



Village of Hanover Park Administration

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VILLAGE OF HANOVER PARK DEVELOPMENT COMMISSION SPECIAL MEETING

Municipal Building, Room 214
Hanover Park, IL

Thursday, August 14, 2014

7:00 p.m.

MINUTES

1. CALL TO ORDER: ROLL CALL

Co-Chairperson Mercier called meeting to order at 7:06 p.m.

PRESENT: Commissioners: James Aird, Arthur Berthelot, Mark Mercier,
Gary Rasmussen, Scot Neil

ABSENT: Commissioners: Patrick Watkins, Auxiliary Member Parthiv
Patel, Chair Wachsmuth

ALSO PRESENT: Director Shubhra Govind, Village Planner
Katie Bowman, Recording Secretary Kathleen
Arnold, Acting Chief of Inspectional
Services, Tom Hatzold

2. PLEDGE OF ALLEGIANCE:

3. ACCEPTANCE OF AGENDA:

Motion by Commissioner Berthelot, seconded by Commissioner Neil.

Voice Vote:

All AYES.

Motion Carried: Agenda Accepted.

4. PRESENTATIONS/REPORTS: None.

5. APPROVAL OF MINUTES:

5-a. Regular meeting Minutes of July 17, 2014.

Motion by Commissioner Neil to approve the Minutes of July 17, 2014, seconded by
Commissioner Berthelot.

Voice Vote:

All AYES.

Motion Carried: Approved the Minutes of July 17, 2014.

6. **ACTION ITEMS:**

6-a. Public Hearing: to consider major and comprehensive Text Amendments to the following Section of the Village of Hanover Park Zoning Ordinance:

- i. Section 110-6.6 Accessory Uses and Structures
- ii. Section 110-6.7 Temporary Uses and Structures
- iii. Section 110-6.8 New Lighting Regulations

Co - Chairperson Mercier: Entertains a motion to Open the Public Hearing. Motion by Commissioner Berthelot to open the Public Hearing, seconded by Commissioner Rasmussen.

Voice Vote:

All AYES.

Motion Carried: Public Hearing Opened.

Village Planner Bowman presented to the Commission updates since the last meeting. Staff proposes to incorporate changes to individual sections of the Municipal Code for Accessory Uses and Structures and Temporary Uses and Structures and add New Lighting Regulations as a new Unified Development Ordinance at this time.

Updates to the Accessory Uses and Structures, Temporary Uses and Structures and New Lighting Regulations have been developed based upon additional research and consultation with the Village Attorney and include some consolidation of requirements, removal of redundant or unneeded language, clarification of definitions, and updates based upon legal considerations. Additionally, the numbering of such sections has been changed to correlate with the current Zoning Ordinance. Staff does not recommend that updates to the Adverse Impact Performance (Environmental) Standards be adopted at this time.

The Public Notice was published in the *Daily Herald* on July 30, 2014.

Village Planner Bowman then presented a summary of the text amendments before the Commission, with questions and comments throughout.

Commissioner Berthelot confirmed why the Village does not require a license for Day care homes and only the State does in Section 6.6.1.b, accessory uses.

Commissioners Aird, Berthelot, and Mercier discussed clarification of home occupation regulations, Section 6.6.1.d, related to the ability to ship product from a home, but not to have customers visit the home to purchase product. Item 6.6.1.d.10 was suggested to be struck as redundant and an additional item was recommended to clarify

that no commercial auto repair is permitted from the home

Commissioners discussed clarification of driveway regulations, Section 6.6.2.c.

Commissioner Berthelot recommended that 18 inch ‘ribbons’ of different material along a driveway count towards the overall permitted driveway width, unless they are permeable material. He recommended that a requirement for additional landscaping to screen a driveway ‘swing out’ in a front yard and the ability to have driveways at different elevations be considered. He also requested that the width of driveways for duplexes be restricted.

Co-Chairperson Mercier recommended that driveways be required to be at one elevation only and that any special cases may apply for a variance.

Following discussion, the Commissioners recommended the following updates to the section:

- An addition to or widening of a driveway shall be performed with the same material and at the same elevation as the existing driveway, except that a ‘ribbon’ of different material may be permitted along the sides of the driveway with a width of up to 18 inches. The width of such ‘ribbon’ shall count towards the overall permitted width of the driveway, unless constructed of pervious material such as brick or pavers.
- Updated diagrams will be provided which show what is permitted for driveway widening, distance from front door, etc.

Commissioner Berthelot requested adding a comment regarding “pet waste removal” to Section 6.6.2.d related to dog enclosure fences. It was confirmed that requirements related to the cleanliness of properties are included in the Property Maintenance Code.

Commissioner Aird questioned what can be done about existing fences that were installed near cable boxes and are restricting access.

Commissioners Aird, Berthelot, and Mercier discussed the location of fences in corner side yards with relation to the sidewalk, Section 6.6.2.d.7. The requirement that fences over 3 feet in height be 5 feet from a sidewalk was recommended. Staff will research similar requirements in neighboring communities and provide any recommended regulation changes via email.

Commissioner Aird proposed updating the wording of regulations for amateur radio antennas, Section 6.6.2.e.1, to reflect current technology..

Co-Chairperson Mercier proposed that up to two satellite dishes be permitted per

residential unit, that dishes may be up to 36 inches in diameter, and that they be permitted to have logos or symbols, but no further advertising, Section 110-6.6.2.e.3.

Commissioner Aird proposed more research is needed to see what the average diameter is before changing.

Commissioner Aird confirmed how the lighting levels in the table in Section 6.8.5 are enforced. Staff confirmed that existing lighting that does not comply may continue so long as it remains in good condition. When nonconforming lighting is repaired, it should be brought into conformance when possible. When such lighting is replaced, it shall be brought into conformance.

Co-Chairperson Mercier entertained a motion to close the Public Hearing.
Motion by Commissioner Berthelot, seconded by Commissioner Neil.

Voice Vote:

All AYES.

Motion Carried: Public Hearing Closed.

Village Planner Bowman presents the Draft Findings of Fact and recommendations to the Commission.

Co-Chairperson Mercier entertained a Motion to approve the Draft Findings of Fact.
Motion by Commissioner Berthelot, seconded by Commissioner Rasmussen.

Roll Call Vote:

AYES: Commissioners: Aird, Berthelot, Mercier, Rasmussen, Neil

NAYS: Commissioner: None

ABSENT: Commissioners: Watkins, Chairperson Wachsmuth,

Motion Carried: Approved the Draft Findings of Fact.

Co-Chairperson Mercier entertained a Motion to recommend approval of major and comprehensive Text Amendments to Chapter 110, Article VI, Section 110-6.6, Accessory Uses and Structures, Section 110-6.7, Temporary Uses and Structures, Section 110-6.8, New Lighting Regulations of the Village of Hanover Park Zoning Ordinance and forward to the Village Board for their consideration. Motion by Commissioner Berthelot to approve the text amendments and forward to the Village Board for their consideration, seconded by Commissioner Neil.

Roll Call Vote:

AYES:	Commissioners:	Aird, Berthelot, Rasmussen, Neil Co-Chairperson Mercier
NAYS:	Commissioner:	None
ABSENT:	Commissioners:	Watkins, Chair Wachsmuth

Motion Carried: Approved.

7. **TOWNHALL SESSION:** None.

8. **OLD BUSINESS (NON-ACTION ITEMS):**

1. **Street Trees**– Village Planner provided an update on regulations related to street trees and actions the Village is taking to address trees affected by the emerald ash borer. The Village removes and replaces a portion of affected trees each year. This year, the northern part of DuPage County will be addressed. The Village is responsible for maintaining street trees. If residents have a concern with their street tree, they may contact the Public Works Department.

9. **NEW BUSINESS (NON-ACTION ITEMS):**

9-a. Village Planner Bowman

1. **New Staff Liaisons of Development Commission** – Introduced Community & Economic Development Administrative Assistant, Kathleen Arnold, who will serve as Recording Secretary. Introduced Acting Chief of Inspectional Services, Tom Hatzold, who will serve as Inspectional Services staff liaison.
2. **French Market** – Work to move the market to the Metra parking lot and recruit vendors was discussed.
3. **Hanover Park Education & Work Center** – The Center will hold an open house on Thursday, August 21st in the Hanover Square Shopping Center. All are invited.
4. **Bakers Square (7600 Barrington)** – An application has been received for a special use and variance for a 3 unit retail building in the location of the former Baker’s Square out building. A public hearing will be held at the September Development Commission meeting.
5. **APA State Conference** – The APA State Conference will be held in Evanston, IL from October 1-3, 2014. The Development Commission has funds for two members to attend training on October 2nd.
6. **Businesses under remodel** – A number of businesses are remodeling, including Wendy’s, Burger King, and the Westview Shopping Center.
7. **Old Menards Site (900 Irving Park)** – The developer interested in constructing affordable senior housing development in ranch-style units has applied for funding from IHDA (Illinois Housing Development Authority).

9-b. **Commissioner Aird** asked if there can be anything done about in the code to not allow two color siding on Duplexes. Staff noted that the exterior design and color of residential units is not currently regulated by the Village and is often enforced by homeowner associations or covenants.

10. **ADJOURNMENT:**

Motion by Commissioner Berthelot, seconded by Commissioner Neil.

Voice Vote:

All AYES.

Motion Carried: Meeting adjourned at 9:07 p.m.

Recorded and Transcribed by:



Kathleen Arnold, Secretary
this 14th day of August, 2014


Mark Mercier, Co- Chairperson