



City Council Work Session

Crest Hill, IL

July 31, 2023

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

- [1.](#) Renwick/Borio Self Storage
- [2.](#) ProChamps Replacement
- [3.](#) Plan Commission Text Amendment
4. Public Comments
5. Mayor's Updates
6. Committee/Liaison Updates
7. City Administrator Updates
8. 5ILCS 120/2(c)(1): The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity.(Executive Session)

The Agenda for each regular meeting and special meeting (except a meeting held in the event of a bona fide emergency, rescheduled regular meeting, or any reconvened meeting) shall be posted at the City Hall and at the location where the meeting is to be held at least forty-eight (48) hours in advance of the holding of the meeting. The City Council shall also post on its website the agenda for any regular or special meetings. The City Council may modify its agenda for any regular or special meetings. The City Council may modify its agenda before or at the meeting for which public notice is given, provided that, in no event may the City Council act upon any matters which are not posted on the agenda at least forty-eight (48) hours in advance of the time for the holding of the meeting.



City Council Agenda Memo

Crest Hill, IL

Meeting Date:	July 31, 2023
Submitter:	Maura Rigoni, AICP, Interim Planner
Department:	Community & Economic Development
Agenda Item:	Self Storage Facility Borio-SWC of Borio Drive and Renwick Road

Summary:

A&D Storage has filed an application for a special use for the property located at the southwest corner of Renwick Road and Borio Drive. The requested special use is for a self-storage facility. The proposal includes eight storage buildings with an access point on Borio Drive.

The application appeared before the PCZBA on July 19, 2023, at which time the special use request received a favorable recommendation.

During the public hearing the PCZBA discussed the following:

- Screening from both the west and north property lines, conditioning approval on additional landscaping in these areas.
- The increase in allowable fence height for the proposed fence along Renwick Road and Borio Drive. Ordinance limits the height of fencing in the front yard to 4'. The applicant proposes a decorative 6' fence along Renwick and portions of Borio, and requests consideration of the additional height under the special use for security purposes.
- The Zoning Ordinance stipulates building materials requirements for the B3 District. The Ordinance prohibits the use of metal as a building material in the B3 District and also outlines masonry requirements. Attached is the associated section of the Zoning Ordinance.
 - The applicant is proposing to provide full masonry on the north, south and east side of the building adjacent to Borio Drive. This building is the most visible from the right-of-way. The applicant is proposing a 3.6' stone kneel wall on the north end of the buildings, parallel to Renwick Road. No masonry is proposed on the south side of the buildings.
 - The remaining portions of the building are metal. It is noted the B-3 District does not allow for metal as a building material. The applicant has requested consideration under the special use for the use of metal. The applicant has indicated metal is typically used in storage facilities, noting maintenance.
 - Attached are pictures of the existing storage facility on Larkin Avenue.

The recommendation from the Plan Commission included the following six (6) conditions:

1. The fencing along Renwick Road and Borio Drive will be 6' in height on the east, north, and west sides for security purposes and 8' in height on the south side and must be in compliance with Section 8.2-14 of the Zoning ordinance.
2. Recommendation is conditional on the approval of a final landscaping plan, which will include additional landscaping along the west property line to further screen the overhead doors from the west, on the north to further screen the buildings and the use of full masonry on the east side to further screen those buildings.
3. Recommendation is conditional on approval of the final site plan, final photometric and signage plan and final engineering review and approval.
4. Recommendation is conditional on the City of Crest Hill Police Department's review and approval of the security plan.
5. The hours of business will be from 7:00a.m. to 9:00p.m. and the access keycode will be timed out from 9:00p.m. to 7:00a.m. to prevent entry.
6. Increase in the fence height and deviation from the required building materials is considered under the approval of the special use.

Recommended Council Action: If the Mayor and City Council are amenable to the proposed special use, I would ask that you authorize the City Attorney and Staff to prepare the necessary Ordinance and supporting documents to approve the request subject to the Findings of Fact and the conditions as outlined in the PC recommendation.

Funding Source: N/A

Budgeted Amount: N/A

Attachments:

- Plan Commission Report, associated plans and documents

Self Storage on Larkin Avenue

Item 1.



- 8.5-16 Day Care Homes must comply with regulations established in Section 8.2-2 of this Ordinance.

8.6 EXEMPTIONS OF THIS ORDINANCE

8.6-1 PUBLIC UTILITY EXEMPTION

The type or location of any poles, towers, wires, cables, conduits, vaults, laterals, pipes, mains, valves or other distributing equipment of a public utility are exempt from the requirements of this Ordinance. Electric distribution centers, gas regulating centers, public pumping stations and water towers, or storage facilities owned by the public utility are allowed in any use zone. All utilities owned and operated by the City of Crest Hill are exempt from requirements of this ordinance.

8.6 -2 UNDERGROUND INSTALLATIONS EXEMPTION

Pipe lines and other underground installations, to the extent that the same are completely buried beneath the surface of the soil, are exempt from the requirements of this Ordinance, provided that any incidental or associated structures, installations or equipment, except markers, used in connection with such pipe lines or other underground installations, and which protrude or are extended above the surface of the soil, shall, to the extent of such protrusion or extension, be subject to all of the applicable provisions thereof.

8.7 DEVELOPMENT STANDARDS

8.7-1 PURPOSE

In addition to use and bulk regulations found within this Ordinance, all property and buildings must comply with the regulations found within this Section.

8.7-2 BUILDING FAÇADE

All residential and nonresidential structures must comply with the building façade regulations outlined below. Building elevations shall be submitted as required by Section 9 and 12.5 of this Ordinance.

1. Single Family Residential

- a. The areas of the front facade of single family homes shall be a minimum of 80 percent of masonry. For purposes of computing said 80 percent, the total area occupied by windows and doors is not included.
- b. Any additional wall facade facing a public or private street shall be of a minimum area of 10 percent masonry. For purposes of computing said 10 percent the total area occupied by windows and doors is not included.
- c. The area of masonry may be reduced by up to 30 percent on any one elevation of a wall facade provided that an equal amount of masonry area is added to one or more other wall facades of the same building.

2. Multiple Family Residential, Business, Office, Manufacturing and Industrial

- a. A minimum of 20 percent of the total area exterior building wall facades for R-2, R-3, T-1, B-1, B-2, B-3, M-I and M-2 construction shall be of masonry. For

purposes of computing said 20 percent, the total area occupied by windows and doors is not included.

b. A minimum of one wall facade per building shall include a minimum of 80 percent or masonry. For purpose of computing said 80 percent, the total area occupied by windows and doors is not included.

c. Any wall facade facing a public or private street shall be of a minimum area of 10 percent or masonry. For purposes of computing said 10 percent, the total area occupied by windows and doors is not included.

d. The area of or masonry may be reduced by 100 percent on any wall facade not facing a public or private street provided that the total of 20 percent of the total area of all building wall facades, exclusive of areas for windows and doors, is provided on other walls of the same building with or masonry.

3. Variations from Building Façade Requirements

Architectural glass, clapboard, wood shingle siding and other architectural facade treatments may be considered as alternatives to masonry. Metal facades shall be disapproved unless a variance is granted by the City Council and in accordance with Section 12 of this Ordinance, except for M-1 and M-2 facades. For M-1 and M-2 facades, any portion of a structure that is to be used as office space shall comply with the same requirements applicable to R-3, T-1, B-1, B-2 and B-3 structures. Any portion of a structure devoted exclusively to manufacturing (as oppose to business of office use) may be constructed of approved grade metal construction.

4. Roof Lines

Flat roof appearance is expressly disapproved for all residential-construction unless a variance allowing same is recommended by the Plan Commission and approved by the City Council. All such structures must maintain the appearance of a pitched roof, although a mansard appearance is permitted.

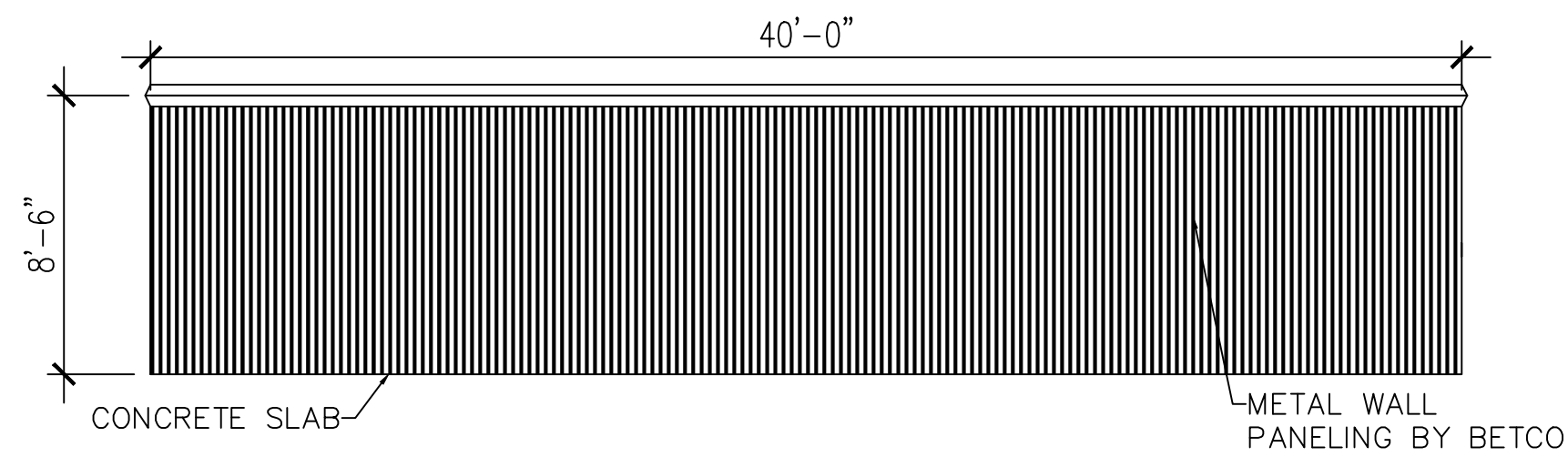
8.7-3 TRASH RECEPTACLE/DUMPSTER ENCLOSURES

All trash receptacles/dumpster in non-residential districts or in the case where outdoor trash receptacles are designed for more than one dwelling unit, shall be required to provide a 100% visual screen. Such enclosures shall be of masonry or wood construction. Refer to City Code 7.12.050 for regulations regarding location and concealment of garbage containers for all zoning districts.

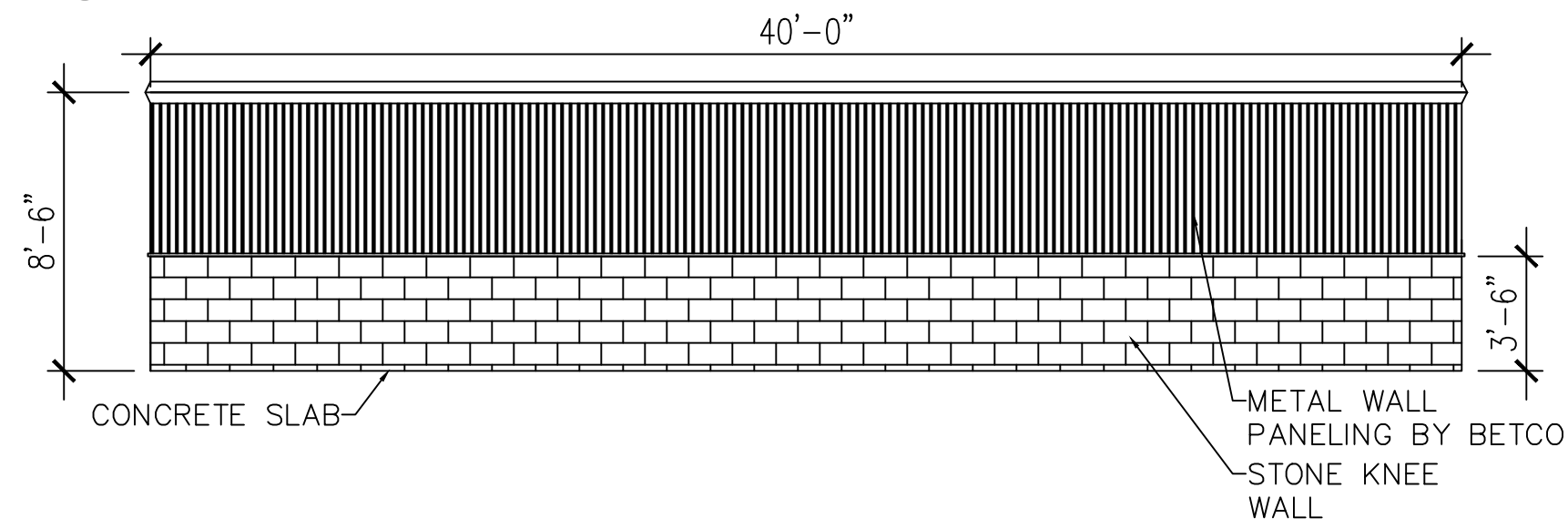
8.7-4 SITE LIGHTING

Lighting for all sites shall be according to the standards established by the IESNA (Illuminating Engineering Society of North America). Exterior lighting shall be arranged and operated so that they neither unreasonably disturb occupants of adjacent properties nor interfere with traffic. Exterior lighting shall be shaded, directed or otherwise designed so as to avoid glare onto neighboring residential properties. All lighting plans shall be prepared as required by Section 9 of this Ordinance.

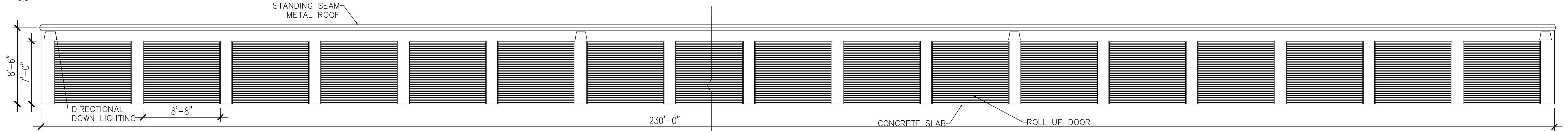




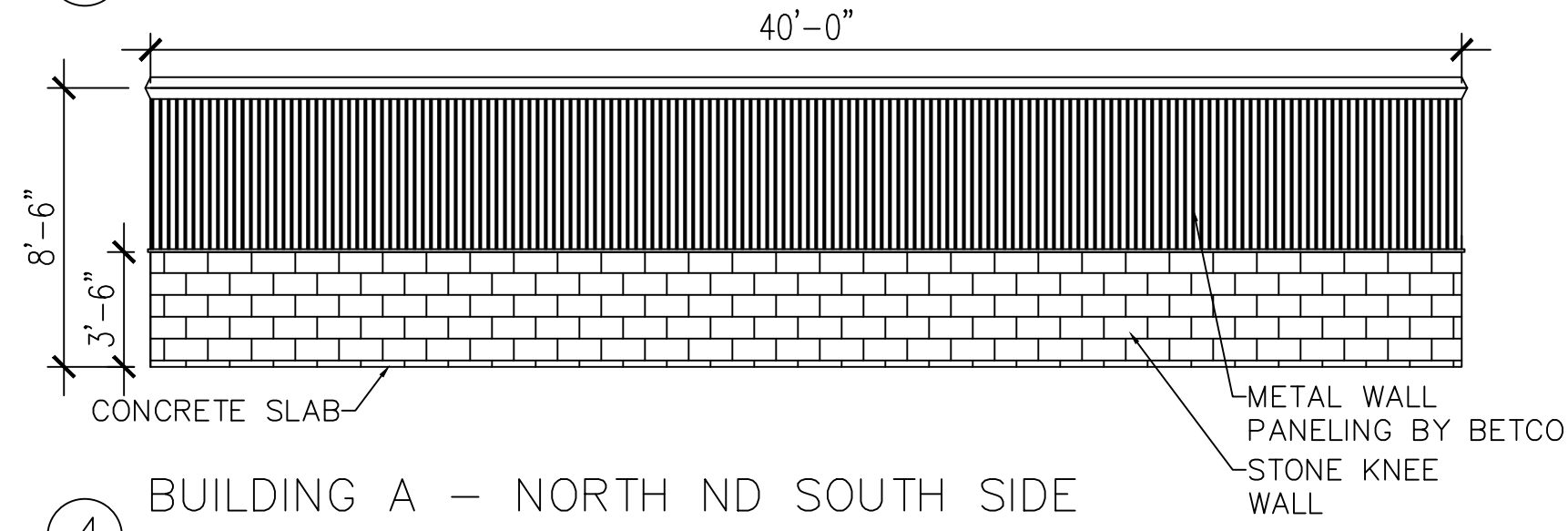
1 BUILDING B THROUGH H – SOUTH SIDE



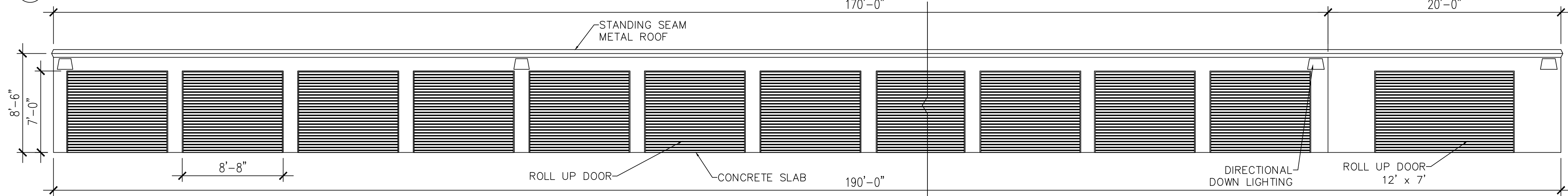
2 BUILDING B THROUGH H – NORTH SIDE



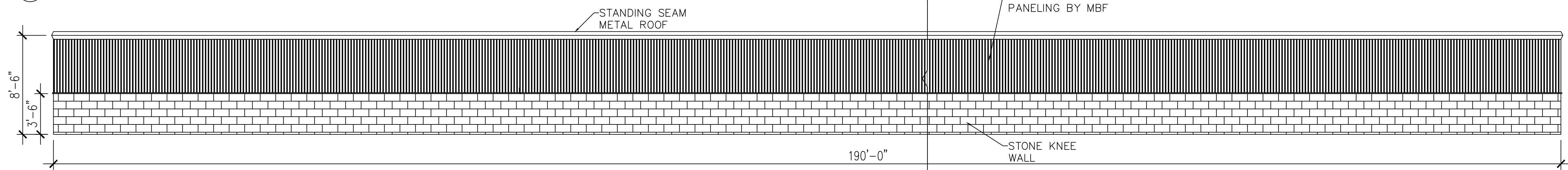
3 BUILDING B THROUGH H – EAST AND WEST SIDE



4 BUILDING A – NORTH AND SOUTH SIDE



5 BUILDING A – EAST SIDE



6 BUILDING A – WEST SIDE

CONCEPTUAL ONLY
NOT FOR CONSTRUCTION

PROJECT NAME
CREST HILL STORAGE
PROJECT ADDRESS
LEMONT, IL
OWNER

DATE
6/4/2023
DRAWN BY
SV
SCALE
3/16" = 1'

STEPHAN VALENTINE

Preliminary Landscape Plan

RENWICK SELF-STORAGE

Crest Hill, Illinois

June 19, 2023

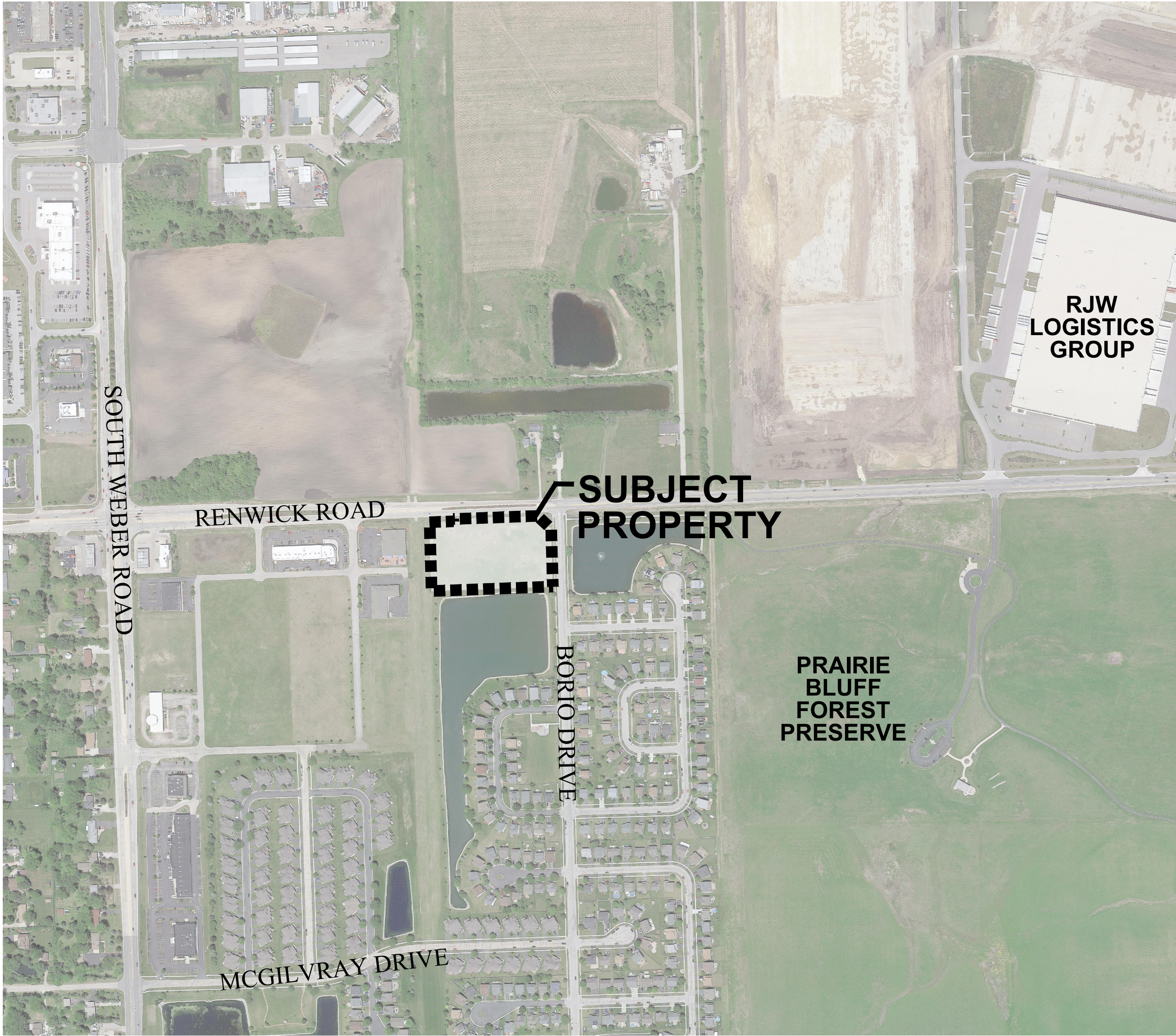
CONSULTANTS:



LANDSCAPE ARCHITECT:
GARY R. WEBER ASSOCIATES, INC
402 W. LIBERTY DRIVE
WHEATON, ILLINOIS 60187



CONSULTANT:
ADVANTAGE CONSULTING ENGINEERS
80 MAIN STREET, SUITE 17
LEMONT, IL 60439



LOCATION MAP


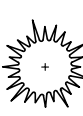

SCALE: 1"=400'

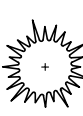

INDEX OF SHEETS



SHEET NO.	DESCRIPTION
0	COVER SHEET
1	PRELIMINARY LANDSCAPE PLAN



REPRESENTATIVE PLANT LIST



Key	Botanical/Common Name	Size	Remarks
	SHADE TREES		
	Acer x freemanii 'Jeffers Red' AUTUMN BLAZE MAPLE	2 1/2" Cal.	
	Acer x saccharum 'Green Mountain' GREEN MOUNTAIN SUGAR MAPLE	2 1/2" Cal.	
	Celtis occidentalis COMMON HACKBERRY	2 1/2" Cal.	
	Gleditsia triacanthos var. inermis 'Skycole' SKYLINE HONEYLOCUST	2 1/2" Cal.	
	Quercus bicolor SWAMP WHITE OAK	2 1/2" Cal.	
	Quercus macrocarpa BUR OAK	2 1/2" Cal.	
	Tilia americana 'Redmond' REDMOND AMERICAN LINDEN	2 1/2" Cal.	
	ORNAMENTAL TREES		
	Amelanchier x grandiflora APPLE SERVICEBERRY	6' Ht.	Multi-Stem
	Betula nigra 'Cully' HERITAGE RIVER BIRCH	6' Ht.	Multi-Stem
	Cercis canadensis EASTERN REDBUD	6' Ht.	Multi-Stem
	EVERGREEN TREES		
	Abies concolor WHITE FIR	8' Ht.	
	Picea abies NORWAY SPRUCE	8' Ht.	
	Picea glauca var. densata BLACK HILLS SPRUCE	8' Ht.	
	DECIDUOUS SHRUBS		
	Cornus sericea 'Bailey' BAILEY'S REDTWIG DOGWOOD	36" Tall	5' O.C.
	Hydrangea paniculata 'SMHPLGF' LITTLE QUICK FIRE HYDRANGEA	24" Tall	3' O.C.
	Itea virginica 'Little Henry' LITTLE HENRY VIRGINIA SWEETSPICE	24" Tall	3' O.C.



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	Juniperus chinensis 'Kallaya Compact' KALLAYA'S COMPACT PFITZER JUNIPER	24" Wide	4' O.C.
	Juniperus chinensis 'Sea Green' SEA GREEN JUNIPER	30" Wide	5' O.C.
	Taxus x media 'Densiformis' DENSE YEW	24" Wide	4' O.C.

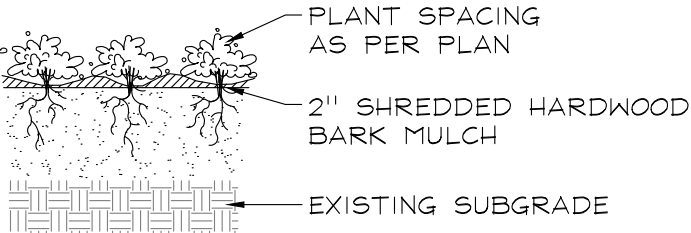
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	PERENNIALS ORNAMENTAL GRASSES		
	Allium 'Summer Beauty' SUMMER BEAUTY ONION	#1	18" O.C.
	Echinacea 'CBG Cone 2' PIXIE MEADOWBRITE CONEFLOWER	#1	18" O.C.
	Hemerocallis 'Happy Returns' HAPPY RETURNS DAYLILY	#1	18" O.C.

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	Panicum virgatum 'Heavy Metal' HEAVY METAL SWITCHGRASS	#1	24" O.C.
	Schizachyrium scoparium 'Twilight Zone' TWILIGHT LITTLE BLUESTEM	#1	24" O.C.

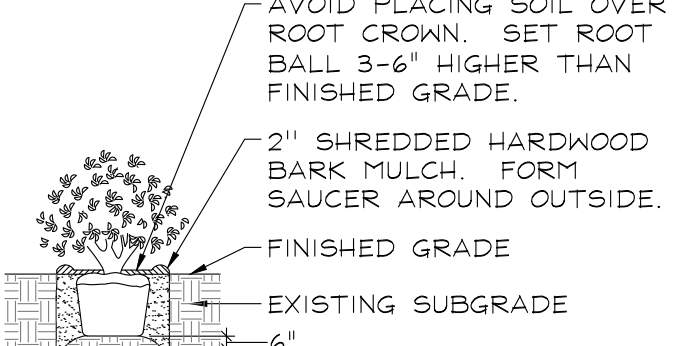
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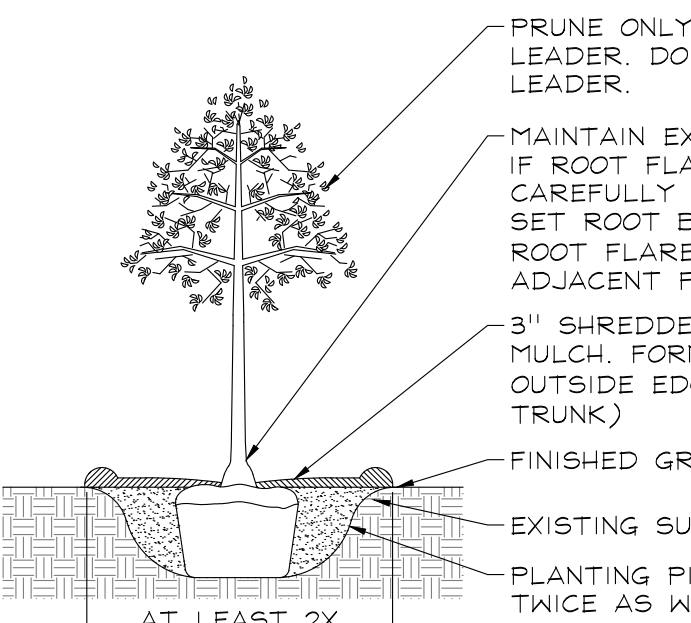
PLANTING DETAILS



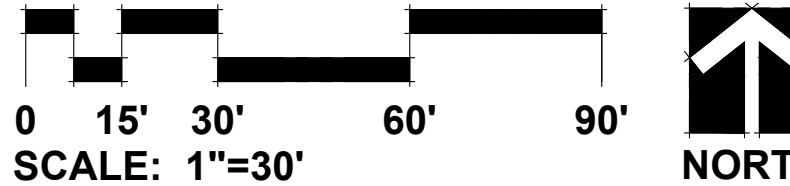
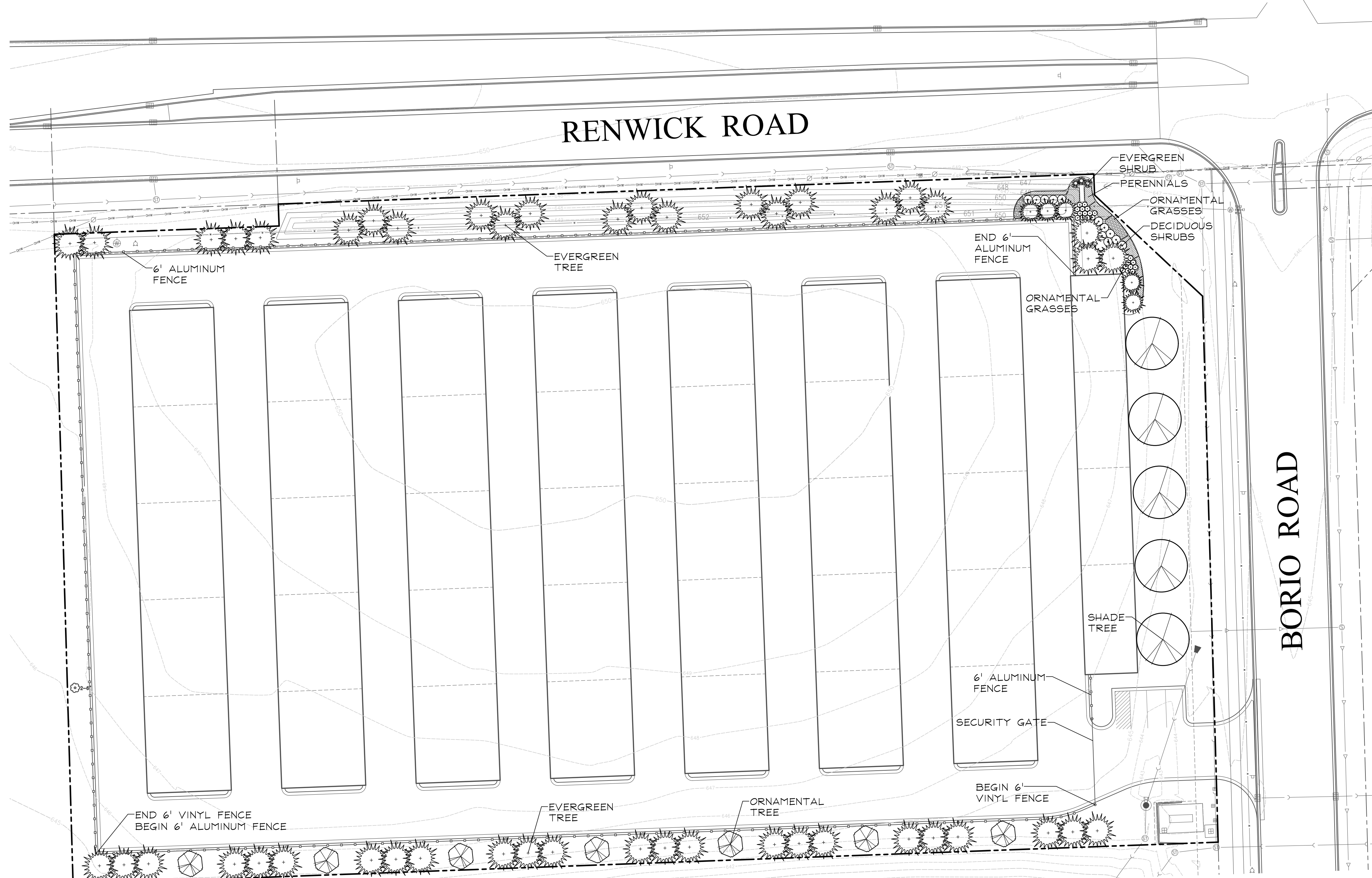
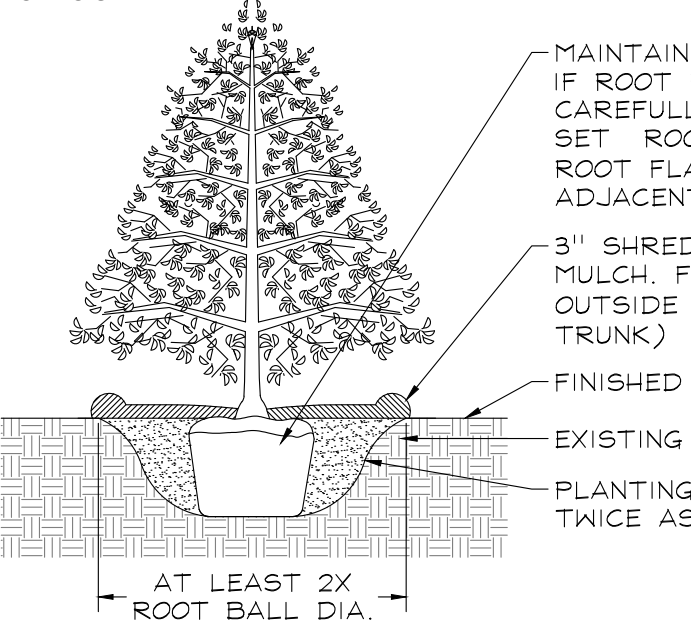
PERENNIALS AND GROUNDCOVERS



DECIDUOUS AND EVERGREEN SHRUBS



DECIDUOUS TREES



6" ALUMINUM FENCE DETAIL
NOT TO SCALE

6" VINYL FENCE DETAIL
NOT TO SCALE

GENERAL LANDSCAPE NOTES

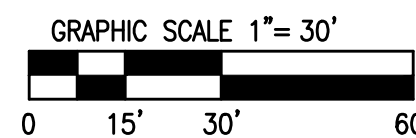
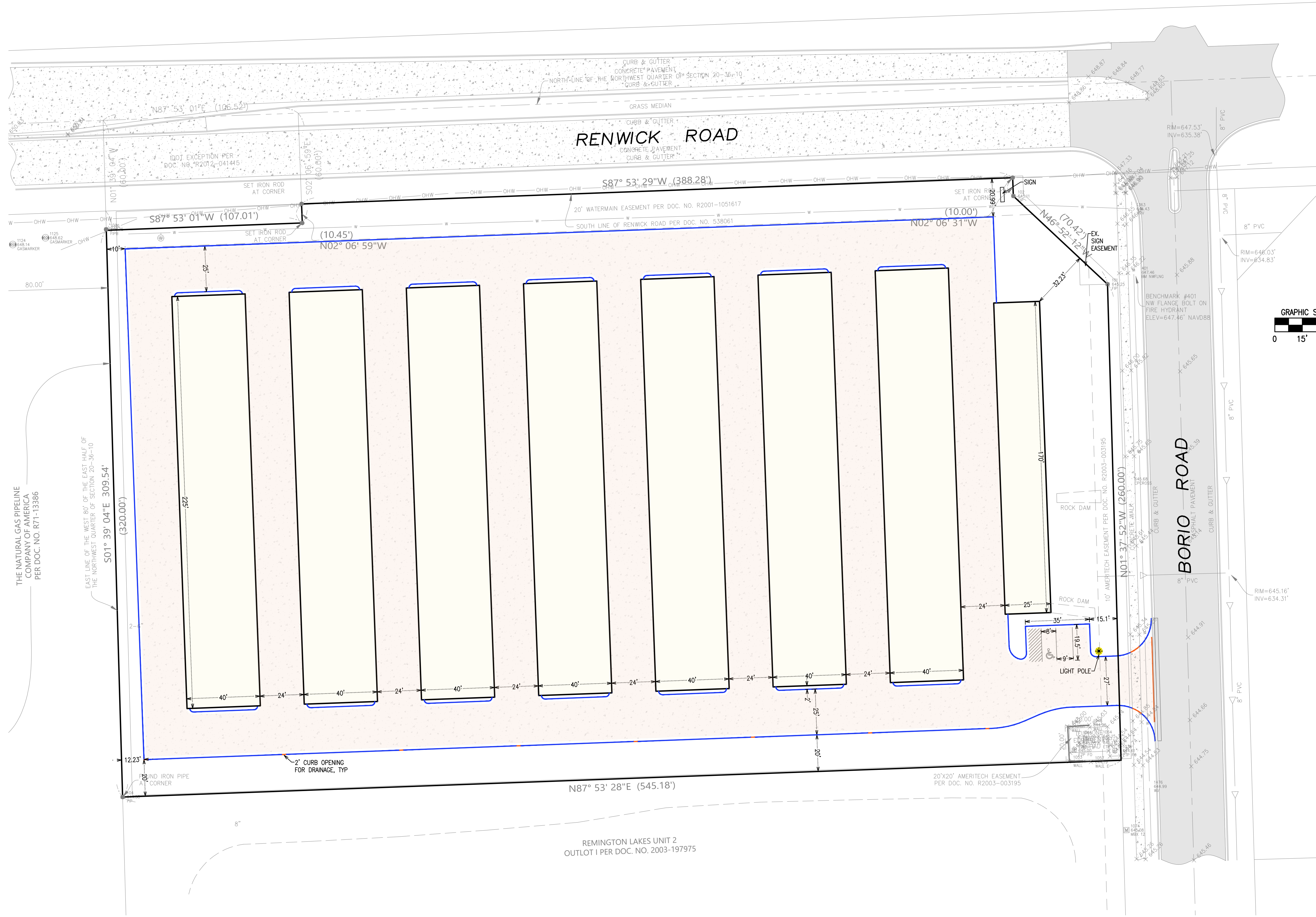
- Contractor shall verify underground utility lines and is responsible for any damage.
- Contractor shall verify all existing conditions in the field prior to construction and shall notify landscape architect of any variance.
- Material quantities shown are for contractors convenience only. The Contractor must verify all material and supply sufficient materials to complete the job per plan.
- The landscape architect reserves the right to inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements of variety, size and quality.
- Work shall conform to American Standard for Nursery Stock, State of Illinois Horticultural Standards, and Local Municipal requirements.
- Contractor shall secure and pay for all permits, fees, and inspections necessary for the proper execution of this work and comply with all codes applicable to this work.
- See General Conditions and Specifications for landscape work for additional requirements.

GRWA
GARY R. WEBER
ASSOCIATES, INC.
LAND PLANNING
ECOLOGICAL CONSULTING
LANDSCAPE ARCHITECTURE
402 W. LIBERTY DRIVE
WHEATON, ILLINOIS 60187
PHONE: 630-668-7197
www.grwainc.com

LANDSCAPE ARCHITECT
ADVANTAGE CONSULTING ENGINEERS
80 MAIN STREET, SUITE 17
LEMONT, IL 60439

RENWICK SELF-STORAGE
CREST HILL, ILLINOIS
LANDSCAPE PLAN

DATE	06.19.2023
PROJECT NO.	AC23124
DRAWN	MNW
CHECKED	DHS
SHEET NO.	



PROPOSED IMPERVIOUS AREA SUMMARY (S.F.)	
DESCRIPTION	
BUILDING AREA	67,250
PAVEMENT AREA	70,333
TOTAL	137,583
COVERAGE	
LOT AREA	171,604
IMPERVIOUS COVERAGE	80.17%
BUILDING COVERAGE	39.19%

PRELIMINARY SITE PLAN

CREST HILL STORAGE
CREST HILL, IL

ADVANTAGE
CONSULTING ENGINEERS

80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439
630-520-2467
WWW.ACEENGINEERS.COM

CREST HILL STORAGE
CREST HILL, IL

MAY 30, 2023
JOB: 23-015
SHEET:
SP1
1 OF 2

REMARKS
NO
DATE
Item 1.



To: Plan Commission/ZBA
From: Maura A. Rigoni, AICP, Interim Planner
Date: July 19, 2023
Re: Borio Storage Special Use

Project Details

Project	Borio Storage
Request	SU Self Storage Facility
Location	SWC Borio and Renwick

Site Details

Lot Size:	N/A
Existing Zoning	B3

Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Business	Business	B3
North	Unincorporated		
South	Detention Pond	Residential	R3
East	Detention Pond	Residential	R1
West	ComEd	N/A	N/A

Attachments

Aerials, Supporting Documents prepared by the applicant.

Project Summary

A&D Storage has filed an application for a special use for the property located at the southwest corner of Renwick Road and Borio Drive. The requested special use is for a self-storage facility.

Analysis

In consideration of the request, the points of discussion and details are as follows.

- The property is currently zoned B-3. The 3.939-acre parcel is currently vacant. ComEd right-of-way is on the west side of the property, with detention ponds on the south and east sides.
- There are a total of eight buildings that run north and south. No overhead doors face Renwick or Borio Drive.
- Twenty-four-foot drive aisles are provided around the buildings for vehicular access. These will be constructed concrete.
- Secured vehicular access is provided along Borio Drive. No other access is provided to the site. The applicant has indicated that 5-9 cars are expected daily until the facility is at capacity. After capacity is reached, a total of 2-5 cars are expected daily.
- As proposed, the development meets the bulk requirements of the B-3 District.

- The proposed development meets or exceeds the required landscape/greenspace along the perimeter of the development. As proposed, the greenspace along Renwick ranges from 10' to 20'; 10' is provided on the west, 20' on the south, and 35' on the east.
- The applicant is providing a total of three parking spaces at the entrance of the development. Most vehicles entering the facility will park at the rental unit.

Landscaping/Screening

- Per Section 8.2-14 of the Zoning Ordinance, all storage facilities must be completely enclosed by landscaping and fencing. A 6' faux wrought iron fence is proposed along the west, north, and east property lines. Landscaping is provided along Borio Drive and Renwick Road for additional screening. An 8' solid vinyl fence is provided along the south property line, and landscaping to provide screening from the residential properties to the south.
 - It is noted the ordinance allows for a maximum height of 4' for fences in the front and corner side yards. As stated, the fencing along Renwick Road and Borio Drive is 6' in height. This height is proposed for security purposes. As part of the special use the PC may consider the additional height for security purposes and compliance with Section 8.2-14 of the Zoning Ordinance.
- The proposed landscape plan has been reviewed for compliance with the requirements outlined in the municipal code. As currently proposed, the landscape plan is deficient in the required number of plant material. Additional landscaping will be required to satisfy the requirements of the ordinance. Areas in which landscape can be provided include, along the west property line, at the entryway to the development, and along the northern property line. ***It is recommended that the PC condition any recommendation on final landscaping.***
 - The applicant proposes 8' evergreens (6' is required by ordinance).
 - The ordinance requires screening with landscaping and or fencing when adjacent to residential. As noted above, this requirement is being met with the installation of landscaping and fencing along the south property line.
 - It is noted that detention ponds separate the proposed facility from the residential properties.

Buildings

- There are a total of eight buildings proposed on this site. No overhead doors will face the public right-of-way.
- The total height of the proposed buildings is 8'6", below the maximum height established by the Zoning Ordinance.
- The north and south side of the buildings have a 3'6" stone kneel wall, with overhead doors on the east and west sides.
- The easternmost building runs parallel to Borio Drive and has a 3'6" stone kneel wall running the length of the building.
- The top portion of the buildings is metal panels with a standing seam roof.
- The stone on the buildings is proposed address the masonry requirement of the Zoning Ordinance and as well provide for architectural detail on the storage units. Due to the nature of these buildings and the number of overhead doors, meeting the strict interpretation of the building materials ordinance may be difficult. However, it is noted that 40% of all facades that face public right of way have masonry.
- The Plan Commission may consider requiring additional landscaping along the west property line to further screen the overhead doors from the west, along with additional landscaping on the north

and east to further screen the buildings and break up the expansion of the building parallel to Borio Road.

Miscellaneous Items:

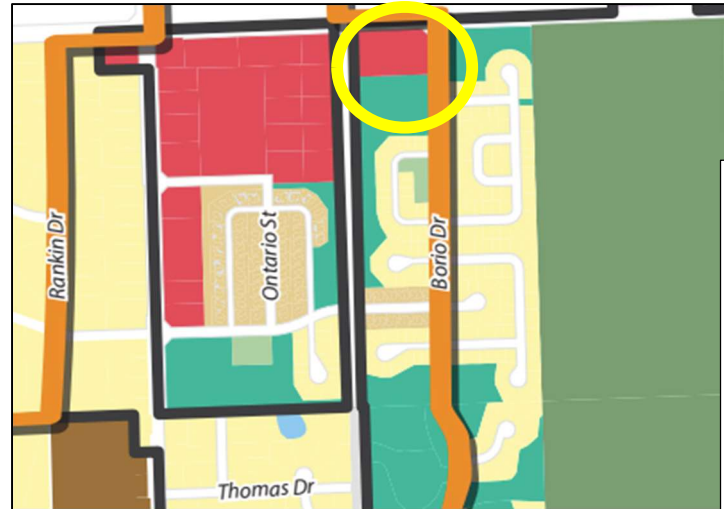
- A photometric plan has not been provided for review. ***It is recommended that the PC condition any recommendation on final photometric plan.***
- The Fire Department has reviewed the plans and provided the applicant with comments, which will be addressed during final engineering and building permit.
- Security cameras are proposed for safety and monitoring. ***It is recommended that the PC condition any recommendation on the police department's review of the security plan.***
- Stormwater detention for this site is provided in the detention area to the south. ***It is recommended that the PC condition any recommendation final engineering review and approval.***
- A signage plan has not been provided, therefore, ***it is recommended that the PC condition any recommendation final signage plan.***
- The applicant has provided a narrative, which is included for your review.
- The Plan Commission should consider and review the Standards of Special Use before making a recommendation. Those standards are attached to this report.

Items for discussion are as follows:

- Proposed use
- Screening (landscape/fencing)
- Security

Please contact me at 815-412-2721 or mrigoni@reltd.com with any questions or concerns.

FUTURE LAND USE MAP-COMP PLAN 2014

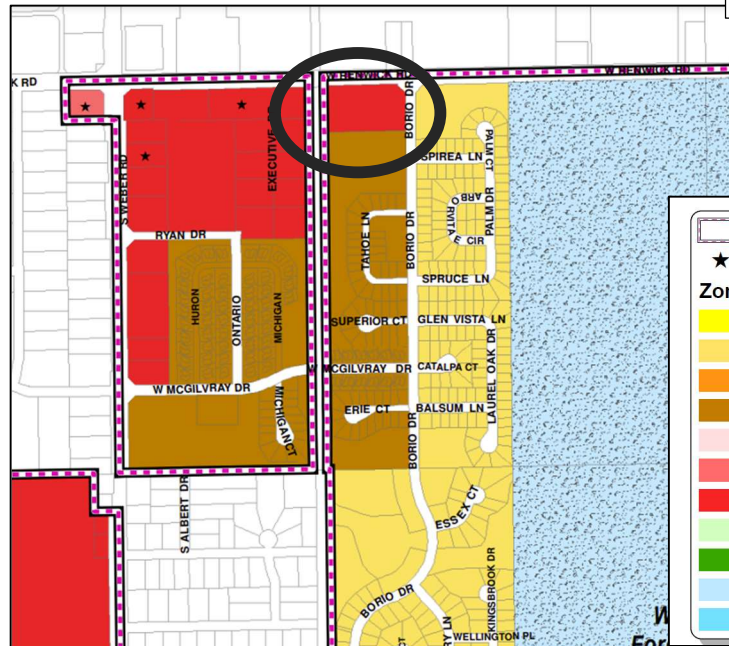


FUTURE LAND USE

LEGEND

- Single-Family Detached
- Single-Family Attached
- Multi-Family Residential
- Local Commercial
- Regional Commercial
- Office
- Mixed-Use/Flex
- Light Industrial
- Heavy Industrial
- Community Facilities
- Recreation
- Detention
- Natural/Preserve Areas
- Stateville Correctional Center
- Utilities/Transportation
- Subarea Boundaries

ZONING MAP



Crest Hill City Limits

★ - Special Use

Zoning Codes

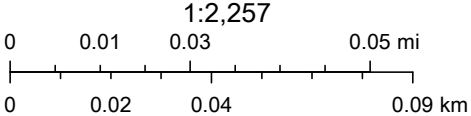
- R-1A - SINGLE-FAMILY RESIDENCE DISTRICT
- R-1 - SINGLE-FAMILY RESIDENCE DISTRICT
- R-2 - TWO-FAMILY RESIDENCE DISTRICT
- R-3 - MULTIPLE-FAMILY RESIDENCE DISTRICT
- B-1 - LIMITED BUSINESS DISTRICT
- B-2 - GENERAL BUSINESS DISTRICT
- B-3 - BUSINESS SERVICE DISTRICT
- T-1 - TRANSITIONAL OFFICE DISTRICT
- O-R - OFFICE RESEARCH DISTRICT
- M-1 - LIMITED MANUFACTURING DISTRICT
- M-2 - GENERAL MANUFACTURING DISTRICT

Self Storage-Borio an Renwick



4/20/2023, 11:16:28 PM

- City Limits
- Parcels
- Street Labels



CREST HILL PLAN COMMISSION MEETING – RENWICK & BORIO STORAGE FACILITY

1. THE PROPOSED STORAGE FACILITY ON RENWICK & BORIO FALLS WITHIN THE B3 ZONING DISTRICT
2. B3 ZONING ALLOWS STORAGE FACILITIES WITH A SPECIAL USE PERMIT.
3. THE SITE IS TOO FAR OFF OF WEBER ROAD FOR RETAIL AND IS TOO SMALL FOR A HOUSING PROJECT MAKING IT IDEAL FOR STORAGE
4. THE SITE HAS BEEN VACANT FOR MANY YEARS
5. THE STORAGE FACILITY WILL BRING HIGHER PROPERTY TAXES TO THE VILLAGE.
6. INCREASE TAX TO THE SCHOOL DISTRICTS WITHOUT ADDING ANY BURDEN TO THE DISTRICTS.
7. LESS TRAFFIC ON TO BORIO THAN A RESTAURANT, MEDICAL FACILITY OR SHOPPING CENTER.
8. THE STORAGE FACILITY IS A NEED FOR THE PEOPLE OF CREST HILL AND THE SURROUNDING MUNICIPALITIES.

DETAILS OF OUR SITE

1. STORAGE FACILITY TRAFFIC – 5-9 CARS PER DAY UNTIL AT CAPACITY.
2. 2 - 5 CARS PER DAY AFTER THE SITE IS AT CAPACITY
3. ALL CONCRETE PAVEMENT FOR A CLEANER MORE DESIRABLE LOOK
4. LESS PAVEMENT MAINTENANCE AND MORE DURABLE WITH CONCRETE
5. 6 FOOT BLACK FAUX WROUGHT IRON FENCE ON THE NORTH, WEST AND EAST EXCEPT WHERE BUILDING BORDERS BORIO DRIVE
6. 6-FOOT VINYL FENCE ON THE SOUTH.
7. TREES WILL BE PLANTED IN LINE WITH THE DRIVE AISLE.
8. HIRING LOCAL LANDSCAPING AND MAINTENANCE CONTRACTORS TO KEEP THE SITE CLEAN AND FREE OF TRASH.
9. KEYLESS ENTRY GATE FOR ACCESS.
10. LED BOX LIGHTING WILL BE LOCATED ON THE BUILDINGS OF EACH DRIVE AISLE.
11. LIGHT POLE LOCATED AT THE FACILITY ENTRANCE FOR THE ESTABLISHED PARKING STALLS
12. SECURITY CAMERAS FOR SAFETY AND MONITORING

ENGINEERING SITE PLAN TOPICS

1. NO BERM IS PROVIDED ON THE SOUTH SIDE OF THE SITE DUE TO THE DRAINAGE OF THE SITE FLOWING TOWARDS THE POND.
2. WE ADDED 6-FOOT VINYL FENCE FOR SOLID SCREENING ALONG WITH LANDSCAPING ON THE SOUTH SIDE.
3. A SMALL BERM CONSTRUCTED ON THE NORTH SIDE OF THE SITE.
4. THE DITCH ALONG THE EAST SIDE OF THE SITE HAS TO STAY IN ORDER TO KEEP THE CURRENT DRAINAGE PATTERN COMING OFF BORIO AND RENWICK.
5. A PIPE CULVERT HAS BEEN ADDED UNDER THE PARKING LOT TO CONVEY THE WATER FROM THE DRAINAGE DITCH TO THE POND.
6. SIGN EASEMENT GRANTED TO THE SUBDIVISION TO THE SOUTH FOR A SUBDIVISION SIGN (LOCATED AT BORIO AND RENWICK).

or benefits with respect to their impact upon neighboring property, public facilities, or the City as a whole.

12.7-2 INITIATION OF SPECIAL USES

Any person owning or having an interest in the subject property may file an application to use such land for one or more of the special uses provided for in the Ordinance in the zoning district in which the land is situated.

12.7-3 APPLICATION FOR SPECIAL USES

An application for a special use shall be filed with the Zoning Officer upon a form prescribed by the City (refer to the City of Crest Hill Development Handbook). The application shall be accompanied by such plans and/or data required as required by Section 9 of this Ordinance and the City of Crest Hill Development Handbook.

12.7-4 HEARING ON APPLICATION

Upon receipt, in proper form, of the application, the Plan Commission shall determine a reasonable time and place for the public hearing, published at least once, not more than thirty (30) days, and not less than fifteen (15) days before the hearing, in one or more newspapers published in the City, or if no newspaper is published therein, then in one or more newspapers with a general circulation within the City. The published notice may be supplemented by such additional form of notice as the Plan Commission, by rule, may require.

The applicant shall notify surrounding property owners within 300' no more than 30 days, no later than 15 days prior to the public hearing. At the applicant's expense, the City will post appropriate signage on the property for notification of the Public Hearing. Notification procedures shall follow those outlined the City of Crest Hill Development Handbook.

12.7-5 AUTHORIZATION

For each application for a special use, the Plan Commission shall report to the City Council its findings and recommendations, including the stipulations of additional conditions, and guarantees that such conditions will be complied with when they are necessary for the protection of the public interest within sixty (60) days of the public hearing. Upon receipt of the findings of fact and recommendations of the Plan Commission, the City Council shall act upon the proposed application for special use within sixty (60) days. The decision reached by the City Council shall take into account the submitted findings of fact and recommendations. If a special use is granted by the City, said special use shall be included in an ordinance passed by said City Council. If the special use is granted in said ordinance, the Zoning Officer shall issue a special use permit to the applicant subject to all applicable rules, regulations and conditions.

12.7-6 STANDARDS

No special use, including Planned Unit Developments, shall be recommended by the Plan Commission unless said Commission shall find:

1. That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, or general welfare.
2. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
4. That adequate utilities, access roads, drainage, and/or other necessary facilities have been or are being provided.
5. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
6. That special use shall in all other respects conform to the applicable regulations of this Ordinance and other applicable City regulations, except as such regulations may in each instance be modified by the City Council pursuant to the recommendation of the Plan Commission.

12.7-7 CONDITIONS AND GUARANTEES

Prior to the granting of any special use, the Plan Commission may recommend and the City Council shall stipulate, such conditions and restrictions upon the establishment, location, construction, maintenance and operation of the special use as deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified herein. In all cases in which special uses are granted, the City Council shall require such evidence and guarantees as it may deem necessary as proof that the conditions stipulated in connection therewith are being and will be, complied with.

12.7-8 EFFECT OF DENIAL OF A SPECIAL USE

No application for a special use which has been denied wholly or in part by the City Council shall be resubmitted for a period of one (1) year from the date of said order of denial, except on the grounds of new evidence or proof of changed conditions found to be valid by the City Council.

12.7-9 REVOCATION

A special use shall be revoked if the testimony upon which the special use was granted was falsely given.

A special use will automatically be revoked if there is a discontinuance of the use for a period of twelve (12) consecutive months.

In any case where a special use has been granted, and where no special use development has taken place within one (1) year of granting thereof, then without

MINUTES OF THE CREST HILL PLAN COMMISSION

The July 19, 2023 Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Angelo Deserio, Commissioner Jeff Peterson, Commissioner John Stanton.

Also present were: Interim Planner Maura Rigoni, City Attorney Mike Stiff, City Clerk Christine Vershay-Hall, Administration Clerk Samantha Tilley.

Absent were: Commissioner Jan Plettau, Commissioner Cheryl Slabozeski.

APPROVAL OF MINUTES: Chairman Bill Thomas presented the minutes from the regular meeting held on June 21, 2023 for Commission approval.

(#1) Motion by Commissioner Carroll seconded by Commissioner Peterson to approve the minutes from the regular meeting held on June 21, 2023, as presented.

On roll call, the vote was:

AYES: Commissioner Carroll, Peterson, Deserio, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton.

ABSENT: Commissioner Plettau, Slabozeski.

There being four (4) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-2-4-6-1, a request from A&D Storage seeking approval of a B-3 Special Use for a self-service storage facility, located at the southwest corner of Renwick Road and Borio Drive. The necessary paperwork was in order.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-4-6-1.

(#2) Motion by Commissioner Deserio seconded by Commissioner Peterson, to open a public hearing on case number SU-23-4-6-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was opened at 7:03 p.m.

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of case number SU-23-4-6-1. Planner Rigoni commented that this is a special use request for self-storage for the property located at the southwest corner of Renwick Road and Borio Drive. The applicant is A&D Storage. The property is 3.939 acres and is currently vacant. It has ComEd right-of-way on the west side of the property with a retention pond on the south and east sides and the north side is unincorporated. There are a total of eight (8) buildings that run north and south with no overhead doors facing Renwick Road or Borio Drive. There are twenty-four foot aisles that circulate all the buildings, and the drives are proposed to be concrete. There is also a secured entrance that is off Borio Drive and no other access is provided to the site. Planner Rigoni commented that the applicant has indicated that there is an estimation of 5-9 cars expected daily until the facility is at capacity. Then it would be estimated at 2-5 cars daily once capacity is reached. She also noted that it does meet the setbacks and the bulk requirements. The applicant is proposing three (3) parking stalls at the entrance, but most parking will be in front of the units.

Planner Rigoni stated that the applicant is proposing a six-foot wrought iron fence along the west, north, and east property lines and the south side will have an eight-foot vinyl fence. There is landscaping that is proposed on the northeast and south side of the property. Planner Rigoni commented that the ordinance requires a four-foot fence around the front and corner sides but due to the nature of the proposed special use, for security reasons, they have increased from the four-foot fence to a six-foot fence.

It was commented that the proposed landscape plan has been reviewed but does not meet the required number of plant material and additional landscaping will be required to satisfy the requirements. The applicant proposes the following landscape plan:

- Eight-foot evergreens but six-foot is required by ordinance.
- Screening with landscaping and or fencing when adjacent to residential and this requirement is being met with installation of landscaping and fencing along the south property line.
- Detention ponds separate the proposed facility from the residential properties.

Planner Rigoni commented that there are a total of eight buildings proposed and the ordinance states strict interpretation of the building materials. It was noted that there are some facades that face public right of way that have masonry. The applicant is proposing a 3.6' stone kneel wall running the length of the building.

Planner Rigoni commented that a photometric plan has not been provided or any signage plan and recommends the Plan Commission condition a recommendation. She commented that the Fire Department has reviewed the plans and provided the applicant with comments. The applicant is proposing security cameras for safety and monitoring, and we should recommend as a condition that the Police Department is onboard and has access.

Chairman Thomas asked if the representatives from A&D Storage would approach the podium and be sworn in.

Steve Gulden, a consultant for A& D Storage, gave a brief background on the property and the zoning. He commented that with the B-3 zoning you can have several different uses and not very much retail is popping up in this area, mostly just fast food, and restaurants. He stated that this proposed use is a very limited amount of traffic and since Borio is the only access point this particular use will have less cars than a restaurant.

He commented that the applicant is willing to put an eight-foot fence with landscaping in front of the fence and the fence would be wrought iron. The applicant is also willing to brick the entire building on the side of Borio Drive and keep the brick on the north and delete the brick on the south since you will not see it.

Commissioner Stanton commented that it is a very large area and wanted to make sure it does not exceed the lot coverage allowed. Planner Rigoni commented that they did ask the engineer and they did confirm it was 85% and they will not be able to exceed it and that is why we conditioned it upon final engineering.

Steve Gulden commented that the detention pond is sized and designed to accommodate impervious surfaces on all the out lots, so there will be no effect on the detention since it was designed to manage that stormwater from the out lots.

Commissioner Stanton asked if we are supposed to have 80% masonry? Planner Rigoni stated that the way the ordinance is written gives you some deviation and when it comes to these types of buildings where anyone is facing a private or public street should have a minimum of 10% masonry. She commented that this would make one building have 80% masonry and the other building have 10% masonry. Steve Gulden commented that the main site would be on Borio and Renwick and the other parts would be screened by the fence and pond, when residents look in, they do not see the storage facilities but as you drive in you see a 100 % brick façade off Borio Drive.

Commissioner Stanton asked if there will be any offices and how will the facility be managed? Rudy Dixon, owner of A&D Storage, came to the podium and was sworn in. Rudy commented that there are no offices. He further explained that an applicant picks a unit out online and rents it online, once rented they receive a keycode to enter the gate and can go to the unit and put their own lock on the unit. Rudy stated that every person gets their own keycode, which lets them know who is coming and going from the facility. Commissioner Stanton asked what if the keycode breaks? Rudy commented that they would maintenance it right away. Commissioner Stanton asked if the Police Department will have access to the facility. Rudy commented that they will have their very own keycode, as well as the Fire Department.

Chairman Thomas asked Planner Rigoni to clarify the fence height. Planner Rigoni commented that the ordinance states that a side yard and corner yard would have to be a maximum of four-foot in a decorative nature. Since the purpose of this fence is for security

reasons, the applicant has asked for a maximum height of six-foot, which is along the west, north, and east side. She commented that the fence on the southside, since it is not adjacent to the public right-of-way can be the height of eight-foot which the applicant wants for additional security reasons. Planner Rigoni commented that the fence on the southside adjacent to the residences will be a vinyl fence.

Chairman Thomas asked if anyone in the audience had a question or comment.

Christina Pershey, a resident at 20457 Balsum Lane, was sworn in. She asked if there would be a time-out on the gate code. Rudy commented that the keycode access would be timed out at 9:00p.m. and then reopen at 8:00a.m. Planner Rigoni clarified that the facility would not be accessible between the hours of 9:00p.m. and 8:00a.m. Rudy asked if we could have it not be accessible between the hours of 9:00p.m. and 7:00a.m. It was agreed that they will be open from 7:00a.m. until 9:00p.m. Planner Rigoni asked if we could make that a condition if the Plan Commission deems appropriate.

Christina Pershey also asked if there was an updated rendering that included the blind spot, the turn from Borio Drive to Renwick Road? It was stated that the landscaping will be away from the right-of-way behind the poles. Further explanation of the plans was had at the podium with the resident.

Attorney Stiff stated for the record that Ms. Rigoni had addressed Christina's concerns, and everything was looked at on the exhibit at the podium which might not have been completely transcribed for the record.

Chairman Thomas asked for a motion to close the public hearing on case number SU-23-4-6-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Carroll, to close the public hearing on case number SU-23-4-6-1.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:30 p.m.

Chairman Thomas commented that this property is zoned B-3 and when you think about Crest Hill it is not like Joliet, Romeoville, Plainfield, or even Bolingbrook and if they want to increase their revenue, they can annex some land and bring in some commercial property, but Crest Hill is bounded by four sides. He commented that what you must do is look at vacant areas in the city and as a Plan Commission we must consider whether the development of any specific vacant area is acceptable particularly to the surrounding areas, if industrial or residential. Chairman Thomas explained the types of businesses that can go

into a lot that is zoned B-3 without the Plan Commission or the City Council's permission. He stated all those types of businesses will generate quite a bit of undesirable traffic next to a residential area. He commended A&D Storage for the plans they have come up with and in his opinion, this looks like the most beautiful storage facility he has ever seen.

Chairman Thomas stated before he asks for a motion, he would like to read the conditions and make sure the commissioners and the petitioners are all in agreement with these conditions, which are as follows:

1. The fencing along Renwick Road and Borio Drive will be six-foot in height on the east, north, and west sides for security purposes and eight-foot in height on the south side and must be in compliance with section 8.2-14 of the zoning ordinance.
2. Recommendation is conditional on the approval of a final landscaping plan, which will include additional landscaping along the west property line to further screen the overhead doors from the west, on the north to further screen the buildings and the use of full masonry on the east side to further screen those buildings.
3. Recommendation is conditional on approval of the final site plan, final photometric, final signage plan, and final engineering review and approval.
4. Recommendation is conditional on the City of Crest Hill Police Department's review and approval of the security plan.
5. The hours of business will be from 7:00a.m. to 9:00p.m. and the access keycode will be timed out from 9:00p.m. to 7:00a.m. to prevent entry.
6. Increase in the fence height and deviation from the required building materials is considered under the approval of the special use.

Chairman Thomas asked for a motion to recommend approval of the request for case number SU-23-4-6-1, for a request from A&D Storage for a B-3 Special Use Storage Facility located at the southwest corner of Renwick Road and Borio Drive with the six (6) conditions.

(#4) Motion by Commissioner Peterson seconded by Commissioner Stanton, to recommend approval of the request of case number SU-23-4-6-1, for a request from A&D Storage for a B-3 Special Use Storage Facility located at the southwest corner of Renwick Road and Borio Drive with the six (6) conditions.

On roll call, the vote was:

AYES: Commissioner Peterson, Stanton, Carroll, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the petitioner that the Plan Commission is a recommendation body only. The City Council will hear the case at a future meeting. Planner Rigoni commented that this will go to a work session on July 31, 2023 and then go before the Council for an ordinance on August 7, 2023.

Chairman Thomas asked for a motion to open the public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission. The paperwork was in order.

(#5) Motion by Commissioner Peterson seconded by Commissioner Carroll, to open a public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was opened at 7:39p.m.

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of the case. Interim Planner Maura Rigoni commented that this is a request for a text amendment for section 12.3-2 meetings in the Crest Hill Zoning Ordinance. The City of Crest Hill initiated this application. The consideration is to modify this certain section that reads in the first sentence:

12.3-2 Meetings

Regular meetings of the Plan Commission shall be held on the second Wednesday of each month at Crest Hill City Hall, unless otherwise specified by the presiding officer.

The modification is to remove the specific date and time and the first sentence would be replaced with:

12.3-2 Meetings

All meetings of the Plan Commission shall be held at the call of the Chairperson, and at such times as the Plan Commission may determine.

Planner Rigoni commented that this language is similar to what other communities will use since there is an ever-changing schedule and it does not bind you to one individual date. The ordinance does require that we adopt an annual meeting calendar, which will outline the proposed dates and times of the Plan Commission meetings for the year. She commented that it was discussed that the Plan Commission would no longer meet on the 2nd Wednesday of the month, but rather the 2nd Thursday of the month. She also commented that it is not specified in the ordinance but does establish a consistent schedule. Planner Rigoni commented that the text amendment would allow, if we ever had to change the schedule again, that we would not have to go through a public hearing.

An updated meeting scheduled for the remainder of the year 2023 has been attached to the staff report.

Chairman Thomas asked for any questions or comments. There were none.

Chairman Thomas asked for a motion to close the public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

(#6) Motion by Commissioner Carroll seconded by Commissioner Deserio, to close a public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

On roll call, the vote was:

AYES: Commissioner Carroll, Deserio, Peterson, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:43p.m.

Chairman Thomas asked for a motion to recommend to the City Council the approval of the request for a Zoning Code Text amendment of section 12.3-2 Meetings.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to recommend to the City Council the approval of the request for a Zoning Code Text amendment of section 12.3-2 Meetings.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

OTHER BUSINESS: Chairman Thomas commented that in order to change the meeting time and date the Plan Commission is proposing to adopt the amended meeting calendar that changes the current meeting structure from the second Wednesday of the month to the second Thursday of the month contingent on approval of the Text amendment by the City Council.

Chairman Thomas asked for a motion to adopt the amended meeting calendar.

(#8) Motion by Commissioner Peterson seconded by Commissioner Stanton, to recommend to the City Council the adoption of the amended meeting calendar that changes the current meetings from the second Wednesday to the second Thursday of the month contingent on the Text amendment approval.

On roll call, the vote was:

AYES: Commissioner Peterson, Stanton, Carroll, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission a motion for adjournment was in order.

(#5) Motion by Commissioner Deserio, seconded by Commissioner Peterson, to adjourn the June 21, 2023 Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 7:47p.m.

As approved this _____ day of _____, 2023

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN



CREST HILL PLAN COMMISSION

CHAIRMAN Bill Thomas

VICE-CHAIRMAN Ken Carroll

SECRETARY Angelo DeSerio

RECOMMENDATIONS

(#4) Motion by Commissioner Peterson seconded by Commissioner Stanton, to recommend approval of the request for case number SU-23-4-6-1, for a request from A&D Storage for a B-3 Special Use for a self-service storage facility, located at the southwest corner of Renwick Road and Borio Drive with the following six (6) conditions:

1. The fencing along Renwick Road and Borio Drive will be 6' in height on the east, north, and west sides for security purposes and 8' in height on the south side and must be in compliance with section 8.2-14 of the zoning ordinance.
2. Recommendation is conditional on the approval of a final landscaping plan, which will include additional landscaping along the west property line to further screen the overhead doors from the west, on the north to further screen the buildings and the use of full masonry on the east side to further screen those buildings.
3. Recommendation is conditional on approval of the final site plan, final photometric and signage plan and final engineering review and approval.
4. Recommendation is conditional on the City of Crest Hill Police Department's review and approval of the security plan.
5. The hours of business will be from 7:00a.m. to 9:00p.m. and the access keycode will be timed out from 9:00p.m. to 7:00a.m. to prevent entry.
6. Increase in the fence height and deviation from the required building materials is considered under the approval of the special use.

On roll call, the vote was:

AYES: Commissioner Peterson, Stanton, Carroll, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.



Agenda Memo

Crest Hill, IL

Meeting Date: July 31, 2023
Submitter: Raymond R. Soliman
Department: Mayor's Office
Agenda Item: ProChamps Replacement

Summary:

Attached for your review is information from Hera Property Registry for consideration to contract with in place of ProChamps who went bankrupt.

Recommended Council Action: Discussion

Financial Impact:

Funding Source:

Budgeted Amount:

Cost:

Attachments:



What Is Hera

Hera is a registration platform used by municipalities and government agencies across the nation to combat problems caused by vacant and foreclosed properties.

How Does It Work

Hera provides a team of professionals that effectively combat blight in your community by identifying at risk vacant properties, contacting responsible parties to register the property, and carrying out enforcement to increase compliance with the VPRO. All of our services are provided at no upfront cost to the community.

Why Use Hera

Compliance with vacant property registration ordinances (VPROs) is significantly low, straining municipal budgets used to maintain vacant properties that should be securing. Because of this, many communities are owed fees and fines from parties who refuse to abide by VPROs.

The Hera Team

Led by the nation's most experienced legal team in vacant property registration and enforcement, Hera has helped municipalities across the county raise compliance with VPROs and build vibrant neighborhoods.

Hera has become one of the most renowned organizations assisting municipalities with implementation and maintenance of vacant property registration programs.

Contact Hera today to learn more on how we can help raise compliance, reduce costs, and build vibrant neighborhoods in your community

Stan Urban | National Sales Manager
630-442-4243 | surban@heraregistry.com



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HELPING BUILD VIBRANT NEIGHBORHOODS

1900 S. Harbor City Blvd.
Suite 211
Melbourne, FL 32901
321-234-5303
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Item 2.

A foreclosure registration program can be an effective tool to help solve an affordable housing problem in a municipality. Such a program would require property mortgagees and banks to register their foreclosed and vacant properties with the municipality and provide information about the status of the property and their plans for its future use. Here are some ways this program can work to help solve an affordable housing problem:

Identify Abandoned Properties: The foreclosure registration program can help identify abandoned properties that may be suitable for affordable housing development. This can help the municipality and non-profit organizations to acquire these properties and convert them into affordable housing units.

Prevent Blight: The registration program can also help prevent blight in neighborhoods by requiring property owners to maintain their foreclosed properties in good condition. This can help preserve property values and prevent the spread of blight to nearby properties.

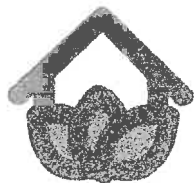
Increase Housing Supply: By making foreclosed properties available for affordable housing development, the registration program can help increase the supply of affordable housing units in the municipality. This can help address the shortage of affordable housing and provide more options for low-income residents.

Encourage Affordable Housing Development: The registration program can also encourage affordable housing development by providing information about available properties to non-profit organizations and developers who specialize in affordable housing.

Generate Revenue: The foreclosure registration program can also generate revenue for the municipality by requiring property owners to pay a registration fee. This revenue can be used to support affordable housing development or other initiatives that benefit the community.

Overall, a foreclosure registration program can be an effective tool to help solve an affordable housing problem in a municipality. By identifying abandoned properties, preventing blight, increasing the housing supply, encouraging affordable housing development, and generating revenue, this program can support the development of affordable housing units and help ensure that all residents have access to safe and affordable housing.

CJ Johnson
Break Point Law, LLC
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Hera Property Registry, LLC

Property Registration and Enforcement Services



Vacant Property Registration Ordinances (VPROs)

- ❖ VPROs require a responsible party to register a property with the **local government** upon initiation of a foreclosure case or vacancy
- ❖ Collects important contact information for the **mortgagee, mortgage servicer, and property manager**
- ❖ Regulates the **maintenance and security** of such properties to prevent blighted and unsecured buildings
- ❖ Responsible parties pay a **reasonable registration fee** (typically, around \$150-\$300 semi-annually or \$300-\$500 annually) to cover the costs of administration of the VPRO program and related code enforcement efforts
- ❖ Registrations are **renewed** on a semi-annual or annual basis



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HELPING BUILD VIBRANT NEIGHBORHOODS



Milberg.
COLEMAN ARYTON PHILLIPS GROSSMAN

Hera Property Registry, LLC Property Registration Services

- ❖ Hera establishes and maintains an online property registration database
- ❖ Hera proactively monitors foreclosure filings and other registration triggers through multiple data sources
- ❖ Hera notifies responsible parties of their obligation to register
- ❖ Hera provides staff training and easy access to complete information for properties in the Registry
- ❖ Hera collects property registration fees on behalf of the local government and remits fees to them

**These services are provided at no
upfront cost to the local government!**



HERAREGISTRY.COM

REGISTER • BUILD • REPAIR • REFINANCE • REDEVELOP



Milberg.
GOLEHAV, BRYSON, PHILLIPS, GROSSMAN

Many responsible parties **ignore their obligation to register** properties, leaving properties and neighborhoods at risk.

In our experience, **approximately 30% of responsible parties fail to register properties** pursuant to ordinance requirements.

Our easy online registration platform and enforcement services can **increase registrations up to 95%**. As attorneys, we can prosecute code violations to judgment, including fines and liens.

Hera Property Registry and **Milberg Coleman Bryson Phillips Grossman, PLLC (Milberg)** can partner with the local government to provide foreclosure property registration *and* enforcement services to boost compliance with the Ordinance.



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—HELPING BUILD VIBRANT NEIGHBORHOODS

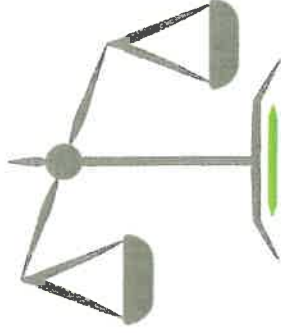


Milberg.
COLEMAN BRYSON PHILLIPS GROSSMAN

Hera, through Milberg, provides enforcement services so local governments can hold responsible parties accountable for failure to comply with the Ordinance.

Legal and Enforcement services include:

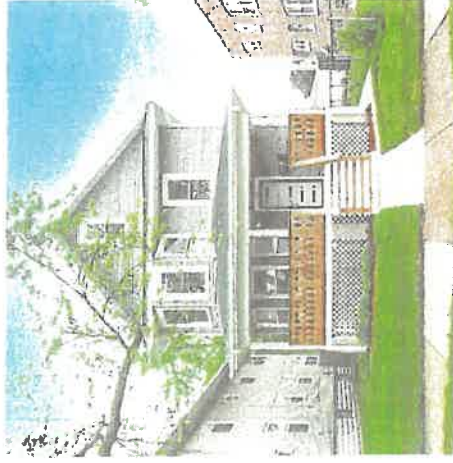
- ❖ Review existing ordinances and recommend changes to meet the specific needs of the community and comply with applicable laws
- ❖ Identify responsible parties that are in violation of the Ordinance
- ❖ Serve notices of violation on responsible parties
- ❖ Gather evidence of non-compliance and represent the local government at enforcement hearings
- ❖ Negotiate settlements and draft settlement agreements
- ❖ Collect outstanding registration fees and penalties



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Milberg.
COLEMAN BRESON PHILLIPS GROSSMAN

Benefits of Hera Property Registry and Milberg's Registration and Enforcement Services



These services are performed with no upfront cost - costs are recovered through a fee-sharing and contingency agreement

- ❖ Reduces the burden on staff to monitor and enforce a property registration program
- ❖ Provides a searchable online database of registrable properties so staff can monitor properties with fast access to the right contact when problems occur
- ❖ Delivers data collection, information storage, and collection and remittance of registration fees and fines
- ❖ Provides access to attorneys who are licensed to bring enforcement action, with the understanding of federal and state legal requirements and current trends of property registration ordinances



Why Choose Hera Property Registry and Break Point Law?



Hera Property Registry, LLC is a registration platform used by municipalities and government agencies across the nation to combat problems caused by vacant and foreclosed properties. Led by the nation's most experienced legal team in property registration and enforcement, Hera has helped municipalities across the Southeast, Northeast, and Midwest collect millions in fees and fines, raising compliance and building vibrant neighborhoods in the process. Hera provides a team of professionals that identifies at risk properties, contacts responsible parties to register, and carries out enforcement to increase compliance. Hera effectively reduces cost and increases revenue all while combatting blight in your community. All of our services are provided with no upfront costs to the community.

Milberg Coleman Bryson Phillips Grossman PLLC ("Milberg") is a national law firm has extensive experience working with municipalities to remedy public nuisances that include industrial pollution, opioids, JUUL, reverse redlining, and foreclosure registration fees. Since 1965, Milberg has led landmark litigations that set ground-breaking legal precedents and produced meaningful changes in corporate governance. The firm and its affiliates have recovered over \$50 billion for their clients.





Agenda Memo**Crest Hill, IL**

Meeting Date:	July 31, 2023
Submitter:	Raymond R. Soliman
Department:	Mayor's Office
Agenda Item:	Plan Commission Text Amendment

Summary:

Please see attached information starting on page 35 of the minutes, regarding Plan Commission text amendment to change meeting dates from second Wednesday to second Thursday of the remaining months of 2023.

Recommended Council Action:**Financial Impact:****Funding Source:****Budgeted Amount:****Cost:****Attachments:**

MINUTES OF THE CREST HILL PLAN COMMISSION

The July 19, 2023 Plan Commission meeting was called to order by Chairman Bill Thomas, at 7:00 p.m. in the Council Chambers of the City Center, 20600 City Center Boulevard, Crest Hill, Will County, Illinois.

The Pledge of Allegiance was recited in unison.

Roll call indicated the following present: Chairman Bill Thomas, Commissioner Ken Carroll, Commissioner Angelo Deserio, Commissioner Jeff Peterson, Commissioner John Stanton.

Also present were: Interim Planner Maura Rigoni, City Attorney Mike Stiff, City Clerk Christine Vershay-Hall, Administration Clerk Samantha Tilley.

Absent were: Commissioner Jan Plettau, Commissioner Cheryl Slabozeski.

APPROVAL OF MINUTES: Chairman Bill Thomas presented the minutes from the regular meeting held on June 21, 2023 for Commission approval.

(#1) Motion by Commissioner Carroll seconded by Commissioner Peterson to approve the minutes from the regular meeting held on June 21, 2023, as presented.

On roll call, the vote was:

AYES: Commissioner Carroll, Peterson, Deserio, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton.

ABSENT: Commissioner Plettau, Slabozeski.

There being four (4) affirmative votes, the MOTION CARRIED.

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-2-4-6-1, a request from A&D Storage seeking approval of a B-3 Special Use for a self-service storage facility, located at the southwest corner of Renwick Road and Borio Drive. The necessary paperwork was in order.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-4-6-1.

(#2) Motion by Commissioner Deserio seconded by Commissioner Peterson, to open a public hearing on case number SU-23-4-6-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was opened at 7:03 p.m.

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of case number SU-23-4-6-1. Planner Rigoni commented that this is a special use request for self-storage for the property located at the southwest corner of Renwick Road and Borio Drive. The applicant is A&D Storage. The property is 3.939 acres and is currently vacant. It has ComEd right-of-way on the west side of the property with a retention pond on the south and east sides and the north side is unincorporated. There are a total of eight (8) buildings that run north and south with no overhead doors facing Renwick Road or Borio Drive. There are twenty-four foot aisles that circulate all the buildings, and the drives are proposed to be concrete. There is also a secured entrance that is off Borio Drive and no other access is provided to the site. Planner Rigoni commented that the applicant has indicated that there is an estimation of 5-9 cars expected daily until the facility is at capacity. Then it would be estimated at 2-5 cars daily once capacity is reached. She also noted that it does meet the setbacks and the bulk requirements. The applicant is proposing three (3) parking stalls at the entrance, but most parking will be in front of the units.

Planner Rigoni stated that the applicant is proposing a six-foot wrought iron fence along the west, north, and east property lines and the south side will have an eight-foot vinyl fence. There is landscaping that is proposed on the northeast and south side of the property. Planner Rigoni commented that the ordinance requires a four-foot fence around the front and corner sides but due to the nature of the proposed special use, for security reasons, they have increased from the four-foot fence to a six-foot fence.

It was commented that the proposed landscape plan has been reviewed but does not meet the required number of plant material and additional landscaping will be required to satisfy the requirements. The applicant proposes the following landscape plan:

- Eight-foot evergreens but six-foot is required by ordinance.
- Screening with landscaping and or fencing when adjacent to residential and this requirement is being met with installation of landscaping and fencing along the south property line.
- Detention ponds separate the proposed facility from the residential properties.

Planner Rigoni commented that there are a total of eight buildings proposed and the ordinance states strict interpretation of the building materials. It was noted that there are some facades that face public right of way that have masonry. The applicant is proposing a 3.6' stone kneel wall running the length of the building.

Planner Rigoni commented that a photometric plan has not been provided or any signage plan and recommends the Plan Commission condition a recommendation. She commented that the Fire Department has reviewed the plans and provided the applicant with comments. The applicant is proposing security cameras for safety and monitoring, and we should recommend as a condition that the Police Department is onboard and has access.

Chairman Thomas asked if the representatives from A&D Storage would approach the podium and be sworn in.

Steve Gulden, a consultant for A& D Storage, gave a brief background on the property and the zoning. He commented that with the B-3 zoning you can have several different uses and not very much retail is popping up in this area, mostly just fast food, and restaurants. He stated that this proposed use is a very limited amount of traffic and since Borio is the only access point this particular use will have less cars than a restaurant.

He commented that the applicant is willing to put an eight-foot fence with landscaping in front of the fence and the fence would be wrought iron. The applicant is also willing to brick the entire building on the side of Borio Drive and keep the brick on the north and delete the brick on the south since you will not see it.

Commissioner Stanton commented that it is a very large area and wanted to make sure it does not exceed the lot coverage allowed. Planner Rigoni commented that they did ask the engineer and they did confirm it was 85% and they will not be able to exceed it and that is why we conditioned it upon final engineering.

Steve Gulden commented that the detention pond is sized and designed to accommodate impervious surfaces on all the out lots, so there will be no effect on the detention since it was designed to manage that stormwater from the out lots.

Commissioner Stanton asked if we are supposed to have 80% masonry? Planner Rigoni stated that the way the ordinance is written gives you some deviation and when it comes to these types of buildings where anyone is facing a private or public street should have a minimum of 10% masonry. She commented that this would make one building have 80% masonry and the other building have 10% masonry. Steve Gulden commented that the main site would be on Borio and Renwick and the other parts would be screened by the fence and pond, when residents look in, they do not see the storage facilities but as you drive in you see a 100 % brick façade off Borio Drive.

Commissioner Stanton asked if there will be any offices and how will the facility be managed? Rudy Dixon, owner of A&D Storage, came to the podium and was sworn in. Rudy commented that there are no offices. He further explained that an applicant picks a unit out online and rents it online, once rented they receive a keycode to enter the gate and can go to the unit and put their own lock on the unit. Rudy stated that every person gets their own keycode, which lets them know who is coming and going from the facility. Commissioner Stanton asked what if the keycode breaks? Rudy commented that they would maintenance it right away. Commissioner Stanton asked if the Police Department will have access to the facility. Rudy commented that they will have their very own keycode, as well as the Fire Department.

Chairman Thomas asked Planner Rigoni to clarify the fence height. Planner Rigoni commented that the ordinance states that a side yard and corner yard would have to be a maximum of four-foot in a decorative nature. Since the purpose of this fence is for security

reasons, the applicant has asked for a maximum height of six-foot, which is along the west, north, and east side. She commented that the fence on the southside, since it is not adjacent to the public right-of-way can be the height of eight-foot which the applicant wants for additional security reasons. Planner Rigoni commented that the fence on the southside adjacent to the residences will be a vinyl fence.

Chairman Thomas asked if anyone in the audience had a question or comment.

Christina Pershey, a resident at 20457 Balsum Lane, was sworn in. She asked if there would be a time-out on the gate code. Rudy commented that the keycode access would be timed out at 9:00p.m. and then reopen at 8:00a.m. Planner Rigoni clarified that the facility would not be accessible between the hours of 9:00p.m. and 8:00a.m. Rudy asked if we could have it not be accessible between the hours of 9:00p.m. and 7:00a.m. It was agreed that they will be open from 7:00a.m. until 9:00p.m. Planner Rigoni asked if we could make that a condition if the Plan Commission deems appropriate.

Christina Pershey also asked if there was an updated rendering that included the blind spot, the turn from Borio Drive to Renwick Road? It was stated that the landscaping will be away from the right-of-way behind the poles. Further explanation of the plans was had at the podium with the resident.

Attorney Stiff stated for the record that Ms. Rigoni had addressed Christina's concerns, and everything was looked at on the exhibit at the podium which might not have been completely transcribed for the record.

Chairman Thomas asked for a motion to close the public hearing on case number SU-23-4-6-1.

(#3) Motion by Commissioner Peterson seconded by Commissioner Carroll, to close the public hearing on case number SU-23-4-6-1.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:30 p.m.

Chairman Thomas commented that this property is zoned B-3 and when you think about Crest Hill it is not like Joliet, Romeoville, Plainfield, or even Bolingbrook and if they want to increase their revenue, they can annex some land and bring in some commercial property, but Crest Hill is bounded by four sides. He commented that what you must do is look at vacant areas in the city and as a Plan Commission we must consider whether the development of any specific vacant area is acceptable particularly to the surrounding areas, if industrial or residential. Chairman Thomas explained the types of businesses that can go

into a lot that is zoned B-3 without the Plan Commission or the City Council's permission. He stated all those types of businesses will generate quite a bit of undesirable traffic next to a residential area. He commended A&D Storage for the plans they have come up with and in his opinion, this looks like the most beautiful storage facility he has ever seen.

Chairman Thomas stated before he asks for a motion, he would like to read the conditions and make sure the commissioners and the petitioners are all in agreement with these conditions, which are as follows:

1. The fencing along Renwick Road and Borio Drive will be six-foot in height on the east, north, and west sides for security purposes and eight-foot in height on the south side and must be in compliance with section 8.2-14 of the zoning ordinance.
2. Recommendation is conditional on the approval of a final landscaping plan, which will include additional landscaping along the west property line to further screen the overhead doors from the west, on the north to further screen the buildings and the use of full masonry on the east side to further screen those buildings.
3. Recommendation is conditional on approval of the final site plan, final photometric, final signage plan, and final engineering review and approval.
4. Recommendation is conditional on the City of Crest Hill Police Department's review and approval of the security plan.
5. The hours of business will be from 7:00a.m. to 9:00p.m. and the access keycode will be timed out from 9:00p.m. to 7:00a.m. to prevent entry.
6. Increase in the fence height and deviation from the required building materials is considered under the approval of the special use.

Chairman Thomas asked for a motion to recommend approval of the request for case number SU-23-4-6-1, for a request from A&D Storage for a B-3 Special Use Storage Facility located at the southwest corner of Renwick Road and Borio Drive with the six (6) conditions.

(#4) Motion by Commissioner Peterson seconded by Commissioner Stanton, to recommend approval of the request of case number SU-23-4-6-1, for a request from A&D Storage for a B-3 Special Use Storage Facility located at the southwest corner of Renwick Road and Borio Drive with the six (6) conditions.

On roll call, the vote was:

AYES: Commissioner Peterson, Stanton, Carroll, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

Chairman Thomas informed the petitioner that the Plan Commission is a recommendation body only. The City Council will hear the case at a future meeting. Planner Rigoni commented that this will go to a work session on July 31, 2023 and then go before the Council for an ordinance on August 7, 2023.

Chairman Thomas asked for a motion to open the public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission. The paperwork was in order.

(#5) Motion by Commissioner Peterson seconded by Commissioner Carroll, to open a public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was opened at 7:39p.m.

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of the case. Interim Planner Maura Rigoni commented that this is a request for a text amendment for section 12.3-2 meetings in the Crest Hill Zoning Ordinance. The City of Crest Hill initiated this application. The consideration is to modify this certain section that reads in the first sentence:

12.3-2 Meetings

Regular meetings of the Plan Commission shall be held on the second Wednesday of each month at Crest Hill City Hall, unless otherwise specified by the presiding officer.

The modification is to remove the specific date and time and the first sentence would be replaced with:

12.3-2 Meetings

All meetings of the Plan Commission shall be held at the call of the Chairperson, and at such times as the Plan Commission may determine.

Planner Rigoni commented that this language is similar to what other communities will use since there is an ever-changing schedule and it does not bind you to one individual date. The ordinance does require that we adopt an annual meeting calendar, which will outline the proposed dates and times of the Plan Commission meetings for the year. She commented that it was discussed that the Plan Commission would no longer meet on the 2nd Wednesday of the month, but rather the 2nd Thursday of the month. She also commented that it is not specified in the ordinance but does establish a consistent schedule. Planner Rigoni commented that the text amendment would allow, if we ever had to change the schedule again, that we would not have to go through a public hearing.

An updated meeting scheduled for the remainder of the year 2023 has been attached to the staff report.

Chairman Thomas asked for any questions or comments. There were none.

Chairman Thomas asked for a motion to close the public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

(#6) Motion by Commissioner Carroll seconded by Commissioner Deserio, to close a public hearing for a text amendment to the Crest Hill Zoning Ordinance to modify section 12.3-2 regarding meeting time and date of the Plan Commission.

On roll call, the vote was:

AYES: Commissioner Carroll, Deserio, Peterson, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:43p.m.

Chairman Thomas asked for a motion to recommend to the City Council the approval of the request for a Zoning Code Text amendment of section 12.3-2 Meetings.

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to recommend to the City Council the approval of the request for a Zoning Code Text amendment of section 12.3-2 Meetings.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

OTHER BUSINESS: Chairman Thomas commented that in order to change the meeting time and date the Plan Commission is proposing to adopt the amended meeting calendar that changes the current meeting structure from the second Wednesday of the month to the second Thursday of the month contingent on approval of the Text amendment by the City Council.

Chairman Thomas asked for a motion to adopt the amended meeting calendar.

(#8) Motion by Commissioner Peterson seconded by Commissioner Stanton, to recommend to the City Council the adoption of the amended meeting calendar that changes the current meetings from the second Wednesday to the second Thursday of the month contingent on the Text amendment approval.

On roll call, the vote was:

AYES: Commissioner Peterson, Stanton, Carroll, Deserio, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

PUBLIC COMMENTS: There were no public comments.

There being no further business before the Commission a motion for adjournment was in order.

(#5) Motion by Commissioner Deserio, seconded by Commissioner Peterson, to adjourn the June 21, 2023 Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Stanton, Carroll, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 7:47p.m.

As approved this _____ day of _____, 2023

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN

CITY OF CREST HILL
WILL COUNTY, ILLINOIS
2023 SCHEDULE OF MEETINGS

PLAN COMMISSION MEETINGS

AUGUST 10, 2023
SEPTEMBER 14, 2023
OCTOBER 12, 2023
NOVEMBER 9, 2023
DECEMBER 14, 2023

-All meetings will be held in the Council Chambers of the City Building, 20600 City Center Boulevard, Crest Hill, Illinois 60403

-All Plan Commission meetings will convene at the hour of 7:00 p.m.

Further notice is hereby given that said meetings are open to the public and that all persons interested may attend.

Christine Vershay-Hall
City Clerk
City of Crest Hill



CREST HILL PLAN COMMISSION

CHAIRMAN Bill Thomas

VICE-CHAIRMAN Ken Carroll

SECRETARY Angelo DeSerio

RECOMMENDATIONS

(#7) Motion by Commissioner Peterson seconded by Commissioner Carroll, to recommend to the City Council the approval of the request for a Zoning Code Text amendment of section 12.3-2 Meetings.

On roll call, the vote was:

AYES: Commissioner Peterson, Carroll, Deserio, Stanton, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Plettau, Slabozeski.

There being five (5) affirmative votes, the MOTION CARRIED.