

MINUTES  
MEETING OF THE OAK PARK PLAN COMMISSION  
VILLAGE HALL- COUNCIL CHAMBER  
December 1, 2016  
7:00 p.m.

PRESENT: Chair David Mann; Commissioners Jeremy Burton, Mark Gartland, Doug Gilbert and Paul May

EXCUSED: Commissioners Lawrence Brozek, JoBeth Halpin, Greg Marsey and Kristin Nordman

ALSO PRESENT: Craig Failor, Village Planner; Michael Bruce, Zoning Administrator; Rasheda Jackson, Assistant Village Attorney; Jacob Karaca, Plan Commission Attorney  
Arista Strungys, Camiros Ltd., Zoning Consultant

**Roll Call**

Chair Mann called the meeting to order at 7:03 p.m. He welcomed new Commissioner May. Roll was called. A quorum was present.

**Non-Agenda Public Comment**

None.

**Approval of Minutes**

None.

**Public Hearing(s)**

*A public hearing shall be held by the Plan Commission to consider the application of the Village of Oak Park for a comprehensive update of the Oak Park Zoning Ordinance and Map. Continued from November 16, 2016.*

Chair Mann noted this was a continuance of the public hearing and they would be reviewing articles 14-16. He asked staff for an update on the hospital district discussion. Mr. Failor said they were reaching out to both hospitals to have a discussion about possible zoning changes. After those meetings, staff would bring back the information as well as graphics from Camiros to the Plan Commission for discussion and a recommendation.

Mr. Failor noted that at the last meeting, commissioners had asked for a legal opinion on use variations and the Assistant Village Attorney, Ms. Rasheda Jackson, has provided a memorandum for review. Mr. Failor provided comments that have come in from neighbors of West Suburban Hospital as well. Mr. Failor noted there was some misinformation from a resident regarding the changes to the zoning code in the hospital district. He reached out to clarify. Commissioner Burton noted the current code allows for a 20 foot setback with a 125 foot height. The proposed changes would keep the height and change the setback to 30 feet from the residential property line. He said the letters from residents have mostly requested a 50 foot height limit with a 50 foot setback.

Attorney Karaca asked Commissioner May about reviewing the information from the prior meeting. Commissioner May said he was present at the last meeting and observed the discussion.

Mr. Failor noted an error in Chapter 13 regarding publishing zoning interpretations. He said staff recommended striking. Commissioners agreed.

Chair Mann moved to article 14. He noted the section on planned developments gave the village board a lengthy timeframe to act on decisions from the Plan Commission. He said it could be burdensome for applicants. Attorney Karaca said it could create problems restricting the time due to the nature of board meeting schedules. A short discussion ensued about the duration of planned development applications. Mr. Failor said typically it takes about 20-26 weeks to get through the whole process. Attorney Karaca suggested including a remand to the hearing body in this section. Ms. Strungys agreed.

Chair Mann said in article 14, the procedure for planned developments should include design review. Mr. Failor said they would include that in the Planned Development packet. Chair Mann said Commissioner Brozek provided some comments to him: he asked how the Village determines financial and technical capacity for a development in section 14-12. Attorney Karaca said in the past it was part of the application process and provided by the applicant. Mr. Failor said the Village Board also has the ability to ask for a developer's pro forma as well. Chair Mann said the current procedure didn't allow for a real analysis. Mr. Failor said because some financial information was proprietary, in the past, the Plan Commission has gone into executive session to review the pro forma. Chair Mann asked if there was expertise on staff to review the information. Mr. Failor said in the past, the Plan Commission has relied on the expertise of the former Oak Park Development Corporation and could use the Oak Park Economic Development Corporation if necessary.

Chair Mann provided commissioners with a list of recommendations for the submittal requirements under section 14-12: providing neighboring addresses to staff to confirm; an executive summary of the environmental study; combining some sections into the application rather than as separate sections; titling sections for consistency; and moving up some sections to get a better sense of the overall project with construction and project schedules at the end. He said there was a requirement of a geothermal life cycle energy analysis but there was no requirement to put it into a project; he suggested striking and having an energy analysis that wasn't just about geothermal. Mr. Failor said the Environment and Energy Commission (EEC) asked for the Plan Commission to include this when the planned development process was rewritten to encourage geothermal. Chair Mann suggested going back to the EEC to strengthen this section. Commissioner Gilbert said as it was so specific and a general statement might be adequate. He agreed it should be stricken. Commissioner May concurred. Chair Mann suggested combining the parking and traffic study. Commissioner Gilbert suggested having drawings higher up in the application. Mr. Failor said he could work on a reorder and present it next time. Chair Mann said the fee would not be needed in the binders, only staff would need to confirm this. Mr. Failor clarified that staff could exclude items from the commissioner binder but provide it to a commissioner who wishes more information. Attorney Karaca noted if a submittal requirement was not provided to commissioners, staff should note that it has been submitted for the record. Mr. Failor agreed, noting he could put that information into the staff report.

Commissioner Burton asked about hyperlinks in the Zoning Ordinance. Mr. Failor said that was difficult for editing should the code be updated. Ms. Strungys said pdf versions were the easiest and best system for updating and searching.

Chair Mann corrected article 14-15, adding "up to 10 percent". Consultants agreed. A time period was also added. Commissioners discussed the parking reduction for planned development modifications. They agreed to language noting "10% or ten spaces, whichever is less" on the modifications.

Chair Mann moved to article 15. There were no comments.

Chair Mann moved to article 16. There were no comments.

Chair Mann had commissioners review the use variance memo from the Assistant Village Attorney. Ms. Jackson said she reviewed the history of use variances and said the term was archaic; the variances were actually ‘use-related’ variances and dealt with dimensional variances. She said the memo outlined how in the past, the village would do a text amendment to the code should a use that was not allowed in a particular district be permitted.

Commissioner Gilbert moved to continue the public hearing on the proposed zoning code to January 5, 2016. Commissioner May seconded. A voice vote was taken and the motion was approved unanimously.

**Other Business**

Mr. Failor said the next Plan Commission meeting would be December 15, 2016 for a planned development public hearing. He said Rush Oak Park hospital was planning a new emergency room and that would come to the commission as a public hearing next year.

**Adjournment**

Commissioner Burton moved to adjourn. Commissioner Gilbert seconded. The meeting adjourned at 8:10 p.m.

Angela Schell,  
Recording Secretary