

OFFICIAL MINUTES
PLAN COMMISSION AND ZONING BOARD OF APPEALS
VILLAGE OF MATTESON
JANUARY 17, 2008

CALL TO ORDER:

Chairman Howard-Davis called the meeting to order at 7:30 p.m.

ROLL CALL:

Commissioners Present:

1. Sebronella Howard-Davis, Chairman
2. Anthony Burton, Vice-Chairman
3. Albert Tyler III
4. William B. Harris
5. Regan Stockstell (arrived at 7:39 p.m.)
6. Dr. Laurice Geanes
7. Dr. Eric M. Wallace

Also Present:

1. Richard Smeaton, Senior Planner
2. Ryan Franklin, Planner I
3. Angela Simington, Recording Secretary

Commissioners Absent:

None

Trustee Sam Brown Absent

ITEM #2 APPROVAL OF DECEMBER 6, 2007, MINUTES:

Commissioner Harris made a motion to approve the December 6, 2007 Minutes as presented.
Commissioner Tyler seconded the Motion.

VOTES:

Burton	: Aye		5 Ayes	0 Nays	2 Abstain	0 Absent
Geanes	: Aye					
Harris	: Aye					
Howard-Davis	: Aye					
Stockstell	: Abstain					
Tyler	: Aye					
Wallace	: Abstain					

The December 6, 2007 Minutes were approved as presented.

ITEM #3 COMPREHENSIVE PLAN WORKSHOP-ECONOMIC DEVELOPMENT:

Ms. Pam Hirth of Teska Associates introduced Ms. Bridgett Lane of Teska Associates. Ms. Lane summarized the Economic Development portion of the Comprehensive Plan with a hand out of a power point presentation.

Ms. Lane stated that the goal of the Village should be to maintain and enhance viability of the community as a commercial and employment center. She stated that it is easier to create a business retention program rather than try to attract new businesses. Her power point listed several other objectives such as:

- Strengthening contacts with economic development groups in the area
- Market to targeted business sectors
- Develop an incentive package
- Focus on development of the Village Center Overlay District
- Fill existing vacant commercial spaces
- Improve Old Downtown Matteson

Ms. Lane summarized sales tax growth in various areas such as automotive and consumer sales and stated that the Village is a “Regional Retail Magnet.” She stated that the Village of Matteson’s, highest source of sales tax revenue is retail while automotive is swiftly growing. She stated that the Village needs strong policies in place so that consumer sales continue to grow.

Ms. Lane summarized employment in the community. She stated that Staff should contact the Illinois Department of Employee Information Website and take steps to have the types of jobs available in the Village tallied on the Website.

Ms. Lane summarized Comprehensive Plan Policies:

- Policy 1: Determine a category for each shopping center and use incentives to keep center up to date
- Policy 2: Support new retail on high volume roads
- Policy 3: Locate shopping clusters to draw distinct markets that attract highly desirable tenants
- Policy 4: Promote modernization and continues improvement
- Policy 5: Seek opportunities to mix residential and offices uses into commercial areas

She stated that policies are not a requirement but policies give the Village the option of saying no. She stated that policies also help control the number of vacant retail strips being built.

Ms. Lane summarized the four sub-categories of policy number four:

Continuous improvement which involves walking through the store, communicating with the owner, checking to see if store is clean, checking to see if staff is friendly. She stated that this step requires one staff member to spend a few hours quarterly accessing the development. Ms.

Lane stated that this can be done quarterly and that the burden of maintaining continued contact with the Village should be on the owner.

It was asked why some of the retail in the category is not listed as full development, i.e. Jonell's Deli. Ms. Lane said that while the development does need some improvement, the use is good. She said that continuous improvement category does not need use changes.

It was asked what the Village presently does to make contact with new development. Staff Lavern Murphy was present and she stated that she and other staff members attend the annual ICSC.

Partial Redevelopment involves seeking out developments with vacancies and talking to the owners about consolidating some of the inline stores to attract bigger box stores.

It was noted that some of the disadvantages that should have been listed for Lincoln Square, one of the stores listed under the partial redevelopment category are: accessibility, visibility and too many inline stores.

Mixed Use It was asked if the Plan Commission would consider office use close to Lincoln Mall on Promenade Way. Two other developments were listed as viable candidates for the Mixed Use category: Marketplace and downtown Matteson.

Total Redevelopment five developments were listed in this category and Staff will review all of the categories and send a revised narrative listing to the Plan Commission. Staff was directed to look into a way to achieve better access between Menards and the other Stores near it. It was also suggested that an enhancement be made to the north side of Ring Road. Mr. Franklin was asked to check with Lincoln Mall to see if that is something they are working on already.

Ms. Lane summarized the four Partnering Guidelines. Guideline 1: Invest in improvements that attract new tenants or preserve an anchor tenant. Ms. Lane added that this guideline requires more than simply improving the façade of the development. Guideline 2: Reward "pioneering" investors with the highest incentives. Ms. Lane said that Staff could brainstorm creative ways to reward stores that bring other stores with them. Guideline 3: Use bank-like underwriting standards by funding projects before completion. Ms. Lane stated that Guideline three is an important one and not every Village uses the guideline. Guideline 4: Seek public amenities and community image enhancements in every public/private partnership.

It was suggested that Teska set up a workshop to update the Economic Development Commission regarding the changes to the Comprehensive Plan.

ITEM #4 COMMUNICATIONS:

Commissioner Stockstell asked if Longhorn is still coming to the Village. Mr. Smeaton said that they are not at the present time.

Commissioner Stockstell suggested that meetings with potential developers/retailers be held at Panara because of the diversity and high-volume of the restaurant.

Commissioner Stockstell suggested a letter writing campaign to request particular stores as well as a community wide survey to gauge what the resident's interests are.

Mr. Smeaton said that Staff is already planning such a survey.

ITEM # 5 ADJOURNMENT:

Commissioner Wallace made a motion to adjourn and was seconded by Commissioner Tyler.

VOTES:

Burton	: Aye		7 Ayes	0 Nays	0 Abstain	0 Absent
Geanes	: Aye					
Harris	: Aye					
Howard-Davis	: Aye					
Stockstell	: Aye					
Tyler	: Aye					
Wallace	: Aye					

Meeting adjourned at 9:00 p.m.

Minutes submitted by: Ms. Simington