

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET
DEVELOPMENT COMMITTEE

Monday, October 12, 2020
7:00 P.M. - Council Chambers

During the COVID-19 Pandemic, those wishing to attend public meetings of the Development Committee are welcome to do so at City Hall. You may attend in person to listen to the audio of the meeting, or via teleconference from home or another location on the Zoom app. Downloading Zoom from zoom.us will provide the audio link to the meeting. Anyone wishing to provide comment on a topic or an agenda item may address the Development Committee by 4:00 p.m. the day of the meeting. You may do so either by an online form on the City's website, email to jburke@westchicago.org or voicemail message at (630) 293-2205 x141. Your comment to the Development Committee will be read during the Public Participation portion of the agenda.

Meeting ID: 814 1634 1848
Password: 422271

AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum – *Mayor Pineda has determined that in-person meetings are not practical and prudent.*
2. Approval of Minutes
 - A. September 14, 2020
3. Public Participation
4. Items for Consent
 - A. **1850 Roosevelt Road** – The petitioner requests an extension to their Special Use Permit.
5. Items for Discussion
 - A. **Draft Economic Development Plan** – Staff drafted the City of West Chicago Economic Development Plan. Discussion will occur about the first sections of the Plan up to page 19. Copies of the Draft Plan were distributed last month.
6. Unfinished Business
7. New Business
8. Reports from Staff
 - A. **Mosaic Shopping Center TIF Disbursement** – A copy of the lease was received but no permits are ready to be issued.
9. Adjournment

MINUTES

DEVELOPMENT COMMITTEE

September 14, 2020 7:00 P.M.

The Development Committee meeting of September 14, 2020 was held part remotely and partly in person due to the Coronavirus pandemic. Mayor Pineda has determined that in-person meetings are not practical and prudent.

1. Call to Order, Roll Call, and Establishment of a Quorum.

Alderman Stout called the meeting to order at 7:00 p.m.

All Aldermen in attendance were present remotely. Roll call found Aldermen Melissa Birch Ferguson, Michael Ferguson, Matthew Garling (in person), Jayme Sheahan and Rebecca Stout (in person) present. Alderman James Beifuss joined the meeting remotely at 7:04 P.M.

Also in attendance was Community Development Director, Tom Dabareiner (in person).

2. Approval of Minutes.

A. July 13, 2020.

Alderman Garling moved and Alderman Birch Ferguson seconded a motion to approve the minutes. Voting Aye: Aldermen Birch Ferguson, Ferguson, Garling, Sheahan and Stout. Voting Nay: 0.

3. Public Participation. None.

4. Items for Consent. None.

5. Items for Discussion

A. City Comprehensive Plan Contract Award – MUSE Community Design LLC is recommended to prepare a comprehensive plan for the City of West Chicago. Of four consultants submitting proposals, MUSE was deemed most responsive to the City's needs.

Tom Dabareiner provided a staff update. The City's Comprehensive Plan is 25 years old and the land use map is 14 years old. The typical timeframe for cities to update these types of Plans is every 5 years. Updating is needed to ensure it is current with goals and trends. Besides being a tool for planning, it provides legal protection when defending land use decisions. In addition, some grant applications require Plans that are more recent as part of the qualification process. The City received four proposals and Muse Community Design came out on top as they took the time to learn about West Chicago. They have an experienced planner from Mexico who will assist with the outreach and provide translation services. The Founding Principal, Courtney Kashima, will serve as the project lead. Their project cost is not to exceed \$123,160.00. The City already had budgeted for this project over two years, but it will have to adjust its budget for next year. The project will be completed by the end of 2021. He introduced Courtney Kashima, who was attending the meeting virtually to answer any questions for the Members.

Alderman Beifuss recognized the need to update the Comprehensive Plan. He asked Mr. Dabareiner about the expenditures for this year. Mr. Dabareiner replied they have \$50 K budgeted for this year and perhaps 25% of that would be used. Alderman Beifuss asked Ms. Kashima about her firm's philosophy with respect to preparing a Comprehensive Plan. Ms. Kashima introduced herself and stated she has 20 years of experience in the field. Her firm's approach is to create documents that need to evolve in order to guide policies. They look to create Plans that are ready to be put to work in performing analyzes and making recommendations. They are also a firm that is inclusive, diverse by nature, and therefore interested in a process that is bilingual and bicultural. Alderman Beifuss asked if her firm had looked at the City's current map, and she replied they had considered it. He also asked where they are based out of, and Ms. Kashima replied Chicago. He asked whom they would look to talk to, and Ms. Kashima responded that they see this as an opportunity to engage the community. They will design their activities relevant to everyday life, conducted in both Spanish and in English and include both community partners and individuals as well. Not knowing when people can come together again, she stated they are good with both virtual and in-person tools and are ready to pivot to meet demands at any moment and still obtain rich feedback.

Alderman Garling asked Mr. Dabareiner about the other finalist firm considered, and Mr. Dabareiner replied they interviewed two firms. The other one was Teska Associates, who although very capable, staff thought Muse Community Design was stellar in their interview. Alderman Garling asked Ms. Kashima how Antero group would be involved. Ms. Kashima replied that they are a comprehensive engineering and planning firm. They would be responsible for anything related to engineering, like open spaces, and market analysis. They would subcontract with them. Alderman Garling stated that with COVID going on and budget cuts for next year, he is hesitant to embark on something like this where they would have to spend more than budget for the next two years. He suggested putting off the project for a few months until they have a better picture of what is happening in the COVID environment and from a budget and planning perspective. He asked his fellow members to consider this.

Mr. Dabareiner replied there are grant applications that could bring additional revenue into the community, but without a more recent Plan, they cannot meet the requirements. He also cautioned about being sued with an outdated Comp Plan. Staff thinks it is important to start this process now. It would not be much more than budgeted for this year. They run the risk of changing

contract amounts if the contract date slips. He mentioned he was a consulting planner for 10 years and he has never seen a Comprehensive Plan this old.

Alderman Stout confirmed that staff is looking for recommendations from the members at this time. Alderman Birch Ferguson stated that looking over the scope of their proposal, she is impressed with the amount of planned engagement with their community. She then read aloud many of those proposed engagements. She thinks they should move forward and start working on it now as it will take until the end of next year to get this done.

Alderman Birch Ferguson moved and Alderman Sheahan seconded a motion to approve Item for Discussion 5.A. Voting Aye: Aldermen Beifuss, Birch Ferguson, Ferguson, Sheahan and Stout. Voting Nay: Alderman Garling.

B. Mosaic Shopping Center TIF Disbursement – The owner seeks Tax Increment Financing reimbursement for a portion of their costs for repaving and other repairs to the parking lot.

Tom Dabareiner informed that members that the owners of Mosaic Crossing have entered into a 10-year lease agreement with Planet Fitness, who would occupy the former Hobby Lobby space. As part of the lease negotiations, the tenant obtained a promise that improvements to the parking area and aisles located in front of the space would be made. He then described the scope of the parking lot repairs, stating the repairs were already completed at the cost of over \$200 K. The City's approved budget for this TIF District is \$100 K. This budget did not earmark specific improvements, but TIF funds are generally used to update property or buildings rather than perform routine maintenance. The parking lot was allowed to deteriorate over time. The owners were invited to attend tonight's meeting, but they have not done so. Staff is recommending covering 20% of the total cost, or just over \$58 K. This leaves additional TIF funds for potential use in upgrading Mosaic Crossing for other possible tenants. Staff also recommends adding two conditions: 1) proof of a lease with Planet Fitness and 2) upon approval of the first associated building permit for Planet Fitness.

Alderman Garling asked Mr. Dabareiner for clarification if the owner came to the City for funds after the improvements were made in order to gain a lease. Mr. Dabareiner replied that the owner knew TIF funds were available and he wanted all of them. However, staff believes to do so would be rewarding an owner who should have been done a better job with the parking lot upkeep. In addition, the parking lot work already completed represents only a small portion and there is still much work to be done. He added that the parking lot repairs were made because Planet Fitness asked him to do so. Alderman Garling stated that his opinion is that the owner should have come to the City ahead of time to ask for funding before making the repairs. He would rather not approve any TIF funds and save them for plans made in advance and not retroactively.

Alderman Beifuss stated Alderman Garling raises an interesting question. His initial understanding is that the funding was to be provided upon completion. In actuality, it would be rewarded once the requirements are met. He asked Mr. Dabareiner to review the conditions for the members, which Mr. Dabareiner did. Alderman Beifuss stated that because the asphalt work has already been done, it puts it in a different light. He then asked Mr. Dabareiner what would have happened if the property owner had asked for the funding prior to starting the work, and assuming the two conditions were met. Mr. Dabareiner replied that the request would still have

needed to go through this process, but they would have tried to settle on some amount that rewards a new tenant coming.

Alderman Beifuss moved and Alderman Garling seconded a motion to table Item for Discussion 5.B. until the conditions recommended by staff are met. Voting Aye: Aldermen Beifuss, Birch Ferguson, Ferguson, Garling, Sheahan and Stout. Voting Nay: 0.

C. Draft Economic Development Plan – Staff drafted the City of West Chicago Economic Development Plan, which will be distributed and introduced only. Discussion will occur at future meetings.

Tom Dabareiner provided an overview of this Item. The first Action Item of the City's Strategic Plan requires that a 5-year economic strategy be drafted and adopted. The Economic Development Plan is very data-heavy and technical by nature. Staff wishes to introduce the Plan tonight and then hold discussions next month. The Plan was drafted prior to COVID-19 and there are no recent models on how pandemics affect economic development. However, staff will continue to monitor this and bring it to light when and if it does. Then Mr. Dabareiner provided a quick overview of the Plan. It includes sections on residential, manufacturing, and retail aspects. As for residential, little land remains in West Chicago for development. In terms of demographics, the City continues to experience some population growth and has a younger population. This is in contrast to the State, which is losing population and has an aging population. Residential development is an important component to any economic development plan and the City plans to bring as many as 1,000 new residences to the downtown area. He then touched on manufacturing, noting that it is a key strength in West Chicago. It provides 25% of the jobs for West Chicago residents, whereas only 11% in DuPage County. They would hope to have policies in place to embrace and support manufacturing in the next five years. As for retail, it is a challenge for many communities nation-wide because of online purchasing. COVID has only increased online purchases. West Chicago has been able to experience a modest increase in sales tax revenue since the Great Recession, but only up until this year. Much of the City's retail building stock is dated and functionally obsolete. There are policies that could be considered to address those difficulties.

Mr. Dabareiner continued that once the information has been gathered, there are points of decision making that follow. The first is a SWOT analysis (Strengths-Weaknesses-Opportunities-Threats). Staff performed this analysis, but they additionally want the Development Committee's input. The second point is the ultimate outcome, which is to create a set of tasks to meet the City's economic development goals. An example of one such task is to create an economic development task force or committee. Staff has provided some suggestions of other tasks to be created, but they look for the Committee's input before sending the Plan to City Council for final approval. This document, once completed, would be turned over to Muse Community Design for their use.

Alderman Garling thanked Mr. Dabareiner and his team for putting this together. One of the most important components is the creation of the Economic Development Task Force. He commented that the idea of reaching out to community members from specific sectors such as manufacturing, real estate, etc. should be one of the first steps to take. It does not cost much and it would broaden everyone's horizons. He asked about the timeline and whether the five-year plan would be dated 2020 or 2021. Mr. Dabareiner said it is a good suggestion to make it 2021.

Alderman Stout asked the members to review the document for next month's meeting when they will discuss it further.

6. **Unfinished Business.** None.

7. **New Business.** None.

8. **Reports from Staff.**

Tom Dabareiner reported that Amazon is open and Frank's Automotive was granted occupancy. There is quite a bit going on as DuPage Business Center continues to close on land, and the projects are keeping staff busy.

9. **Adjournment.**

Alderman Birch Ferguson moved and Alderman Garling seconded the motion to adjourn the Development Committee meeting at 7:48 p.m. Voting Aye: Aldermen Beifuss, Birch Ferguson, Ferguson, Garling, Sheahan and Stout. Voting Nay: 0.

Respectfully submitted,
Jane Burke

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Proposed Extension to Approved Special Use Permits
1850 W Roosevelt Road – AAHH2, LLC

Ordinance No. 20-O-0022

AGENDA ITEM NUMBER: 4. A.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: Oct. 12, 2020

COUNCIL AGENDA DATE: _____

STAFF REVIEW: Tom Dabareiner, AICP

SIGNATURE _____

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

On April 15, 2019 the City Council approved Ordinance No. 19-O-0012 which granted three (3) special use permits for the property located at 1850 West Roosevelt Road in the M Manufacturing District. The petitioner, AAHH2, LLC, received approval to operate an internet based motor vehicle sales facility, a motor vehicle care center, and a motor vehicle repair shop. The petitioner has yet to begin operations on the property and has spent the last eighteen (18) months working towards finalizing permit plans to perform the required improvements on the property. The ordinance approving the special uses did not establish a deadline for when the property must become operational. In cases such as this, the Zoning Code stipulates that the permit shall expire one (1) year from the date of approval, per Section 5.5-8. The special uses approved for the property have thus expired.

The petitioner has a desire to continue moving forward with improving the site to establish the three (3) special uses originally granted and has provided a written request to staff for an extension. Section 5.5-8 of the Zoning Code provides the City Council the ability to grant extensions to expired special uses. There are no specific requirements as to when a request shall be made in relation to the expiration date of the special use. The petitioner has requested one (1) additional year to perform the necessary improvements on the property and begin operations. Although the petitioner received approval in April of 2019, they have indicated they spent much of 2019 working with their engineer to address remaining issues with the permit plans. This process came to a halt early in 2020 with the onset of the Covid-19 pandemic, according to the petitioner.

Staff recommends that the approval for the special use permits be extended until May 1, 2021 to allow enough time at the beginning of the 2021 construction season to initiate and complete the work. Because a permit has not been issued yet for this work, this extension will also give the petitioner additional time through the winter months to work through any remaining items prior to the issuance of the permit before construction season begins in 2021.

ACTIONS PROPOSED:

Approve the proposed extension to the approved special use permits.

COMMITTEE RECOMMENDATION:

ORDINANCE NO. 20-O-0022

AN ORDINANCE GRANTING AN EXTENSION TO SPECIAL USE PERMITS FOR AN INTERNET BASED MOTOR VEHICLE FACILITY, A MOTOR VEHICLE CARE CENTER, AND A MOTOR VEHICLE REPAIR SHOP 1850 WEST ROOSEVELT ROAD

WHEREAS, on or about April 15, 2019, AAHH2 LLC (the "APPLICANT"), was granted approval for an internet based motor vehicle sales facility, a motor vehicle care center, and a motor vehicle repair shop with respect to the property legally described in Exhibit "A" attached hereto and incorporated herein (the "SUBJECT REALTY"), pursuant to Ordinance 19-O-0012; and,

WHEREAS, the approved special uses have not yet become operational on the property; and

WHEREAS, Section 5.5-8 of the Zoning Code states that special use permits shall expire in one (1) year if they do not become operational within this timeframe; and

WHEREAS, Section 5.5-8 of the Zoning Code further states that an extension may be granted with approval of the City Council; and

WHEREAS, on or about September 23, 2020 the APPLICANT filed a request for an extension of the approved special use permits; and

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Du Page County, Illinois, in regular session assembled, as follows:

Section 1. There is hereby granted an extension to the approved special use permits for the SUBJECT REALTY granted by Ordinance 19-O-0012 until May 1, 2021, at which time the special use permits shall expire if they do not become operational.

Section 2. That all conditions contained in Section 2 of Ordinance 19-O-0012 shall remain in full force and effect.

Section 3. That all other ordinances and resolutions, or parts thereof, to the extent not expressly modified by the terms and conditions of this Ordinance shall remain in full force and effect as therein provided.

Section 4. That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

PASSED this _____ day of _____, 2020.

Alderman J. Beifuss _____	Alderman L. Chassee _____
Alderman J. Sheahan _____	Alderman H. Brown _____
Alderman A. Hallett _____	Alderman Ferguson _____
Alderman Birch Ferguson _____	Alderman S. Dimas _____
Alderman C. Swiatek _____	Alderman M. Garling _____
Alderman R. Stout _____	Alderman J. Short _____
Alderman N. Ligino-Kubinski _____	Alderman J. Jakabcsin _____

APPROVED as to form: _____
City Attorney

APPROVED this _____ day of _____, 2020.

Mayor Ruben Pineda

ATTEST:

City Clerk Nancy M. Smith

PUBLISHED: _____

EXHIBIT “A”

Subject Realty Legal Description

THAT PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER 200 FEET WEST OF THE NORTHEAST QUARTER CORNER OF THE WEST 60 ACRES OF THE SOUTHWEST QUARTER OF SAID SECTION 8; SAID POINT OF BEGINNING BEING THE SOUTHWEST CORNER OF THE SCHOOLHOUSE LOT CONVEYED BY GEORGE MCCAULEY AND WIFE TO SCHOOL TRUSTEES BY DEED RECORDED APRIL 13, 1857 IN BOOL 20 OF DEEDS, PAGE 430, AS DOCUMENT 11308, THENCE RUNNING NORTH 92 FEET TO THE SOUTH LINE OF THE HIGHWAY; THENCE NORTH 73 DEGREES 20 MINUTES WEST ALONG THE SOUTH LINE OF SAID HIGHWAY 441.7 FEET TO THE EAST LINE OF THE HIGHWAY RUNNING SOUTHERLY; THENCE SOUTH 22 DEGREES 54 MINUTES WEST ALONG THE EAST LINE OF THE HIGHWAY 208 FEET TO THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER; THENCE EAST TO THE POINT OF BEGINNING; (EXCEPT THEREFROM LAND CONVEYED TO TRUSTEES OF SCHOOLS, DISTRICT 27 BY QUIT CLAIM DEED RECORDED MAY 14, 1921 AS DOCUMENT 148351 AND EXCEPTING THEREFROM THE WESTERLY 185 FEET AS MEASURED ALONG THE SOUTH LINE OF ROOSEVELT ROAD AND THE SOUTH LINE OF SAID SOUTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 8) IN DUPAGE COUNTY, ILLINOIS.

Tax ID Number: 04-08-103-009