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## COMMUNITY DEVELOPMENT COMMISSION MINUTES

Committee Date: May 21, 2018  
Present: Dave Woods, Rick St. Marie, Ron Damasco, George Vant,  
Richard Petersen, David Shimanek  
Absent: Brad Karich  
Also Present: Sean Conway, Mo Khan, Ed Cage  
Meeting Convened at: 7:00 p.m.

Attorney Conway stated that since a permanent Chairman has not yet been appointed, that it would be necessary to appoint a Chairman Pro Tem for this meeting. To that effect, Mr. Woods made a motion, seconded by Mr. Shimanek, to appoint Mr. St. Marie as Chairman Pro Tem. A roll call vote was taken with the following results:

Ayes: Mr. Woods, Mr. Damasco, Mr. Vant, Mr. Petersen, Mr. Shimanek  
Mr. St. Marie  
Nays: None  
Abstain: None  
Motion: Carried

### **CALL TO ORDER:**

Mr. St. Marie called the meeting to order at 7:00 P.M. Roll call was taken and a quorum was present.

### **APPROVAL OF THE MINUTES:**

Mr. Woods made a motion, seconded by Mr. Vant, to approve the minutes of the April 16, 2018 meeting. The minutes were unanimously approved as presented via voice vote.

### **PUBLIC HEARINGS:**

### **CASE NO. 2018-CDC-03**

### **OVERVIEW:**

The City of Wood Dale is proposing multiple text amendments to the Sign Code and the Unified Development Ordinance, Chapters 13 and 17 of the Municipal Code.

### **DISCUSSION:**

Mr. Khan reviewed and explained each of the proposed text amendments as follows:

- Proposed Master Fee Schedule: The proposed text amendment will remove fees, fines, securities and other charges in Chapter 13 and Chapter 17 and will reference the proposed Master Fee Schedule
- Sec.17.101.D – General Provisions: The proposed text amendment will remove in its entirety “Organizations of This Chapter.” This section of the code summarizes each of the article within Chapter 17 and is redundant since each article has its own purpose statement included within the article.
- Sec. 17.103.C – Definitions: The proposed amendment will remove definitions not used in Chapter 17, revise definitions to use common terminology and refer to other Chapters of this Code to avoid duplication, and add definitions for uses, structures and terms used in Chapter 17 and currently not defined.
- Chapter 17, Article II – Decision Making: The proposed Text Amendment will state that the City Engineer is responsible for reviewing compliance with requirements of Article VIII, Stormwater and Floodplain Management of the UDO and will eliminate inconsistencies regarding decision making process for appeals of a decision made by the Development Administrator since that responsibility lies with the Community Development Commission.
- Sec. 17.401.C – Zoning Certificate: The proposed text amendment will remove deadlines for approval since the approval goes along with the building permit review process which has its own deadlines for review. Also, the text amendment will also add that the applications will be denied until existing violations are remedied. Finally, provisions regarding Occupancy Certificate will be removed and reference applicable provisions in Chapter 12, the Building Code.
- Sec. 17.402 – Site Plan Review: The proposed text amendment will clarify when a Major or Minor Site Plan Review is required, revise Standards of Approval for a Site Plan Review to be consistent with the standard of approvals for other zoning relief request for which the City Council makes a decision on, add requirements for submission of Transportation Impact Study and any other documents required by the Development Administrator to determine compliance with the requirements of the UDO. The addition of the Transportation Impact Study is for staff to be able to determine compliance with applicable code requirement and to determine the transportation impact a development may have on adjacent properties or the public way.
- Sec.17.503 – Table of Permitted Uses: The proposed text amendment will eliminate building typologies from Use Table, eliminate and combine similar use types (i.e. dental, optometrist and medical offices), and revise “Parking garage/lot (commercial)” to be permitted by Special Use in the C-2, C-3, and TCB districts.
- Sec. 17.602- Accessory Structures and Uses: The proposed Text Amendment will categories which are either not structures or uses intended to be regulated by this section, such as gardens, trees, lawn furniture, ornament lights and will also

remove structures which are regulated by other code sections, such as commercial marquees and attached garages. Ten feet building separation requirement between accessory structures and setback requirements for swimming pools relative to location of electrical lines will also be eliminated. However, any applicable setback requirements for accessory structures in the Building Code are still applicable. Also, clarify

- Sec. 17.605 – Lot Development Standards: The proposed text amendment will clarify permitted location of main and service entrances, clarify front yard setback and front yard build-to line requirements, clarify side yard setback and building separation requirements, amend which zoning districts various building types are permitted to be consistent with Table of Permitted Uses.

Mr. Khan stated that the proposed text amendments are consistent with the Comprehensive Plan and the UDO.

Upon calling for any additional testimony or questions and hearing none, the Chairman Pro Tem closed the Public Hearing

**VOTE:**

Mr. Vant made the following motion:

Based on the various proposed text amendments to the Sign Code and UDO, as summarized in the staff memo, I move that the Community Development Commission adopt the findings of fact included within the staff memo as the findings of the Community Development Commission, and recommend to the City Council approval of Case No. 2018-CDC-03.

The motion was seconded by Mr. Petersen. A roll call vote was taken with the following results:

Ayes:	Mr. Woods, Mr. St. Marie, Mr. Petersen, Mr. Vant, Mr. Damasco, Mr. Shimanek
Nays:	None
Abstain:	None
Motion:	Carried

**STAFF LIAISON REPORT:**

Mr. Khan reminded the Commissioners that the proposed Comprehensive Plan update will be brought to review by the CDC at next month's meeting on June 18.



**CDC**

May 21, 2018

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**OTHER BUSINESS:**

None

**ADJOURNMENT:**

Mr. St. Marie motioned to adjourn the meeting, which was seconded by Mr. Woods. The motion was unanimously approved via voice vote. The meeting adjourned at 7:30 p.m.

*Minutes taken by Marilyn Chiappetta*

*Approved June 18, 2018*