

VILLAGE OF
FRANKFORT
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LAND USE AND POLICY COMMITTEE MINUTES
JULY 12, 2017

CALL TO ORDER

Land Use and Policy Chairman Bob Kennedy called the meeting of the Land Use and Policy Committee to order at 5:30 P.M. on Wednesday, July 12, 2017, at the Village Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Land Use and Policy Committee members present included Chairman Bob Kennedy, Trustees John Clavio, Cindy Heath, Keith Ogle, Mike Stevens, and Dick Trevarthan, Village Clerk Adam Borrelli; Stacy Bond, Michael DiMaggio, and Brian Samuels. Staff in attendance included Interim Village Administrator Rob Piscia, Police Chief John Burica, Deputy Chief Will Dowding, Director of Development Services Jeff Cook, Supt. of Public Works Terry Kestel, Utilities Director Tony Minette, Finance Director Jenni Booth, Community Relations Manager Mary Canino and Administrative Assistant Theresa Cork. Plan Commission Chair Don Schwarz; Iron Gate representatives Mike Ford and John Ford; and residents Steve Leigh, Marie Leigh, and Bob Fischer were also present.

APPROVAL OF MINUTES (May 10, 2017)

Trustee Trevarthan made a motion (#1), seconded by Member Samuels, to approve the Joint Economic Development Committee and Land Use and Policy Committee minutes for May 10, 2017, as presented. The motion was unanimously approved.

DOWNTOWN PARKING STRATEGIES: UPDATE

Director of Development Services Jeff Cook stated the Village Board adopted the 2016 Downtown Parking Evaluation report in August 2016 and noted that a central recommendation of the report was for the Village to create an event management plan. Since then, staff began implementation steps starting with event management strategies and investigating the feasibility of a private valet parking program. He provided committee members with a summary of low-cost parking strategies implemented this year to address event-driven parking challenges in the downtown area including, moving Movies on the Green from Wednesdays to Tuesdays, cancelling the Country Market during Bluegrass, and exploring the feasibility of a private valet parking program. He also reported additional bike racks have been ordered for the downtown area. Mr. Cook then provided other low cost and higher cost strategies for committee consideration and discussion.

Trustee Heath began the parking discussion by asking Police Chief Burica for his observation of any parking concerns related to this year's Bluegrass Fest. Chief Burica reported the downtown

parking lots were filled to capacity during the fest and overflow parking was mostly in the neighboring streets. He noted no parking complaints were received. Manager Canino mentioned that the food vendors, due to not enough electricity on Kansas Street to accommodate them, utilized the Breidert Green parking lot. Trustee Heath recommended for staff and committee to consider restricting parking to one side of the road on Elwood and East Bowen, as well as earlier closure of Ash Street for next year's Bluegrass Festival. It was noted that a meeting has been scheduled for July 27, to review the Bluegrass Festival and to discuss proposed changes for next year's event.

Committee members further discussed and shared numerous low cost and higher cost parking strategies some of which included, improving crosswalks in the downtown area, additional parking on Oak, enacting and enforcement of timed parking restrictions in the Breidert Green and Nebraska Street parking lots, converting Kansas to one-way westbound and Ash Street to one-way southbound.

Following discussion, staff was directed to proceed with the following low cost items: 1) striping parallel parking stalls on the west side of Oak between Elwood and Kansas; 2) installation of trail crossing warning signage on White and Oak; and 3) high-visibility crosswalk striping at both White and Oak Streets. Higher cost strategies would be revisited at a future meeting.

IRON GATE ESTATES REVISED ANNEXATION AGREEMENT - APPROVAL

Director Cook provided an update on the Iron Gate Estates Annexation Agreement for a 9-lot single-family residential subdivision on Colorado Avenue previously recommended for approval in March 2017 at the Community Services Committee meeting. Since then the developer and engineering design team have updated details of the plan and revealed complications with the terms of the original agreement. Mr. Cook reported staff has negotiated the revised agreement terms and obtained an executed copy of the final draft. He noted the final draft differs in three main areas: 1) off-site sidewalk design and construction; 2) impact fee language; and 3) early start building permit. Mr. Cook provided details of each of the three areas for committee discussion.

Following presentation, committee and audience members discussed the revised annexation agreement for the proposed subdivision. A few voiced opposition relating to the proposed fencing along the property line, citing impact to wildlife as a concern. A lengthy discussion ensued relating to the placement of the fencing and the appropriateness of government imposing restrictions upon property owners involving private property. It was the consensus of the committee not to include a condition of no fences allowed within the tree preservation easement.

An additional concern was expressed by a resident relating to drainage, noting flooding in the area was already a problem. It was suggested by committee members to incorporate a provision in the agreement requiring that the owner/developer not begin early construction of the homes until adequate provisions are installed to handle stormwater runoff and approved by the Village.

Members also discussed the terms of the agreement relating to the proposed off-site sidewalk improvements. The proposed off-site sidewalk will extend east past Locust Street and continue to connect with the existing walkway located on the Lincoln-Way High School District 210 property.

It was noted the owner/developer has agreed to coordinate the construction of the off-site sidewalk with the Village's wastewater construction activities in the vicinity. Concern was expressed relating to the Village's financial risk beyond the owner/developer's cap of \$50,000 for the sidewalk improvements. Committee members suggested additional language be added to the agreement requiring owner/developer to bid all improvements in connection with construction of the off-site sidewalk and to discuss options with the Village prior to any costs incurred in excess of the developer's cap of \$50,000, including the Village reserving the right to discontinue the sidewalk improvement project at any time. Staff was directed to ensure the letter of credit guarantees that all public improvements associated with the project be fully constructed within one year from the final plat approval.

Following discussion, Trustee Trevarthan made a motion (#2), seconded by Trustee Stevens to forward a recommendation to the Village Board to enter into an annexation agreement, subject to additional modifications, for the annexation of Iron Gate Estates property, and subject to staff approval of the covenants and restrictions and final legal review. The motion was unanimously approved.

OTHER BUSINESS

A. Use of Public Property

Community Relations Manager Canino requested committee direction relating to an individual conducting weekly fitness classes at Prairie Park. The committee was in consensus that any type of formal gathering requires submittal of a public property request form for approval. Manager Canino was directed to reach out to the individual to discuss the use of public property. It was noted that staff was currently working on a policy to establish guidelines for private use of public property and will bring forth at a future committee.

PUBLIC COMMENTS

No public comments were addressed to the committee.

ADJOURNMENT

Hearing no further business, Trustee Clavio made a motion (#3), seconded by Member Samuels, to adjourn the Land Use and Policy Committee meeting of July 12, 2017, at 6:55 p.m.. The motion was unanimously approved.