



MINUTES
MEETING OF VILLAGE OF FRANKFORT
PLAN COMMISSION / ZONING BOARD OF APPEALS
JANUARY 14, 2021 – VILLAGE ADMINISTRATION BUILDING
432 W. NEBRASKA STREET

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

Commissioners Present: Will Markunas, Dan Knieriem, Michael Leddin, Kris Michuda, Ken Guevara, Lisa Hogan and Chair Maura Rigoni.

Commissioners Absent: None

Staff Present: Senior Planner Christopher Gruba and Utilities Executive Assistant Marina Zambrano.

Elected Officials Present: Trustee John C. Clavio as Village Board Liaison, and joining by public attendee remote connections, Trustee Farina, Trustee Ogle and Village Administrator Robert E. Piscia.

Chair Rigoni stated this meeting will be conducted by video conference through Zoom without a physically present quorum because of a disaster declaration related to Covid-19, Tier Two mitigations ordered by the Governor, and public health concerns affecting the Village of Frankfort. An in-person meeting at the Village Administration Building is not practical or prudent because of the disaster and Tier 2 mitigations, and therefore the Chairperson, Commissioners, Village Administrator, and Village Attorney will not be physically present at the Administration Building. The commissioners, staff, and I are participating in tonight's meeting from different locations in accordance with social distancing guidelines.

She explained because the public hearings noticed for tonight's meeting were noticed to take place at the Administration Building, the building remains open for public attendance, in accordance with the Tier 2 mitigations that took effect November 11, 2020, which limit gatherings to no more than ten. This Zoom meeting is being broadcast inside the Board Room and anyone who physically attends this meeting will have the opportunity to see and hear the full discussion and action taken by the Commission. An agenda for tonight's meeting was properly posted during daytime hours on Friday, January 08, 2021, and provides information necessary for the public to join the Zoom meeting remotely by computer or by telephone. Public comments were also accepted in advance at the email address, publiccomments@frankfortil.org, as specified on the agenda.

Chair Rigoni concluded noting it is important that the public hearing(s) scheduled for tonight be heard, to continue critical Village business which will enable ongoing

construction, development, protection of property values, and the promotion of the Village's economic vitality.

She then described the remote proceedings for the benefit of the Commission and any public in attendance, detailing how and when public comments would be heard.

A. Motion to allow remote participation by the Plan Commission.

Motion (#1): Motion to allow remote participation by the Plan Commission.

Motion by: Michuda

Seconded by: Knieriem

Approved: (7 to 0)

B. Approval of the Minutes from December 10, 2020

Motion (#2): Approval of the minutes from December 10, 2020.

Motion by: Michuda

Seconded by: Markunas

Approved: (6 to 1)

Abstain: (1) Hogan

Chair Rigoni swore in all those wishing to provide public testimony.

C. Plat Approval: Crystal Brook – Phase 2 Final Plat of Subdivision

Request: Approval of a final plat of subdivision for Crystal Brook – Phase 2, covering an area of approximately 73 acres, located northwest of the intersection of Steger Road and S. Harlem Avenue.

Senior Planner, Christopher Gruba, presented the staff report and provided an overview of the request noting that the Crystal Brook Subdivision was platted and approved in 2005 and Phase 1 of the project was approved on November 5, 2018. He noted that many of the original conditions of approval for Phase 1 were recommended to be carried over to the proposed Phase 2 and that some new conditions unique to Phase 2 were also included. The applicant, Jason Humm, was present for discussion.

During the Plan Commission Discussion:

- Mr. Gruba noted that the Park District agreement was approved with Phase 1 and that no changes were proposed as part of Phase 2;
- Commissioner Leddin questioned the applicant whether there were any concerns with Phase 1 of the construction. Applicant Jason Humm noted that there are no concerns. He noted that the lots in Phase 1 were selling well and that he was seeking to have the other lots available to sell within Phase 2;

- Commission members questioned the Park District agreement. Mr. Gruba noted the agreement was set in place during the approval for Phase 1 and that the builder will have to meet the Park District requirements prior to construction of the 31st home building permit;
- The Plan Commission members questioned the applicant on the status of the lot sales in Phase 1. Mr. Humm noted the lots had been selling but that he is seeking approval for Phase 2, as he has received interest from three (3) builders to develop further;
- Commissioner Michuda questioned whether site lighting and drainage were part of the plat approval. Chair Rigoni noted that Robinson Engineering would review lighting and drainage plans;
- The Commissioners voiced concern regarding granting approval of Phase 2, due to the large number of recommended conditions. The applicant noted that he's been unable to complete some of the outstanding conditions in the wintertime such as landscaping and asphalt paving.
- Chair Rigoni noted the need for a timeline of when the outstanding conditions would be satisfied;
- Mr. Humm noted that he intends to address all of the previous conditions for Phase 1 and is looking to work with staff to obtain building permits for Phase 2. Mr. Humm added that construction for the bridge to Harlem Avenue is currently underway and that landscaping will follow in the spring;
- Commissioner Guevara questioned whether there had been any revisions to the landscaping plan. Mr. Gruba noted that the landscaping plan does need revisions in terms of changing out some of the species of trees and shrubs. During the recent Derecho storm, it was discovered that certain tree and shrub species could not withstand the high winds and rain and that more hardy species should be used instead. Mr. Humm noted he's been working with staff on the other conditions but will provide a revised landscape plan;
- Commissioner Guevara noted his approval to move forward with approving Phase 2 since the conditions for Phase 1 are tied in with the first approval and will have to be met as a requirement of the PUD;

Motion (#3): Recommend to the Village Board approve a final plat of subdivision for Phase 2 of the Crystal Brook subdivision in accordance with the reviewed plans and public testimony and conditioned upon:

1. Final engineering approval;
2. Construction of the Granton Place bridge connection to S. Harlem Avenue shall be completed prior to issuance of the 31st building permit within the Crystal Brook subdivision;

3. All homes shall be constructed in compliance with the Village of Frankfort Zoning Ordinance regulations;
4. Staff approval of a revised arboretum / landscape plan consistent with current requirements and final engineering approval, which must be provided and reviewed by staff prior to the review of Phase 2 by the Village Board;
5. Installation of the arboretum, arboretum plantings and paths prior to issuance of the 31st building permit;
6. Provision of a maintenance and monitoring plan for all native landscape plantings areas prior to issuance of the 31st building permit;
7. Dedication of the arboretum and outlots A, G, and H to the Village of Frankfort at the conclusion of the maintenance and monitoring period and upon acceptance of the improvements by the Village of Frankfort;
8. Dedication and improvement of the park site in accordance with the Frankfort Park District Agreement dated 10-09-18 prior to issuance of the 31st building permit;
9. The Final Plat of Subdivision shall illustrate the front yard building setback lines for lots 155-157, which are missing. The typical lot layout as illustrated on Sheet 1 does not specify a front yard building setback. This must be provided and reviewed by staff prior to the review of Phase 2 by the Village Board;
10. The Final Plat of Subdivision shall list the total number of residential lots (116) and outlots (5) on Sheet 1, which must be provided and reviewed by staff prior to the review of Phase 2 by the Village Board;
11. The covenants and restrictions approved for Phase 1 shall be applied to Phase 2, unless otherwise reviewed and approved by staff for compliance with current ordinance requirements.

Motion by: Markunas

Seconded by: Knieriem

Approved: (7 to 0)

D. Public Comments

None.

F. Village Board and Committee Update

Trustee Clavio discussed items covered at the various committee meetings of the Village.

G. Other Business

Trustee Clavio noted applications are being submitted for both current job openings to fill the Community and Economic Development Director and for a Planner position.

H. Attendance Update

All members present confirmed their availability for the next Plan Commission meeting to be held on January 28, 2021.

Motion (#6): Adjournment (7:42 PM)

Motion by: Hogan Seconded by: Markunas

Unanimously approved by voice vote.

Approved January 28, 2021

As Presented X

As Amended _____

Maura A. Rigoni _____ /s/Maura Rigoni, Chair

Christopher Imbe _____ /s/ Secretary