

Planning and Zoning Commission

Monday, June 12, 2023

Council Chamber, 6:00 PM
308 W State Street
Sycamore, Illinois 60178



1. CALL TO ORDER

2. APPROVAL OF AGENDA

3. CONSENT AGENDA

- A. Approval of the Minutes for the Regular Meeting of May 8, 2023.

4. AUDIENCE TO VISITORS

In accordance with previously adopted Rules, Public Comments shall be limited to a maximum of thirty minutes per meeting and the public may participate only during the "Public Comment" portion of the meeting. Comments shall not exceed three minutes per speaker unless limited to a shorter duration if numerous people wish to speak. All participants will be required to provide their name and address for the record. No speaker may speak more than once during any meeting unless specifically permitted to do so by the presiding officer. The City encourages that a spokesperson be chosen for individuals wishing to speak about the same subject matter to avoid repetitive presentations. All remarks should be addressed to the Planning and Zoning Commission as a whole and not to any individual member or employee. In the event speakers pose questions to the Commission or City staff, they should be aware that those individuals may decline to answer. Each speaker shall maintain civility and decorum. The Presiding Officer retains the right to stop or remove any speaker who becomes disruptive to the meeting.

5. WORKSHOPS

6. ACTION ITEMS

- A. Consideration of a Request by Greg Majeski of Majeski Motors for a Zoning Map Amendment for the Property Located at 1710 DeKalb Avenue (PIN number 08-01-281-031) from the Current Zoning of C-2, Central Business District to C-3, Highway Business District.
- B. Consideration of a Recommendation to Approve a Plat of Vacation for Roadway and Public Utility Purposes.

7. ADJOURNMENT

**SYCAMORE PLANNING AND ZONING COMMISSION MEETING
MINUTES OF MAY 8, 2023, 6:00 PM**

CALL TO ORDER AND ROLL CALL

Chairperson Bill Davey called the meeting to order at 6:00 p.m. and City Clerk Mary Kalk called the roll. Those Commissioners present were Rachel Sauber, Ted Strack, Chuck Stowe, Matt Woodstrup, Doug Breunlin, Nancy Copple, Dave Finney, and Eli Hamingson. Commissioners Nate Kitterman and Alan Zantout were absent. Others present were City Manager Michael Hall, City Attorney Keith Foster, and Director of Community Development John Sauter.

APPROVAL OF AGENDA

Motion- Commissioner Hamingson moved to approve the agenda and Commissioner Finney seconded the motion.

Voice Vote Chairperson Davey called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 9- 0.

CONSENT AGENDA

- A. Approval of the Minutes for the Special Meeting of April 10, 2023.

Motion- Commissioner Strack moved to approve the Minutes of the April 10, 2023, meeting and Commissioner Sauber seconded the motion.

Voice Vote Chairperson Davey called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 9- 0.

AUDIENCE TO VISITORS**WORKSHOPS****NEW BUSINESS / ACTION ITEMS**

- A. Consideration of a Request by Terrance Powell, Owner of TWP Management, for a Special Use Permit to Operate an Equipment Rental Store, Including Trucks and Trailers, at 2900 DeKalb Avenue, Sycamore, Illinois.

Chairperson Davey opened the Public Hearing at 6:03 pm. Hearing no comments, closed the Public Hearing at 6:03 pm.

City Manager Michael Hall said that this is a petition from Terrance Powell who relocated his residential/commercial cleaning and U-Haul rental business to 2900 DeKalb Avenue. The U-Haul rental business requires a Special Use Permit. This was reviewed by Community Development Director John Sauter and staff for compliance. The U-Haul parking area is displayed in the agenda packet.

Commissioner Finney asked if the grassy area was part of the parcel.

Community Development Director John Sauter said that the grassy area is part of the parcel but would not be utilized for parking as the city doesn't allow parking of anything on unapproved surfaces.

Terrance Powell, 2445 Williams Way, DeKalb, said that the U-Hauls would be a mix of trucks and trailers but for only five spaces.

Commissioner Hamingson asked if parking would extend outside of the five spaces and or on the grass.

Community Development Director John Sauter said that the current parking is a condition of the Special Use Permit.

Motion

Commissioner Strack made a motion to recommend to the Consideration and Commissioner Finney seconded the motion.

Roll Call Vote Chairperson Davey called for a roll call vote to approve the motion. Commissioners Sauber, Strack, Stowe, Woodstrup, Breunlin, Copple, Finney, Hamingson, and Chairperson Davey voted aye. Motion carried 9-0.

- B. Consideration of a Request by Brian Grainger of Old Mill Park, LLC for Review and Approval of a Special Use Permit for a Planned Unit Development Under Article 4.3 and a Planned Development Preliminary Development Plan and Plat in Accordance with Section 4.4.5.D of the City's Unified Development Ordinance for the Property Located North of Mt. Hunger Road and East of Route 23 (PIN Numbers 06-29-427-001, 06-29-427-002, 06-29-427-003, 06-29-427-004) in Sycamore, Illinois.

Chairperson Bill Davey opened the Public Hearing at 6:09 pm.

Commissioner Strack said that he is a contract employee for Brian Grainger so he will abstain from any discussion in this matter and/or voting. The only time he would speak on this matter is if he asked a specific question.

Roy Smith, 430 Thomas Drive, representative for Brian Grainger, said that he is here to answer any questions.

Hearing no comments, Chairperson Davey closed the Public Hearing at 6:10 pm.

City Manager Michael Hall gave some background from the agenda and said that this is here tonight for the final plat which has been reviewed by staff.

Community Development Director John Sauter said that they have been in contact with Mr. Grainger throughout the process. All the boxes are checked and they have engineering plans that are compliant.

Motion

Commissioner Finney made a motion to recommend the Consideration and Commissioner Woodstrup seconded the motion.

Roll Call Vote

Chairperson Davey called for a roll call vote to approve the motion. Commissioners Sauber, Stowe, Woodstrup, Breunlin, Copple, Finney, Hamingson, and Chairperson Davey voted aye while Commissioner Strack abstained. Motion carried 8-0-1

ADJOURNMENT

Motion

Commissioner Sauber moved to adjourn the meeting at 6:14 p.m. and Commissioner Hamingson seconded the motion.

Voice Vote Chairperson Davey called for a voice vote to approve the motion. All Commissioners present voted aye. Motion carried 9-0.

Approve:

Chairperson – William D. Davey

Attest:

Mary Kalk, City Clerk



541 DeKalb Avenue
 Sycamore, Illinois 60178
 Main Phone: 815-895-4434

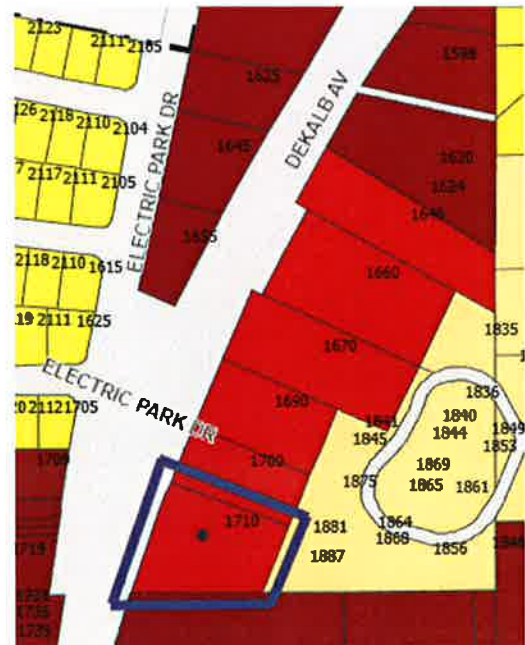
To: Michael Hall, City Manager
From: John Sauter, Director of Community Development
Date: May 25, 2023
RE: Agenda Items – June 12, 2023 Planning and Zoning Commission Meeting

1. Consideration of a Request by Greg Majeski of Majeski Motors for a Zoning Map Amendment for the Property Located at 1710 DeKalb Avenue (PIN number 08-01-281-031) From the Current Zoning of C-2, Central Business District to C-3, Highway Business District.

Greg Majeski is requesting the property located at 1710 DeKalb Avenue (see below) be re-zoned from C-2, Central Business District to C-3 Highway Business District. The property has been the home to Burger King and a Cash Loan Store in past years. Application was made for a building permit for a used auto dealership and it was discovered that the property is zoned C-2, Central Business District. Per the City's Unified Development Ordinance, "Automobile Sales and Rental, New and/or Used, including accessory repair and body shop operations" require a special use permit if located within C-2 Zoning Districts and are a permitted use within C-3 Zoning Districts.

The current zoning of C-2 is anomalous given that it is located on an arterial highway. Typically, C-2 zoned properties are located in proximity to the City's Downtown District, which is the area bounded by High Street, Locust Street, Exchange Street and Sacramento Street. When presented with the opportunity, Staff is taking steps to clean up zoning anomalies such as this one. The re-zoning of a property with a similar situation and located at 2425 Bethany Road was approved in February 2023. If approved, the anomalous zoning would be "cleaned up" on the City's Zoning Map and align with other C-3 zoned properties adjacent to IL Rt. 23. When and if the opportunity arises with other C-2 zoned properties located adjacent Rt. 23, Staff will recommend re-zoning them as well.

Equally important, this property has been vacant for many years and has been the subject of many property maintenance complaints. Mr. Majeski plans to operate a used auto dealership on the property and plans to make



significant improvements to the property, to include site improvements, completely renovating the interior and exterior of the building and constructing a garage addition at the rear of the building. Civil and building plans have been submitted and reviewed and Staff is both excited and grateful for Mr. Majeski's investment in Sycamore. Furthermore, the proposed use is suitable and desirable at the subject location and the proposed improvements align with goals to improve gateways into the City, as outlined in the City's 2021 Comprehensive Plan.

Accordingly, Mr. Majeski is seeking a zoning map amendment in accordance with Article 4.8.3 of the Sycamore Unified Development Ordinance. Notice of a public hearing regarding the request for a zoning map amendment was published in the local newspaper, notices of public hearing were mailed to property owners within 250 feet of the subject property and a notice of public hearing by sign was displayed on the property.

Mr. Majeski is present to answer any questions from the Commission.

Planning & Zoning Commission action is requested.

2. Consideration of a Recommendation to Approve a Plat of Vacation for Roadway and Public Utility Purposes.

As part of the Old Mill Park North Subdivision that was considered by the Planning & Zoning Commission on May 8, 2023 and approved by the City Council on May 15, 2023, it was discovered that certain ingress, egress and drainage easements must be vacated in order to make way for the newly approved easements. The new easements serve similar purposes but with different boundaries and were approved as part of the Old Mill Park North Addition Final Plat. Since the easement boundaries have changed, the easements approved as part of the original Townsend Woods PUD Commercial Addition in 2004 must be vacated. The proposed plat (attached) has been reviewed and approved by City Staff.

Planning & Zoning Commission action is requested.



541 DeKalb Avenue
Sycamore, IL 60178
O# (815) 895-4434
F# (815) 895-7572
www.cityofsycamore.com

APPLICATION FOR RESUBDIVISION

NOTE TO APPLICANT: The Sycamore Planning and Zoning Commission meets on the second Monday of each month, as needed. In order to be placed on the agenda, this application and all required information (plat of survey, architectural drawings, miscellaneous exhibits, etc.) must be submitted to the Director of Community Development.

I/We Majeski Motors hereby make(s) this application to appear before the Sycamore Planning and Zoning Commission to consider a request for the following:

a resubdivision of the property located at 1710 DeKalb Avenue (PIN 08-01-281-031) from C-2, Central Business District to C-3, Highway Business District".

Multiple horizontal lines for additional text or notes.

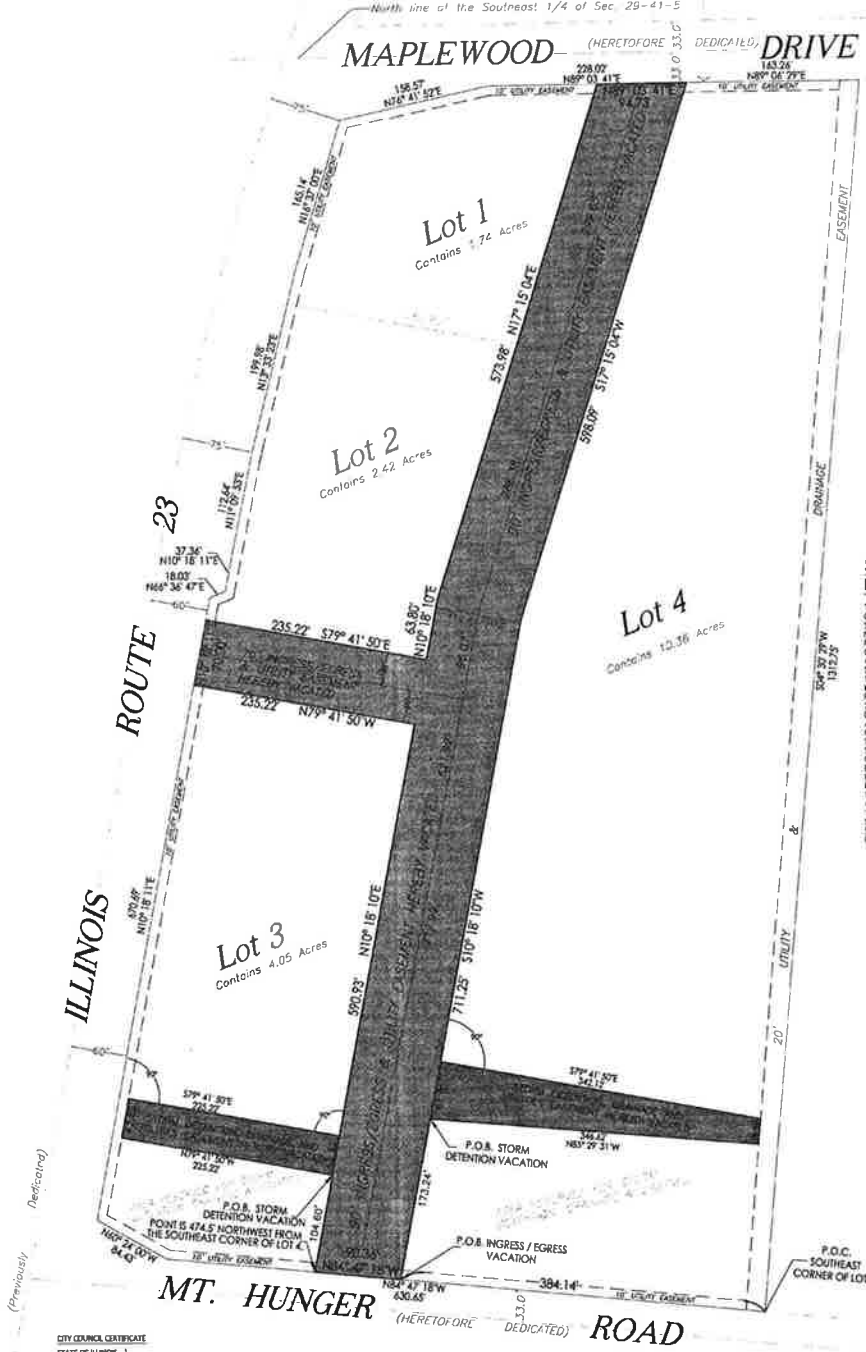
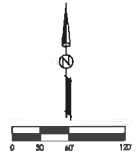
Signature: [Handwritten Signature] Signature: _____
Printed Name: Gregory A. MAJESKI Printed Name: _____
Phone No. _____ Phone No. _____
E-mail: _____ E-mail: _____

TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION PLAT OF VACATION

BEING A PLANNED UNIT DEVELOPMENT IN PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, ALL IN TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT RECORDED DECEMBER 7TH, 2007 AS DOCUMENT NO. 2007020506, SYCAMORE TOWNSHIP, DEKALB COUNTY, ILLINOIS.

CITY OF SYCAMORE, COUNTY OF DEKALB, ILLINOIS

P.I.N. = 06-29-427-001, 06-29-427-002,
06-29-427-003, 06-29-427-004,



COUNTY RECORDER CERTIFICATE

STATE OF ILLINOIS)
) S.S.
COUNTY OF DEKALB)

THIS PLAT WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF DEKALB COUNTY, AFORESAID ON

THIS _____ DAY OF _____, A.D. 2023
AT _____ O'CLOCK _____ M. AND RECORDED IN PLAT CABINET _____
AT SLIDE # _____, AS DOCUMENT NO. _____

COUNTY RECORDER _____

PLANNING COMMISSION CERTIFICATE

STATE OF ILLINOIS)
) S.S.
COUNTY OF DEKALB)

THIS IS TO CERTIFY THAT THE ATTACHED PLAT WAS APPROVED BY THE PLANNING COMMISSION OF THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS.
APPROVED THIS _____ DAY OF _____, A.D. 2023.

BILL DAVEY (CHAIRMAN) _____

STORM DETENTION, DRAINAGE AND UTILITIES EASEMENT VACATION LEGAL DESCRIPTION:

THAT PART OF LOT 4 AS SHOWN ON THE PLAT OF TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, THE PLAT OF WHICH WAS RECORDED DECEMBER 7, 2007 AS DOCUMENT NO. 2007020506, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4, THENCE NORTH 88 DEGREES 47 MINUTES 18 SECONDS WEST, 384.14 FEET; THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 61.80 FEET; THENCE SOUTH 79 DEGREES 41 MINUTES 18 SECONDS EAST, 343.7 FEET; TO A POINT 20.00 FEET WEST OF AND PARALLEL WITH THE EAST LINE OF SAID LOT 4; THENCE SOUTH 0 DEGREES 30 MINUTES 29 SECONDS WEST, 26.90 FEET; ALONG SAID PARALLEL LINE, THENCE NORTH 80 DEGREES 28 MINUTES 31 SECONDS WEST, 346.63 FEET; TO THE POINT OF BEGINNING. ALSO THAT PART OF LOT 3 AS SHOWN ON SAID PLAT OF TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4, THENCE NORTH 88 DEGREES 47 MINUTES 18 SECONDS WEST, 474.90 FEET; TO THE SOUTH LINE OF SAID TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION SUBDIVISION, THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 104.83 FEET; TO THE POINT OF BEGINNING. BEING NORTH 79 DEGREES 41 MINUTES 18 SECONDS WEST, 225.22 FEET; TO A LINE 10.00 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF SAID LOT 3; THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 42.33 FEET; ALONG SAID PARALLEL LINE, THENCE SOUTH 79 DEGREES 41 MINUTES 18 SECONDS EAST, 225.22 FEET; THENCE SOUTH 10 DEGREES 18 MINUTES 10 SECONDS WEST, 42.33 FEET; TO THE POINT OF BEGINNING. ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS. SAID PARCELS CONTAIN 24.783 SQUARE FEET OR 0.569 ACRES MORE OR LESS. P.I.N. = 06-29-427-003 AND 06-29-427-004.

CONSENT TO VACATE EASEMENT

THE FOLLOWING ENTITIES CONSENT TO THE VACATION OF EASEMENTS SHOWN HEREON
CITY OF SYCAMORE: DATED THIS _____ DAY OF _____, A.D. 2023.
SIGNATURE _____
PRINTED NAME _____
TITLE _____
MOORE: DATED THIS _____ DAY OF _____, A.D. 2023.
SIGNATURE _____
PRINTED NAME _____
TITLE _____
COMCAST: DATED THIS _____ DAY OF _____, A.D. 2023.
SIGNATURE _____
PRINTED NAME _____
TITLE _____
FRONTIER: DATED THIS _____ DAY OF _____, A.D. 2023.
SIGNATURE _____
PRINTED NAME _____
TITLE _____
COMMONWEALTH: DATED THIS _____ DAY OF _____, A.D. 2023.
SIGNATURE _____
PRINTED NAME _____
TITLE _____

CITY COUNCIL CERTIFICATE
STATE OF ILLINOIS)
) S.S.
COUNTY OF DEKALB)

PLAT APPROVED AND ACCEPTED BY THE CITY COUNCIL OF THE CITY OF SYCAMORE
THIS _____ DAY OF _____, A.D. 2023.

BY: _____
MAYOR: STEVE BRASER
ATTNEY: _____
CITY CLERK: MARY FALK

INGRESS AND EGRESS VACATION LEGAL DESCRIPTION:
THAT PART OF LOTS 1 THROUGH 4 AS SHOWN ON THE PLAT OF TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHEAST QUARTER OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, THE PLAT OF WHICH WAS RECORDED DECEMBER 7, 2007 AS DOCUMENT NO. 2007020506, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4, THENCE NORTH 88 DEGREES 47 MINUTES 18 SECONDS WEST, 384.14 FEET; THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 61.80 FEET; THENCE SOUTH 79 DEGREES 41 MINUTES 18 SECONDS EAST, 343.7 FEET; TO A POINT 20.00 FEET WEST OF AND PARALLEL WITH THE EAST LINE OF SAID LOT 4; THENCE SOUTH 0 DEGREES 30 MINUTES 29 SECONDS WEST, 26.90 FEET; ALONG SAID PARALLEL LINE, THENCE NORTH 80 DEGREES 28 MINUTES 31 SECONDS WEST, 346.63 FEET; TO THE POINT OF BEGINNING. ALSO THAT PART OF LOT 3 AS SHOWN ON SAID PLAT OF TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID LOT 4, THENCE NORTH 88 DEGREES 47 MINUTES 18 SECONDS WEST, 474.90 FEET; TO THE SOUTH LINE OF SAID TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION SUBDIVISION, THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 104.83 FEET; TO THE POINT OF BEGINNING. BEING NORTH 79 DEGREES 41 MINUTES 18 SECONDS WEST, 225.22 FEET; TO A LINE 10.00 FEET EAST OF AND PARALLEL WITH THE WEST LINE OF SAID LOT 3; THENCE NORTH 10 DEGREES 18 MINUTES 10 SECONDS EAST, 42.33 FEET; ALONG SAID PARALLEL LINE, THENCE SOUTH 79 DEGREES 41 MINUTES 18 SECONDS EAST, 225.22 FEET; THENCE SOUTH 10 DEGREES 18 MINUTES 10 SECONDS WEST, 42.33 FEET; TO THE POINT OF BEGINNING. ALL IN THE CITY OF SYCAMORE, DEKALB COUNTY, ILLINOIS. SAID PARCELS CONTAIN 131.107 SQUARE FEET OR 3.006 ACRES MORE OR LESS. P.I.N. = 06-29-427-001, 06-29-427-002, 06-29-427-003, 06-29-427-004.

SURVEYORS CERTIFICATE

STATE OF ILLINOIS)
) S.S.
COUNTY OF BOONE)

I HEREBY CERTIFY THAT AT THE REQUEST OF THE OWNERS, I HAVE SURVEYED FOR THE PURPOSE OF VACATING THE INGRESS / EGRESS AND UTILITY EASEMENT AS SHOWN ON THE PLAT OF TOWNSEND WOODS P.U.D. COMMERCIAL DIVISION, BEING A SUBDIVISION OF PART OF THE SOUTHWEST QUARTER OF SECTION 28 AND PART OF THE SOUTHWEST QUARTER OF SECTION 29, TOWNSHIP 41 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, THE PLAT OF WHICH WAS RECORDED DECEMBER 7, 2007 AS DOCUMENT NO. 2007020506 IN THE RECORDER'S OFFICE OF DEKALB COUNTY, ILLINOIS, SITUATED IN THE COUNTY OF DEKALB AND STATE OF ILLINOIS. ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMALS OF A FOOT. DIMENSIONS ALONG CURVED LINES REPRESENT AN ARC MEASUREMENT.
I FURTHER CERTIFY THAT THIS PLAT IS SITUATED WITHIN THE INCORPORATED CITY OF SYCAMORE, ILLINOIS.
GIVEN UNDER MY HAND AND SEAL
THIS 25th DAY OF May A.D. 2023.

Jefferson J. Brasas
JEFFERSON J. BRASAS I.P.L.S. No. 3538 Expires 11/30/24

CES REAL ESTATE & SURVEYING
100 WEST LOOPER ST.
INDIAN LAKE, ILLINOIS 60140
TEL: 815-486-8400 FAX: 815-486-8400
ILLINOIS REG. # 021-0000000
DATE: 05-11-2023 SCALE: 1"=40.00' DRAWN BY: JAB (05/10/2023)
CHECKED BY: JAB (05/10/2023)
CLIENT: GRAINGER
JOB NO: 23-0001
O.M.P.N. VACATION PLAT READER: SAU (PL)
SHEET 1 of 1