



City Council Work Session

Crest Hill, IL

November 27, 2023

7:00 PM

Council Chambers

20600 City Center Boulevard, Crest Hill, IL 60403

Agenda

1. Fiscal Year 2022~2023 Audit Summary
- [2.](#) Special Use Auto Repair-Caliber Collision (1815 Plainfield Road)
- [3.](#) Water and Sewer Utility Rate Study Presentation
- [4.](#) MIF Permit Fees
5. Places for Eating Tax discussion
6. Discussion Regarding an Ordinance Relating to the Paid Leave For All Workers Act and Accompanying Resolution Amending the City's Employee Handbook as it Relates to Paid Time Off for Employees, Including Part-Time and Seasonal Employees
7. Public Comments
8. Mayor's Updates
9. Committee/Liaison Updates
10. City Administrator Updates

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:	November 27, 2023
Submitter:	Maura Rigoni, AICP, Interim Planner
Department:	Community & Economic Development
Agenda Item:	Special Use Auto Repair-Colliber Collision (1815 Plainfield Road)

Summary: Caliber Collision has filed an application for a special use for the property at 1815 Plainfield Road. The requested special use is for auto repair. Caliber Collision is under contract to purchase the existing auto repair business at 1815 Plainfield Road, commonly known as Wreck's Auto Repair. The applicant will take possession of the business only, not the building.

Auto Repair has been conducted at this property since the 1990s under the ownership of Wreck's Auto Repair, when auto repair was a permitted use in the B3 District. In 2000, auto repair became a special use, making the operation at 1815 Plainfield Road non-conforming. Since the business operation is being sold, the property must seek a special use to continue operation, per Section 5.5 of the Zoning Ordinance.

5.5 SALE OF A NON-CONFORMING USE No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located

The applicant appeared before the PCZBA on November 9, 2023, at which time the request received a favorable recommendation, conditioned upon the following:

- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building;
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0;
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment;
- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property;
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted;
- Hours of operation are Monday thru Friday, 7:30 am to 5:30 pm and a ½ day on Saturday by appointment only.

- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to *vehicle storage only, associated with the operations at 1815 Plainfield Road.*

This is the first special use request that will appear before the City Council since the Council discussed including an agreement to be signed by the applicant, acknowledging approval of the special use request and the associated conditions. This agreement will be included in the Ordinance.

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 (and minutes) associated plans and documents



To: Plan Commission/ZBA

From: Maura A. Rigoni, AICP, Interim Planner

Date: November 9, 2023

Re: Caliber Collision Centers

Project Details

Project	Caliber Collision
Request	SU Auto Repair
Location	1815 Plainfield Road

Site Details

Lot Size:	N/A
Existing Zoning	B3

Land Use Summary

	Land Use	Comp Plan	Zoning
Subject Parcel	Business	Business	B3
North	Business	Business	B2/B3
South	Business	Business	B2
East	Business	Business	B2/B3
West	Forest Preserve	Natural Preserve	N/A

Attachments

Aerials, Supporting Documents prepared by the applicant.

Project Summary

Caliber Collision has applied for a special use for the property at 1815 Plainfield Road. The requested special use is for auto repair. Caliber Collision is under contract to purchase the existing auto repair business at 1815 Plainfield Road, commonly known as Wrech's Auto Repair. The applicant will take possession of the business only, not the building.

Analysis

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

- The property is currently zoned B-3. The property is currently utilized by an auto repair business, Wrech's Auto Repair. The applicant proposes to purchase the **building business** and continue to operate as an auto repair, providing the same services as Wrech's Auto Repair.
- Auto repair is a special use in the B-3 District. Wrech's Auto Repair established operation in the late 1990s, when auto repair was a permitted use. In 2000, the city amended the zoning ordinance requiring a special use for auto repair. Wrech's Auto Repair has operated as an existing non-conforming use.
- Since the business is being sold, Section 5.5 of the Zoning Ordinance takes effect, requiring the new business owner to seek approval of a special use to continue legally operating the auto repair business.

5.5 SALE OF A NON-CONFORMING USE *No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to the use regulations of the district in which it is located.*

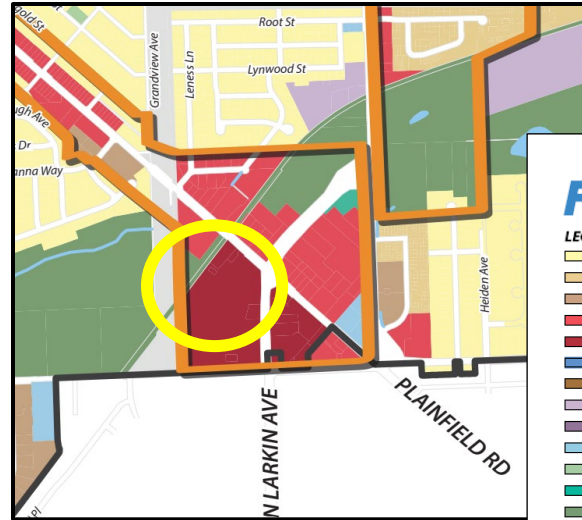
- The applicant has indicated (refer to documents provided) that the operation of the business will remain the same as Wrech's Auto Repair. The only additional operation they are proposing is the administration of their auto glass repair service. This part of the business is a mobile business, and a portion of this facility will be utilized to operate this business.
- The Zoning Ordinance requires auto repair provide parking at a ratio of four spots per bay, plus employees on the largest shift.
 - There are six bays, which would require 24 parking spaces. Currently on-site, there are 21 striped parking stalls along the west property line and in front of the building, and 6 in the rear, with additional parking areas in the rear and side of the building.
- Section 8.2-24 of the Zoning Ordinance outlines additional regulations for auto repair business. The special use request is subject to these regulations, when applicable. ***The Plan Commission is encouraged to place a condition requiring compliance with Section 8.2-24 of the Zoning Ordinance.***
 - An eight (8) foot fence shall be maintained adjacent to all residential properties;
 - No exterior lighting shall be permitted to shadow adjacent residential properties;
 - No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building;.
 - No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0;
 - No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment;
 - No overnight parking of vehicles is permitted outside of the building, unless reviewed and approved in conjunction with the special use, and adequate screening is provided;
 - No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted;
 - No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- It is noted the property is not adjacent to residential properties; however, a fence completely encloses the rear of the building and the east side of the property.
- In 2016 a permit was issued to Wrech's Auto Repair for the installation of a fence on the adjacent property to the south for additional parking. ***The Plan Commission is encouraged to place a condition limiting this area to vehicle storage only, associated with the operations at 1815 Plainfield Road.***

Items for discussion are as follows:

- The existing use and requested special use

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

FUTURE LAND USE MAP-COMP PLAN 2014

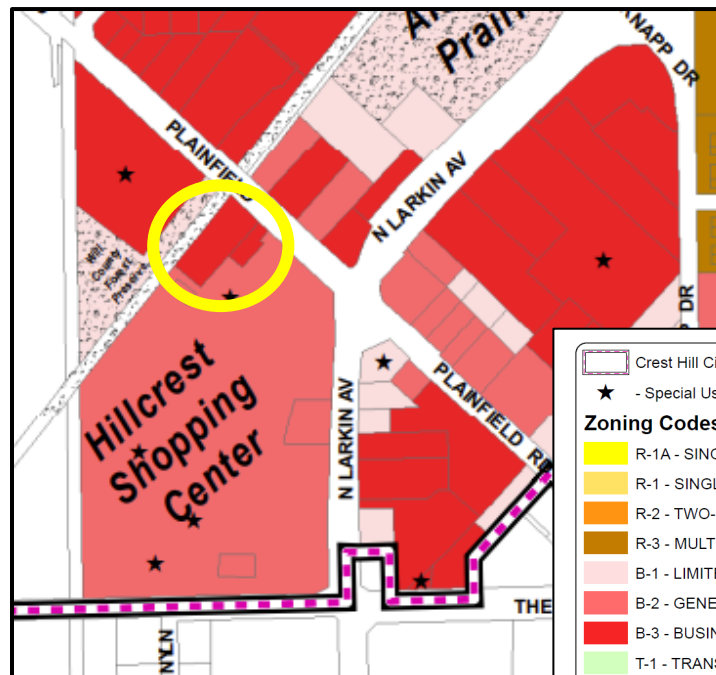


FUTURE LAND USE

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

City of Crest Hill Development Handbook

Appendix C

Application for Development

For Office Use Only: Case Number:

Project Name: Caliber Collision Centers
Owner: KT-Rex LLC **Correspondence To:** Caliber Holdings LLC
Street No: 4265 E Route 112 **Street No:** 2941 Lake Vista Dr
City, State, Zip: Mason, IL 60444 **City, State, Zip:** Lewisville, TX 75067
Phone: 815-374-0092 **Phone:** 469-948-9849
Email or fax: wrecksauto9999@yahoo.com **Email or fax:** licenseandpermits@calibercollision.com

Property Address: 1815 Plainfield Rd **Property Information:**
Street No: 1815 Plainfield Rd **Lot Width:** _____
City, State, Zip: Crest Hill, IL 60403 **Lot Depth:** _____
PIN: 11-04-31-404-009-0000 **Total Area:** 13,184 SF

* Attach a copy of the legal description of the property and applicable fees.

* Submit electronic version of the legal description to:

mdeharo@cityofcresthill.com and lthrasher@cityofcresthill.com.

Existing Zoning: ☒ Existing Land Use: B3
Requested Zoning: ☐ Proposed Land Use: _____

Adjoining Properties Zoning and Uses:

North of Property: B3- retail
South of Property: B2- retail
East of Property: B3- restaurant
West of Property: Forest Preserve- Will County Forest Preserve

Purpose Statement (intended use and approval sought): _____
 SEE ATTACHED- Caliber Collision letterhead document

City of Crest Hill Development Handbook

Appendix C

Development Request: Please check all that apply and describe:

☐ Rezoning: _____

☒ Special Use: SECTION 5.5- SALE OF NON-CONFORMING USE- No non-conforming use or structure shall be sold, transferred or conveyed unless the same is made to conform to use regulations of the district in which it is located

☐ Variance: _____

☐ Planned Unit Development: _____

☐ Annexation: _____

☐ Plat: _____

☐ Other: _____

Contact Information – if not yet known, please indicate as TBD. Check those parties in which copies of all correspondences should be forwarded:

☐ Civil Engineer _____ Phone Number _____

Company _____ Email Address _____

☐ Contractor _____ Phone Number _____

Company _____ Email Address _____

☐ Architect _____ Phone Number _____

Company _____ Email Address _____

☐ Builder _____ Phone Number _____

Company _____ Email Address _____

I agree to be present (in person or by counsel) when the Plan Commission and City Council hear this development request.

Karen Vaicher
Signature of the Applicant

9/27/23
Date

If you (the applicant) are not the owner of record, please provide the owner's signature.

[Signature]
Signature of the Owner

9-27-23
Date



Will County CCAO
Dale D. Butalla, CIAO-M
302 N. Chicago Street
2nd Floor
Joliet, Illinois 60432
Phone: 1-815-740-4648

PIN 11-04-31-404-009-0000

Parcel Information

<< Prev Parcel

Next Parcel >>

LOCKPORT TOWNSHIP

Owner Name: JOHNSON KURT A TRICIA L

Street Address:

1815 PLAINFIELD RD
CREST HILL IL 60403

[View Additional Addresses](#)



[View on Bing Maps](#)

Subdivision:

Property Class: 0060 Commercial

Homesite Acres: 0.00

Farm Acres: 0.00

Open Space Acres: 0.00

Total Acres: 1.20



<< Prev Picture

1 of 4

Next Picture >>

[GIS Map & Address Information](#)

[Will County Treasurer's Tax Information](#)

[View Local Taxing Bodies](#)

Assessment Information

Year	Assess Level	Land Unimproved/Farm	Land Improved	Building Other/Farm	Building	Total	Market Value	Instant Date	Instant Amount
2023	SA/E	0	62,472	0	48,902	111,374	334,155		0
2023	TWP	0	62,472	0	48,902	111,374	334,155		0
2022	BOR	0	62,472	0	48,902	111,374	334,155		0
2021	BOR	0	62,472	0	48,902	111,374	334,155		0

Sale Information

Sale Date	Sale Amount	Document Number
07/01/2002	250,000	2007062254

Building Information

** Building information is submitted periodically from the LOCKPORT TOWNSHIP Assessor; therefore, the building information listed may not be accurate or the most current. **

Style: WRECKS AUTO REBUILDERS
Year Built: 1958
Total Sq. Ft: 13,184
Basement:
Garage:

Bathrooms:
Central Air:
Fireplace:
Porch:
Attic:

** For the most comprehensive building characteristics and relevant information, please contact the LOCKPORT TOWNSHIP Assessor. **

Legal Description

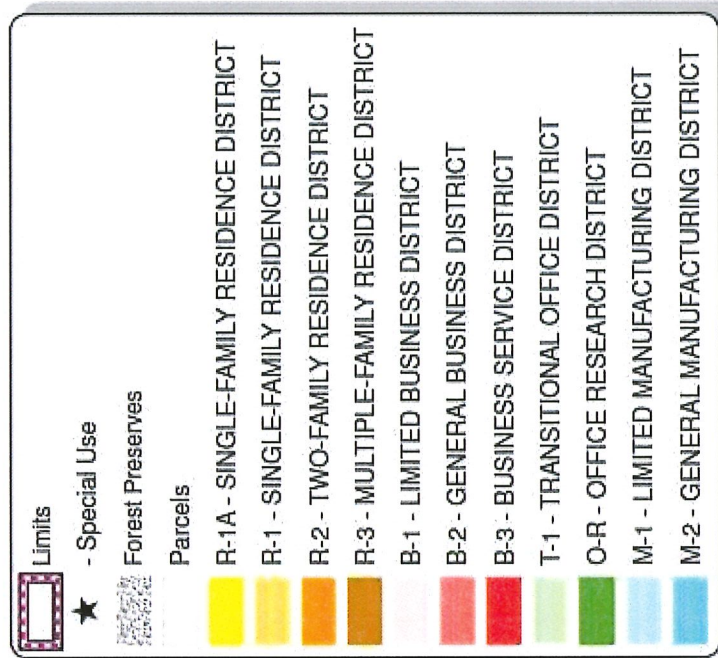
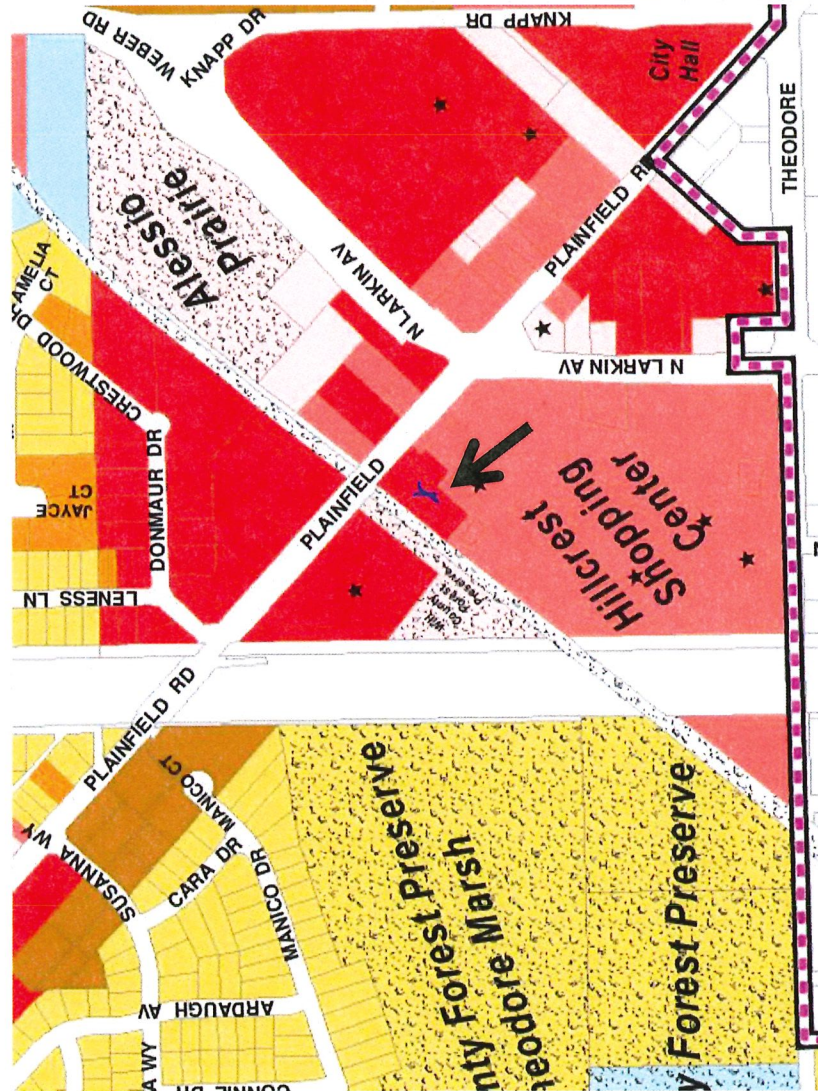
11.4 ACRES ADJ TO HWY RT 30 & ADJ TO E J & E RR ON E SIDE SE1/4 SEC 31 T36N-R10E, (EX PRT TAKEN FOR RD PURPOSES PER R74-002855).

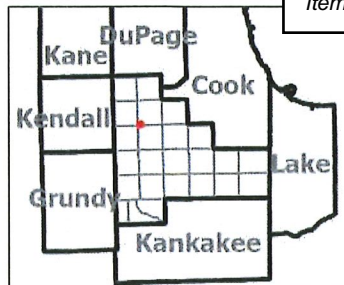
City of Crest Hill

Zoning Map 2022



cityofcresthill... / 2022 Zoning Map





Roadways

-  Federal
-  State
-  County
- Local and Private



Parcels

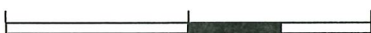
Notes

Date: 8/1/2023

1: 1,128



0 0.02 0.04 Miles



Projection

WGS_1984_Web_Mercator_Auxiliary_Sphere

Disclaimer of Warranties and Accuracy of Data: Although the data developed by Will County for its maps, websites, and Geographic Information System has been produced and processed from sources believed to be reliable, no warranty, expressed or implied, is made regarding accuracy, adequacy, completeness, legality, reliability or usefulness of any information. This disclaimer applies to both isolated and aggregate uses of the information. The County and elected officials provide this information on an "as is" basis. All warranties of any kind, express or implied, including but not limited to the implied warranties of merchantability, fitness for a particular purpose, freedom from contamination by computer viruses or hackers and non-infringement of proprietary rights are disclaimed. Changes may be periodically made to the information herein; these changes may or may not be incorporated in any new version of the publication. If you have obtained information from any of the County web pages from a source other than the County pages, be aware that electronic data can be altered subsequent to original distribution. Data can also quickly become out of date. It is recommended that careful attention be paid to the contents of any data, and that the originator of the data or information be contacted with any questions regarding appropriate use. Please direct any questions or issues via email to gis@willcountyllinois.com.

CALIBER COLLISION®

RESTORING THE RHYTHM OF YOUR LIFE™

September 27, 2023

RE: Caliber Collision – Joliet-Crest Hill #2416
1815 Plainfield Rd
Crest Hill, IL 60403

To whom it may concern:

The following information is in answer to your request regarding the business operation to be conducting at the above address.

1. Operations conducted in the building are as follows:
 - a) Auto body and paint repair
 - b) Use and store hazardous material
 - c) Handle and use compressed gases
 - d) Produce combustible dust
 - e) Operate spray booth
 - f) Conducting welding/cutting
 - g) Use open-flame devices
 - h) Operate a repair garage for automotive collision
2. No alterations to the building are planned at this time.
3. Hours of Operation: Monday – Friday 7:30am to 5:30am.

Sincerely,

Karen Walker
Senior Integration Licensing Coordinator
2941 Lake Vista Drive | Lewisville, TX 75067
C: 214-897-6658
E: IntegrationLicensing@CaliberCollision.com

LEGAL DESCRIPTION

THAT PART OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 36 NORTH, RANGE 10 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT IN THE SOUTHEASTLY RIGHT OF WAY LINE OF THE ELGIN, JOULET AND EASTERN RAILROAD, AT ITS POINT OF INTERSECTION WITH THE CENTER LINE OF U.S. HIGHWAY ROUTE NO. 30 (LINCOLN HIGHWAY) THENCE SOUTHEASTERLY ALONG SAID CENTERLINE OF SAID HIGHWAY 155.45 FEET, THENCE SOUTHWESTERLY ALONG A LINE AT A RIGHT ANGLE TO THE SAID CENTERLINE OF SAID HIGHWAY 362.9 FEET TO A POINT, THENCE NORTHEASTERLY ALONG A LINE 129.12 FEET TO A POINT IN THE SAID SOUTHEASTLY RIGHT OF WAY LINE OF SAID RAILROAD, THAT IS 363.58 FEET SOUTHWESTERLY (MEASURED ALONG THE SAID SOUTHEASTLY RIGHT OF WAY OF SAID RAILROAD) FROM THE POINT OF BEGINNING, THENCE NORTHEASTERLY ALONG SAID SOUTHEASTLY RIGHT OF WAY LINE OF SAID RAILROAD, 363.58 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART CONVEYED TO THE STATE OF ILLINOIS FOR THE BENEFIT OF THE DEPARTMENT OF TRANSPORTATION BY THE INSTRUMENT RECORDED AS DOCUMENT NUMBER R74-2855, IN WILL COUNTY, ILLINOIS.

PLAT OF SURVEY

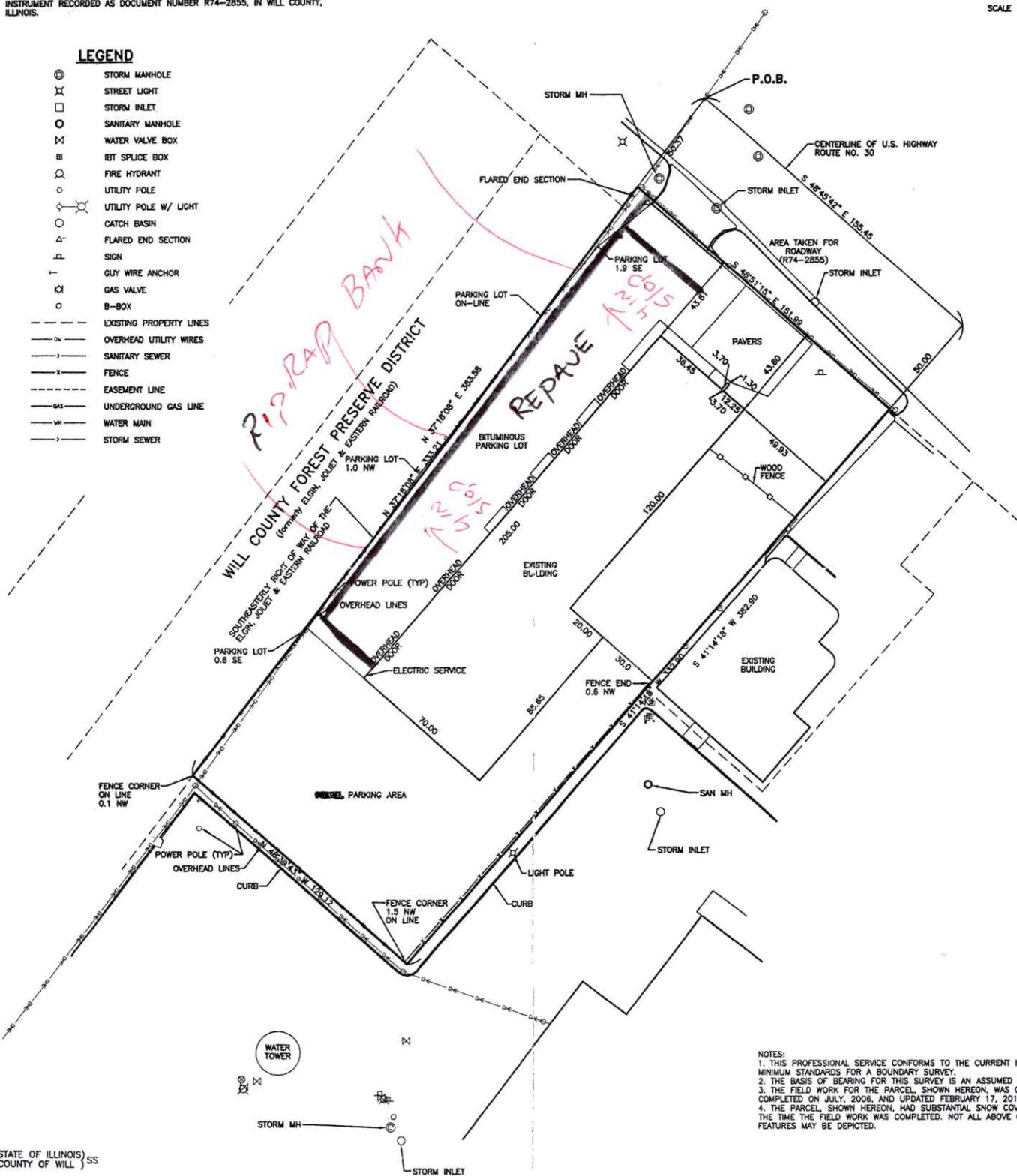
ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF AND ARE CORRECT AT 68° FAHRENHEIT.
 "D" INDICATES IRONS FOUND
 "S" INDICATES 9/16" X 30" IRON ROD SET

Item 2.

SCALE 1" = 30'

LEGEND

- ⊙ STORM MANHOLE
- ⊗ STREET LIGHT
- STORM INLET
- SANITARY MANHOLE
- ⊕ WATER VALVE BOX
- ⊖ 1BT SPICE BOX
- ⊙ FIRE HYDRANT
- UTILITY POLE
- ⊙ UTILITY POLE W/ LIGHT
- CATCH BASIN
- △ FLARED END SECTION
- SIGN
- GUY WIRE ANCHOR
- ⊕ GAS VALVE
- B-BOX
- EXISTING PROPERTY LINES
- OVERHEAD UTILITY WIRES
- SANITARY SEWER
- FENCE
- EASEMENT LINE
- UNDERGROUND GAS LINE
- WATER MAIN
- STORM SEWER



- NOTES:
1. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.
 2. THE BASIS OF BEARING FOR THIS SURVEY IS AN ASSUMED NORTH.
 3. THE FIELD WORK FOR THE PARCEL SHOWN HEREON, WAS ORIGINALLY COMPLETED ON JULY, 2008, AND UPDATED FEBRUARY 17, 2011.
 4. THE PARCEL SHOWN HEREON, HAD SUBSTANTIAL SNOW COVER AT THE TIME THE FIELD WORK WAS COMPLETED. NOT ALL ABOVE GROUND FEATURES MAY BE DEPICTED.

STATE OF ILLINOIS)
 COUNTY OF WILL) SS

I, CHRISTOPHER M. PAPESH, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE SURVEYED, STAKED, AND LOCATED THE IMPROVEMENTS ON AND PLATTED THE LAND DESCRIBED IN THE FOREGOING CAPTION AND SHOWN ON THIS PLAT, AND THAT THIS PLAT IS A CORRECT REPRESENTATION THEREOF, DATED AT CREST HILL, ILLINOIS THIS

28th DAY OF February, 2011, A.D.

Christopher M. Papesh
 ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3369
 LICENSE EXPIRATION DATE 11/30/12
 GEOTECH INCORPORATED ILLINOIS PROFESSIONAL
 DESIGN FIRM NO. 184.000165

GEOTECH INC.
 CONSULTING ENGINEERS - LAND SURVEYORS

1207 CEDARWOOD DRIVE CREST HILL, ILLINOIS 60403

PROJECT: KURT JOHNSON FIELD BOOK #: 13

DRAWN BY: C.M.P. DATE: 08/14/08 SCALE: 1"=30' JOB NO. 17364

MINUTES OF THE CREST HILL PLAN COMMISSION

The November 9, 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 Angelo Deserio, Commissioner John Stanton, Commissioner Jan Plettau, Commissioner Jeff Peterson, Commissioner Cheryl Slabozeski.

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

Absent were: Commissioner Ken Carroll.

APPROVAL OF MINUTES: Chairman Bill Thomas presented the minutes from the regular meeting held on September 14, 2023 for Commission approval.

(#1) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to approve the minutes from the regular meeting held on September 14, 2023, as presented.

On roll call, the vote was:

AYES: Commissioner Peterson, Slabozeski, Plettau, Chairman Thomas.

NAYES: None.

ABSTAIN: Commissioner Stanton, Deserio.

ABSENT: Commissioner Carroll.

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

PUBLIC HEARING: Chairman Bill Thomas presented case number SU-23-6-11-2, a request from Springfield Development Partners located at the Southwest Corner of Borio Drive and Renwick Road, seeking approval of a B3-Special Use for a self-service storage facility and building setback variance.

Chairman Thomas commented that Springfield Development Partners have taken this project from A&D Storage. Springfield Development Partners have asked for additional time to work on their proposal before coming to the Plan Commission but since the public hearing was published, we will need to open this public hearing and table it.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-6-11-2

(#2) Motion by Commissioner Plettau seconded by Commissioner Peterson, to open a public hearing on case number SU-23-6-11-2.

On roll call, the vote was:

AYES: Commissioner Plettau, Peterson, Stanton, Slabozeski, Deserio, Chairman Thomas.
 NAYES: None.
 ABSENT: Commissioner Carroll.
 There being six (6) affirmative votes, the MOTION CARRIED.

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

Chairman Thomas asked for a motion to recess the public hearing to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

(#3) Motion by Commissioner Deserio seconded by Commissioner Plettau, to recess the public hearing on case number SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.
 NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) affirmative votes, the MOTION CARRIED.

Attorney Mike Stiff asked if anyone in the audience, for the record, would like to make a public comment on SU-23-6-11-2. There were no public comments.

Chairman Thomas asked for a motion to table public hearing SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

(#4) Motion by Commissioner Plettau seconded by Commissioner Stanton, to table public hearing SU-23-6-11-2 to December 14, 2023 at 7:00 p.m. in the Council Chambers located at 20600 City Center Boulevard.

On roll call, the vote was:

AYES: Commissioner Plettau, Stanton, Slabozeski, Deserio, Peterson, Chairman Thomas.
 NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:05 p.m.

Chairman Thomas presented case number SU-23-5-11-1, a request from Caliber Collision Centers located at 1815 Plainfield Road, seeking approval of a B3-Special Use for auto repair. The paperwork was in order.

Chairman Thomas asked for a motion to open the public hearing on case number SU-23-5-11-1.

(#5) Motion by Commissioner Deserio seconded by Commissioner Peterson, to open a public hearing on case number SU-23-5-11-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Peterson, Plettau, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) affirmative votes, the MOTION CARRIED.

Chairman Thomas asked our Interim Planner Maura Rigoni to present the specifics of the case. Interim Planner Maura Rigoni commented that this is a Special Use request for the property at 1815 Plainfield Road. This property is commonly known as Wreck's Auto Repair. Caliber Collision is purchasing the business only and not the building. The current owner of the business will retain the building. It is noted that the property is zoned B3, and auto repair has been utilized at this property for several years. Interim Planner Rigoni noted that in 2000 we had changed the zoning ordinance to require a special use for auto repair. The current business has been there since the late 1990's and therefore did not need a special use at that time. Since the business is being sold, Section 5.5 of the Zoning Ordinance takes effect, requiring the new business owner to seek approval of a special use to continue legally operating the auto repair business. She commented that since this business did not have a special use on the property and because it is being sold, it must come before the Plan Commission to request the special use to bring to conformity.

Interim Planner Rigoni commented that Caliber Collision Centers will be adding a mobile auto glass repair business, also. There will be no glass repair done at the site unless it is in conjunction with the auto repair, but the mobile business will consist of dispatching to other locations for glass repair.

Interim Planner Rigoni commented that there is striped parking on the side and the rear of the business. She also noted there are specific regulations outlined in the zoning ordinance for auto repair. It was further noted that some regulations did not apply to this property since it was not adjacent to the residential property. Interim Planner Rigoni also noted that one of the regulations in the ordinance prohibits storage of vehicles outside the building unless considered under the special use. Interim Planner Rigoni explained that under the current operation, vehicles have been stored outside the building, and the new applicant would like to continue to store vehicles outside the building, within the fenced area. Interim Planner Rigoni summarized the regulations, which are:

- An eight (8) foot fence shall be maintained adjacent to all residential properties, *which property is not surrounded by residential properties.*
- No exterior lighting shall be permitted to shadow adjacent residential properties, *which property is not surrounded by residential properties.*
- No exterior repair of motor vehicles shall be permitted; all repairs must take place inside the building.
- No vehicles sales or rental shall be permitted on the property, unless a special use has been approved, in accordance with Section 12.0.
- No outdoor storage shall be permitted on the property, including, but not limited to, the following items: automotive parts, tires, automotive equipment.

- Overnight parking of vehicles is permitted outside of the building, within the fenced area on the property.
- No overnight parking of any semitrailers or other storage and/or hauling or moving requirement shall be permitted.
- No vehicles shall be allowed on the property with a weight of over eighteen thousand (18,000) pounds.
- The area on the adjacent property to the south is limited to vehicle storage only, associated with the operations at 1815 Plainfield Road.

Interim Planner Rigoni commented that there is a small portion (50x100) that is an extra parking area adjacent to the property and in 2016 a permit was issued to Wreck's Auto Repair to utilize a portion of the property to the south for additional overflow. It is encouraged that the commission places a condition limiting this area to vehicle storage only.

Chairman Thomas asked for the seller of the business and a representative from Caliber Collision Center to approach the podium for any questions that may be asked.

Dorothy Des Brisay the representative from Caliber Collision Centers and Kurt Johnson the property owner approached the podium and were sworn in.

Dorothy Des Brisay commented that Caliber Collision Centers have been around since 1997 and are in forty-one states and have a total of 1,724 locations. She commented that Wreck's Auto Repair fits the criteria that they want.

Chairman Thomas asked the Commissioners if they have any questions or comments.

Commissioner Peterson asked when they say auto repair do they mean body repair. Dorothy commented that it would be auto body repair and paint. Commissioner Peterson asked if any mufflers or brakes would be worked on. Dorothy stated that the company outsources that kind of work.

Commissioner Stanton asked if there is a fence around the premises or just one side. Kurt commented that the entire back and the one side is fenced in. Commissioner Stanton commented that there is no fence facing the street and it was commented that it was only of the left side if you are looking at the building.

Interim Planner Rigoni commented that there is a fence that runs from the front of the building to the east property line.

Kurt approached the dais and showed the fence line to Commissioner Stanton on a map.

Commissioner Slabozeski asked how many days per week they will be open and what the hours of operations would be. Dorothy stated the hours of operation are 7:30 a.m. to 5:30 p.m. Monday through Friday and then half day on Saturday to deliver vehicles to customers who could not come Monday through Friday.

Chairman Thomas asked if they agree to the conditions that were discussed. Dorothy stated that they do agree with the conditions, and they are standard conditions for auto body and Caliber Collision is very respectful.

Chairman Thomas commented that he drove by the property and was impressed how clean the property looks.

Chairman Thomas asked if anyone in the audience had a question or comment. There were no questions or comments.

(#6) Motion by Commissioner Deserio seconded by Commissioner Plettau, to close the public hearing on case number SU-23-5-11-1.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) affirmative votes, the MOTION CARRIED.

The public hearing was closed at 7:20 p.m.

Chairman Thomas asked for a motion to recommend approval of the request for case number SU-23-5-11-1, for a request from Caliber Collision Centers located at 1815 Plainfield Road, for a B3-Special Use for auto repair with the seven (7) conditions previously mentioned.

(#7) Motion by Commissioner Peterson seconded by Commissioner Slabozeski, to recommend approval of the request for case number SU-23-5-11-1, for a request from Caliber Collision Centers located at 1815 Plainfield Road, for a B3-Special Use for auto repair with the seven (7) conditions previously mentioned.

On roll call, the vote was:

AYES: Commissioner Peterson, Slabozeski, Stanton, Deserio, Plettau, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) 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 November 27, 2023.

PUBLIC COMMENTS: There were no public comments.

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

(#8) Motion by Commissioner Deserio, seconded by Commissioner Plettau, to adjourn the November 9, 2023 Plan Commission meeting.

On roll call, the vote was:

AYES: Commissioner Deserio, Plettau, Peterson, Stanton, Slabozeski, Chairman Thomas.

NAYES: None.

ABSENT: Commissioner Carroll.

There being six (6) affirmative votes, the MOTION CARRIED.

The meeting was adjourned at 7:23p.m.

As approved this _____ day of _____, 2023

As presented _____

As amended _____

BILL THOMAS, COMMISSION CHAIRMAN



Agenda Memo

Crest Hill, IL

Meeting Date:	November 27, 2023
Submitter:	Ronald J Wiedeman
Department:	Engineering
Agenda Item:	Water and Sewer Utility Rate Study Presentation

Summary: Dave Naumann of Burns & McDonnell will present a water and sewer financial plan and user rate update that will allow the city to meet the latest estimated costs of the new Grand Prairie Water Commission along with the yearly operational and long-term capital and sewer capital program costs.

His presentation will explain how the new rates were determined, reasons why the changes are needed along with how these rates will affect the average residential water and sewer bill.

Once Dave has completed the presentation, we will take any questions the mayor and council have on this subject.

Staff recommends moving forward with a five-year rate plan at the rates presented to allow the city to be in a position to:

1. Fund all the required water and capital projects.
2. Fund all costs associated with the new water supply line.
3. Provide a minimum of 90 days of Operation and Maintenance expense in reserve.

Recommended Council Action: To approve a five-year rate plan for both water and sewer rates based on the increases presented starting May 1, 2024.

Financial Impact:

Funding Source: n/a

Budgeted Amount: n/a

Cost Approved to Date: n/a

Attachments:

Water Sewer Rate Study Presentation-Final.pdf



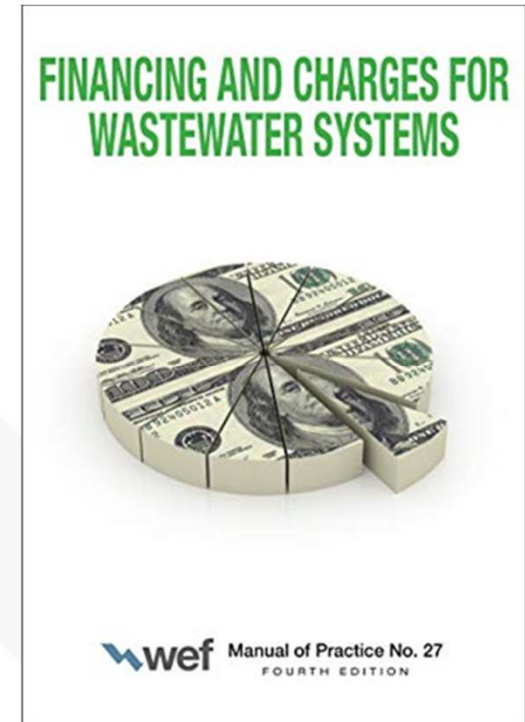
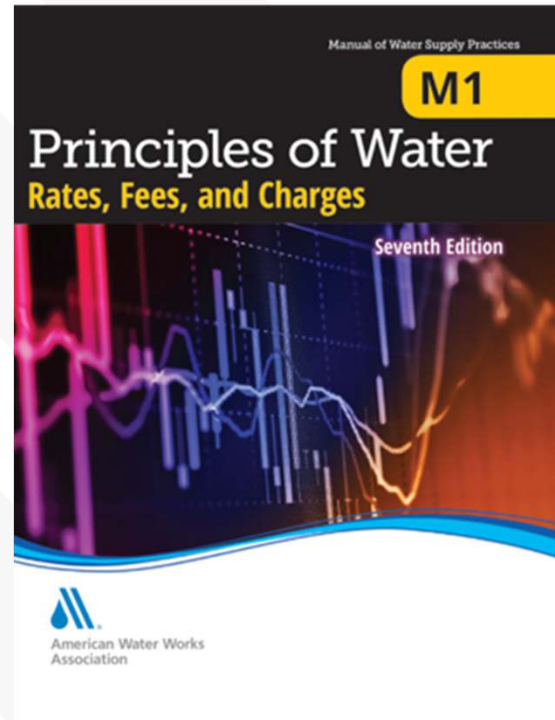
Water & Sewer Financial Plan and Rate Update

City of Crest Hill, Illinois

November 27, 2023

Agenda

- ▶ Background Information
- ▶ Study Approach & Analysis
- ▶ Rates & Bill Impact
- ▶ Questions / Answers



Background Information

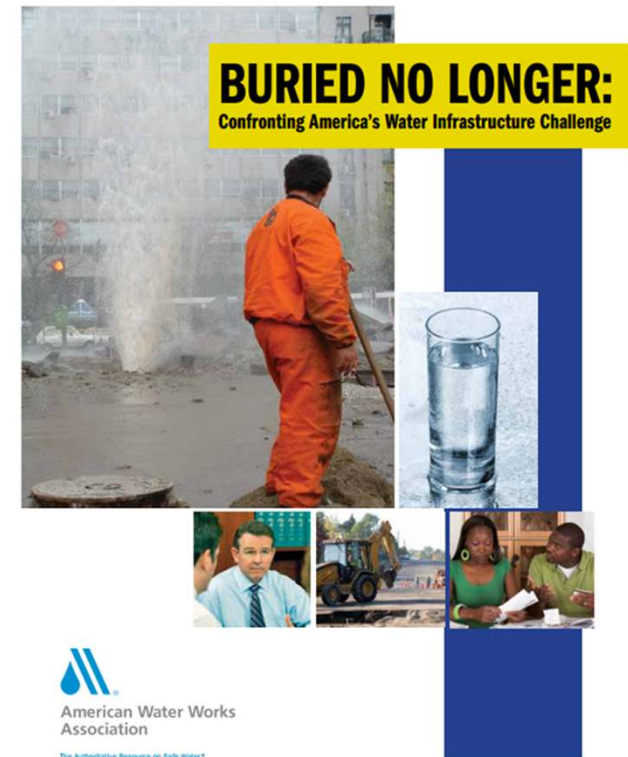
Nationally, Water & Sewer Utility Rate Increases are Outpacing Inflation

Survey or Publication	Period	Historical Increase per Year
Water and Sewer Index, BLS	2000 - 2022	4.7%
AWWA Rate Survey - Water	1996-2018	5.1%
AWWA Rate Survey - Sewer	1996-2018	5.6%
NACWA Cost of Clean Water	1985 - 2022	4.7%
CPI-U - General Inflation	2000 - 2022	2.4%

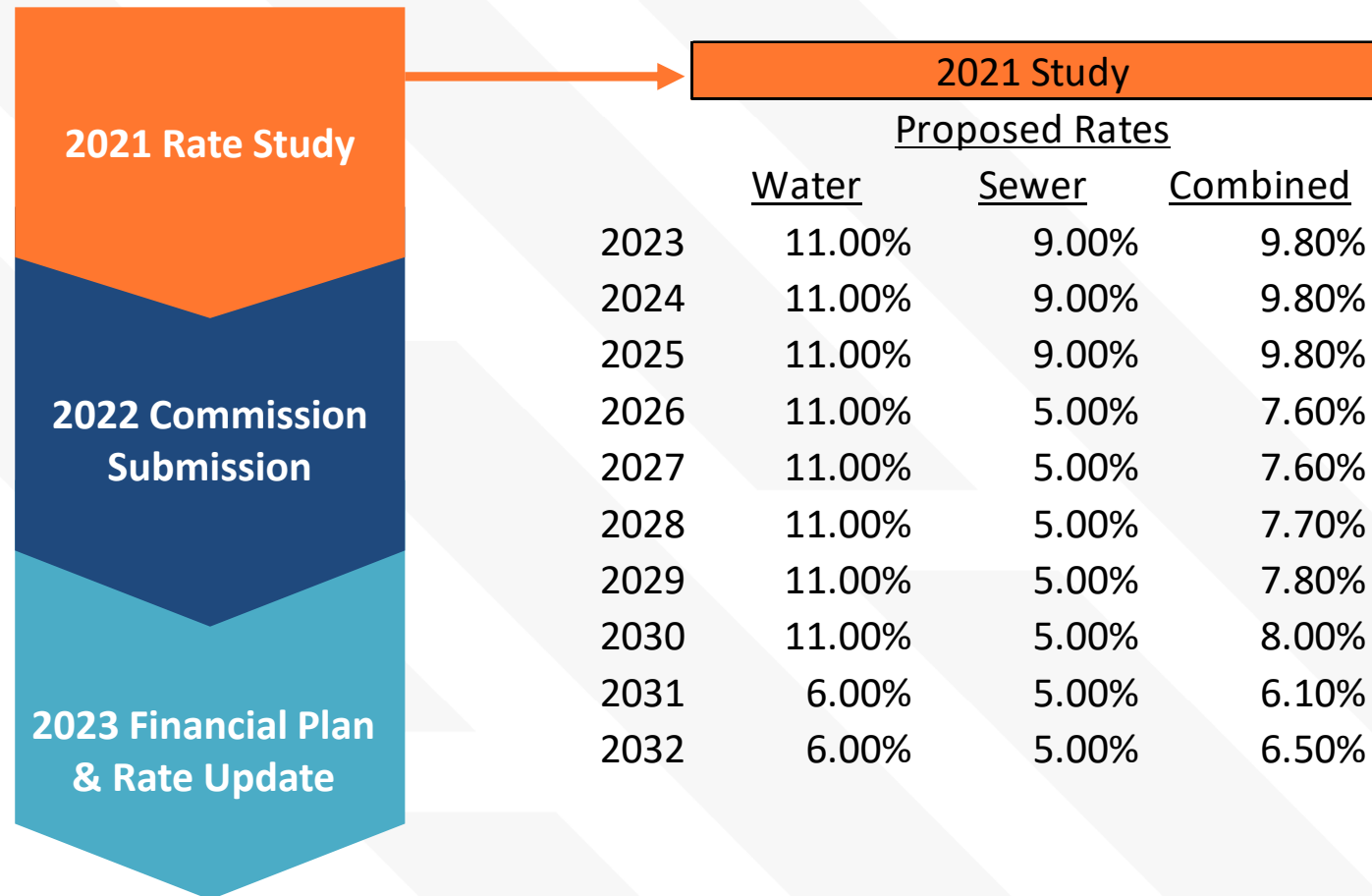
- ▶ Despite these national average increases, funding remains a challenge

Historically Common Factors Contributing to Utility Rates Increases

- ▶ General trend in lower use per account can pressure variable revenue streams
- ▶ Inflation on operating and capital/construction costs
- ▶ More stringent water quality regulations
- ▶ Aging infrastructure requires renewal and replacement

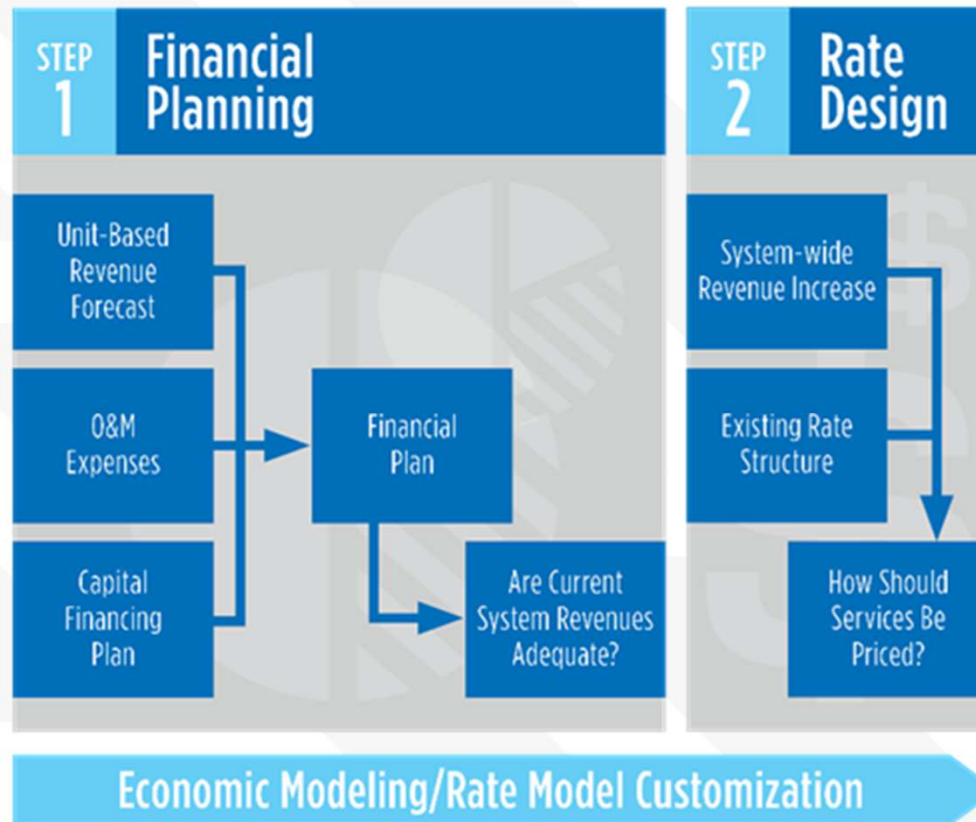


Crest Hill Rate Studies Involving Alternative Water Supply



Study Approach & Analysis

2023 Financial Plan & Rate Study Process



Financial Planning Guiding Principles

- ▶ Evaluate water and sewer as self-sufficient utilities
- ▶ Levelized rate increases
- ▶ Sustain a minimum of 90 days of operation and maintenance expense in reserve
- ▶ Prudent use of debt to fund capital plans
- ▶ Target debt service coverage of 1.50x or higher over time as a combined utility (Minimum of 1.25x)



Proposed Rate Adjustments & Key Changes

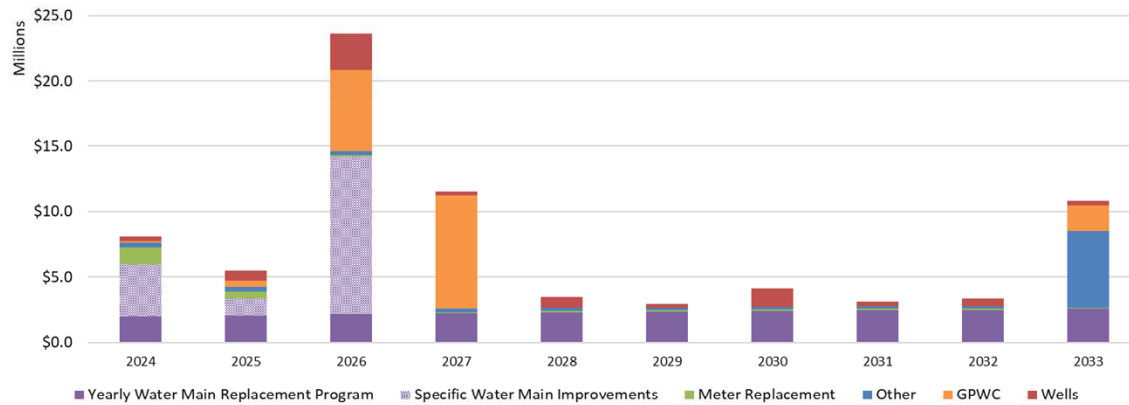
2023 Study			
	<u>Water</u>	<u>Sewer</u>	<u>Combined</u>

Proposed	2025	23.00%	10.00%	15.50%
	2026	23.00%	10.00%	15.90%
	2027	23.00%	10.00%	16.30%
	2028	23.00%	5.00%	14.20%
	2029	21.00%	5.00%	13.80%
Estimated	2030	12.00%	5.00%	9.10%
	2031	7.00%	5.00%	6.20%
	2032	6.00%	5.00%	5.60%
	2033	6.00%	5.00%	5.60%

- ▶ More cautious revenue forecasting
- ▶ Increased operating costs:
 - Inflation on Crest Hill O&M
 - GPWC costs have increased
- ▶ Increased capital improvements

Water Capital Program and Funding Strategy

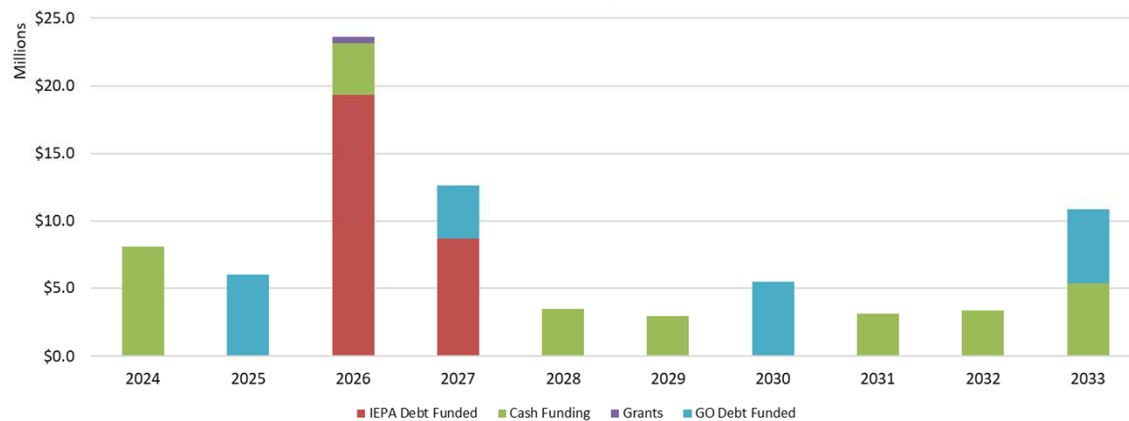
Capital Costs by Major Category



Key projects and programs

- WM/Valve/Hydrant programs \$23.2M
- Specific WM projects \$17.3M
- GPWC improvements \$17.5M
- Wells \$7.9M
- Meters \$2.6M
- All Other \$8.1M

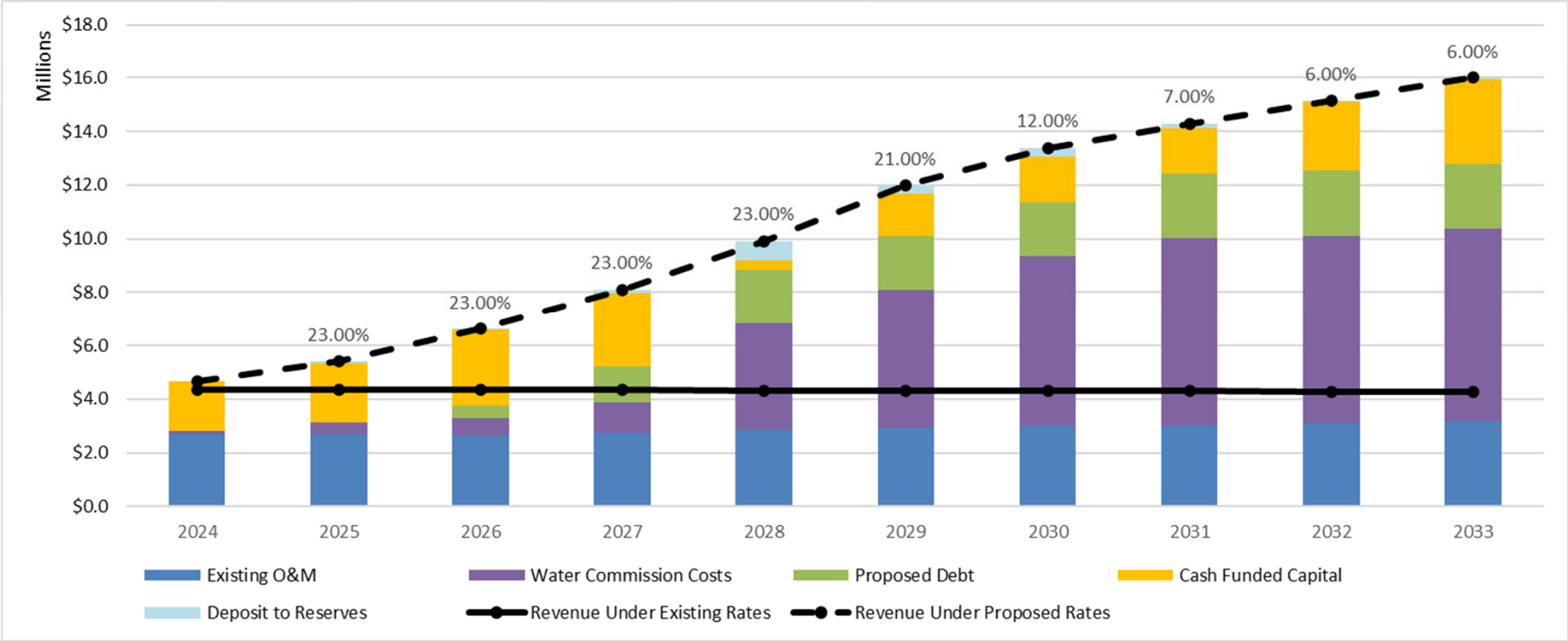
Capital Funding Sources



Capital project funding comprised of about 38% cash and 62% new debt issuance

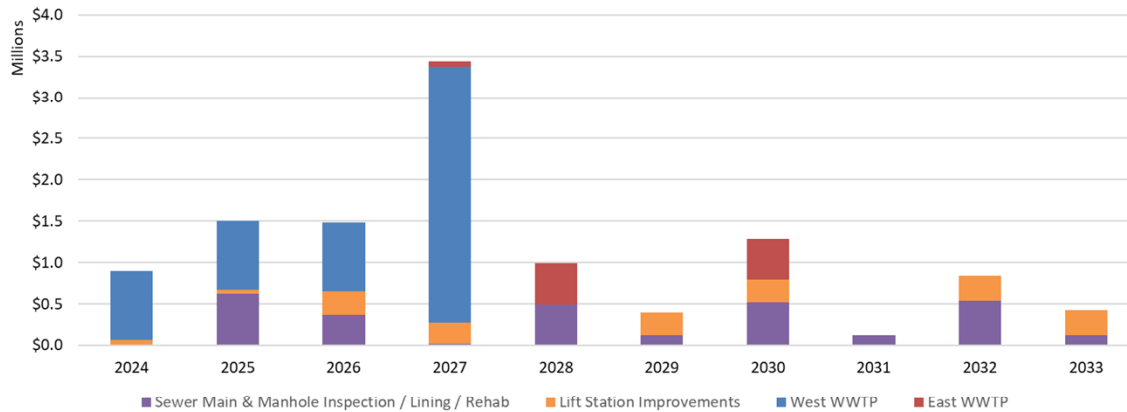
- 3 IEPA loans targeting 3 projects
- 4 general obligation issues, with the first in 2025
 - Other forms of debt may be possible, including IEPA

Summary of Proposed Water Financial Plan

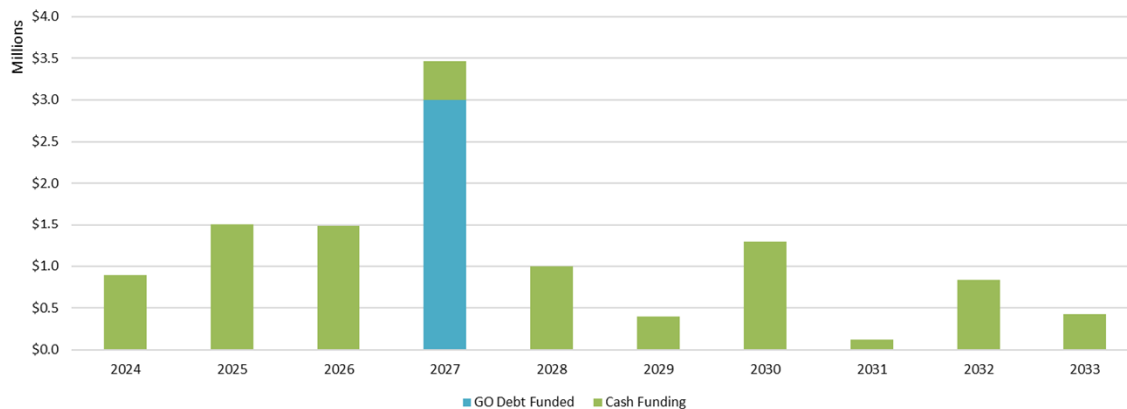


Sewer Capital Program and Funding Strategy

Capital Costs by Major Category

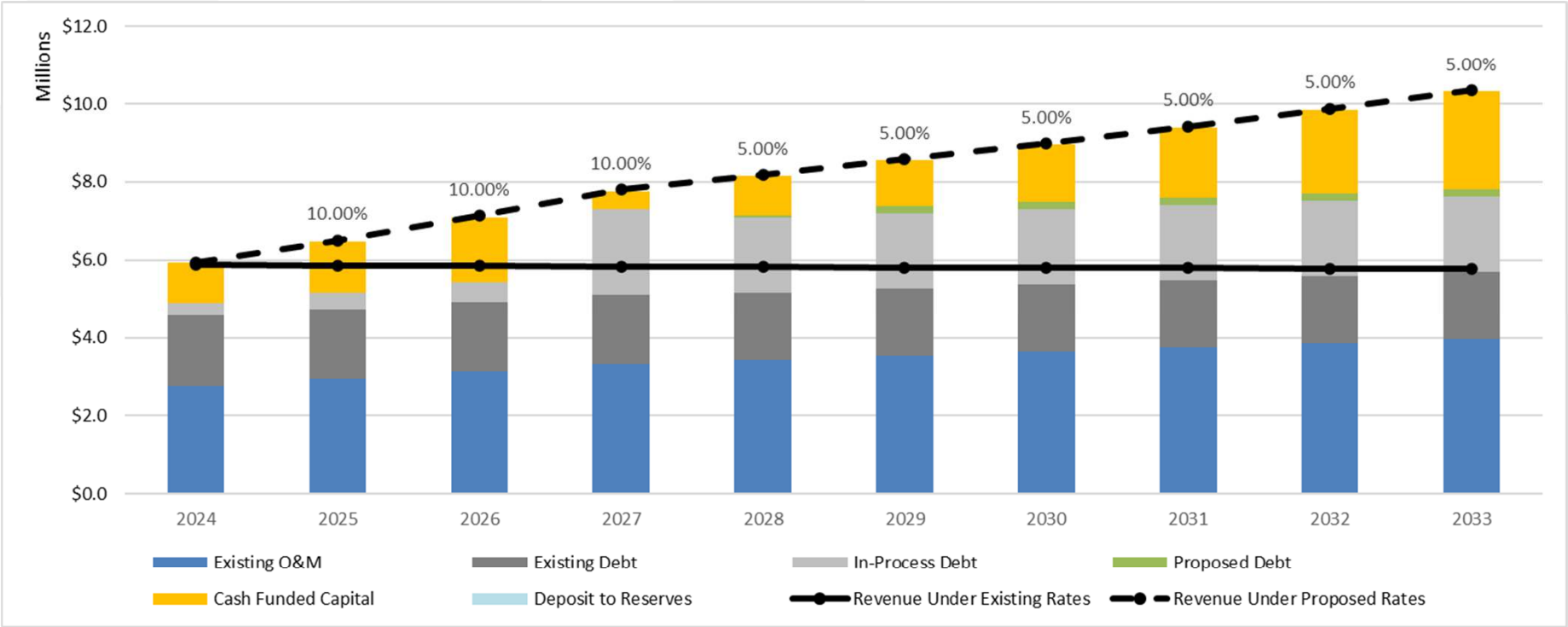


Capital Funding Sources



- ▶ Note: East (\$5.1M) & West (\$49.5M) treatment plant projects are funded by in-process IEPA loans that are not reflected in this slide
 - Loan payments are included in cashflow
- ▶ Key Projects:
 - Construction engineering & gap funding for West WWTP \$5.6M
 - East condition assessment and upgrades \$1.1M
 - Lift station rehabilitation \$1.8M
 - Sewer & manhole inspection, lining & rehab or repair \$2.9M
- ▶ Funding strategy includes additional debt in 2027 to meet peak funding need

Summary of Proposed Sewer Financial Plan



Rates & Bill Impact

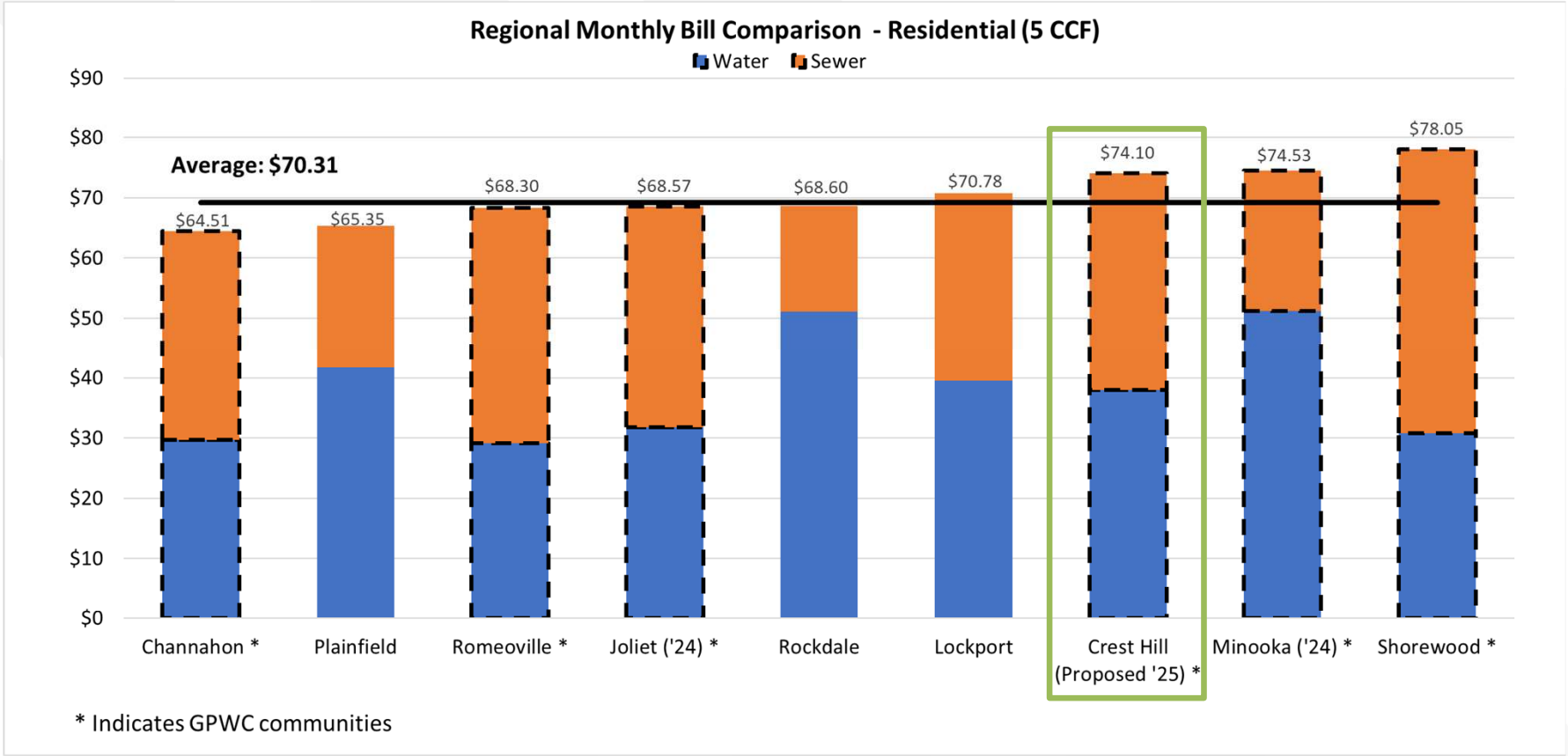
Existing and Proposed Rates

Line No.	Description	Existing	Proposed					
		2024	2025	2026	2027	2028	2029	
Water Rates								
Water User Charges								
1	Base Charge (1st 400 cubic Ft.)	\$ 28.30	\$ 34.81	\$ 42.82	\$ 52.67	\$ 64.78	\$ 78.38	
2	Each Additional Hundred Cubic Ft.	\$ 5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	
Stateville - Water								
3	Base Charge (1st 400 cubic Ft.)	\$ 14.16	\$ 17.41	\$ 21.42	\$ 26.34	\$ 32.40	\$ 39.21	
4	Each Additional Hundred Cubic Ft.	\$ 5.57	\$ 6.85	\$ 8.43	\$ 10.36	\$ 12.75	\$ 15.42	
Sewer Rates								
Sewer User Charge								
5	Base Charge (1st 400 cubic Ft.)	\$ 27.29	\$ 30.02	\$ 33.02	\$ 36.32	\$ 38.14	\$ 40.05	
6	Each Additional Hundred Cubic Ft.	\$ 6.40	\$ 7.04	\$ 7.75	\$ 8.52	\$ 8.95	\$ 9.40	
Stateville - Sewer								
7	Base Charge (1st 400 cubic Ft.)	\$ 13.65	\$ 15.02	\$ 16.52	\$ 18.17	\$ 19.08	\$ 20.03	
8	Each Additional Hundred Cubic Ft.	\$ 9.59	\$ 10.55	\$ 11.60	\$ 12.76	\$ 13.40	\$ 14.07	
Unmetered Customer User Charge								
9	Residential Base Charge	\$ 78.50	\$ 86.35	\$ 94.98	\$ 104.48	\$ 109.70	\$ 115.19	
10	Commercial Base Charge	\$ 129.68	\$ 142.65	\$ 156.91	\$ 172.61	\$ 181.24	\$ 190.30	

Customer Bill Impact

Line No.	Description	Monthly Bill at 500 Cubic Feet					
		Existing 2024 Rates	Proposed 2025 Rates	Proposed 2026 Rates	Proposed 2027 Rates	Proposed 2028 Rates	Proposed 2029 Rates
		\$	\$	\$	\$	\$	\$
<u>Water Bills</u>							
1	Residential	\$ 30.86	\$ 37.96	\$ 46.68	\$ 57.42	\$ 70.63	\$ 85.46
2	Change (\$)		\$ 7.10	\$ 8.73	\$ 10.74	\$ 13.21	\$ 14.83
3	Change (%)		23%	23%	23%	23%	21%
<u>Sewer Bills</u>							
3	Residential	\$ 32.86	\$ 36.14	\$ 39.76	\$ 43.73	\$ 45.92	\$ 48.22
4	Change (\$)		\$ 3.29	\$ 3.61	\$ 3.98	\$ 2.19	\$ 2.30
5	Change (%)		10%	10%	10%	5%	5%
<u>Combined Bills</u>							
5	Residential	\$ 63.71	\$ 74.10	\$ 86.44	\$ 101.16	\$ 116.55	\$ 133.68
6	Change (\$)		\$ 10.38	\$ 12.34	\$ 14.71	\$ 15.39	\$ 17.13
7	Change (%)		16%	17%	17%	15%	15%

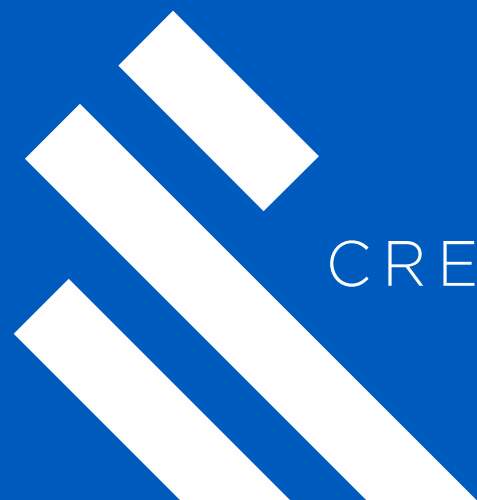
Proposed 2025 Bill Comparable to Regional Peers



Summary of Study Findings and Recommendations

- ▶ Inflation on operating expenses and capital improvements are impacting Crest Hill's utility cost structure
- ▶ Propose adopting a five-year rate plan to meet funding requirements for both utilities
- ▶ Recommend re-evaluating long-term financial plans during annual budget preparation

QUESTIONS / DISCUSSION



CREATE AMAZING.



Agenda Memo

Crest Hill, IL

Meeting Date:	November 22, 2023
Submitter:	Ron Mentzer, Acting Community and Economic Development Director
Department:	Community Development
Agenda Item:	Building permit fees for new commercial/industrial buildings.

Summary: The structure of the City's building permit fee schedule (see attached Section 15.08.020 of the City Code – Exhibit A) for new commercial/industrial buildings does not clearly account for the phased construction of new commercial/industrial buildings such as the 577,000 sq. ft. speculative industrial/warehouse building Midwest Industrial Funds (MIF) is currently constructing at 21225 Lidice Parkway. It is typical for developers of buildings such as this to seek an initial building permit to construct the building foundation, a second permit to construct the building shell, and subsequent permits to finish/build-out the interior space within the building once a specific tenant/or tenants have been secured for the building. This is exactly the phased permit process MIF has been working through for their 21225 Lidice Parkway building.

Unless revisions are made to the City's commercial/industrial building permit fee schedule, and as outlined in the below comparison, the total amount of building permit fees the City will charge MIF for their 21225 Lidice Parkway building will more than double due to their phased construction and permitting approach.

- **Single Phase/Permit Approach (one permit that covers all elements of new building)**

Base Permit Fee (577,000 sq. ft. building x \$1.00/sq. ft.) =	\$577,000
Plan Review Fee =	\$250
<u>Construction Water Usage Fee =</u>	<u>\$100</u>
<i>Total Building Permit Fee</i>	<i>\$577,350</i>

- **Multiple Phase/Permit Approach (three separate permits)**

Phase 1 -Foundation Permit

Building Permit Fee (Based on estimated value of construction)	\$81,410
--	----------

Phase 2- Shell Permit

Base Permit Fee (577,000 sq. ft. building x \$1.00/sq. ft.) =	\$577,000
Plan Review Fee =	\$250
Construction Water Usage Fee =	\$100

Phase 3 – Interior Buildout

Base Permit Fee (577,000 sq. ft. building x \$1.00/sq. ft.) =	\$577,000
Plan Review Fee =	\$250
Construction Water Usage Fee =	\$100
<i>Total Building Permit Fee</i>	<i>\$1,236,110</i>

It is not clear if when the City Council approved the current building permit fee schedule, it was the City's intent to more than double the permit costs for new commercial and industrial buildings constructed under a phased construction and permitting approach. If intentional, no revisions to the current building permit fee schedule would be warranted. However, it is important to understand that the significant increase in building permit fees for a phased approach could have future negative economic development impacts because the degree of increased permit fees for a phased approach is not competitive with surrounding communities and would likely act as a deterrent to future speculative commercial/industrial building development in the community.

Staff Recommendation: Acting Community and Economic Development Director Mentzer and Building Commissioner Seeman feel that it would be in the best long-term interest of the Community to revise the existing building permit fee schedule to:

- (i) clarify permit fee requirements for a phased permitting approach
- (ii) make the total permitting costs for the phased permitting approach more consistent with the total permitting costs for a single permit approach
- (iii) ensure the total permitting costs of a phased permitting approach account for the increased plan review and administrative costs associated with issuing multiple permits instead of one.

Financial Impact: None.

Funding Source: Not applicable.

Budgeted Amount: Not applicable.

Cost: Not applicable.

EXHIBIT A

CHAPTER 15.08: BUILDING PERMIT FEES	
Section	
15.08.010	Generally
15.08.020	Building permit fees for commercial/industrial construction
15.08.030	Building permit fees for residential construction
15.08.040	Miscellaneous fees
15.08.050	(Reserved)
15.08.055	Inspection fees
15.08.060	Bond; required
15.08.070	Time period; retrieval of permit
15.08.080	Developer and subdivider fee deposit.
15.08.090	Penalty fee
15.08.100	Fees for extensions of building permits

§ 15.08.010 GENERALLY.

The following fees as set forth in this chapter shall be the fees charged by and utilized by the Building Commissioner in determining the proper fee for the issuance of a building permit. ('78 Code, § 15.08.010) (Ord. 197, passed - -67; Am. Ord. 424, passed - -77; Am. Ord. 1086, passed 3-15-99; Am. Ord. 1915, passed 7-5-22)

§ 15.08.020 BUILDING PERMIT FEES FOR COMMERCIAL/INDUSTRIAL CONSTRUCTION.

Fees for all commercial and/or industrial construction shall be calculated as follows:

(A) The base building permit fee for additions, build outs, and new construction shall be based on the total square footage of the structure which shall be calculated by multiplying the exterior dimensions of each floor, including any below grade areas and adding together the square footage totals for each floor and below grade area. The base fee shall be \$1.00 per square foot.

(B) To the base fee there shall be added a plan review fee in the amount of \$250.

(C) For all new construction, there shall be added to the base fee a construction water usage fee of \$100.

(D) The building permit fee for all other commercial/industrial construction not designated in division (A) above shall be determined by the value of the improvement(s) to be made: