

CITY OF BELLEVILLE, ILLINOIS
PLANNING COMMISSION MEETING MINUTES
February 3, 2016, 7:00 pm

IN ATTENDANCE:

MEMBERS:	Jim Kurtz, Chairman	Present
	Tony Toenjjes	Present
	Chris Rothweiler	Present
	Don Rockwell	Present
	Art Jacobs	Present
	Larry McLean	Present
	Don Rigney	Present
	Alderman, Ed Dintelman	Present
	Alderman, Bob White	Present

STAFF: Annissa McCaskill, Director of Economic Development, Planning & Zoning
Tim Gregowicz, City Engineer
Royce Carlisle, Director of Waste Water

GUESTS: Marsha Maller of Thouvenot, Wade, and Moerchen (TWM)
Bill Rickher of Korte & Luitjohan Contractors Inc.
Adam Jokisch of Adams Auctions
Mike Kozietek of Belleville News Democrat
Michael Hagberg

Chairman Kurtz opened the meeting at 7:00 p.m. with an introduction of members, staff & guests.

Ms. McCaskill explained emergency procedures.

Chairman Kurtz asked if there were any corrections to be noted for the November 4, 2015 Planning Commission meeting minutes; all members save Art Jacobs approved the minutes by a vote of 8-1.

PUBLIC PARTICIPATION:

None

NEW BUSINESS:

1. Site Plan for St. Clair County Event Center (1530 E. State Rt. 15) Parcel number: 13-01.0-400-028

Ms. McCaskill explained the proposed projects location and proposed use of the property. Access to the Center was explained as well.

Ms. McCaskill noted that the following topics are explained in the Staff Report; (1.) gravel, storage and parking area, (2.) parking spaces, (3.) landscaping, and (4.) trash receptacles (dumpsters.)

Ms. Maller, TWM representative, noted that the packet submitted that evening included revised civil engineering plan and that the drainage report had been provided to the City Engineer. Architectural elevations and floor plan were submitted by Netemeyer Engineering.

The structure is approximately 19, 400 square feet, with 5, 000 square feet being office space.

Ms. Maller explained the access road to enter/exit the location, access to a lift station, the drainage report, and fire hydrant and sprinkler placement.

Chairman Kurtz asked about easements regarding storm water and future development. Ms. Maller explained the intent of the adjacent lots.

Mr. Carlisle and Mr. Gregowicz answered some questions regarding the sanitary and storm water locations. Maintenance funds were discussed as well.

Fencing and items to be stored were explained. Chain link with security barbed wire will most probably be used to secure the location. Security lighting will also be installed.

Code requirements were explained regarding paving the parking lot versus using gravel. There are allowances permitted for the use of gravel. Several heavy equipment items will be placed on the lot for auction so the topic of compacted gravel and placement of turnarounds was discussed as well.

Frontage roads were proposed for emergency vehicle use on the egress to the west in the future.

The topic of noise was discussed; Mr. Jokisch stated that he does not foresee a noise problem.

Mr. Gregowicz asked about the creek and the possibility of flooding. Ms. Maller stated that they will submit the one hundred year water elevation report to the Commission when the Minor Subdivision Plat for the overall site is submitted.

Ms. Maller explained that the business will have a full service kitchen.

A Maintenance Bond will be required to be submitted with the application to subdivide the property.

With no further discussion, Chairman Kurtz asked for a motion.

A motion was made by Larry McLean to APPROVE the request with the following stipulations; securing a maintenance bond of the detention area at the time of the Minor Plat; the Minor Plat provide easements for flow of the water as well as any utilities shown on site; paving the sixty-five (65) parking spaces; relocating the dumpster out of view from Highway 15; future access to the properties to the west and show how that access would be attained on the future Plat; and one hundred high water elevation be shown. It was seconded by Tony Toenjes with all present members voting in the affirmative. Motion carried.

OLD BUSINESS:

1. Art Jacobs spoke on concerns he had regarding the Hofbrauhaus plans. Ms. McCaskill explained the decisions made at the previous Planning Commission meeting regarding the location placement. Mr. Jacobs did not feel that further building permit approvals should be made. Ms. McCaskill clarified that the plans reviewed in November were for location of the Hofbrauhaus only and that plans for the overall development will be submitted and reviewed by the Planning Commission and referred to the City Council for final approval.
2. The Commission asked that City staff add the following item to the next Planning Commission agenda; discussion of/ updating the general parking requirements in the city code especially regarding shared parking, parking requirements for night clubs and restaurants. Utilization of a Unified Development Code was discussed.

A motion was made by Don Rigney to submit the item listed above to Ordinance & Legal Review Committee. It was seconded by Tony Toenjes with all present members voting in the affirmative.

Since the item was not on the current Planning Commission agenda, it could not be voted upon but the motion was amended as follows:

An amended motion was made by Don Rigney to add the item to the next Planning Commission agenda: discussion of updating the general parking requirements in the city code, specifically regarding shared parking, night clubs and restaurants uses. It was seconded by Tony Toenjes with all present members voting in the affirmative. Motion carried.

An amended motion was made by Don Rigney to add the additional request that City staff bring to the next meeting whatever related items to the topic of the City parking code as they see fit. It was seconded by Tony Toenjes with all present members voting in the affirmative. Motion carried.

3. Ms. McCaskill stated that Dunkin Donuts will begin demolition and construction this early spring.

4. Ms. McCaskill spoke on the continued development of Parkway West in which the Commission should start seeing plans soon.
5. Ms. McCaskill discussed a proposed restaurant on East Main Street.
6. A decision will be made soon by City staff regarding the use of the Meredith Home.

OTHER BUSINESS:

Chairman Kurtz stated his concerns regarding current signage within the City in regards to maintenance, size and square footage allowance. Ms. McCaskill noted that her department reviews all signage inside the Area of Special Control; the Building department reviews all other signage including handling enforcement throughout the remaining portions of the City and she will forward the concerns on to the Building department.

MOTION TO ADJOURN: Tony Toenjes made a motion to ADJOURN. It was seconded by Don Rockwell with all present members voting in the affirmative. Motion carried.

Chairman Kurtz adjourned the meeting at 8:00 p.m.

Respectfully Submitted,
Kari L. Tutza
Economic Development, Planning & Zoning Department