

**VILLAGE OF OSWEGO
MINUTES OF THE PLANNING & ZONING COMMISSION MEETING
100 PARKERS MILL
OSWEGO, ILLINOIS**

March 4, 2021

1. CALL TO ORDER

Chairman Pajor called the Oswego Planning & Zoning Commission Meeting to order at 7:03 p.m.

2. ROLL CALL

Present: Dominick Cirone, Tom Guist, Brook Henschen, Jason Kapus, Rick Kuhn, Andrew McCallum, Charlie Pajor

Absent: None

There was a quorum.

Oswego community representatives in attendance were:

Present: Rod Zenner, Development Services Director; Natalie Zine, Planner; Judy Sollinger, Village Trustee; Mary Ellen Bliss, Recording Secretary

3. MINUTES

Motion: Commissioner Cirone, second Commissioner Guist to accept the minutes of the February 4, 2021 Planning & Zoning Commission Meeting

Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor

Nays: None

Absent: None

Motion carried

4. PUBLIC HEARINGS

Preliminary/Final PUD & Rezoning

Redwood Apartment Townhomes

Orchard and Mill Road

Applicant: Redwood USA

Project #1094.21

Project Manager: Natalie Zine

Motion: Commissioner Kuhn, second Commissioner Cirone to open the Public Hearing at 7:04 p.m.

Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor

Nays: None

Absent: None

Motion carried

Ms. Zine stated the applicant is requesting approval of Rezoning from R-1 to R-4 and a Preliminary/Final Planned Unit Development to allow for the development of 143 single-story apartments. Ms. Zine stated per the Village's Comprehensive Plan, the property is located in "District 2" which calls for medium density residential (2-3du/acre) with many housing choices.

Ms. Zine stated in addition, the Proposed Land Use Plan identifies this property as future “High Density” residential. Ms. Zine stated the proposed development appears to be consistent with the Comprehensive Plan.

Ms. Zine stated the Planning and Zoning Commission reviewed and recommended approval for a Concept Plan for Redwood on November 5, 2020, and the Village Board approved the Concept Plan on November 24, 2020. Ms. Zine stated there are four notable changes from the Concept Plan: 1) the location of Alder Drive has been adjusted so that it aligns with Bucktail Drive at the intersection, which has resulted in some shifting of units and the detention basins; 2) the two large detention ponds along the eastern property line are smaller and there is a new pond that’s centrally located in the subdivision; 3) there is no longer a southern access to the trail along the eastern detention area; and 4) guest parking spaces have been reduced from 24 to 19.

Ms. Zine stated each unit provides four parking spaces exclusive to that home, two in the garage and two in the driveway. Ms. Zine stated the plan provides additional off-street parking throughout the site. Ms. Zine stated the proposed plan provides sidewalks throughout the neighborhood on one side of the road. Ms. Zine stated staff is recommending that the sidewalks within the development extend to the narrowest crossing point in the street with crosswalks added throughout, and that the trail path at the north end on Mill Road be continued west to connect with the trail across the street. Ms. Zine stated staff requests that Madrone Drive at the southwest corner of the site either 1) be extended south to the southern property line, or 2) be developed as green space until such a time that the parcel to the south is developed as residential, at which time, the applicant will construct the Madrone Drive extension. Ms. Zine stated both recommendations have already been incorporated into the revised Site Plan.

Ms. Zine stated a traffic study was conducted to assess the two new access points on Mill Road and Orchard Road, as well as the existing intersection of Orchard and Mill Roads. Ms. Zine stated the report provides that minimal change to the level of service is anticipated and that no additional improvements are required at any of these three locations.

Ms. Zine stated the dimensions of the double-sided entry signs on the landscape plans are 40 square feet and are in compliance with the Village sign code, however a secondary sign should be one half of the size of the main entry sign. Ms. Zine stated the new development includes 26.19 acres of land with 55% open space and a significant buffer from the closest single-family neighbor. Ms. Zine stated the landscape plan also includes 2.7 acres of existing wooded area along the eastern property line adjacent to the Gates Creek neighborhood to remain undisturbed.

Ms. Zine stated staff recommends approval of the Preliminary/Final PUD for the property located at the southeast corner of Orchard Road and Mill Road to allow for the development of single-story, attached apartment townhomes subject to the following conditions and final staff approval of the PUD Plan, Landscape Plan, and Final Engineering Plans:

1. Madrone Drive at the southwest corner of the site either be extended south to the southern property line or be developed as green space until such a time that the parcel to the south is developed as residential; at which time, the applicant will construct the Madrone Drive extension.
2. The sidewalks within the development extend to the narrowest crossing point in the street and crosswalks are added throughout.

3. The trail path at the north end on Mill Road is continued west to connect with the sidewalk along Alder Drive and ramps on both sides of Mill Road are put in to connect the two trails.
4. A southern access to the path along the eastern property line is added to the Site Plan.
5. The secondary subdivision sign shall be one half the size of the main entry sign.

Richard Batt was sworn in
Independence, Ohio

Mr. Batt, Chief Acquisition Officer for Redwood USA, gave an overview of Redwood USA's history, site management, lease restrictions, and unit design. Mr. Batt stated Redwood communities are self-managed, usually with on-site management and service technicians.

Jay Johnson was sworn in
Oswego, IL

Mr. Johnson stated he lives in Gates Creek which is adjacent to this proposed development. Mr. Johnson stated his opposition to rezoning the area from R-1 to R-4, and his concerns regarding doubling the density of the area, demolishing mature trees, and that rental units do not have a sense of community.

Kevin Serafin was sworn in
Aurora, IL

Mr. Serafin, CemCom engineer, stated the 2.7 acres of existing wooded area along the eastern property line adjacent to the Gates Creek neighborhood will remain undisturbed and that Redwood's retention pond will be separate from Gates Creek's retention pond.

Carrie Hanson was sworn in
Oswego, IL

Ms. Hanson, Schoppe Design representative, discussed the density of the proposed site, annexation, and rezoning.

No additional audience members wished to speak at the public hearing.

Motion: Commissioner Kuhn, second Commissioner Guist to close the Public Hearing at 7:43 p.m.
Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor
Nays: None
Absent: None
Motion carried

Commissioner comments:

Discussion took place regarding density and the buffer by Gates Creek.

Recommendation:

Motion: Commissioner Kapus, second Commissioner Guist to recommend approval of the Preliminary/Final PUD for the property located at the southeast corner of Orchard Road and Mill Road to allow for the development of single-story, attached apartment townhomes subject to the following conditions and final staff approval of the PUD Plan, Landscape Plan, and Final Engineering Plans:

1. Madrone Drive at the southwest corner of the site either be extended south to the southern property line or be developed as green space until such a time that the parcel to the south is developed as residential; at which time, the applicant will construct the Madrone Drive extension.
2. The sidewalks within the development extend to the narrowest crossing point in the street and crosswalks are added throughout.
3. The trail path at the north end on Mill Road is continued west to connect with the sidewalk along Alder Drive and ramps on both sides of Mill Road are put in to connect the two trails.
4. A southern access to the path along the eastern property line is added to the Site Plan.
5. The secondary subdivision sign shall be one half the size of the main entry sign.

: Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor
Nays: None
Absent: None
Motion carried

5. NEW BUSINESS

Concept Plan

Avanterra Singe Family Rentals
Wolf's Crossing and Douglas Road
Applicant: Continental 599 Fund LLC
Project #1095.21
Project Manager: Natalie Zine

Ms. Zine stated the applicant is requesting consideration of a Concept Plan for the development of 148 built-for-rent single family housing units. Ms. Zine stated per the Village's Comprehensive Plan, the property is located in "District 2" which calls for medium density residential and a variety of housing options; more specifically, the plan calls for 2-3 DU/acre and 8,000 SF lots. Ms. Zine stated in the Future Land Use Plan, this property is designated as Single Family Residential.

Ms. Zine stated the Concept Plan indicates a mixture of single family detached dwelling units with 1, 2, 3, or 4 bedrooms and a 1 or 2 car garage or off-street parking, as well as two duplexes and one triplex. Ms. Zine stated the plan shows a minimum side-to-side building setback of 10' and a minimum rear-to-rear setback of 20'.

Ms. Zine stated the development would require a minimum of 292 total parking spaces and the plan indicates that 411 total parking spaces are provided throughout the development. Ms. Zine stated this exceeds the required number, however, many of the 2-4 bedroom units are only shown having a one car garage and the driveway dimensions are not illustrated on the Site Plan. Ms. Zine stated the applicant will need to provide a more detailed parking analysis with their official submittal that clearly shows a minimum of 2 parking spaces provided per unit. Ms. Zine stated the Site Plan also shows limited guest parking, therefore additional guest parking dispersed throughout the subdivision is recommended as there will be no on-street parking permitted.

Ms. Zine stated the Concept Plan proposes that the subdivision have two access points: 1) the main access will be on the west side of the development as part of Douglas Road extended,

and 2) the second access point would be further to the east on Wolf Road. Ms. Zine stated the Concept Plan shows 24' wide privately owned streets which is significantly narrower than our regulations, however on-street parking will be prohibited. Ms. Zine stated sidewalks will be provided throughout the subdivision on one side of the road as well as a central path that extends from the north end of the subdivision to the south; however, a sidewalk is not provided from the subdivision to Wolf's Crossing Road.

Ms. Zine stated the new development will account for the 75' wide ROW dedication along Wolf's Crossing and will include approximately 3.61 acres of detention area and a 30' landscape buffer around the perimeter of the property. Ms. Zine stated the Park District has indicated that they would be amenable to an all-cash donation rather than land for the development as it is a rental community providing community amenities. Ms. Zine stated staff believes there is an opportunity for an additional green space area for the subdivision just north of the middle detention pond in place of the triplex building.

Ms. Zine stated staff recommends approval of the Concept Plan for the property located at the southeast corner of (future) Douglas Road and Wolf's Crossing to allow for the development of 148 single family built-for-rent units with the following recommended changes:

1. Sidewalks should be provided on both sides of the streets and a sidewalk shall be provided from the subdivision to the Wolf's Crossing ROW.
2. Any unit with two or more bedrooms should have a minimum of two parking spaces between the garage and/or the driveways.
3. Additional guest parking should be provided throughout the subdivision.
4. The rear-to-rear setbacks should be increased where possible.
5. An additional green space area should be added north of the middle detention pond in place of the triplex building.

Eric Thom of Continental Properties discussed details of the proposed development, including density, target-age of renters, lease restrictions, streets and parking, and property management. Mr. Thom stated this type of community has been established in other parts of the country and has done very well. Russ Whitaker of Continental Properties discussed the perceived benefits of built-to-rent properties. The possible percentage of school-aged children living in the community was discussed. Mr. Thom stated for renters with school-aged children, the clubhouse could be utilized for school bus pick up/drop off.

Commissioner Kuhn stated his concerns regarding density; increased traffic burden on Wolf's Crossing; school district being overloaded with increased number of children living in the development; proximity of units to existing residential neighborhood; and stormwater management. Commissioner Kuhn stated while he generally likes the product, he feels it could be better placed elsewhere in the Village.

Recommendation:

Motion: Commissioner Kuhn, second Commissioner Henschen to reject the Concept Plan for the property located at the southeast corner of (future) Douglas Road and Wolf's Crossing to allow for the development of 148 single family built-for-rent units

Ayes: Commissioners Henschen, Kapus, Kuhn

Nays: Commissioners Cirone, Guist, McCallum, Pajor

Absent: None

Motion failed

Recommendation:

Motion: Commissioner McCallum, second Commissioner Guist to recommend approval of the Concept Plan for the property located at the southeast corner of (future) Douglas Road and Wolf's Crossing to allow for the development of 148 single family built-for-rent units with the following recommended changes:

1. Sidewalks should be provided on both sides of the streets and a sidewalk shall be provided from the subdivision to the Wolf's Crossing ROW.
2. Any unit with two or more bedrooms should have a minimum of two parking spaces between the garage and/or the driveways.
3. Additional guest parking should be provided throughout the subdivision.
4. The rear-to-rear setbacks should be increased where possible.
5. An additional green space area should be added north of the middle detention pond in place of the triplex building.
6. Move southern detention pond to along eastern property line to better buffer the proposed development from the existing residential area.

Ayes: Commissioners Cirone, Guist, McCallum, Pajor

Nays: Commissioners Henschen, Kapus, Kuhn

Absent: None

Motion carried

6. PUBLIC HEARINGS

Text Amendment

Application Fees

Applicant: Village of Oswego

Project #1096.21

Project Manager: Rod Zenner

Motion: Commissioner Cirone, second Commissioner Guist to open the Public Hearing at 9:04 p.m.

Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor

Nays: None

Absent: None

Motion carried

Director Zenner stated the Village of Oswego Zoning Ordinance establishes the fees for applications and review for development projects. Director Zenner stated there are typically two fees for applications: 1) the filing fee which is typically based on the size of the project or the number of lots; and 2) the review fee which is an escrow account that pays for staff time to review a project. Director Zenner stated once a project is completed, the remainder of the review fee escrow is returned to the applicant.

Director Zenner stated staff is of the opinion that the review escrow billing process creates issues for both the Village staff and the development community. Director Zenner stated the review fee is used to pay for the hourly rate of the staff reviewers, and since it is unknown how many hours of review a project will take, it is uncertain what the actual costs will be before a project has begun. Director Zenner stated having a one-time up-front cost would eliminate uncertainty for the developers in the application process.

Director Zenner stated staff is proposing a flat fee for certain application types. Director Zenner

stated as engineering review fees can fluctuate between projects based on the complexity of the proposals, staff is proposing a fixed rate on four types of projects that do not require engineering review: Rezoning, Special Use Permit, Variance, and Minor Amendment to PUD. Director Zenner stated that the current rates of surrounding communities for similar requests and the average review escrow fees for the past few years were used to establish an average cost per type of case. Director Zenner stated given the fee averages plus the application fees, staff proposes that the fees for these four types of projects be fixed at \$600.

Director Zenner stated staff is recommending applications for Concept Plans, Annexations, Preliminary and Final PUDs, and Major Amendments to PUDs remain as they are with separate application fees and review fees as these types of projects require more intensive staff review including engineering review.

No audience members wished to speak at the public hearing.

Motion: Commissioner Kuhn, second Commissioner Cirone to close the Public Hearing at 9:07 p.m.
Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor
Nays: None
Absent: None
Motion carried

Commissioner comments:

Discussion took place regarding the review and escrow billing process, and the proposed fixed rate of \$600 for the four types of projects.

Recommendation:

Motion: Commissioner Cirone, second Commissioner Guist to recommend approval of the Text Amendment to Section 13.10 and 14.09 of the Zoning Ordinance to amend the fees for Rezoning, Variations, Special Use Permits, and Minor Amendments to PUDs.
Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor
Nays: None
Absent: None
Motion carried

7. OLD BUSINESS

None.

8. PUBLIC FORUM

None.

9. CHAIRMAN'S REPORT

Chairman Pajor reminded the Commissioners to complete the mandatory 2021 Open Meetings Act training by May 1, 2021 and forward their certificate to the Village Clerk.

10. COMMISSIONERS REPORT

None.

11. HISTORIC PRESERVATION COMMISSIONER REPORT

No report.

12. ECO COMMISSION REPORT

No report.

13. DEVELOPMENT SERVICES DEPARTMENT REPORT

None.

14. OSWEGOLAND PARK DISTRICT REPORT

No report.

15. NEXT MEETING - April 8, 2021

16. ADJOURNMENT

Motion: Commissioner Kuhn, second Commissioner Cirone to adjourn the Planning and Zoning Commission Meeting.

Ayes: Commissioners Cirone, Guist, Henschen, Kapus, Kuhn, McCallum, Pajor

Nays: None

Absent: None

Motion carried

Chairman Pajor adjourned the Planning & Zoning Commission Meeting at 9:19 p.m.