  
 Address 500 N. Gary Ave Fax 630-665-1064  
 E-Mail Address bcleveand@carolstream.org  
 (required)  
 Name of Attorney N/A Phone \_\_\_\_\_  
 (if represented)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_  
 Name of Owner Eliud Sierra Phone \_\_\_\_\_  
 (required if other than applicant)  
 Address 345 Shawnee Dr Fax \_\_\_\_\_  
 Name of Architect N/A Phone \_\_\_\_\_  
 (if applicable)  
 Address \_\_\_\_\_ Fax \_\_\_\_\_

2. \*Common Address/Location of Property 345 Shawnee Drive

3. Requested Action: (check all that apply)

<input type="checkbox"/> Annexation	<input type="checkbox"/> Subdivision – Minor/Major
<input type="checkbox"/> Courtesy Review	<input type="checkbox"/> Temporary Waiver/Code of Ordinances
<input type="checkbox"/> Development Staff Review	<input type="checkbox"/> Variation – Zoning (requires Form B-1)
<input type="checkbox"/> Gary/North Avenue Corridor Review	<input type="checkbox"/> Variation – Sign (requires Form B-2)
<input type="checkbox"/> Planned Development – Final	<input checked="" type="checkbox"/> Variation – Fence (requires Form B-3)
<input type="checkbox"/> Planned Development – Preliminary	<input type="checkbox"/> Special Use Permit (requires Form C)
<input type="checkbox"/> Shared Parking Facility	<input type="checkbox"/> Map Amendment (requires Form D-1)
<input type="checkbox"/> Site Plan Review	<input type="checkbox"/> Text Amendment (requires Form D2)
	<input type="checkbox"/> Staff Adjustment (requires Form E)



Describe requested action Install a 6' privacy fence on easement.

4. Fee Schedule: (Check all that apply)

Total Application Fee: \$ waived

Annexation approvals:		
New development		\$2,000
Other		\$800
Annexation Agreement Amendment		\$800
Appearance fee for approvals required by the UDO but not listed herein		\$500
Courtesy Review		\$240
Development Staff Review		\$640
Easement Encroachment		\$300
Gary/North Avenue Corridor Review:		
New or replacement monument sign		\$500
One discipline (site design, architecture or landscaping)		\$500
Two disciplines		\$1,000
Three disciplines		\$1,500
New development		\$1,500
Outdoor Dining Permit		\$120
Planned Development:		
Existing Planned Development, minor change		\$500
Existing Planned Development, major change		\$1,000
New Planned Development		\$1,500
Rezoning (Zoning Map Amendment)		\$640
Shared Parking Facility Permit		\$500
Site Plan Review		\$640
Special Use:		
First		\$800
Each additional		\$200
Special Use Amendment		\$800
Staff Adjustment		\$240
Subdivision:		
Major		\$700
Minor		\$400
Temporary Building, Structure or Use		\$120
Temporary Waiver to the Code of Ordinances		\$120
Text Amendment:		
Building Codes		\$240
Unified Development Ordinance		\$640
Variation:		
First		\$640
Each additional		\$200
Zoning verification letter		\$80

5. Applicant Certification

\*I authorize the Village of Carol Stream to install a temporary sign or signs on the property having the common address indicated in Item 2 on this form, for notifying the public of the upcoming public hearing, once the hearing has been scheduled.

I have reviewed a copy of the informational handout(s) for the zoning process(es) for which I am making an application. I am familiar with the code requirements that relate to this application and I certify that this submittal is in conformance with such code(s).

I understand that incomplete or substandard submittals may increase the staff review time and delay scheduling of the public hearing. I also understand that, per § 6-13-6 of the Municipal Code, the Village's costs of legal reviews, structural engineering review, and other special reviews determined to be necessary by the Community Development Director, performed by means of consultant services, shall be paid at the billed rate to the Village by the applicant.

William Cleveland  
\_\_\_\_\_  
Print Name

*William Cleveland*  
\_\_\_\_\_  
Signature

6/1/23  
\_\_\_\_\_  
Date





FORM B-3

Village of Carol Stream

500 N. Gary Avenue • Carol Stream, IL 60188  
630.871.6230 • FAX 630.665.1064

e-mail: [communitydevelopment@carolstream.org](mailto:communitydevelopment@carolstream.org) ▪ website: [www.carolstream.org](http://www.carolstream.org)

FENCE VARIATION

Please see Section 16-8-4(K) of the Unified Development Ordinance (UDO) to learn more about Fence Variations.

In accordance with the applicable statutes of the State of Illinois, no variation shall be made by the Village Board except after a Public Hearing is held before the Zoning Board of Appeals.

Both the Zoning Board of Appeals and Village Board must decide if the requested variation is in harmony with the general purpose and intent of the UDO and if there is a practical difficulty of hardship in carrying out the strict letter of the regulations of the UDO.

The Zoning Board of Appeals may vary the provisions of the Fence Code after making findings based upon the evidence presented with regards to the following conditions: (Please respond to each of the following as it relates to your request.)

- 1. An exceptional situation related to topography, surroundings or conditions of a specific piece of property, or by reason of exceptional narrowness or shallowness.

Rear property line located in Klein Creek.

- 2. Difficulties or particular hardship in the way of carrying out the strict letter of the Fence Standards.

Installation of fence in the creek illegal.

- 3. The fence will not impair an adequate supply of light and air to adjacent property.

Adjacent property owned by Park District.

4. The fence will not endanger the public safety.

Fence will be maintained by the Village.

5. The fence will not unreasonably diminish or impair established property values within the surrounding area.

Fence enhances property values by providing screening from trail users.

6. The fence will not impair the public health, safety, comfort, morals or welfare of the inhabitants of the village.

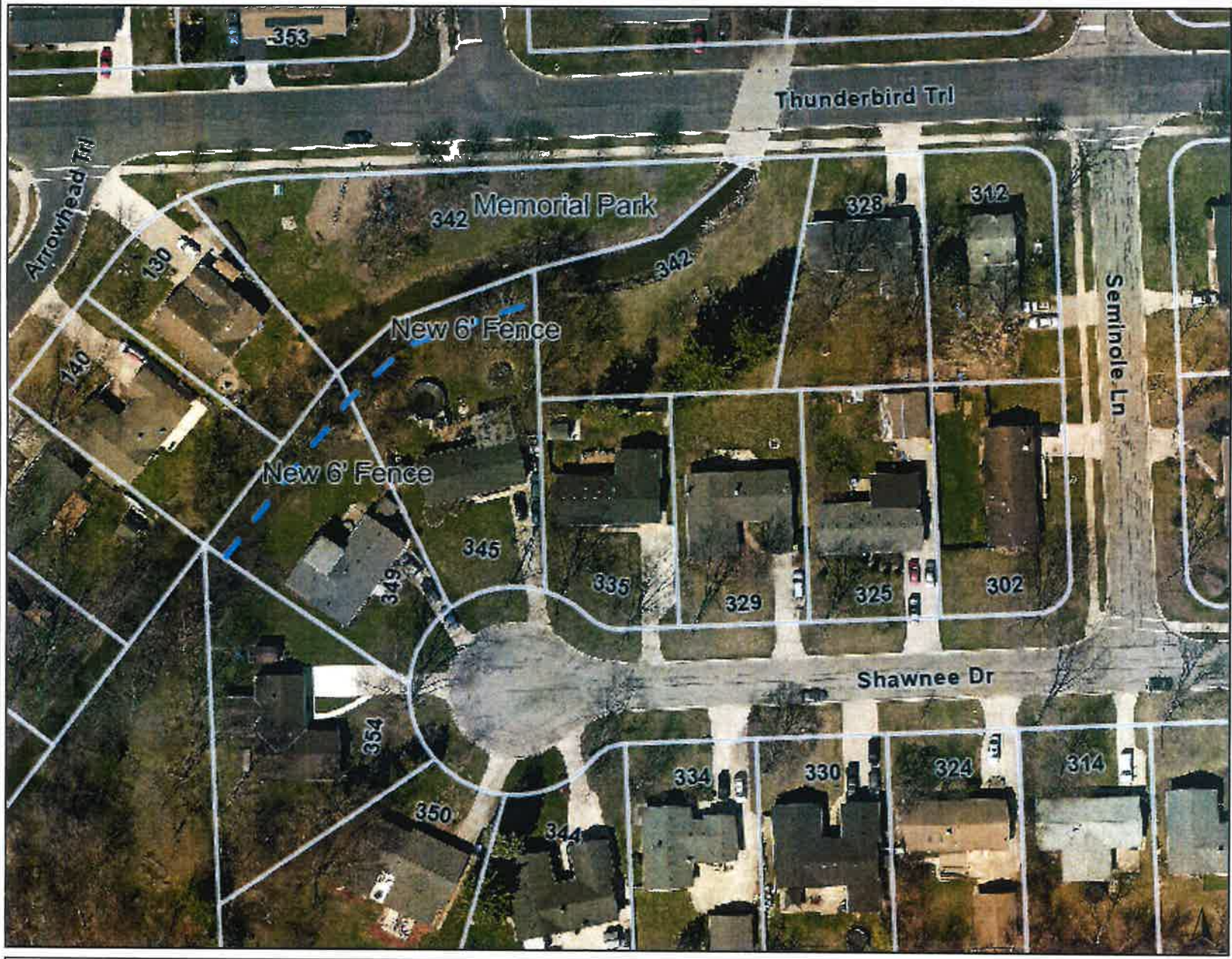
Fence allows pedestrians to walk along Klein Creek while providing privacy to homeowner.

7. Other pertinent information or reason for the request.

Resident requests 6' privacy fence in exchange for granting a pedestrian easement along rear lot line.

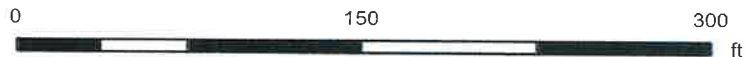






Legend

EXHIBIT A



Print Date: 6/1/2023

Notes

Disclaimer: The GIS Consortium and MGP Inc. are not liable for any use, misuse, modification or disclosure of any map provided under applicable law. This map is for general information purposes only. Although the information is believed to be generally accurate, errors may exist and the user should independently confirm for accuracy. The map does not constitute a regulatory determination and is not a base for engineering design. A Registered Land Surveyor should be consulted to determine precise location boundaries on the ground.

*Village of Carol Stream*  
**Plan Commission/Zoning Board of Appeals Memorandum**

**TO:** Plan Commission/Zoning Board of Appeals Members

**FROM:** Bravo Berisha, Assistant Planner *BB*

**THROUGH:** Donald T. Bastian, Community Development Director *DTB*

**DATE:** June 26, 2023

**RE:** **Village of Carol Stream Comprehensive Plan – Implementation Progress Update**

---

In June 2016, the Village Board adopted the updated Comprehensive Plan for Carol Stream. The plan recommends that an annual update be provided summarizing implementation activities that have occurred to date as well as future planned activities. Specific implementation tasks from the Comprehensive Plan are shown in underlined text below, with our update provided thereafter.

**Land Use/Development Recommendations**

- Focus on Infill Development/Redevelopment: The Village has approved several projects this past year that qualify as infill or redevelopment projects, including the following:
  - Tyndale House Publishers at 504 S. Schmale Road will construct a 53,005 square-foot addition on the south side of the southern warehouse building, and it will be constructed on a 1.44-acre consolidated lot.
  - Development of a new 9,800 square foot Belle Tire auto repair shop at 490 Main Place.
  - Repurposing of an existing two-story office building into an 18-unit apartment building at 400 Main Place, which will be called Prairie Landing.
  - Four parcels in the northeast corner of Gary Avenue and Lies Road will be consolidated into a single lot for the development of a Casey's 12-pump fueling station and 4,300 square foot convenience store.
  - BodyWorks Medical Center will consolidate two lots at 270 and 290 W. Army Trail Road for the development of a new a 6,000 square foot, one-story medical office building.
  
- Update Key Sections of the Zoning Code: After a two-year process, the Unified Development Ordinance (UDO) was approved in May 2021, and went into effect on July 1, 2021. The UDO combined zoning, sign, fence, and subdivision regulations into one user-friendly document.

- Over the past year, modifications have been made to the UDO to provide clarity and correct minor omissions. The PC/ZBA has reviewed three sets of modifications and revisions, including an update to Adult Use Cannabis regulations, to the UDO in the past year. Additional modifications and revisions to the UDO may be reviewed in the future as staff continues to fine-tune code sections.
- Plan for Annexation of Unincorporated Parcels: The Village continued to work with unincorporated property owners who were interested in annexing into the Village.

### **Economic Development**

- Maintain and Enhance Industrial Areas: Our Industrial sector remains extremely attractive for new buildings, expansions, interior renovations, and redevelopment, as evidenced by the following projects:
  - Development of a 10,885 square foot building addition at MAAC Machinery, 590 Tower Boulevard.
  - Development of a 25,000 square foot building addition at TW Metals, 235 Tubeway Drive.
  - Demolition of the former Henkel building at 245 Kehoe Boulevard for the future construction of a speculative office and warehouse building.
  - Roadway reconstruction of Elk Trail, Commonwealth Drive, and Carlton Drive.
  - Continue to build relationships with industrial businesses through participation in the Industrial Roundtable hosted by the Carol Stream Chamber of Commerce.
- Encourage Businesses to attend Economic Development events: Village businesses were encouraged to participate in the following programs:
  - Choose DuPage regional events and webinars, including a Regional Business Outlook program.
  - Illinois Department of Commerce and Economic Opportunity's grant program informational sessions.
  - Industrial Roundtable through the Carol Stream Chamber of Commerce.
- Support Existing and Attract New Commercial Development: Carol Stream continued to support existing commercial businesses in the community and worked to attract restaurant, retail, and service uses to enhance the Village's tax base.
  - Encourage existing businesses to apply for grants and loans, including the Back 2 Business grant program through ILDCEO and business grants through ComEd.
  - The Village adopted an updated retail market strategy study completed by Melaniphy and Associates in Spring of 2023
  - New commercial businesses which opened in Carol Stream in the past year include:
    - 206 Brewing Company at 600 E. North Avenue



- Crash Champions at 125 Stark Drive
  - Fadeology Barber Salon at 1404 W. Army Trail Road
  - North Avenue Pub & Grill at 27W371 North Avenue
  - Tracy's at 720 W. Army Trail Road
  - Central Bark at 160 W. Elk Trail
- Activity in Three "Key Opportunity" Areas: The following actions occurred in the Village's three Key Opportunity Areas:
    - Town Center Node: Redevelopment of the Aldi property with Crash Champions and annexation of the LiUNA training center property at 4N210 Old Gary Avenue.
    - North/County Farm Node: Annexation of the properties at the northeast corner of North Avenue and County Farm Road.
    - North/County Farm Node: Continued efforts to annex the southeast and southwest corners with the intent to zone B3 – General Business District.
    - North Avenue between Kuhn & Bennett: Continued discussions with developers interested in developing the property at the northeast corner of North and Kuhn.

### **Housing**

- Enforce Existing Codes to bring about Improved Property Maintenance: The Village continued to provide high-quality housing for Carol Stream's residents into the future while also making the Village attractive to new residents, including the following endeavors:
  - Seasonal Code Enforcement program targeting tall grass and weed growth, removal of dead trees on private property, and other common property maintenance issues.
  - Work with multifamily housing owners to maintain high-quality properties, including the repaving of parking lots, updating trash enclosures, and replacing code deficient structures such as balconies and decks.

### **Transportation**

- Enhance Accessibility by Improving Bus Shelters and Pedestrian Infrastructure: The following enhancements are currently in the design phase:
  - Bike Path extensions are all either in the Phase II design stage or ready to commence construction in 2023.
    - North side of Lies Road from Gary Avenue to Schmale Road.
    - Kuhn Road from Lies Road to Army Trail Road.
    - Southeast Bike Path along Schmale Road, Gundersen Drive, and President Street between Geneva Road and the Great Western Trail.
  - Surface Transportation grant funding was obtained for Fullerton Avenue paving including new sidewalk and green infrastructure in 2025.
  - Morton Road south of North Avenue will be upgraded to meet industrial standards in 2023.

## Engineering

- Explore Opportunities for Community Park:
  - Continued removal of invasive trees within the passive portions of Community Park using volunteer groups, to be replaced with native vegetation that is then actively managed in order to improve the likelihood that the Forest Preserve District accepts a transfer of ownership.
  - Coordinated with the Park District on their design for rehabilitating the active portion of Community Park by helping to design their stormwater storage within the passive portion, thus leaving more room for active recreation.
- Continue Flood Mitigation Projects and Efforts:
  - Constructed Klein Creek Streambank Stabilization – Section I (Thunderbird Trail to Kuhn Road), which is estimated to also include a significant amount of floodplain storage in addition to its water quality and habitat improvements.
  - Designed and awarded a construction contract for Klein Creek Streambank Stabilization – Section III (Armstrong Park).
  - In partnership with The Conservation Foundation, the Village held its second annual rain barrel sale that distributed 21 barrels to 19 properties.
- Support Watershed Planning Efforts:
  - Providing technical assistance to the DuPage County Stormwater Department in their update to the Klein Creek floodplain model towards the goal of more accurately reflecting the extent of flood storage within the existing public and privately-owned stormwater management systems.
  - Construction of the aforementioned Section I & III projects along Klein Creek are expected to significantly improve the likelihood that the IEPA can remove Klein Creek from the 303(d) list of the EPA's Clean Water Act.
- Promote Energy-Efficient Practices:
  - Converted a 3.5 acre turf grass detention pond near Country Glen Lane and County Farm Road into native vegetation to reduce the in-house carbon footprint from gas-powered mowing.
  - Continued participating in The Conservation Foundation's "Conservation in your Community" program.

## Image and Identity

- Continue to Provide and Maintain the Ross Ferraro Town Center: As the Village's focal point, we continue to maintain a high-quality facility and attract residents and other visitors.
  - Reopening of the Town Center fountain.



- Held a full slate of concerts and other events in 2022 and will hold another slate in 2023 (spring, summer, and fall).
- Strengthen Code Enforcement/Property Maintenance (commercial properties): Heightened code enforcement for business and commercial property owners encourages reinvestment and improvements within our business sector.
  - Program seeking removal of dead trees from private properties and parking lot maintenance continued in 2022/2023.
- Continually Improve Village Communication: Ensuring businesses and visitors feel connected to the community is key to strengthening the image and identity of the Village.
  - The Village continues to focus on the use of various social media tools, and provide better communication and resources with residents and businesses including several online tools. Additionally, the Village provided many resources to the public through our website to bolster local business activity, and continued to promote businesses in the community with weekly “Business Buzz” social media posts.
- Hold and Support Community Festivals and Events:
  - Expanded Village-organized events at the Town Center, including the first annual Geek Fest and Taste of Carol Stream and Fall Fest.
  - Attended and supported community events, including the Grunt Style Car Show and Social and the annual Charity Dog Show organized by Carol Stream Animal Hospital.

Please do not hesitate to contact us with any questions about the Comprehensive Plan’s implementation tasks or our progress to date.

cc: Mayor and Board of Trustees  
Robert Mellor, Village Manager



## Village of Carol Stream

FRANK SAVERINO, SR., MAYOR • JULIA SCHWARZE, CLERK • ROBERT MELLOR, MANAGER  
500 N. Gary Avenue • Carol Stream, Illinois 60188-1899  
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**TO:** Chair and Members, Plan Commission/Zoning Board of Appeals

**FROM:** Tom Farace, AICP, Planning & Economic Development Manager *TF*

**THROUGH:** Donald T. Bastian, AICP, Community Development Director *DB*

**DATE:** June 20, 2023

**RE:** **PC/ZBA Training Video Viewing at the June 26, 2023 Meeting**

We will continue with viewing the commissioner training video from the Illinois Chapter of the American Planning Association (APA-IL). Video sections have already been viewed at the March 13, April 20, and May 22 PC/ZBA meetings. The next section of the training video is about 15 minutes long, and will review potential conflicts of interest, communication with applicants, and the Open Meetings Act as it pertains to commissioners. Afterwards, we will discuss concepts and topics from the video.

Other video sections will be viewed at future PC/ZBA meetings this year. Should you have any questions, feel free to contact me.

ec: Bravo Berisha, Assistant Planner  
Patty Battaglia, Planning & Permitting Assistant

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