

PLANNING AND ZONING COMMISSION MEETING

City Council Chambers

3600 Kirchoff Rd.

Rolling Meadows, IL 60008

Tuesday, March 1, 2022

7:00 p.m.

MINUTES

Call to Order

Chairman Duvall called the March 1, 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, Sheehan, Sipple, Duvall

Absent: S. Morrison, L. Morrison

Also Present: JoEllen Charlton, Assistant Director of Public Works, Elizabeth Kwandras, and Interim Superintendent of Community Development, Vickie Wiley, Community Development, and Martha Corner, Business Advocate.

Chairman Duvall declared a quorum

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

Chairman Duvall asked for a motion to approve the minutes from the February 1, 2022 Planning and Zoning Commission meeting. **Mr. Chiburka** made a motion to approve the minutes as written, which **Mr. Sipple** seconded.

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

Pending Business: None

New Business – (New Public Hearings):

1. **Public hearing and consideration of a petition for a special use pursuant to Section 122-301(3) of the City of Rolling Meadows Zoning Code of Ordinances to allow an adult use cannabis craft grow facility, a variation to the number of required parking spaces, and other relief necessary to accommodate the craft grow facility, in an M-1 Zoning District, 1125 Carnegie Street, Akele Parnell, 11th Level, Inc., Petitioner**
2. **Public hearing and consideration of a petition for text amendment to modify and clarify various provisions of Chapter 122, the City of Rolling Meadows Zoning Code of Ordinances, including certain regulations applicable to parking calculations and parking area setbacks, sign area calculations, accessory structures, rear yard setbacks, allowed use districts for religious organizations, the approved use table, and cross references to City and Zoning Code provisions, City of Rolling Meadows, petitioner.**

Open Public Hearing:

Chairman Duvall asked if proper notice was give, and if the file was in order.

Ms. Kwandras stated that was the case.

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

Mr. Buckingham made a motion, by **Mr. Chiburka** seconded.

Motion carried by a unanimous voice vote.

Chairman Duvall swore in, **Mr. Parnell, 11th Level, Inc.**

Petitioners Presentation:

2942 W. North Ave Chicago, IL 60647

Good evening Commissioners, my name is Akele Parnell, I am one of the founding partners of 11th Level, Inc. We are an Illinois based craft cannabis company recently licensed by the State of Illinois. We have been in the industry for 4-5 years. I started with Green Thumb Industries and it is one of the largest cannabis companies in the country based out of Illinois. I am here with my partners to talk a about the property that we selected, our business model and request approval of our special use permit application.

We are a Chicago based craft cannabis company, an affiliate of another company which we also own that is a dispensary operator, seeking to be located in the Lincoln Park neighborhood. We love the plant, culture and the science. We bring the operational experience and sophistication in addition to a deep commitment to social equity, community impact and giving back.

Financial Highlights:

Generate a lot of economic activity with the additional tax revenue to the State & City along with new jobs opportunities.

Location and Parking:

We are asking for a variance from the statutory requirement of 100 or so spaces because ultimately we won't have that many employees or guests to justify requiring that many. The site parking plan and delivery flow example at the facility is provided in presentation.

I've also worked in the text base and in the cannabis operation space as well. I've operated a dispensary in the West Loop area that has been operating for over a year now. I have a great relationship with the local community and the Alderman in the City. I am also involved in the advocacy and policy side and had the opportunity to speak with the Mayor last week. He requested someone from the organization come out and speak at the City Council meeting next week about cannabis businesses and the benefits they provide to the community, provide fact based information that can help guide that conversation. Kaylen has deep operational experience and manages a cannabis company in Oklahoma currently, both the retail and cultivation side and has a healthcare background. I am also an attorney and have a master's degree in public health and have been a practicing corporate attorney for 6 or 7 years before coming into the cannabis industry. Trak is a CFO and CEO of an accounting consulting company, a CPA for over 20 years and also an investor in a Michigan based Cannabis Cultivation Company similar to the one we seek to open here. Sal who has a background in healthcare and head of cultivation, Sal has been in the industry for over 11 years in California.

Our commitment to this is real and we consider ourselves experts on both the operational side and on the community engagement side as well. That is the overview of our company and general business model.

QUESTIONS AND COMMENTS FROM THE BOARD:

Group - 11th Level representatives sworn in.

Mr. Sipple – What led you to our community?

Mr. John Joyce – I own and operate a commercial real estate company in Rosemont, Ill and was hired by 11th Level to do a multi county site selection search. What led us to Rolling Meadows is there was some opportunity to bring the business to a premier location and locate it in the middle of a great distribution network. We are under the impression that the City is supportive of the use and understood how it can benefit the community as far as employment and good use for this facility. The City has been very accommodating throughout this whole process, so it was economics, location and opportunity.

Mr. Chiburka – Have you talked to Com Ed regarding power demands and impacts on the site? Will you need additional transformers or feeds?

Steven Kohlberg – The architect working with 11th Level –With what is at the building already, we will be fine for power. The history of the building is it was originally 1 warehouse and then they built a 2nd one. The 1st warehouse doesn't have a ton of power, but the second one is loaded. Plenty of power on-site to use at this facility.

Mr. Chiburka – Storm water, it seems like everything is running to the west of that building and funneling out the south.

Ms. Kwandras – What we are asking from the petitioner is only we recognize a partial solution to the storm water management issues in that area. It is the City's intent to open up those conversations with the adjacent

property owners, both at the 5 building complex to the west and 1225 Carnegie to the south. Any solution is going to be multi-property and we are going to work with those property owners to make sure the solution we create functions accordingly.

Part of the conditions of approval of this special use and which the petitioner is okay with, is we are asking them to be part of the process of correcting the storm water issues in that area. It's voluntary as part of the special use approval.

Mr. Kohlberg - The storm water is coming from someone else's property onto our property and we understand that it will need to be mitigated. We are happy to do what the municipality says to clean it up, but it is a long term discussion with three property owners.

Mr. Chiburka – Has staff investigated the southern edge of there with some kind of infiltration?

Ms. Kwandras - There are drains on that property. Some of the challenges we have found is that when the storm water comes from that property through the west and through 1125 Carnegie it's picking up a lot of debris. Part of the solution that we are proposing is to filter that out so the debris doesn't hit that property to the south which is 1225 Carnegie. This is a starting conversation to have with all of the property owners that are involved, but still voluntary.

Mr. Buckingham – Is this 11th Level's first craft grower operation?

Mr. Parnell – Yes, in the state of Illinois. Our operational team has done this before at other facilities.

Mr. Buckingham – Do you have a retail operation running in Chicago?

Mr. Parnell – Our affiliate company Amerigrow, it's in process now. I am part of a company that operates a dispensary now in the West Loop.

Mr. Buckingham – Do you have any other craft growing operation your trying to get approval for in the State?

Mr. Parnell – No, this is the only one.

Mr. Buckingham – How many employees total and on-site at any one given time?

Mr. Parnell – Max 20, but generally less than that. Maximum employee count under 35 estimating on the high end.

Mr. Buckingham – Can you speak a little more about the security standards and requirements that need to be met?

Mr. Parnell – We will have a state of the art, highly secure facility. Integrated security system with key card biometric access throughout the facility. The only people that can be present at the facility are people that are registered and licensed by the State as agents of the craft grower facility. Occasionally we may have visitors that will also have to go through a background check and registration with the State. Our surveillance and overall security system is integrated with the ISP's. ISP's has a direct feed into our surveillance cameras at all times. High level, very secure facility.

Mr. Buckingham – Do you have a sense as to who you will be selling the product to?

Mr. Parnell – I work for one of the leading operations in the U.S. based in Chicago, they would be customers as well as Nature’s Care in Rolling Meadows. The vast majority of existing operators in the State that have retail stores and all new dispensary operators, including our own in Lincoln Park. Up to 40% of our sales base can be our own products.

Ms. Sheehan – Do you plan to have a fence?

Mr. Parnell – Right now we don’t need a fence or feel we need one now considering all of the other security features.

Ms. Sheehan – Just asking because of the limited space here and the storm water issues.

Ms. Sheehan – 20 parking spaces are sufficient for you now, but in the future there could be as many as 35 people. You are asking us to provide a variance for you, how do you plan to address the parking issue?

Mr. Parnell - 35 total employees, not present on the premises at one time, but in phases and shifts.

Ms. Sheehan – Could you please speak to the operational needs of the building and how you plan to implement that.

Mr. Parnell – Plants will be in the cultivation process 24 hours a day, but there will be a few hours where there won’t be any employees. As far as the phases, the bulk of the operational team will be established in the beginning and then with the expansion, it’s just additional flowering rooms. It doesn’t require much attention or employees to take care of them. The bulk of the operation is just setting up production flow and then the expansion to increase production capacity.

Ms. Sheehan – Regarding distribution, what size trucks and vans comes to this facility? What time of day are people coming in and out to pick up your product?

Mr. Parnell – It’s not large vehicles, more like sprinter vans. The delivery schedule is not the same time for security reasons.

Mr. Duvall – What is your anticipated in and out delivery schedule?

Kaylen - We may have trucks dropping off pallets of nutrients and supplies.

Mr. Duvall –Can a truck be backed into the dock for unloading and does it have a 50 inch recessed floor?

Kaylen - Yes, but we are not going to use one side of it.

Mr. Kohlberg - The loading dock currently is designed as you envision, but we are paving that over to make it flush. That flush area is where they will receive deliveries. Hand trucks will come out with fork lifts and get it off the truck and bring it right inside. We can take a large truck through this site occasionally if needed, as the site plan shows, but the bulk of deliveries and pickups from the site will be sprinter vans.

Mr. Parnell - Non-regulated product, such as fertilizer will be delivered like that.

Mr. Duvall – The submittal was excellent. Your submittal states you will have an above average demand for water. Where is that water going to go? Usually water intake equals water to the sanitary system. If it goes to sanitary are we at the point where the waste water from the building would have to be evaluated for contaminants?

Mr. Parnell – The goal is to have a closed loop irrigation system so that the majority of the water is recirculated and filtered in our facility. In terms of run off and our agreement with the State, our goal was to minimize any kind of water runoff, so it should be minimal.

Mr. Duvall – Is there a ventilation system for this building and if so how is the exhaust from the building treated?

Mr. Parnell – We will have an expensive HVAC system with very sophisticated filters.

Mr. Duvall – Does the State have requirements for this type of manufacturing process?

Mr. Parnell – Yes, Illinois is one of the most highly regulated states. We will be using a carbon filter system so there will be no smell. As far as the water, I estimate that 5% would go to waste, 95% would be used and recycled.

Mr. Sipple – What are your two best responses to somebody that opposes a firm like yours coming into a community?

Mr. Parnell – Depending on the reason there is a lot of ways to respond to concerns. Evidence in other States shows youth usage rates have gone down. The vast majority of companies also develop plans to minimize youth use of the product. Regulation is the best way to prevent youth from accessing these things. We are not a consumer facing business, so there is no way for the product to leave except through these sprinter vans which is not going to take it to a school or by children. In terms of security, where retail outlets are located throughout the US, the data shows that those locations become safer. The businesses are heavily incentivized. We would be heavily fined if we were a source for children to access the product.

Mr. Sipple – There may be misconception that this is a cannabis shop. This is not a cannabis shop.

Mr. Parnell – Correct

Mr. Chiburka – Have you talked to the police department locally and have they addressed any concerns?

Mr. Parnell – I don't believe we have spoken to them yet, but we certainly would like to.

Mr. Chiburka – Even though you have state of the art security, it would be good to get them involved and part of the process. The second part of the question is as part of the manufacturing district, is there any higher risk of fire with chemicals, nutrients that would require any input from the fire department?

Mr. Parnell – We are using solvent less extraction methods which is safer, no combustion involved. We are required by the State to have our security plan for the facility approved by ISP and we can coordinate through them with the local department.

Ms. Kwandras – We can put the petitioner in touch with Police and Fire. One of the things that will likely be required is fire protection systems. Fire alarms, fire sprinkler so that will bring the fire department in. Prior to occupancy we have a walk through with the fire department.

Mr. Duvall – Will the Fire Department need to know any chemicals or potential dangers?

Ms. Kwandras – That is part of any review and anything that they submit, we will route accordingly. This will probably go to the City's engineers, fire consultants (FSCI) which will route it through our fire, police and building officials, outside consultants (B&F) for the plumbing review. FSCI will do inspections on the installed

systems and modified systems. Any hazardous chemicals will have to be disclosed to the Fire Department during the final walk through.

Ms. Kwandras – Staff Report

This property is 1125 Carnegie, located off Rohlwing Road, next to Route 53. The property and surrounding properties are zoned M-1 Manufacturing. Craft grow adult use cannabis is a permitted special use in the M1 district.

The subject property is approximately 2 1/2 acres, and contains a 66,674 square foot building. Building coverage on the lot is at 65 percent which is permissible through the code. The petitioner intends to use the northern half of the building to start out their operation and then eventually expand into the second half of the building in accordance with State of Illinois guidelines, which allows for only a certain amount of grow space which goes from 5k to 14k sq. ft. in increments over time. The rear of the property on the northern part is adjacent to Northrup Grumman on Hicks Rd and the southern part is adjacent to five (5) building condominium complex.

There are very limited building setbacks on all sides unfortunately due to this being a previously constructed manufacturing building. It is possible the property may have been under the same ownership with the building to the north at one time, given there is an overhead door on the north building elevation that can only be accessed by going through the neighboring property. At one time there may have been a cross access easement or the ownership was the same for both buildings. Since then we have received requests from the neighbor to ensure that we are not permitting the petitioner to move across their property to access that northern door. The petitioner has agreed to close off that northern door and not use it or access it through the northern neighbor's property. The area on the west side of the building, which is the rear of the building is heavily occupied with overhead utilities and trees. The southern part which is where the storm water concerns mostly happen has a lot of brush, trees and landscaping debris. One of the conditions of approval will be a landscaping plan that indicates how that area is going to be addressed in addition to the engineering we've already discussed.

The City Engineer put together a plan that will address some of the debris issues and help control the storm water. The petitioner is voluntarily participating and dissipating that concern and staff is going to bring in all 3 owners to make sure any solution we bring functions to mitigate the issue on all three properties.

The original parking area showed 26 parking space. The number of parking spaces is being reduced by one, but they are also modifying the site with significant improvements. They are adding a landscaped area on the southern part of the property near the curb cut to Rohlwing Rd. as well as an additional landscaping area on the north by the curb cut. The site contains three (3) curb cuts, where normally there would only be two. At this time we are not requesting that third curb cut be removed in lieu of the landscaping and additional striping that they are doing on the site. The parking requirement for a cannabis craft grow facility or any adult use cannabis business in the M1 area is established at 2 spaces per 1,000 square feet, which comes to 107 spaces. Through discussions with the petitioner, it has been determined they do not need 107 spaces due to the work shift schedule. There shouldn't be more than 25 people on site including overlap at any given time. The variation in parking is supportable, in addition, the occasional visitors are probably going to be regulatory bodies coming to inspect. It is not a public facing business that will have people coming in and out using up additional parking spaces. The improvements including the landscaping areas and the storm water management considerations are definitely significant improvements to the property creating additional green

space which is always preferable. Some of the items that we are not requesting, including the curb cut, would make it more code compliant, but they would be significant cost additions with little benefit to the site, so staff is not requesting those at this time.

The building currently has six (6) loading dock spaces. Three along the north half of the building and one facing north which is the one that can only be reached through the neighbor's property and the other two on the south part of the building. The two to the south and the one on the north on the neighbor's property as well as the northern most door on the building are all being closed off and will not be used in the future. The northern most door is being closed off to allow for those parking spaces to be code compliant, 20 ft. deep parking spaces where as before they were significantly shorter and didn't quite fit a full sized vehicle. There will be additional five foot (5') foundation landscaping and striped parking as shown on the submittal documents. One of the primary concerns of staff will be how waste will be addressed. As per the floor layout plan, you can see the waste will be stored in the northern part of the building, and will be collected from this area as well. As previously mentioned, this building is going to be developed in two phases. The first phase will utilize the northern part with the 5000 sq. ft. of grow space allowed by the code. The bottom will remain vacant until the business expansion is authorized by the State. In addition to the parking variance and the special use that is being requested tonight, we are requesting a minor text amendment. We are limiting the number of adult use cannabis licenses to exactly the number we have operating at the time. Providing that this petitioner, 11th Level, is approved, they will need a cannabis license. We are requesting a text amendment to the zoning code to increase the number of available licenses from 1 to 2. The findings of fact are found in the staff report and I'm happy to answer any questions.

Ms. Kwandras – The code as we have intended it is to limit the number of adult use cannabis businesses regardless of their type to the number that is currently active in the City at the time. In order to allow any type of cannabis business to operate within the City, as part of the special use process, we will also bring the text amendment to increase to available licenses.

Mr. Buckingham - So it's a business license limit?

Ms. Kwandras – Yes, it's a limit on the number of licenses, same as liquor licenses.

Mr. Duvall – We have to increase the number of licenses from one (1) to two (2) and then we can issue it?

Ms. Kwandras – Yes. As per our current zoning code.

Mr. Buckingham – So we were back to one use, one (1) license?

Mr. Duvall – 11th Level's request falls under the text amendment that was approved prior, but we have to increase the number of available licenses?

Ms. Kwandras – Correct, which is what part of the request is this evening for a text amendment to amend the number of licenses from one (1) to two (2).

Ms. Sheehan – Have any neighbor's reached out with any concerns?

Mr. Chiburka – All the tax revenue is from Rolling Meadows. Does that mean anything that leaves the site is manufactured in Rolling Meadows and taxable by Rolling Meadows?

Ms. Charlton: As a manufacturing business, there is no retail sales that occur, so the 3% tax rate that was approved by the City, when the text amendments were approved it did not apply to manufacturing uses.

Ms. Kwandras - Just dispensaries

Mr. Chiburka – And for the one (1) use it is for cannabis use for cannabis businesses, not necessarily distribution, unlike liquor?

Ms. Kwandras – Yes, because these are highly regulated we wanted to have a firmer handle on the number of businesses that were allowed in town. So the text is “any adult use cannabis.”

Ms. Kwandras - If an infuser wants to come in, they will have to go through the special use process. They would have to have the text amendment as well to increase the number of available licenses.

Mr. Sipple – Has there been any communication with the neighbors regarding the storm sewers?

Ms. Charlton – No, not yet. There is an item on next Tuesdays City Council Meeting under staff reports. Staff is providing the update to Council indicating that with their participation and getting a head nod from Council that we are going to proceed with conversations with the other two neighbor’s. This is an opportunity that wasn’t available to us in the past. We will get that authorization from the Council with their commitment to move forward and then we will get the commitment from the other two.

Open to the Public

Chairman Duvall swore in **Mr. Greg Olm**

Greg Olm – General Manager of Bingham and Precession Metal, 1000 & 1100 Carnage St. I just wanted to welcome them to the neighborhood. I would like to know with the space left, will anything else be going into the building?

Ms. Kwandras – Adult use cannabis use in the M1 district are required to be stand alone. They not allowed by our code to share the space with any other user. It’s the petitioner’s intention to expand over time as the State allows them to a total growth space of 14,000 sq. ft. The proposed floor plan shows what they are going to expand to in order to use the entire building. The southern half will be vacant to begin with, but over time as the State allows them to expand, it’s incremental starting at 5000 sq. ft. and goes up slowly from there for a total of 14,000 sq. ft. of grow space.

Motion to close public hearing:

Mr. Buckingham made a motion to close the public hearing, seconded by **Mr. Chiburka**

Motion carried by unanimous vote

Motion to recommendation to approve petition

Motion made by **Mr. Buckingham**

Chairman Duvall requested staff report

Recommendation to approve 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 text amendment to increase the number of available adult use cannabis licenses from one (1) to two (2), a special use and variance listed in the staff report prepared for the March 1, 2022 Planning and Zoning Commission meeting, and recommend to

City Council approval of the special use to allow an adult use craft growing facility for 11th Level, subject to the following conditions:

1. The special use shall be null and void unless building and site improvements are in substantial conformance with the representations, plans and specifications attached hereto as Exhibit 1, pursuant to proper permitting by the City.
2. Engineering plans for construction permits shall include the submittal and approval of Landscaping, Lighting and Photometric Plans.
3. Occupancy permits shall not be granted until all site work is completed and approved by the City, including drainage improvements in the southwest corner of the property to be approved by the City Engineer in substantial compliance with their plan in Exhibit 1.
4. The special use shall become null and void if the number of employees on the site at one time exceeds 20, unless Owner secures written authorization from the City that Owner has successfully satisfied off-site parking requirements in the Zoning Ordinance.
5. This approval shall be null and void if permits are not applied for within two (2) months of City Council approval, and work completed within one year.

Mr. Sipple seconded

Roll call:

Mr. Chiburka: Yes

Ms. Sheehan: Yes

Mr. Sipple: Yes

Mr. Buckingham: Yes

Chairman Duvall: Yes

Yeas – (5)

Nays – (0)

Motion carried as stated and recommendation to approve with be sent to City Council on March 22nd for a first reading.

NEW BUSINESS

Public hearing and consideration of a petition for text amendment to modify and clarify various provisions of Chapter 122, the City of Rolling Meadows Zoning Code of Ordinances, including certain regulations applicable to parking calculations and parking area setbacks, sign area calculations, accessory structures, rear yard setbacks, allowed use districts for religious organizations, the approved use table, and cross references to City and Zoning Code provisions, City of Rolling Meadows, petitioner.

File is in order and proper notice was given.

Mr. Chiburka made a motion to enter the staff report into record, **Mr. Sipple** seconded.

Approved by unanimous vote

Staff Report Highlights:

We have been working on updating the City's zoning code to make it more user friendly, it went into general use as of January 1, 2020. Although the new code is superior in many way, over the past year of using it there are things that have been noted that need to be corrected. We are here tonight to update the zoning code to make sure we meet the intent of items of context within the zoning code.

1. Parking lot set back requirements. The existing code language addresses commercial and manufacturing, but it doesn't address non-residential uses in residential areas (such as churches and schools) so that is something we want to address. We went back and included the language to be similar in nature to the commercial and manufacturing with the same kind of setbacks that you see in those areas, so it can be consistent across all non-residential use in those areas.
2. Sign Updates Section 122-606 regulates signs, specifically those that require permits. The sign ordinance referenced using frontages to calculate allowable areas to the sign, but not reference how to calculate the sign using those frontages. The language that we are requesting to insert into that section of the sign code provides direction on how to calculate the allowable maximum square footage of a sign.
3. Accessory Garage Sizes. The Planning and Zoning Commission previously discussed section 122-78(c) with regard to the size of accessory garages. At its July 6, 2021 meeting, staff brought forward a text amendment request to modify the maximum allowable size of detached garages in residential districts to 864 square feet for all districts. At that time, the Commission requested the issue be revisited to consider increasing detached garage size from 864 sq. ft. to 1,000 square feet maximum to allow for 3 car garages as per our discussions the last time we brought this up.
4. Rear yard setback tables The tables in sections 122-201, 122-231, 122-232, 122-233, 122-271, 122-272, and 122-273 all make reference to the rear yard setbacks of the commercial and residential zoning districts. The code as it is written states the required rear yard is 25% of the depth of the lot. Maximum of 30 feet, instead of a minimum of 30 feet. The minimum yard setback in Rolling Meadows will be 30 ft.
5. Religious Uses in Manufacturing Districts, through oversight that language did not make it from the old code into the new. The language that is before you this evening is the exactly the same code language that is in the old code to be reformatted to meet the structure of the new code. It was allowed in the old code, it didn't make it into the new code so we are requesting an amendment to that text.
6. Adult Use Cannabis Infuser Organizations they are permitted special uses within the context of the code. The code talks about them, but they are not in the use table. Adult Use Cannabis was new in Rolling Meadows when we brought this before you, so while we had the regulations and code in text they didn't make it into the use table. We are requesting to add the Adult Use Cannabis Infuser Organizations as special uses within the M1 & M2 district in the use table. The language is already existing we just need to add them to the use table. We are asking the Religious Organizations in the M1 & M2 districts as part of the text amendment. To insert that language into the code. Those are the text amendments that we are requesting at this time. The findings of fact are on the next couple pages of the staff report and a sample motion has been provided to you. Any questions?

Questions:

Mr. Duvall: Regarding the garage it cannot exceed 9% of lot coverage? The 1000 ft. number is not to exceed?

Ms. Kwandras: Yes, 9% coverage and the 1000 ft. not to exceed. All of the other lot requirement still exist for accessory structures. We are just making a modification to the maximum allowable size.

Mr. Duvall: The sign size, with the linear footage. Is that also a not to exceed?

Ms. Kwandras: Yes

Mr. Duvall: If a religious institution wanted to go into a buildings in the M1, M2 district, when does life/safety factor into it? That would not go into a zoning topic but into a building code?

Ms. Kwandras: Yes, if you look at the proposed code language that is existing (#5) that we are revisiting, (5) The reuse of an existing building is allowed only after an environmental evaluation of the premises and appropriate remediation of hazards is made and subject to approval by the Public Works Director. When we crafted this language to allow IS&S to move into 1200 Hicks Rd. we had that in mind. There are also building code requirements that will not be subject to zoning approval, but when you change an occupancy that dramatically, there are things that need to be done. When they come in for permitting, FSCI as well as our building officials will be involved.

Mr. Duvall – So if they come into the space it has to modified to building codes and not zoning ordinances?

Ms. Kwandras - Yes

QUESTIONS AND COMMENTS FROM THE PUBLIC:

Mr. Chiburka made a motion to close the public hearings, Mr. Buckingham

Unanimously carried

Mr. Chiburka made a motion to approve the recommendation

1. Recommendation to approve

Based on the submitted petition and testimony presented, I make a motion that the Rolling Meadows Planning and Zoning Commission recommend to City Council approval of the text amendment to modify and clarify various provisions of Chapter 122, the City of Rolling Meadows Zoning Code of Ordinances, including certain regulations applicable to parking calculations and parking area setbacks, sign area calculations, accessory structures, rear yard setbacks, allowed use districts for religious organizations, the approved use table, and cross references to City and Zoning Code provisions.

Mr. Sipple seconded

Roll Call

Mr. Duvall: Yes

Ms. Sheehan: Yes

Mr. Sipple: Yes

Mr. Buckingham: Yes

Mr. Chiburka: Yes

Yeas – (5)

Nays – (0) –

Absent – (2) – L. Morrison, S. Morrison

Approved by unanimous and approved and sent to City Council for first reading on March 22, 2022.

Discussion Items:

Ms. Kwandras – For the April agenda we are looking at a couple different submittals. One for a Montessori school use to be located in the Community Church of Rolling Meadows and possibly the Soccer Club on Edison. Please be here and on time for April so we can conduct the meeting. I will reach out to both L. Morrison and S. Morrison. Keep an eye on your inbox in case of a special date, so we can meet and keep moving forward. Please check your calendars and let me know if there is an issue or what days you are or are not available.

Ms. Kwandras - Regarding the Holidome, we are still working with them and last we have heard is they reached out to the property neighbors to the west.

Ms. Charlton: The purpose of the conversation with The Crossroads was to talk about mutual areas of interest, primarily the signalized, lit intersection. If IDOT comes through on their review and says they need to signalize the intersection, chances are they are going to tell them they can't signalize Tollview because it's too close to the signal to the east and west. The signal to the west provides the most opportunity because they could get a cross access agreement with them and have access to that. As a result of that, the new City Manager and several of us met with The Crossroads ownership to find out whether they would be willing to sit down and have that conversation. They said they would and we talked about potential redevelopment and out lots and other things they had ideas about. We put them in touch and they did have a conversation. Before they get too much further in that conversation they want to have an understanding of how their project is going to be received. They are at the point where they are going to have to spend money to hire somebody to design it and the traffic study, etc. The City Manager, I and others that were in that meeting left with them was to open up the opportunity to the reapplication meeting with P&ZC, yet we treat it like a hearing where we send out notices to people 250 ft. as well. Doing the meeting without sending out the notices, does not give us the benefit of the public comments. We are trying to work through those scheduling types of concerns with them. It will be a first for us all, but I think it could become a good public transparency participation process that we can build into our future approvals.

Mr. Sipple: It will be a useful tool for the future.

Ms. Sheehan: Would it be possible to send an Outlook Calendar Invite?

Ms. Kwandras: That is a great idea.

Mr. Duvall – All your hard work is going to create Rolling Meadows a user friendly City.

Reports: Updates of on-going projects and cases

Mr. Chiburka made a motion to adjourn, **Mr. Buckingham** seconded. The motion was approved by a unanimous voice vote of the members present.

Roll Call

Mr. Duvall: Yes

Ms. Sheehan: Yes

Mr. Sipple: Yes

Mr. Buckingham: Yes

Mr. Chiburka: Yes

Yeas – (5) – Buckingham, Duvall, Sheehan, Sipple, Chiburka

Nays – (0) –

Absent – (2) – L. Morrison, S. Morrison

Next meeting will be April 5 @ 7:00 pm.

Adjourned at 8:37 pm.

Respectfully Submitted,

Vickie Wiley

Administrative/Clerk

Community Development Division