

Approved 09-10-18

**VILLAGE OF DOWNERS GROVE
PLAN COMMISSION MEETING**

MINUTES FOR July 23, 2018

Chairman Rickard called the July 23, 2018 meeting of the Plan Commission to order at 7:01 p.m. and led in reciting the Pledge of Allegiance.

ROLL CALL:

PRESENT: Ch. Rickard, Mr. Boyle, Ms. Johnson, Mr. Kulovany, Ms. Majauskas, Ms. Rollins

ABSENT: Ms. Gassen, Mr. Maurer, Mr. Quirk, Ex. Officio members Miller, Livorsi & Menninga

STAFF: Planning Manager Planner Rebecca Leitschuh
Planner Flora Ramirez

Ch. Rickard reminded everyone present to silence any electronic devices during the meeting, and noted that copies of the Agenda are available on the shelves at either side of the Chamber.

APPROVAL OF MINUTES: May 7, 2018 meeting

Mr. Kulovany moved, seconded by Ms. Rollins to approve the minutes for the May 7, 2018 meeting.

The Motion to approve the minutes as presented passed by voice vote with Ms. Johnson abstaining.

Ch. Rickard reviewed the procedures to be followed for the meeting, pointing out the process has been revised, this being the first meeting to follow the new format. He explained that the Plan Commission is a recommending body for the petitions on the Agenda. The petitioner will first make its presentation. The Commission will raise questions or comment on the petition, and then the public will be given an opportunity to comment. Staff will then present. Once the Public Hearing portion of the meeting is closed, the Plan Commission members will deliberate to recommend approval, recommend approval with conditions, or recommend denial of the individual petition. That recommendation will be forwarded to the Village Council with the minutes, exhibits and all documentation from the public hearing on the specific petition. The Village Council will make final decisions at a future date. He reviewed the subject matter of the one petition on the Agenda, and then asked all individuals intending to speak during either of the public hearings to rise and be sworn in.

18-PLC-0017: A petition seeking approval for the Right-of-Way Vacation of an Alley. The adjacent properties are zoned R-4, Residential Detached House 4. The Plan Commission Meeting July 23, 2018

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subject property is located on the south side of Gierz Street and runs north-south between the properties at 523 and 509 Gierz Street, and 4732 Douglas Road, approximately 120 feet west of Douglas Road, Downers Grove, IL (PINs 09-08-213-016, -017, -034, -035). Timothy O-Neill, Petitioner, Village of Downers Grove, Owner.

Timothy O-Neill, 4732 Douglas Road, described the request he and the owners of two other adjacent properties (509 Gierz and 523 Gierz) submitted before the Commission: to vacate the unimproved public alley shared between their three properties. He referenced a map showing the proposed division of the alley, splitting it down the middle and contiguous with their respective lot lines. He said they wished to enlarge their lots.

No questions followed from the Commission. There being no members of the public wishing to make a statement, Ch. Rickard then called upon staff to make its presentation.

Rebecca Leitschuh, Planning Manager, introduced Flora Ramirez as the newest planning staff member. The Commission welcomed her to the Village.

Flora Ramirez, Planner, identified the location of the alley and provided pictures of its current status. She called attention to the apron in the right-of-way that will be returned to green space with a curb along Gierz by the applicants; also a condition of approval in the staff report. She then went on to explain the requested split of the alley, with half provided to 523 Gierz, running along its eastern edge, one quarter to 508 Gierz, running along its western rear edge, and one quarter to 4732 Douglas, running along its western rear edge. She explained that the encumbered value of the entire section of alley is valued at \$7,215.30, and would be split between the three adjacent property owners based on the amount of land they abut. She elaborated that all criteria were met: consent of adjacent property owners was provided as all three were requesting the vacation, the required public entities were informed and no further public use was identified for the property, a public utility easement would be secured, and payment in the amount calculated per the Subdivision Ordinance and Vacation Policy would be paid by the petitioners.

Ms. Majauskas asked how parcel numbers (PINs) are generated for the small slivers of land created through the alley vacation. Ms. Leitschuh stated that DuPage County determines how to assign the PINs when the notice of title transfer occurs.

There being no further questions or discussion, Ch. Rickard closed the public hearing.

Ch. Rickard called attention to the draft motion in the staff report and read the recommended four conditions of approval.

Mr. Kulovany made a motion that based on the petitioner's submittal, the staff report, and the testimony presented, the proposed alley vacation complies with the alley vacation policy of the Village and is in the public interest. Therefore, I move that the Plan Commission recommend that Village Council approve 18-PLC-0017. Subject to the following conditions:

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1. The vacation shall substantially conform to the staff report dated July 23, 2018.
2. Prior to final Village Council consideration, a Mylar copy of the Final Plat of Vacation shall be provided indicating a 14-foot public drainage, utility and utility access easement along the entire length and width of the alley to be vacated.
3. The existing driveway approach, directly north of the alley, shall be removed and restored to match the existing right of way.
4. Prior to execution of the plat, the petitioners shall pay the Village a total of \$7,215.30.

Ms. Johnson seconded the Motion.

AYES: Mr. Boyle, Ms. Johnson, Mr. Kulovany, Ms. Majauskas, Ms. Rollins, Ch. Rickard

NAYS: None

The Motion passed unanimously.

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Ms. Leitschuh stated that multiple petitions are anticipated in the upcoming months, with a possible need to schedule a second meeting in September or October. However, no meeting is scheduled for August. She said staff would inform the Commission as soon as they had more insight into the upcoming schedule, as formal petitions were submitted.

Ms. Leitschuh informed the Commission that her husband accepted an opportunity to pursue a PhD at the University of Illinois, and she regretted that this would be her last Plan Commission meeting, but that it had been a great pleasure working with the various boards and for the Village of Downers Grove. The Commission expressed their best wishes.

**Ms. Majauskas moved to adjourn the meeting, seconded by Ms. Rollins.
The Motion carried unanimously by voice vote.**

Ch. Rickard adjourned the meeting at 7:21 PM.