

PLANNING AND ZONING COMMISSION MEETING

City Council Chambers

3600 Kirchoff Rd.

Rolling Meadows, IL 60008

Tuesday, January 4, 2022

7:00 p.m.

MINUTES

Call to Order

Chairman Duvall called the January 4, 2022 regular meeting of the Planning and Zoning Commission to order at 7:00 p.m.

Roll Call/Declaration of a Quorum:

Presiding: Chairman Duvall

Present: Buckingham, Chubirka, S. Morrison, Sheehan, Sipple, L. Morrison, Duvall

Absent: 0

Also Present: Elizabeth Kwandras, Interim Superintendent of Community Development, Vickie Wiley, Community Development, and Martha Corner, Business Advocate.

Chairman Duvall declared a quorum

Approval of Minutes: December 1, 2021 Planning and Zoning Commission Meeting

Chairman Duvall asked for a motion to approve the minutes from the December 1, 2021 Planning and Zoning Commission meeting. Mr. Sipple made a motion to approve the minutes as written, which was seconded by Mr. Buckingham.

Motion carried by unanimous voice vote. Minutes approved as written.

Pending Business: None

New Business:

1. Public hearing and consideration of a petition for special use pursuant to Section 122-301(3) of the City of Rolling Meadows Zoning Code of Ordinances to allow an electronic message sign, and other relief necessary to accommodate the electronic sign, in an R-2 Zoning District, 2720 Kirchoff Road, Jeff Barmueller, North Shore Sign Company, petitioner.

Chairman Duvall asked if proper notice was give, and if the file was in order. Ms. Kwandras stated that was the case.

Open Public Hearing:

Chairman Duvall asked for a motion to open the public hearing and enter the staff report into evidence.

Ms. L. Morrison made a motion, by Mr. Sipple seconded.

Motion carried by a unanimous voice vote.

Chairman Duvall swore in Jeff Barmueller, North Shore Sign Company,

Petitioners Presentation:

Jeff Barmueller, North Shore Sign Company, I am here representing the Community Church of Rolling Meadows. We are here to ask the Committee for special use approval for the City of Rolling Meadows code compliant ground sign with electronic message center. Due to the previous formal and informal text amendment hearings, the Committee and City Council’s unanimous support of that text amendment allows the Church an important tool to disseminate, not only church doings, but also City Hall generated messages for City wide events, some of which are held at the church.

QUESTIONS AND COMMENTS FROM THE BOARD: None

Chairman Duvall requested staff report.

Staff Report Highlights:

Ms. Kwandras – Good Evening and Happy New Year. Ms. Charlton will be out this week so I will be acting as the fill in for her as primary staff liaison. The Petitioner is here requesting a special use for an electronic messaging sign. The Community Church has been in its current location for many, many years and has proven itself to be a good community partner. To the West and South of the Community Church is commercial zoning district which is C-2 and to the North and East it is residential single family homes. Over the past year, this Commission held several discussions regarding electronic messaging signs available for church/religious purposes along Kirchoff Rd. At the October 5, 2021 meeting, the Commission recommended approval of a text amendment allowing electronic messaging signs for religious uses in residential areas along Kirchoff Road when certain guidelines are met. The City Council agreed with this recommendation, approving Ordinance 21-63 on November 9, 2021. This sign that is before you is the one we used for the base line to draft those guidelines and text amendment. Nothing the Community Church has given us this evening has changed from what they have been asking for all along. The sign is compliant with the guidelines from the text amendment. The sign is 6 feet tall with a 1 foot masonry base, the sign face itself is 5 X 12 and 35% of the sign face will be the electronic messaging center, which is compliant. Max is 40%. Total sign area is not allowed to be more than 60% and they are at 36 square feet, so they are compliant in that regard. They will be locating the sign at

the corner of Kirchoff and Meadow and there is no residential property located within 300 feet. It will be pointed towards commercial property and the church itself. One of the things we discussed with the petitioner and has been handed out to you tonight is the clear sight triangle. That's a new addition to the zoning code that took effect last January. 25 foot clear sight triangle requirement, which says that anything 3feet or higher cannot be located within a triangle formed by connecting two points on a property line located 25 feet from corners adjoining traffic movement. Originally, it was in the clear sight triangle. We made the Petitioner aware of that and they agreed to move it back, so it would not be in the clear sight triangle. A new plat of survey showing the new location of the sign has been provided for you tonight. As noted, the sign base is 1 foot tall of masonry construction as required by the code. Another requirement of the code is it is to be 75% of the width of the sign. It is well within the 75% range. A landscaping bed is required as part of the zoning code and on the 2nd page it does include a landscaping plan. Staff will review that more before it goes in front of City Council to make sure it is in compliance with the zoning code. The sign will also be required to comply with all other aspects of the sign code, including that the messages be static and not moving, that the message change no faster than once every 30 seconds, and that the sign be operational no earlier than 7:00 am and no later than 11:00 pm. The sign is generally to be used to advertise for church services and community events. The standards for special use and the finding of fact are listed in the staff report. If you have any questions, please do not hesitate to ask. A sample motion has been provided on the second to last page of the staff report if the commission should choose to use it.

Questions:

Ms. Sheehan – Staff said 300 feet but the staff report said 350 feet. Please clarify.

Ms. Kwandras – True – I knew it was more than 300. Looking at the diagram on the 2nd page of the staff report gives the actual distances between where the sign is approximately located and the nearest residential property line. The closest is 394 ft. away. It will not be less than 300 ft.

Mr. Duvall – What was the minimum distance standard?

Ms. Kwandras – 250 feet.

Mr. Duvall - So if it is more than 250 feet it is in compliance with the text amendment?

Ms. Kwandras – The City Council did remove that condition of the text amendment. That is no longer something we can enforce for special use. Obviously the Community Church meets it. The only other religious organization along Kirchoff Rd that might come forward for something like this is Meadows Christian Fellowship. Meadows Christian Fellowship has given no indication. If there is a concern for residences in the area the Commission has the authority to impose conditions on the special use approval. If they come forward and ask for one of these signs and there is concern about light impact the Commission could impose an additional condition on that specific special use.

Mr. Duvall – The minimum distance, this far exceeds it?

Mrs. Kwandras – Yes.

QUESTIONS AND COMMENTS FROM THE PUBLIC:

Mr. Hart – Rolling Meadows Chairperson of the Trustees for the Rolling Meadows Community Church. Want to give thanks to the City of RM, we appreciate the patience and hard work. We think it will be great for the

City of Rolling Meadows, especially where we are located and we are more than open to putting some of the City's messages up there for community events and we look forward to working with you.

Questions: None

Mr. Barnmeuller – I would like to echo what Mr. Hart said about the Committee, as well as JoEllen and Elizabeth. They have put a lot of hard work into this behind the scenes that you all didn't see in various meetings, formal and informal. I really appreciate them driving this for us.

Mr. Sipple – I appreciate staffs efforts and due there due diligence. This is good thing and a solid asset for the Community You certainly have my approval.

Mr. Duvall – I've always said the Community Church is a very good, active, civic partner and for the City to even have a fraction of your time for use on the sign, I think it is a benefit for the City as well as the community as a whole. Any information that's available on the sign is a benefit for everybody, and thank you for being civically minded and thank you for letting City Hall be a part of it.

Motion to close public hearing:

Mr. Buckingham moved to close the public hearing, seconded by Ms. L. Morrison.

Motion carried by unanimous vote.

Motion to recommendation to approve petition:

Motion made by Mr. Chiburka

Based on the submitted petition and testimony presented, I make a motion that the Rolling Meadows Planning and Zoning Commission adopt the findings for a special use listed in the staff report prepared for the January 4, 2022 Planning and Zoning Commission meeting, and recommend to City Council approval of the special use to allow an electronic message sign not exceeding 40 percent in size as part of a 60 square foot monument sign for the Community Church of Rolling Meadows, subject to the following conditions:

1. Sign shall constructed and located in substantial conformance with the plans attached hereto as Exhibit 1, except that the Site Plan shall be revised prior to consideration by the City Council to move the proposed monument sign outside of the 25' clear site triangle.
2. The special use will be considered null and void if and when ownership of the property changes.
3. A landscaping plan will be required to be submitted and approved by the Director of Public Works prior to Council approval.

Mr. Sipple seconded

Call Roll –

Mr. Sipple

Ms. Sheehan

Mr. Buckingham

Chairman Duvall

Mr. Chiburka

Ms. S. Morrison

Ms. L. Morrison

Yeas-7

Nays-0

Motion Approved

Chairman Duvall noted that this motion is approved and we will send the recommendation to approve this petition to the Rolling Meadows City Council for first reading on the January 25, 2022.

Discussion Items:

Ms. Kwandras - 1st day of new City Manager, Rob Sabo. I'm sure you will all get a chance to meet him and we are very excited to have him onboard. Looking forward to his new ideas, changes and thoughts and the direction that he takes the city in. Please welcome him if you get a chance.

I haven't received any petitions for the February P&ZC meeting. In the previous meetings we've discussed zoning code which was adopted January 1, 2021. We have been using it for a little over a year now and we have determined there are certain things in the zoning code that will need to be updated to make sure they are in keeping with the intent behind the zoning code updates as well as the direction that the City is moving in. We have a number of text amendments called clean up text amendments to make sure the zoning code is working and the proper way that we all need it to work.

Other things down the line, but not until March at the earliest.

- Indoor soccer field on Edison which will require special use. We are working with them on a site plan and parking requirements.
- A few cannabis dispensaries that will come before you along with some other things that are bigger, but not settled yet.

At the Committee of the Whole meeting in December we had the Holidome presentation. 3405 Algonquin used to be the Holiday Inn. The 7 story building has since started remodeling which is to become Aloft, which I believe is a Marriott property. The 2 story Holidome building remains vacant. There has been talk of many things. Originally they pursued and received special use for an assisted living facility, but that was unviable. They came back to the City and presented it as a mixed use residential apartment building. Committee of the Whole gave staff general direction to continue forward on the path we have been on to get a site plan that is as workable as possible and then bring the project forward for the necessary planned development and rezoning and other variances that will make the project more of a reality. We will keep you updated.

Mr. Duvall – I watched the COW meeting on TV and one of the things that was discussed was the traffic issue and accessibility to Algonquin Rd. Who would be responsible for a traffic study if applicable?

Ms. Kwandras – That is definitely applicable. We did not ask them to go into the traffic study because of time and expense, but before it gets back to you a traffic study will be done. Absolutely will be done.

Mr. Duvall – I see this as an Impact issue of 178 units?

Ms. Kwandras - 174 I believe. We have been working with the petitioner to make sure traffic flow on site and onto Algonquin Rd whatever project finally comes before this commission and the City Council is viable and smart development.

Ms. L. Morrison made a motion to adjourn, Mr. Sipple seconded. The motion was approved by a unanimous voice vote of the members present.

Next meeting will be February 2nd @ 7:00 pm.

Adjourned at 7:26 pm.

Respectfully Submitted,

Vickie Wiley

Administrative/Clerk

Community Development Division