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**VILLAGE OF WOODRIDGE
PLAN COMMISSION MEETING
AUGUST 1, 2011**

I. CALL TO ORDER

Chairman Zawacki called the meeting to order at 7:34 PM.

II. ROLL CALL

Present: Commissioners Goodwin, Hendricks, Krywaruczenko, Mast, Przepiorka, Sydelko, Ch, Zawacki

Absent: None

Also present: Susan Kushta, Anita Sheth, J.D. Prager, John DeWolfe, Michael Mays, Emily Rodman, Jennifer Walden, Wendy Strickler, Tonie Harrington

III. APPROVAL OF MINUTES FOR THE JUNE 20, 2011 MEETING

Commissioner Krywaruczenko moved, seconded by Commissioner Przepiorka, to approve the minutes of the June 20, 2011 meeting.

All in favor. The Motion approving the minutes as amended passed unanimously.

IV. CONSIDERATION OF CERTAIN PROPOSED ZONING TEXT AMENDMENTS TO TITLE 9 OF THE VILLAGE CODE, THE ZONING ORDINANCE OF THE VILLAGE OF WOODRIDGE—MESSAGE ESTABLISHMENTS

A. PUBLIC HEARING

Chairman Zawacki called the Public Hearing to order at 7:39 PM. He reviewed the application before the Plan Commission, verifying that all required public notices had been given. He called for a Motion to adopt the Rules of Procedure.

Commissioner Przepiorka moved to adopt the Rules of Procedure, seconded by Commissioner Hendricks.

All in favor. The Motion carried.

Chairman Zawacki then called for the Applicant's presentation.

Ms. Susan M. Kushta, 3265 Brewer Road, Darien, IL, stated that she is requesting certain text amendments to allow her to open a doggy day-care facility. She noted that this type of business has become popular as people become busier. Owners can drop their dog off, go to work or conduct other errands while the dog is being exercised and well cared for throughout the day. Ms. Kushta explained that the experience enables the dogs to become better socialized, and alleviates some behavioral problems such as

1 intensive barking and chewing. Often, bad behavior from dogs is due to a lack of
2 exercise. She further noted that people appear to be willing to spend money to care for
3 their pets, as is shown by sales figures released over the past few years.
4

5 Commissioner Hendricks asked who is responsible for inspecting this type of facility.
6 Ms. Emily Rodman, Senior Planner for the Village of Woodridge, responded that the
7 inspection process is similar to that of any other new business. The Village Code does
8 not currently allow this type of use. Staff is not recommending creating a separate
9 license for this use. However, she noted if there are retail sales of any kind in the
10 facility, it would require that the Applicant obtain a business license through the Village.
11

12 Commissioner Hendricks expressed concern because, just like a daycare or other
13 similar facility, he would want to verify that the facility meets certain standards. Ms.
14 Kushta replied that she and her staff would maintain the facility. The facility design
15 incorporates a drainage system throughout the four play areas. When the play areas
16 are not in use, staff would hose them down and sanitize the area. She noted that all
17 bedding, toys, etc., would be washed, as well as the dogs if needed. The entire facility
18 would be cleaned before the each business day.
19

20 Commissioner Mast asked Ms. Kushta what type of training or certification would be
21 required or recommended in order to operate a doggy daycare facility. Ms. Kushta
22 responded that there are no industry requirements. However, dog owners are very
23 selective about whom they will leave their pets with and thus, in order to be successful
24 in the market, facility operators often obtain certifications. She said that there are CPR
25 classes, dog training certifications, emergency care for animal certifications, and other
26 similar programs. She is presently enrolled for an Assistant Veterinary certification. In
27 further response to Commissioner Mast, Ms. Kushta stated that it typically takes
28 applicants one year to obtain their Assistant Veterinary certification, and she is half-way
29 through completion and should be finished in time for the opening of the facility.
30

31 Commissioner Sydelko inquired as to the proposed time frame for opening the doggy
32 day-care. Ms. Kushta said they are hoping to open by October or November. She also
33 stated that she has not operated this type of facility before.
34

35 In response to Chairman Zawacki's question as to why she is interested in operating
36 this type of facility, Ms. Kushta said that she has always been a dog lover and at one
37 point in time attended veterinary school years ago. However, eventually she pursued a
38 career in programming. After working in that position for a while, she saw this as an
39 opportunity to return to her true love of working with animals. Regarding the proposed
40 impact on surrounding uses, Ms. Kushta responded to the Chairman that most doggy
41 day-care facilities today operate exclusively indoors and have the playtime and walking
42 areas indoors. It is similar to an indoor dog park.
43

44 Commissioner Przepiorka asked about the design of the facility and how she chose it.
45 Ms. Kushta said that she has visited many similar facilities such as Lucky Dog in Lisle,
46 The Dog Spot and BelAire Kennels in Downers Grove, as well as others. She visited
47 PetSmart as well, and learned about the types of required paperwork such as rabies
48 vaccinations, required shots, etc. She indicated that she would request that the pets
49 are on flea and tick preventatives. Prior to the opening of her business, Ms. Kushta

1 intends to volunteer at similar facilities out of the area to gain more hands-on
2 experience.

3
4 Commissioner Hendricks asked whether there is a specific veterinarian that Ms. Kushta
5 will consult with in the event of problems or questions. Ms. Kushta replied that she has
6 not officially signed on with a veterinarian, but her intention is to do so with the Darien
7 Animal Hospital. She has personally owned many animals with special needs and is
8 familiar with the facility. She also intends to speak with the veterinarian at 75th and
9 Woodward, in order to establish a relationship with a facility nearby in case of
10 emergencies.

11
12 Commissioner Hendricks recommended to Staff that for this type of facility, the Village
13 should conduct some type of inspection to make sure that staff is properly caring for
14 animals and any complaints are addressed. He said today many people treat their dogs
15 like children and expect exceptional care. Ms. Rodman responded that if the Village
16 were to receive complaints, either a building inspector or a police officer would respond
17 depending on the type of complaint.

18
19 Ms. Kushta pointed out that when a person comes to the facility, they will meet with staff
20 and staff will also evaluate the dog. The temperament of dogs will be tested to ensure
21 that they will not pose a threat to other dogs or staff. An application and a contract
22 would be signed by the dog owner stating what type of care the facility agrees to
23 provide. Everything will be in writing. She said that she expects the hours of operation
24 to be from 7:00 AM to 7:00 PM, depending upon the working hours of the clients.
25 Clients will drop the dogs off at the facility. There might be a pick-up/drop-off
26 arrangement once the business is established.

27
28 There being no further questions at this time, Chairman Zawacki called upon anyone
29 wishing to support the Applicant, including the presentation of Staff's report.

30
31 Ms. Rodman stated that the proposed Text Amendment is to include doggy daycare
32 facilities as a special use in the ORI zoning district. She stated that in 2005, the Village
33 approved text amendments to the Zoning Ordinance related to animal hospitals,
34 veterinarian offices, pet grooming and pet shops. However, the current Zoning
35 Ordinance does not define "doggy daycares" and the proposed use doesn't meet the
36 standards of any of the existing definitions for animal uses. Staff has surveyed other
37 communities to determine how this type of use is regulated, and that information was
38 provided to the Commission in Staff's reported dated August 1, 2011. She went on to
39 say that Staff feels this proposed use could be considered similar to a kennel use, which
40 is currently prohibited in the ORI district since historically, kennels activities occur
41 outdoors. Since the activities involved in the proposed activity take place totally
42 indoors, Staff supports allowing the use in the ORI district, conditioned upon activities
43 being held within a completely enclosed building.

44
45 Commissioner Przepiorka asked whether other animal uses such as hospitals or
46 veterinary offices are required to obtain State licensing. Ms. Rodman replied that since
47 hospitals and veterinary facilities provide health care, she believes they are State
48 licensed. Commissioner Przepiorka inquired how the Village would handle the situation
49 if licensing is required.

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Mr. Michael Mays, Director of Planning and Economic Development for the Village, explained that in instances where licenses are required by the State, such as with doctors, the Village does not require an additional business license.

Commissioner Przepiorka questioned whether a kennel needs to be licensed, and Ms. Rodman said she did not believe it did. Doggy daycare is a whole new category that would fall under the definition of kennels. A license would not be required unless there is a retail component associated with the facility that requires a business license. If the Village receives complaints that the safety and well being of the animals is being compromised, they would be turned over to the Building Inspector and/or the Police Department.

Commissioner Przepiorka stated that Ms. Kushta's plan and design seems fairly decent and appears to be a good plan, but he questioned how they insure future businesses of that type will be the same.

Mr. Mays commented that one of the ways to insure that, and a reason why Staff has recommended this as a Special Use, is that any application that came forward would be evaluated individually based on objective criteria. Commissioner Przepiorka expressed concern as to how that would be measured in the future. He wants to make sure that they would be approving similar uses based on objective criteria.

Ms. Rodman noted that other communities surveyed do not currently license these facilities. She noted that Downers Grove has two facilities operating within shopping centers, and they have not received any complaints about the use. There are a few facilities in residential areas in Downers Grove, but those have been grandfathered in and would not be permitted under their current municipal code. Complaints on those facilities have been primarily about noise. While those are legitimate concerns, they don't seem to be issues that other communities have had to deal with. People who use the facilities will not go to one if it is not maintained to their specific standards.

Commissioner Hendricks commented that if the Village does not want to take on the burden of inspecting the premises, the onus should be placed on the business owner to get some type of third party inspection on an annual basis to verify that the facility is up to the Code and meets what it has promised to provide. Ms. Rodman said that the Commission could add a separate classification to this use to make it subject to a specific standard or annual inspection.

Mr. Mays commented that they might want to consider whether there are standards established somewhere or people certified and qualified to do this type of inspection. He does not want to put a requirement on the use if it cannot be followed.

Commissioner Hendricks suggested contacting the County for some type of regulations.

Chairman Zawacki commented that Staff has indicated there is no certification required. Success of the business will depend upon word-of-mouth, and if the clients like it they will recommend that others go there, or not if they experience problems. Another option would be to have the Village go into policing of this particular type of business, and if

1 Staff is against having to do more policing, then perhaps the best option is not to allow
2 the use in the community.

3
4 Ms. Rodman said that in the case of implementing a new business license, the Village
5 would establish a fee for the facility, inspection, etc. The burden and expense could be
6 placed on the business owner as opposed to the Village.

7
8 Commissioner Hendricks reiterated his recommendation of contacting the County to see
9 whether they have an officer who checks on this type of facility. He said if there is a
10 complaint, there should be a resource in the County.

11
12 Mr. Mays commented that he thinks that is already in place with DuPage County Animal
13 Control. Staff will contact them to see whether they do regular inspections. Ms.
14 Rodman added that if there was a complaint regarding the condition of the animals, the
15 Police would be called and they would contact the County Animal Control Department if
16 necessary to further evaluate the situation. If it were a complaint about sanitation, then
17 a building inspector would evaluate the situation. Mr. Mays said Staff can talk to the
18 County about the standards utilized related to animal control and whether there are any
19 type of annual inspections that the County conducts for related uses.

20
21 As to licensing for the sale of retail items, Ms. Kushta said she would like to eventually
22 sell small items. However, that would be months down the road because of the costs
23 involved in obtaining inventory.

24
25 Ms. Kushta then commented regarding marketing and policing, saying that she has had
26 dogs all her life. Grooming facilities have to rely on the market to obtain clientele.
27 Customer complaints spread by word-of-mouth and complaints to the Better Business
28 Bureau. She does not know if there is an annual inspection for groomers. It has been
29 the tendency for the market to police the facilities.

30
31 Chairman Zawacki said he thought the way to handle this would be to establish a
32 business license wherein the Police, Fire and a Building Inspector would have to go in
33 and check it annually. Ms. Rodman responded that the Village does not do annual
34 inspections with all business licenses. She indicated that the Fire Protection District
35 conducts annual inspections of all businesses, but they are evaluating life-safety issues
36 only. Chairman Zawacki expressed surprise that the Village does not do annual
37 inspections. In his business, the annual inspection includes checking exits, lighting,
38 plumbing, hot water, etc.

39
40 Commissioner Mast said it would be helpful if the Village could see the standards and
41 established practices required by the certification procedure. Ms. Kushta responded
42 that doggy daycare certification is through an organization that sets standards to
43 determine accreditation. She wants that accreditation because she feels that pet
44 owners will be looking for the accreditation. Commissioner Mast indicated that such
45 accreditation standards could address the Village's concerns, and would help educate
46 the Commission as far as best practices, as well as educating the community.

47
48 Mr. Mays commented that a lot of questions have been raised. Staff can take the
49 questions back, obtain additional information and come back to the Commission with

1 the results. He said that the Commission could choose to table the Public Hearing, or
2 close it altogether and reconsider it at the next regular Plan Commission meeting.
3

4 Ms. Kushta said that there is a concern with regard to timing on her lease negotiations.
5 The owner is waiting for a response from this meeting, and will not necessarily hold the
6 property for her. Ms. Rodman said that the next plan Commission meeting is August
7 15th, but there is no Plan Commission meeting the first week of September due to the
8 holiday.
9

10 Mr. Mays explained the process, stating the Plan Commission is a recommending body
11 and the Village Board makes the final decision. The first Village Board meeting in
12 September would be September 8th. He asked that the Commission clarify what
13 information it wants prior to its next meeting on August 15th.
14

15 There were no further questions from the Commission, and Chairman Zawacki called
16 for anyone wishing to support the Applicant, cross examine the Applicant, or oppose the
17 Applicant. There were none.
18

19 There being no further discussion, Chairman Zawacki called for a motion to close the
20 Public hearing.
21

22 **Commissioner Mast moved, seconded by Commissioner Hendricks, to close the**
23 **Public Hearing.**

24 **All in favor. The Motion carried.**
25

26 Chairman Zawacki closed the Public hearing at 8:25 PM.
27

28 B. REVIEW AND CONSIDERATION

29

30 Mr. Mays asked for clarification of the questions for follow up.
31

32 1. Commissioner Hendricks asked for information from DuPage County Animal
33 Control as to whether kennels have annual inspections and what their
34 recommendations would be concerning annual inspections. He also would want to
35 know what would happen in a situation if there is a complaint of mistreatment or abuse.
36

37 2. Commissioner Sydelko wanted to know what proactive actions can be taken by
38 the Village, County or State in terms of animal care, conditions, treatment,
39 communicable diseases, etc.
40

41 3. Commissioner Przepiorka requested that additional information be provided for
42 all types of animal uses permitted under the Zoning Ordinance, not just kennels. He
43 said this is the first time the Village has addressed animal uses in the community. Ms.
44 Rodman responded that there are existing animal uses within the community. She
45 asked for clarification that the Commission is not proposing changing anything
46 regarding other uses. Commissioner Przepiorka pointed out that this is the first time the
47 Commission members have been exposed to the decision process regarding animal
48 relate uses and he is requesting the information primarily for education purposes.
49

1 4. Commissioner Mast said she would like more information on the certification
2 process for daycares, and if there is certification available, the Plan Commission might
3 want to consider it as a criteria for a Special Use, which could help guide the decision
4 process. Even if the facility was not licensed, there would be a requirement that the
5 operator would have some certification, etc.
6

7 5. Commissioner Mast also asked that Staff find out if there is any follow-up
8 required on certification. She would like to establish a base line for the use.
9

10 Commissioner Goodwin recommended contacting PetsMart as they have overnight care
11 as well as daytime care. They may be someone to look to for guidance as they are a
12 bigger company and may have experience in this area.
13

14 C. RECOMMENDATION

15
16 **Commissioner Przepiorka moved, seconded by Commissioner Goodwin, to**
17 **continue this discussion to the next scheduled Plan Commission meeting.**
18 **All in favor. The Motion passed.**
19
20
21

22 **V. CONSIDERATION OF CERTAIN PROPOSED ZONING TEXT AMENDMENTS** 23 **TO TITLE 9 OF THE VILLAGE CODE, THE ZONING ORDINANCE OF THE VILLAGE** 24 **OF WOODRIDGE—MESSAGE ESTABLISHMENTS** 25 26

27 A. PUBLIC HEARING

28
29 Chairman Zawacki called the Public Hearing to order at 8:37 PM. He reviewed the
30 application before the Plan Commission, verifying that all required public notices had
31 been given. He called for a Motion to adopt the Rules of Procedure.
32

33 **Commissioner Przepiorka moved to adopt the Rules of Procedure, seconded by**
34 **Commissioner Hendricks.**
35 **All in favor. The Motion carried.**
36

37 Chairman Zawacki then called for the Applicant's presentation.
38

39 Ms. Anita Sheth, of 8691 Crown Court, Burr Ridge, Illinois, stated that she represents
40 Serisani, LLC, and is a franchisee for Elements Therapeutic Massage ("Elements"). A
41 former resident and student of Woodridge schools, Ms. Sheth has a Masters Degree in
42 Business Administration. She stated she is not a certified massage therapist; however,
43 she will employ certified massage therapists in her business. She stated she is not
44 familiar with any business in Woodridge that is similar to Elements Therapeutic
45 Massage. Clients become members of Elements and services are set at guaranteed
46 prices to members. She plans to open the facility in the Lemont Road and 75th Street
47 shopping center.
48

1 Mr. J.D. Prager, Director of Construction Management for Elements, resides in Highland
2 Ranch, Colorado. He provided background information on Elements, which was
3 founded in 1999, and presently has 200 franchisees in over 80 studios. Other Elements
4 in the area are located in Palatine, Naperville, Glenview and Park Ridge and
5 discussions are underway for subsequent franchises in Wheaton and Orland Park.
6 Elements is the second largest massage therapy company in the wellness industry.
7 The Executive Team has years of experience and provides support to its franchisees in
8 terms of design, construction, lease negotiations, etc. Franchise owners are required to
9 go through the training course and support center at Highlands Ranch in Colorado.
10 They receive assistance in marketing research and demographics, as well as
11 continuous operational support. Elements began franchising in 2006.

12
13 Commissioner Mast noted that some of the site locations may be proprietary, and asked
14 for insight for the Commission as far as the business operation, and how they may
15 assist other businesses in the community. Mr. Prager responded that they work with
16 the wellness industry as a whole, and prefer to find a location that is in affluent areas;
17 however, part of the site selection criteria is to find locations where people take care of
18 themselves through physical therapy, gym membership, etc. Mr. Prager had no traffic
19 projections as to how the business would affect the surrounding area.

20
21 In response to Chairman Zawacki, Mr. Prager explained that Elements is similar to a
22 health club concept, based on membership. People obtain a massage for one of three
23 reasons: 1) relaxation; 2) muscle pain; or 3) they received it as a gift. They focus on
24 their clients from a therapeutic point of view, and insurance companies may cover their
25 service, much as they would a chiropractor. It is not just a spa. Mr. Prager continued
26 that their business may come from walk-ins or joined members. Elements may also do
27 special promotions including marathons, bicycle races, etc.

28
29 There were no questions from the Commission at this time. Chairman Zawacki then
30 called for those who wished to support the Applicant, including Village Staff.

31
32 Ms. Jennifer Walden, Planner with the Village of Woodridge, stated that the Village
33 Code currently only allows massages as accessory uses to beauty salons, nail salons,
34 barbershops, medical and dental clinics, and massage training institutes. The Village's
35 Zoning Ordinance also outlines a number of regulations, including facility requirements
36 and certain prohibitions that apply to all accessory massage uses. Attachment 2 of
37 Staff's report dated August 1, 2011 provides the detailed regulations.

38
39 The current regulations and accessory use restriction in the Village code were put into
40 place in 1999 to allow the accessory massages uses that were already in the
41 community an opportunity to remain, but also to proactively address potential illegal
42 activities that could occur with unrestricted massage uses. Ms. Walden said that the
43 current application requests that principal massage facilities be permitted in the B-2
44 zoning district. She indicated that the Applicant wishes to open her massage therapy
45 business in the Woodgrove Festival Shopping Center.

46
47 Ms. Walden noted that Staff conducted a survey of the seven surrounding communities
48 and found that only one community restricts massage to a certain percentage of the
49 floor area of a principal business, similar to the current Village regulations. Others allow

1 massage in at least one zoning district, and four of the communities allow principal
2 massage in the majority of their business districts. The majority of surveyed
3 communities also require a massage establishment license.
4

5 Ms. Walden said that Staff believes this to be an appropriate use in a B-2 zoning district
6 as it is similar to other uses permitted in the B-2 zoning district such as barbershops,
7 nail salons, etc. She said that Attachment 4 in Staff's report provides a full list of the
8 proposed text amendments to allow massage as a principal use in the B-2 zoning
9 district. She further indicated that Staff also feels that a massage establishment license
10 is appropriate at the local level to help reduce the potential for illegal activities that might
11 occur. Ms. Walden noted that massage therapists are state licensed with strict
12 regulations. The state regulations prohibit a municipality from licensing massage
13 therapists. Staff would like require a massage establishment license to regulate the
14 actual facility, not the therapist themselves. Staff is evaluating the feasibility of
15 implementing a massage establishment license with the Village Attorney as there are
16 some State restrictions as what can be regulated.
17

18 The Commissioners had no questions or comments at this time.
19

20 Chairman Zawacki asked, based on the back-up information received, whether this
21 would also be a training facility. Mr. Prager said it would not. Employees of the facilities
22 would be licensed.
23

24 Ms. Walden added that there are some exemptions in the State Code that allow for
25 some people going through training to do massage as a part of their course work, but
26 that is all regulated by the State and typically occurs at the massage school location.
27

28 Mr. Prager noted that their facility will accept only licensed therapists, not trainees.
29

30 Chairman Zawacki noted that the Commissioners had a copy of the Downers Grove
31 Municipal Code that basically addresses issues and questions that used to be raised in
32 the past; however, it is a different type of industry today.
33

34 Ms. Walden said that staff would like to see, at a minimum, a background check done
35 on the owner of the massage establishment, annual inspections of the facility, and
36 similar regulations to those that are currently in the Village Code related to accessory
37 massage businesses.
38

39 Commissioner Sydelko asked if the Village Attorney is exploring what avenues are open
40 to the Village. Ms. Walden said that the Village Attorney is reviewing the State
41 Massage Act to determine what provisions can be included and if the Village can
42 require a local massage establishment license. Commissioner Sydelko then asked
43 whether it was premature to make a recommendation today, and whether the
44 Commission should wait for the Village Attorney's decision. Ms. Walden responded that
45 if it is determined that there is no way to put any licensing language into the Code, Staff
46 would take a recommendation to the Village Board noting that staff is not supportive of
47 the proposed amendments.
48

1 There being no further questions from the Commission, Chairman Zawacki called for
2 members of the audience wishing to support the Applicant.

3
4 Mr. John DeWolfe, Senior Leasing Representative for Kimco Realty, landlord of the
5 shopping center, stated he supports the Applicant. Kimco is impressed with the
6 corporate franchise and the support provided to the franchisees. He added that Ms.
7 Sheth provided a great business plan and they have negotiated terms and are ready to
8 move forward with the lease pending the decision from the Village.

9
10 Chairman Zawacki then called for members of the public who wished to cross-examine
11 the Applicant, or who were opposed to the request of the Applicant. There were none.

12
13 The Applicant, Ms. Sheth, thinks this could be a valuable asset to Woodridge. She
14 believes the healing part of massage would be a tremendous benefit to whatever
15 community in which it opens.

16
17 Chairman Zawacki then called for a Motion to close the Public Hearing.

18
19 **Commissioner Hendricks moved to close the Public Hearing, seconded by**
20 **Commissioner Przepiorka.**
21 **All in favor. The Motion carried.**

22
23 The Public Hearing was closed at 9:08 PM

24
25 B. REVIEW AND CONSIDERATION

26
27 Ms. Walden stated that staff recommends support of the proposed amendments,
28 subject to the condition that the Village can implement a massage establishment
29 license, and said that the recommended Motion on page 4 of Staff's report includes the
30 necessary verbiage.

31
32 Commissioner Sydelko asked about an estimate of time that the Board needs to review
33 the Attorney's findings so this can be finalized. Ms. Walden responded that the Attorney
34 is currently reviewing it and the intent is to have this ready to go for the first meeting in
35 September, but if that is not sufficient time, it would be pushed to another meeting

36
37 There being no further questions, Chairman Zawacki called for a Motion.

38
39 C. RECOMMENDATION

40
41 **Commissioner Krywaruczenko moved that the Plan Commission recommend to**
42 **the Mayor and the Board of Trustees approval of the proposed text amendments**
43 **to Title 9 of the Village Municipal Code, as outlined in Attachment 4 of staff's**
44 **memo dated August 1, 2011, subject to the condition that massage establishment**
45 **licensing provisions as described in Staff's report also be included in Title 3 of**
46 **the Village Municipal Code. Commissioner Mast seconded the Motion.**
47 **All in favor. The Motion carried.**

48
49 **VI. PUBLIC COMMENT – There were no comments.**

1
2 **VII. DISCUSSION ITEMS**

3
4 **CMAP PC Training Summary**

5
6 Commissioner Mast thanked the Village for supporting continuing education for the Plan
7 Commission. The CMAP training workshop sponsored by the DuPage Mayors and
8 Managers Conference was beneficial. Emphasis was placed on the Open Meetings Act
9 and how it impacts the operation of the Plan Commission. There was discussion on
10 Comprehensive Planning. She was surprised to find out that many municipalities did not
11 have a comprehensive plan. Another theme was the GoTo 2040 CMAP initiative. She
12 considered it an educational opportunity and was grateful to attend.

13
14 Chairman Zawacki noted he has a copy of the Go To 2040 plan and thought it was
15 interesting. He made it available to the other Commissioners for their review.

16
17 Ms. Rodman then noted that the Illinois annual APA conference is coming up in October
18 and there is a track specifically designed for Plan Commissioners. Anyone interested in
19 attention should let Staff know as soon as possible. The conference is being held in
20 Evanston.

21
22 Mr. Mays then provided an update of the Senior Housing Workshop held on Thursday.
23 The Village has proceeded with the acquisition of 3.4 acres of land on Janes Avenue for
24 potential senior housing development. A study has been commissioned to determine
25 today's demand for such housing in the general market area. The study indicated that
26 there is sufficient demand in Woodridge and the market area to support an independent
27 living mixed income senior housing facility. The Village Board supports proceeding with
28 that type of development. The Village Board is also looking to the Plan Commission for
29 their input in terms of density. They Village Board indicated that they are supportive of
30 80 to 120 units on the site. With the density consideration, the Village Board also
31 supports going through an RFQ process, putting a package together asking senior
32 housing developers to respond, and asking developers to include their qualifications,
33 projects completed, references, etc. Developers would be narrowed down to three or
34 four. Staff proposes creating a committee including two members of the Plan
35 Commission and two Village Board members to look into more details on the three or
36 four chosen developers. This would include visiting existing facilities, meeting with
37 developers, and checking references in more detail to have a better understanding of
38 what they would build on the Woodridge site. The Committee would then prepare a
39 recommendation for the Village Board to consider as to the selection of the developer to
40 whom the property would be sold. Staff also sought feedback from the Board as to
41 whether they would support consideration of additional senior housing in Janes Plaza in
42 the Village's TIF district. Based on information obtained from the senior housing study,
43 there may be additional demand in the market area for a supportive, assisted living
44 facility. The Village will be updating its TIF plan to revise the redevelopment options for
45 this location and will include senior housing as an option as a result of the Village Board
46 feedback. Mr. Mays said that Staff has a copy of the packet provided to the Village
47 Board, as well as recording of the meetings via Village website if the Commission
48 wishes that information.

1 Commissioner Sydelko asked whether financial information would be included in the
2 RFQ to determine the developers' ability to move forward. Mr. Mays responded that the
3 Village's consultant is currently preparing a pro forma to determine the financially
4 feasibility of the development. The Village would ask for financials and evidence of
5 sustainability from the developers once the Committee has made a recommendation to
6 proceed.

7
8 Chairman Zawacki noted that the last couple of times the Village worked with
9 developers regarding senior housing, the developer's plans for housing didn't suit the
10 economic environment and they said they would have to cut back on quality, size, etc.
11 He asked whether the Village would request up front information about the kind of
12 product and the potential cost. Mr. Mays said those were questions the Committee
13 would ask in narrowing down the developers.

14
15 Ms. Rodman said in order to finance these types of facilities, the developer will need to
16 obtain State or Federal funding and meet specific requirements including providing
17 evidence of financial sustainability. Chairman Zawacki said given the condition of the
18 economy, this may never happen. Mr. Rodman responded that there is federal money
19 available and a number of projects are moving forward in the area.

20
21 Commissioner Mast said this is a Committee she would be interested in serving on with
22 her experience in health administration, which she thinks would be helpful.

23
24 Mr. Mays said they hope within the next two months to prepare the RFQ, and later in
25 the year obtain responses from senior housing developers and from the Committee.

26
27 **VIII. UPDATE OF PREVIOUS PLAN COMMISSION CASES**

28
29 Ms. Rodman said the Village Board considered the Martinez request at its June 20th
30 meeting and approved the requested subdivision and variation request.

31
32
33 **IX. ADJOURNMENT**

34
35 **Commissioner Mast moved, seconded by Commissioner Goodwin to adjourn.**
36 **All in favor. The Motion carried.**

37
38 Chairman Zawacki adjourned the meeting at 9:32 PM.