



**MINUTES
REGULAR MEETING OF VILLAGE OF FRANKFORT
PLAN COMMISSION / ZONING BOARD OF APPEALS
JUNE 14, 2018 – VILLAGE ADMINISTRATION BUILDING
432 W. NEBRASKA STREET**

Call to Order Chair Don Schwarz called the meeting to order at 6:30 P.M.

Commissioners Present: Lisa Hogan, Jessica Petrow, Maura Rigoni, and Don Schwarz (*Commissioner Farina arrived later during workshop discussion*)

Commissioners Absent: Gene Savaria and Alicia Hanlon

Staff Present: Assistant Director of Development Services Zach Brown, Planning Intern, Jake Sodaro and Utilities Administrative Assistant Marina Zambrano

Elected Officials Present: Mayor Jim Holland, Trustee Mike Stevens, and Trustee Bob Kennedy

Chairman Schwarz swore in all those wishing to give public testimony.

A. Approval of the Minutes from May 10, 2018.

Motion (#1): Approve the minutes from May 10, 2018 meeting as discussed.

Motion by: Rigoni

Seconded by: Petrow

Approved: (4 to 1)

Abstain: (1) Hogan

B. Public Hearing Request: Goldy Locks, Inc. Variances (Ref. #102)

Public Hearing Request: Variance of side yard setback from 20 feet to 15.1 feet and number of curb cuts from 1 to 2 to permit the construction of a new industrial building on the lot located at 9301 Corsair Road.

Assistant Director of Development Services Zach Brown presented the staff report and provided an overview of the request. Builder, Jeff Graefen and applicants were present and had no further comments.

- Commissioners discussed the change in setback requirements from 15' to 20' that occurred with the adoption of the zoning ordinance in 2001, the exemption period, and variances granted since expiration of the exemption period;

- Members questioned the number of lots approved with two points of access in the park. Staff noted that since 2002 nineteen variances were granted permitting two points of access for lots with less than 200 of frontage;
- Member Rigoni questioned if there were plans for future expansion noting the open area at the northern end of the property. Builder, Jeff Graefen added that there are no plans of expansion at this point;
- Chairman Schwarz questioned if a fire safety issue would be created as the new building would be closer to the building to the east. Frankfort Fire Department inspector, Dennis Merz was present and added that there is no safety issue and that the proposed building would be fully sprinkled;
- Commissioners questioned how many vacant lots remained in the park. Staff noted that one lot remains;

Motion (#2): Recommend the Village Board approve a side yard setback variance from 20' to 15.1' to accommodate the construction of an 11,250 square foot industrial building on the property located at 9310 Corsair Road, in accordance with the reviewed plans and public testimony.

Motion by: Hogan
Approved: (4 to 0)

Seconded by: Petrow

Motion (#3): Recommend the Village Board approve a variance to permit two points of access for a lot with less than 200' of frontage to accommodate the construction of an 11,250 square foot industrial building on the property located at 9310 Corsair Road, in accordance with the reviewed plans and public testimony.

Motion by: Petrow
Approved: (4 to 0)

Seconded by: Rigoni

C. Comprehensive Plan Workshop: Discussion of feedback received from community engagement efforts, market conditions, and demographics. Introduction to plan sub-areas.

Assistant Director of Development Services, Zach Brown introduced Mike Hoffman (Project Manager) of Teska Associates.

Mike Hoffman discussed the outreach efforts that are being conducted in order to get feedback from all segments of the community to aid in the Comprehensive Plan update. Mr. Hoffman gave a presentation updating the Commission on the status of the project. Topics discussed included:

- Projected growth vs. desired growth;
- Vision for the downtown commercial core;

- Key design issues for new residential construction in the downtown area;
- Development options and challenges for the Silver Cross property on Route 30 & Route 45;
- Industrial development and the Laraway Road corridor;

Commissioners questioned if the Village was engaging the use of social media to spread awareness of the comprehensive plan effort. Staff noted that the Village did not have any social media accounts but that our partner organizations were using their social media accounts to engage the public on the Village's behalf.

D. Public Comments

None

E. Village Update

Trustee Mike Stevens provided an update on recent Village Board discussions noting that the permit for installation of solar panels on the roof of the building, located at 9450 W. Laraway Road was approved. Mr. Brown noted that the Village received a second proposal for the development of the properties at 7 and 11 N. White Street and that both proposals would be discussed at an upcoming economic development committee meeting.

F. Other Business

Staff noted that an additional Comprehensive Plan Workshop will be scheduled in the near future, date to be determined.

G. Attendance Update

Members confirmed their availability for the next Plan Commission Meeting to be held on June 28, 2018 except Jessica Petrow.


Motion (#4): Adjournment (8:16 PM)

Motion by: Rigoni

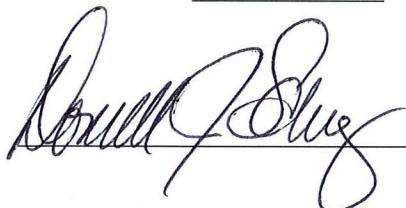
Seconded by: Petrow

Unanimously approved by voice vote.

Approved June 28, 2018

As Presented  _____

As Amended _____

 /s/Donnell Schwarz, Chairman

 /s/ Secretary