

OFFICIAL MINUTES
PLAN COMMISSION AND ZONING BOARD OF APPEALS
VILLAGE OF MATTESON
FEBRUARY 7, 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. Dr. Eric M. Wallace

Also Present:

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

Commissioners Absent:

Regan Stockstell
Dr. Laurice Geanes

ITEM #2 APPROVAL OF JANUARY 17, 2008, MINUTES:

Commissioner Harris made a motion to approve the January 17, 2008 Minutes as presented.
Commissioner Tyler seconded the Motion.

VOTES:

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

The January 17, 2008 Minutes were approved as presented.

ITEM #3 COMPREHENSIVE PLAN WORKSHOP-POLICY FRAMEWORK AND PLAN IMPLEMENTATION.

Ms. Pam Hirth of Teska Associates summarized the Policy Framework and Plan Implementation portions of the Comprehensive Plan which was explained in further detail in a packet distributed to the Commission.

Ms. Hirth stated that Plan implementation consists of a variety of activities that will collectively ensure that the Village grows and develops into a well-planned community. She stated that to facilitate the implementation of the Comprehensive Plan, the Village should consider the following activities:

- Update and Revise Applicable Development Ordinances to ensure that the regulations stated in the Ordinances are consistent with the recommendations and objectives outlined in the Comprehensive Plan.
- Update and revise the Land/Cash Ordinance to ensure that current population tables and land dedication requirements are being used to determine future obligations to the respective School Districts and the Village for parkland. She stated that the regulations should meet the National Parks and Recreation standards.
- Enhance Economic Development Outreach Opportunities by working regularly with property owners, landlords and management companies to educate them with regard to the goals, objectives and expectations of the Village.
- Establish a Formalized Incentive Policy by formally endorsing the current informal incentive policy as a means to attract businesses to the community.
- Enhance Economic Development Incentive Tools by implementing incentives (in addition to the current TIF Increment Financing incentive) such as creating a Business District, generating master redevelopment plans, and sales tax rebates. She stated that Ms. Murphy has contacted Teska regarding putting together an Economic Development Incentive Plan.
- Implement Neighborhood Preservation Initiatives which promotes attractive residential and non-residential properties and neighborhoods and discourages neighborhood decline. Ms. Hirth stated that this activity may not be necessary because the Village has Code Enforcers on staff; however, it is important to let property owners know that this goal exists.
- Pursue the Creation of a Park District to secure additional funding for upkeep and maintenance issues. She stated that some Villages have converted their Parks Department to a Park District.
- Intergovernmental Cooperation with Forest Preserve District secures additional funding for preservation and maintenance of large open space areas.

- Prepare an Affordable Housing Strategy which is not intended to reduce the quality of standards by which housing is constructed but provides residents of all income levels a chance to live within any Village neighborhood. She stated that this strategy is not subsidized housing but allows people to live and work in the community.
- Prepare a Telecommunications Plan which will benefit both residents and businesses. She stated that when franchise agreements are introduced, items can be negotiated.

The Commission agreed that the Village needs to be preparing for changes to telecommunications that will occur in 2009. Ms. Hirth stated that she will email the Digital-TV coupon to Mr. Smeaton.

The Commission suggested that office buildings be included in the Mall Matrix and that the properties west of Cicero also be included.

The Commission reviewed the Policy framework and stated there was no need for additional changes.

Ms. Hirth gave an explanation of *Cluster Housing* which includes flexible setbacks, tighter density and preserves open space.

Ms. Hirth summarized the Historic Preservation portion of the Comprehensive Plan. She stated that property owners can partner with the Village in making façade improvements to income producing buildings.

Trustee Brown stated that it is the *building* not the *area* that is classified *Historic*.

It was suggested that the twelve historic buildings in the Village be mapped out in an effort to create an Old Matteson/Historic Matteson Boundary. Staff stated that would be too large an area as the buildings are in different parts of the Village.

The Commission asked why staff called Old Matteson downtown on the zoning map. Staff said that because downtown creates a sensitivity to include historic and historic looking buildings. It was stated by a Commissioner that an area called downtown is usually where residents shop. It was suggested that the Lincoln Mall area be called downtown.

Staff will review Old Plats and determine the Historic/Old Matteson Boundary.

Ms. Hirth stated that upon making plans to revitalize Historic/Old Matteson, it is important to keep in mind that because of its size the area will not bring large amounts of Visitors from all over the World but the Matteson Plan should include one regional draw like a nice restaurant.

The Commission asked if the name of the area makes a difference in drawing consumers. Mr. Smeaton said yes and that calling it Old sounds like there are old buildings that are not well kept while historic brings to mind Old Buildings that are hopefully well maintained.

The name *Old Town Matteson* was suggested.

Ms. Hirth stated that the Parks and Open Space portion of the Comprehensive Plan was given to Mr. Bates for suggestions and he stated that some of the items listed are already in place.

Ms. Hirth stated that currently the Village exceeds the suggested amount of Parkland as it continues to develop.

Ms. Hirth stated that Park Districts are funded from property taxes and generally more funds are available to Park Districts while the Parks Department is funded by the Village. Ms. Hirth will look into how The Village of Sugar Grove converted from Parks Department to Park District and will report back to Staff.

Staff was asked to find out where funding came from with regard to the Woodgate and Mayra Yates improvements.

Staff was asked to find out the name of Engineering Firm or Engineer who surveyed the Parks in the Village for necessary improvements approximately six to ten years ago.

Staff stated that developers donate a portion of land to the Village for a Park but the process is not well-defined. Staff was asked to talk to Mr. Bates about where funding comes from to make improvements to and to build those parks. It was suggested that language be included in the Comprehensive Plan to make the developer responsible for providing the equipment for the Park as well as constructing and maintaining it.

Ms. Hirth summarized the Transportation portion of the Comprehensive Plan.

It was suggested that staff talk to Lincoln Mall about its tenants funding a portion of a transportation service to and from the Mall.

It was stated that a Transportation Service would help unite the residents of the Village.

It was suggested that Pace Maps be distributed in the Water Bill.

Staff was asked to find out if the Ciao Restaurant near 103rd is still open.

The Commission asked what can be done to help stores when they close. Mr. Franklin said that Ms. Murphy contacts stores when she receives word that they are closing to find out why they are closing.

ITEM #4 COMMUNICATIONS:

Mr. Smeaton stated that Value Place Hotel will be coming before the Commission soon. He stated that they are proposing Brick Paneling and Electronic Sign. He state that Value City is closing.

Mr. Franklin reported that Walgreens will need a Variance and will be coming before the Commission soon.

Commissioner Tyler asked staff to look into the permits regarding the property at 237 Central as it was a house, now appears to be a Day Care and the owner appears to be making additions to the building often

Commissioner Tyler asked staff if copies of the Plans for the proposed Community Center are available.

Commissioner Tyler asked if there are any updates on Chilies and 5th/3rd. Staff stated that Chili's is looking to relocate next to Chase Bank and 5th/3rd has not followed up with Staff.

Commissioner Tyler said that the sign requested by the Car Wash on Cicero was never erected. He asked what the timeframe is for removal of the temporary sign. Mr. Franklin said that the temporary sign needs to be removed and that he will contact the owner.

Commissioner Burton asked if Promenade Way will be extended to the Lincoln Highway. Staff will find out from the Engineering Department.

Commissioner Howard-Davis stated that Culvers is abusing its electronic sign privilege because the messages on the sign change a few times a day and the message scrolls. Mr. Franklin said he contacted Culvers and that there was a miscommunication as one of our departments asked Culvers to put a safety message on the sign.

Trustee Brown reported that he passes along the report to the Trustees of the fine job that the Commission is doing and he said keep up the good work.

ITEM # 5 ADJOURNMENT:

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

VOTES:

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

Meeting adjourned at 9:45 p.m.

Minutes submitted by: Ms. Simington