

Village of Frankfort
Land Use and Policy Committee Minutes
November 18, 2008

CALL TO ORDER AND ROLL CALL

Chairman Kevin Egan called the Land Use and Policy Committee meeting to order on November 18, 2008, at 5:07 p.m., at the Village Administration Building, 432 W. Nebraska Street.

Committee members in attendance were Mayor Jim Holland, Chairman Kevin Egan, Trustees Mike Stevens and Todd Morgan, Alicia Hanlon and Don Lorenz. Also present were Trustees Cindy Heath and Dick Trevarthan, Village Administrator Jerry Ducay, Chief Rob Piscia, Director of Community Development Jeff Cook, Building Director Craig Eyer; Events Coordinator Mary Canino, Planning Intern Tony Minette, Plan Commissioner Don Schwarz, Grant Currier from Linden Group, and Karen Haave from the *Frankfort Neue Presse*.

APPROVAL OF THE MINUTES (August 13, 2008)

Trustee Morgan made a motion (#1), seconded by Trustee Stevens, to approve the Land Use and Policy Committee minutes for August 13, 2008, as presented. The motion was unanimously approved by all present.

BUILDING CODE OF ORDINANCE AMENDMENTS: APPROVAL

A. *Building Regulations*

Building Director Craig Eyer discussed the proposed changes to the Village of Frankfort's Building Codes.

In the written documentation provided on the updates, the Committee stated that they could not discern what changes were requested for implementation, as they were not highlighted or underlined in the text. It was the directive of the Committee that Mr. Eyer provide them with marked up copies of the proposed changes to the Building Code Regulations and return at a future meeting of the committee to discuss them.

B. *Building Permits and Inspection Fees*

Director Eyer brought forward discussion on the Village's current fees and asked the Committee to increase fees to avoid deficit spending by the Village on inspections.

Mayor Holland expressed concern over allowing blanket increases in fees. He preferred to show that fee increases be tied to actual costs.

Member Hanlon asked Mr. Eyer how he computed the fee schedule, to which Mr. Eyer responded with an explanation of the rationale used for its computation.

Chairman Egan requested that Mr. Eyer provide justification for the fee schedule at the same time he returns to the Committee with the building code changes.

Committee discussion ensued over why the Village charges for certain inspections. Some members believed that there should be a fee for all inspections. Other discussions were held regarding what building construction improvements should have a permit or inspection.

The Committee requested recommendation and justification for the fee schedule and further discussion at a future meeting.

ARCHITECTURAL FIRM RFP: ADMINISTRATION BUILDING ADDITION

A change in the order of docket items for discussion was made. The Architectural Firm Request for Proposal for the Administration Building addition was moved forward for discussion at this time.

Administrator Ducay presented architectural proposals for the new Administration Building addition to the Committee. He explained how a sub-committee of the Board of Trustees and department heads reviewed each proposal and ranked the top five prospective architectural firms for further consideration.

Administrator Ducay suggested to the Committee that a sub-committee be formed to interview each of the five firms, which would report back to the entire LUP Committee with a formal recommendation. He noted that if cost effective, the Village can use its own staff resources for construction management of the project.

Trustee Heath asked if local firms were given preference in the selection process. Mr. Ducay stated local firms were given upfront notification of the Village's plans and expectations.

Trustee Trevarthan suggested that the top five candidates and the Linden Group be included in the sub-committee interview process.

Member Hanlon asked what would be the requirements of the sub-committee and if its charge was to select one firm. She expressed concern with the selection of only one firm by the sub-committee. Administrator Ducay explained his expectations of the sub-committee selection process, which would include the selection of two firms. He further noted that the Village would like to see a firm selected in December, with a professional services contract for presentation sent to the Village Board in January 2009 and project commencement in March.

It was noted that LaSalle Street Securities, the new owners of the Heritage Hall property, would take possession of the property in January 2009.

It was the consensus of the Committee to schedule the first meeting of the LUP architectural firm selection sub-committee for December 6, 2008.

Mayor Holland complimented Administrator Ducay on the process he implemented to select the architectural candidates for the Administration Building addition project.

DISCUSSION: COMPREHENSIVE PLAN UPDATE – FUTURE LAND USE

Director Cook reviewed the 2004 Comprehensive Plan Update and discussed its application to land south of Steger Road. He discussed development trends and changes to the Village's Facility Planning Area within a study area bound by Steger Road on the north, Pauling Road on the south, Scheer Road on the west and I-57 on the east, further noting the various taxing districts that service property. Mr. Cook then framed the study area in the context of regional development activity, identifying the extension of I-355, various intermodal facilities, the proposed South Suburban Airport, Stuenkel Road interchange on I-57, Illiana Expressway, Eastern Will County Wastewater Planning Study and the Midewin Parkway.

Administrator Ducay explained the proposed Monee annexation, as committee members asked for the status on several proposals.

Discussion ensued, focusing on growth areas of University Park and Monee, and the effect on Frankfort's Facility Planning Area. Administrator Ducay stated that University Park and Monee have established TIF districts to attract development and finance improvements to their communities. He asked the Committee to consider how far east the Village should seek to expand its boundaries: to the I-57 corridor or to Harlem Avenue.

Chairman Egan stated the Village may have to be proactive in its approach to annexing properties into the Frankfort corporate limits should eastern growth be desired.

Discussion was held on whether the South Suburban Airport would happen and how it would impact the Village's future development and that of surrounding communities.

Mr. Cook continued the presentation outlining a series of nine goals for discussion as part of the Future Land Use Update. The draft goals for the update include the following:

- Establish a framework for context-sensitive municipal growth.
- Provide a network of roads capable of handling projected traffic increases.
- Minimize the frequency and severity of flooding.
- Preserve open space.
- Protect Frankfort's investment in long-range capital improvements.
- Diversify land use to provide a balanced tax base.
- Reserve land appropriate for economic development opportunities.
- Capture positive and minimize negative effects of regional development activity.
- Protect, conserve and enhance our natural resources.

Following discussion, the Committee agreed with the draft goals as presented.

Trustee Heath asked how the Village's goals for Green Garden coincide with those of Green Garden residents. Administrator Ducay stated that many of the goals align, but there are

differences. The Committee acknowledged it would be very difficult to get Green Garden residents to accept all of the Village's goals, as many would view them as endangering their rural way of life.

Director Cook continued with his Comprehensive Plan Update presentation with an overview of three policy topics to take into consideration for the planning study area. These topics included ultimate growth potential, land use east of Harlem, and residential development.

Discussion ensued, focusing on the different opportunities available in Frankfort's growth area. With regard to annexations, the Village has to decide if it should annex property into its corporate limits that may not be served by its Facility Planning Area. Existing boundary agreements were discussed, along with likely future commercial nodes outside Frankfort's Facility Planning Area, including LaGrange and Manhattan-Monee Roads.

Further discussion was held on how Frankfort would compete for industrial development in areas where less stringent standards are already established. Committee members expressed their views that the Village's challenge is to come up with a diversified property base with a unique Frankfort identity.

Due to the scope of the Comprehensive Plan Update, it was the consensus of the Committee to pursue further discussion of the topics at a future meeting.

CODE OF ORDINANCES: INTOXICATING LIQUOR AMENDMENTS: APPROVAL

Discrepancies in the Code

Craig Eyer discussed the discrepancies found in Chapter 113: Intoxicating Liquor regarding live entertainment on Sundays in Sections 113.18, 113.36 and 113.41 of the Code of Ordinances.

Chairman Egan made a motion (#2), seconded by Trustee Morgan, to forward a recommendation to the Village Board to adopt an amendment to Section 113.18 of the Intoxicating Liquor Ordinance to show that on Sundays, live entertainment in the downtown district will be permitted upon the premises of the licensee until 8:00 p.m. The motion was unanimously approved by all present.

Mayor Holland made a motion (#3), seconded by Member Hanlon, to forward a recommendation to the Village Board to clarify Section 113.36 (Days and Hours of Sales) and have this section correspond with days and hours of sales as noted in other parts of the ordinance. The amendment is also to include language stating "normal hours of operation for a business within the Village of Frankfort is from 7:00 a.m. to 11:00 p.m., unless a special use permit has been granted to change the hours of operation." The motion was unanimously approved by all present.

Sunday Liquor Sales Restrictions

Mayor Holland briefed the Committee on Jewel's request for the Village to change its Sunday liquor sales policy. The food chain asked the Village Board to allow liquor sales to begin at

10:00 a.m. rather than 12:00 p.m. (noon) on Sundays, as most of its customers do their weekly grocery shopping on that day.

Following committee discussion, Mayor Holland made a motion (#4), seconded by Trustee Stevens, to forward a recommendation to the Village Board to amend Section 113.36 (Days and Hours of Sales) to allow packaged liquor sales in large food-type establishments to begin at 10:00 a.m. (from noon) on Sundays. This change is to allow packaged liquor sales only for grocery and convenience stores, not taverns. The motion was unanimously approved by all present.

OTHER BUSINESS

None.

ADJOURNMENT

Chairman Egan made a motion (#5), seconded by Trustee Heath, to adjourn the Land Use and Policy Committee meeting for November 18, 2008, at 7:45 p.m. The motion was unanimously approved by all present.

Chief Rob Piscia, Recorder (via tape)
Debbie Cox, Secretary (via tape)