

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

December 7, 2023

1. CALL TO ORDER

Chairman Pajor called the Oswego Planning & Zoning Commission Meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Rick Kuhn, Donald Marrone, Charlie Pajor, Judy Sollinger
Absent: Thomas Collins, Andrew McCallum, Justin Sather

There was a quorum.

Oswego community representatives in attendance were:

Present: Rod Zenner, Director; Rachel Riemenschneider, Planner; Mary Ellen Bliss,
Recording Secretary

3. MINUTES

Motion: Commissioner Sollinger, second Commissioner Kuhn to accept the minutes of the September 28, 2023 and October 5, 2023 Planning & Zoning Commission Meetings.

Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger

Nays: None

Absent: Commissioners Collins, McCallum, Sather

Motion carried

4. PUBLIC HEARINGS

Preliminary and Final PUD

Loyalties Property – Oswego (Lot 12 of Kendall Point Business Center)

Applicant: Loyalty Properties LLC Series B

Project #1196.23

Project Manager: Rachel Riemenschneider

Motion: Commissioner Sollinger, second Commissioner Kuhn to open the Public Hearing at 7:02 p.m.

Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger

Nays: None

Absent: Commissioners Collins, McCallum, Sather

Motion carried

Ms. Riemenschneider stated the petitioner is requesting approval of a Preliminary and Final Planned Unit Development (PUD) for Lot 12 of Kendall Point Business Center to allow for the development of a truck parking lot with accessory office and truck repair uses.

Ms. Riemenschneider stated the proposed plan indicates an 18,500 square foot building with six offices and a truck repair area with six bays, 23 vehicle parking spaces (including one ADA

space), and a storage yard for 103 tractor trailers. Ms. Riemenschneider stated a significant portion of this project is located within the floodplain; engineering staff and consultants will ensure that any proposed grading or site work is appropriate for this area and that proper approvals are secured prior to construction.

Ms. Riemenschneider stated while the applicant has not submitted architectural elevations at this time, staff has requested that the front of the building be finished with architectural features and materials similar in quality and character to the building to the west, and that the chain link fence be vinyl coated. Ms. Riemenschneider stated the landscape plan is generally compliant with the Zoning Code, although staff has requested more landscaping around the parking lots and variation in foundation plantings on the east side of the building to break up the long façade.

No audience members wished to speak at the public hearing.

Motion: Commissioner Sollinger, second Commissioner Kuhn to close the Public Hearing at 7:03 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

The Commission discussed the potential street address and Director Zenner stated it will likely have a Wiesbrook Drive address.

Recommendation:

Motion: Commissioner Sollinger, second Commissioner Marrone to accept the Findings of Fact and recommend approval of a Preliminary and Final PUD for Lot 12, Unit 4 of Kendall Point Business Center, subject to the following conditions:
1. Exterior materials and architecture of the front façade of the structure be consistent in quality and character with the structure at 1940 Wiesbrook.
2. Submittal of an updated landscape plan.
3. Installation of a vinyl-coated chain link fence.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Rezoning and Preliminary/Final PUD

Hometowne Insurance
Applicant: Hometowne Insurance Services
Project #1195.23
Project Manager: Rachel Riemenschneider

Motion: Commissioner Sollinger, second Commissioner Kuhn to open the Public Hearing at 7:07 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Ms. Riemenschneider stated the petitioner is requesting approval of Rezoning from R-1 Single

Family Residence District to B-2 Community Shopping District and Preliminary/Final PUD to allow for a Hometowne Insurance Office at 4424 Route 71. Ms. Riemenschneider stated the subject property is currently improved with a single-family home, and the Comprehensive Plan designates the subject area as Mixed Commercial.

Ms. Riemenschneider stated the petitioner is not proposing any changes to the site layout or elevations of the existing structure but is proposing to stripe six parking spaces and landscape the site. Ms. Riemenschneider stated staff has requested minor changes to the landscape plan to comply with the species diversity requirements and the approved species list.

Linda White was sworn in
Oswego, IL

Ms. White stated her concern that the neighborhood will be converted from residential to commercial. Director Zenner stated a homeowner would need to pursue rezoning their property from residential to commercial.

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

Motion: Commissioner Sollinger, second Commissioner Kuhn to close the Public Hearing at 7:12 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Jim Leverich of Hometowne Insurance stated the office's current location will be sold; the new location on Route 71 will have better traffic exposure. The Commission discussed screening for headlights in the parking lot. Carrie Hansen of Schoppe Design stated an updated landscape plan which addresses staff's concerns has already been submitted.

Recommendation:

Motion: Commissioner Sollinger, second Commissioner Marrone to accept the Findings of Fact and recommend approval of Rezoning from R-1 Single Family Residence District to B-2 Community Shopping District and a Preliminary and Final PUD to allow for a professional office at 4424 Route 71, subject to the following condition:
 1. Submittal of an updated landscape plan with corrected plant species.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Rezoning

260 Calumet Street
Applicant: Lori West
Project #1192.23
Project Manager: Rachel Riemenschneider

Motion: Commissioner Sollinger, second Commissioner Kuhn to open the Public Hearing at 7:18 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None

Absent: Commissioners Collins, McCallum, Sather
Motion carried

Ms. Riemenschneider stated the petitioner currently owns and rents the single-family home at 260 Calumet and is requesting approval of rezoning the property from R-1 Single Family Residence to B-2 Community Shopping District. Ms. Riemenschneider stated the petitioner has not identified a future commercial use or user of the property.

Jeff Fowler was sworn in
Oswego, IL

Mr. Fowler asked about the potential to close the Calumet entrance off Route 71. Director Zenner stated the Illinois Department of Transportation oversees Route 71.

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

Motion: Commissioner Sollinger, second Commissioner Kuhn to close the Public Hearing at 7:23 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

The Commission asked if the land is developed commercially, would the project come before the Planning & Zoning Commission and Village Board. Director Zenner stated the scope of a proposed project would determine the review and approval process.

Recommendation:

Motion: Commissioner Sollinger, second Commissioner Marrone to accept the Findings of Fact for the Standards for Rezoning and recommend approval of Rezoning for 260 Calumet Street from R-1 Single Family Residence to B-2 Community Shopping District.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Variance

Oswego High School – Sign
Applicant: Karen Dodge on behalf of Oswego Community Unit School District (CUSD) 308
Project #1194.23
Project Manager: Rachel Riemenschneider

Motion: Commissioner Sollinger, second Commissioner Kuhn to open the Public Hearing at 7:28 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Ms. Riemenschneider stated Oswego High School, located at 4250 Route 71, is seeking a Variance for a new electronic message center on the existing ground sign. Ms.

Riemenschneider stated while the sign itself is considered legal non-conforming, any changes to the sign must meet the Zoning Code or request a Variance as needed. Ms. Riemenschneider stated in this case, the petitioner has proposed an electronic message sign that does not meet the Zoning Code's restrictions on animations or colors for electronic message centers; specifically, they are requesting a sign with scrolling animation and multi-color display.

No audience members wished to speak at the public hearing.

Motion: Commissioner Sollinger, second Commissioner Marrone to close the Public Hearing at 7:29 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

The petitioner, Karen Dodge, stated the Variance request is to allow for the scroll feature and a deviation from the uniform color requirement. The Commission discussed the potential of a scrolling sign distracting drivers. Ms. Riemenschneider stated there is not a lot of research on this subject, but generally, there is not a strong correlation between signs and traffic incidents.

Recommendation:

Motion: Commissioner Marrone, second Commissioner Sollinger to accept the Findings of Fact and recommend approval of a Variance from Section 11.07(I)(4) and Section 11.07(I)(5) of the Zoning Code to allow for a message board sign with a scrolling effect and a multi-color display on the existing ground sign.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Special Use Permit

Mason Square Car Wash – 1250 Douglas Road
Applicant: Christian Pacheco and Lourdes Escobedo
Project #1193.23
Project Manager: Rachel Riemenschneider

Motion: Commissioner Kuhn, second Commissioner Sollinger to open the Public Hearing at 7:38 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

Ms. Riemenschneider stated the petitioner is requesting approval of a Special Use Permit to allow for the operation of a car wash facility at 1250 Douglas Road. Ms. Riemenschneider stated the property is currently zoned B-3 Commercial Service and Wholesale District and is improved with a car wash facility which has not been operational in over five years. Ms. Riemenschneider stated there was a Special Use Permit for a car wash approved at this location in 2018, however, since the special use has been discontinued for over one year, a new Special Use Permit is required.

No audience members wished to speak at the public hearing.

Motion: Commissioner Kuhn, second Commissioner Sollinger to close the Public Hearing at 7:39 p.m.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

The Commission asked if any major changes to the existing car wash are planned. Ms. Riemenschneider stated the new owners only plan to make the existing car wash operational and will apply for any required building permits.

Recommendation:

Motion: Commissioner Sollinger, second Commissioner Marrone to accept the Findings of Fact for the Standards for a Special Use Permit and recommend approval of the Special Use Permit for a car wash facility (automobile laundry) located at 1250 Douglas Road.
Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger
Nays: None
Absent: Commissioners Collins, McCallum, Sather
Motion carried

5. NEW BUSINESS

None.

6. OLD BUSINESS

None.

7. PUBLIC FORUM

None.

8. CHAIRMAN'S REPORT

None.

9. COMMISSIONERS REPORT

The Commission welcomed Don Marrone.

10. HISTORIC PRESERVATION COMMISSIONER REPORT

No report.

11. ECO COMMISSION REPORT

No report.

12. DEVELOPMENT SERVICES DEPARTMENT REPORT

None.

13. OSWEGOLAND PARK DISTRICT REPORT

None.

14. NEXT MEETING - January 4, 2024

15. ADJOURNMENT

Motion: Commissioner Sollinger, second Commissioner Marrone to adjourn the Planning and Zoning Commission Meeting.

Ayes: Commissioners Kuhn, Marrone, Pajor, Sollinger

Nays: None

Absent: Commissioners Collins, McCallum, Sather

Motion carried

Chairman Pajor adjourned the Planning & Zoning Commission Meeting at 7:43 p.m.