

APPROVED 10-7-2019

**VILLAGE OF DOWNERS GROVE  
PLAN COMMISSION MEETING**

**MINUTES FOR SEPTEMBER 9, 2019**

**CALL TO ORDER:**

Chairman Rickard called the September 9, 2019 meeting of the Plan Commission to order at 7:00 PM and led in reciting the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Ch. Rickard, Ms. Gassen, Ms. Johnson, Mr. Boyle, Mr. Maurer, Mr. Patel, Ms. Rollins

**ABSENT:** Mr. Dmytryszyn, Ms. Majauskas, Ex. Officio Members Olczyk, Livorsi & Menninga

**STAFF:** Jason Zawila, Planning Manager

**APPROVAL OF MINUTES: July 1, 2019 meeting**

**Ms. Johnson moved, seconded by Ms. Rollins to approve the minutes for the July 1, 2019 meeting.**

**Ch. Rickard called for a voice vote to approve the minutes. The Motion passed unanimously.**

Chairman Rickard introduced Mr. Patel and Mr. Dmystryszyn (not present), who were both recently appointed to the Plan Commission.

Ms. Rollins requested an update on the discussions related to Adult Use Cannabis. Planning Manager Jason Zawila stated that the Village Council is still discussing and with their direction a text amendment will need to come forward to the Plan Commission, similar to how they have reviewed other text amendments, most recently for the downtown. With adult use cannabis, the product will be legal in the State of Illinois, and that is not the discussion; the discussion is related to "opting out", meaning the Village would select to not allow dispensaries in any zoning district, or "opting in" and identifying what zoning districts it would be permitted, either by right, or through a special use.

For discussion by the Village Council, staff provided a zoning idea that would place distance separations and other criteria. Taking this idea further staff presented what this would like on a map and referred to the Village Council agenda reports that are available for more information. Mr. Rickard referenced that the Village Council will provide direction if the dispensary use will be permitted in town and the Plan Commission will make a recommendation. In response to an inquiry on the other types of adult cannabis uses, Mr. Zawila further summarized the different types of cannabis

Plan Commission Meeting      September 9, 2019

APPROVED 10-7-2019

operations that will be licensed by the state. An inquiry was made if we can limit the number of dispensaries. Mr. Zawila stated that the zoning idea proposed a limitation on the number in town; in addition the state law requires separation distances from schools, etc. A question was asked if the discussion includes other types of cannabis related uses, such as manufacturing. Mr. Zawila reiterated the different types of cannabis operations that will be licensed by the state. Mr. Zawila stated that next steps include further discussion by the Village Council and that direction will be presented to Plan Commission at a future meeting.

There being no further business, Ch. Rickard called for a Motion to Adjourn.

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

Ch. Rickard adjourned the meeting at 7:13 PM.

Respectfully submitted,

Jason Zawila,  
Planning Manger  
(transcribed from mp3 recording)

**DOWNERS GROVE**  
**ENVIRONMENTAL CONCERNS COMMISSION**

**Minutes**

**September 12, 2019**

I. Roll Call – Meeting Start: 7:00 p.m.

Chairwoman Pelloso asked for a Roll Call:

Present: Chairwoman Pelloso, Commissioner Dantoft, Commissioner Ellis, Commissioner Farley, Commissioner Kuchar

Commissioner Bement – Absent

Staff Member: Mr. Daniel Carlsen

II. Visitor Welcome

No visitors were present at the start of the meeting. Chairwoman Pelloso took a moment to introduce herself to the new members of the Environmental Concerns Commission and asked that each commissioner introduce themselves so the group can become more familiar with each other.

III. Public Comment

None

IV. View and Approval of April 11, 2019 Meeting Minutes

Commissioner Farley made a motion to approve, Commissioner Marron seconded the motion. The motion to approve the April 11, 2019 Minutes were approved unanimously.

V. New Business

Mr. Daniel Carlsen introduced himself as the Management Analyst in the Village Manager's office and Staff Liaison to the Environmental Concerns Commission. Mr. Carlsen and Chairwoman Pelloso led the Commission through an overview and discussion of the Powers and Duties of the Environmental Concerns Commission. Mr. Carlsen read the powers and duties specific to the Environmental Concerns Commission while Chairwoman Pelloso explained what these powers and duties mean in practical terms for the commission.

Chairwoman Pelloso stated that one of the goals of the Environmental Concerns Commission is to fully review of the Powers and Duties for the Environmental Concerns

Commission so that each member has a clear understanding of the Powers and Duties. Chairwoman Pelloso continued to explain that the Commission may potentially request amending the Powers and Duties to more accurately reflect the goals of the Commission, and that this will likely be an Agenda Item at a future meeting.

Mr. Carlsen led the group in a discussion of the meeting structure of the Environmental Concerns Commission. Mr. Carlsen explained that the Commission utilizes Roberts Rules of Order to organize and structure the meeting.

Mr. Carlsen then led the group in a discussion of the Open Meetings Act. Mr. Carlsen notified the new members that the State of Illinois requires all board members to successfully complete the Open Meetings Act training no later than 90 days after being appointed a commissioner. Mr. Carlsen stated that Commissioner Bement had a question about the protocol for attending a meeting electronically. Mr. Carlsen noted that the Village would be able to allow electronic attendance if the request came within the time frame allowed in the Open Meetings Act and if the reason for absence is allowed as a reason to attend electronically in the Open Meetings Act. Commissioner Ellis asked if a quorum could be met through electronic attendance. Mr. Carlsen said no, a physical quorum must be met before another member is allowed to attend electronically.

#### VI. Staff update on ongoing projects

Mr. Carlsen stated that the last time the Environmental Concerns Commission met, the Commission questioned why the newly established compost program only allows residents to participate if they have a rented yard waste container from Republic Services instead of allowing private cans to be used. Village Staff reached out to Republic Services and learned that it is up to the discretion of the municipality to determine what container can be used, and have directed the Environmental Concerns Commission to provide a recommendation on if private containers can be allowed for this composting service.

Mr. Carlsen provided a report to the ECC summarizing the compost program, and highlighting the fact that municipalities have the discretion to determine what container can be used for composting. Chairwoman Pelloso if there are any minimal requirements that Republic has, such as not allowing paper bags, if the container needs a lid, etc. Mr. Carlsen stated that there is not, and that the Commission can put forth any such requirements in the recommendation. Commissioner Marron asked if Republic has to accept any recommendation put forth. Mr. Carlsen stated that the recommendation provided by the Environmental Concerns Commission will be sent on to Village staff to implement with Republic Services to make sure the recommendation fits with the current contract.

Chairwoman Pelloso asked if a yard waste sticker would need to be provided for a compost pickup. Mr. Carlsen stated that it would likely be treated the same as any other yard waste or material pickup, which means a yard waste sticker would be required. Commissioner Ellis stated that is something that could be looked at in the next contract.

Commissioner Farley stated that a cost to the compost program could potentially be a deterrent for people participating, and a shared compost program could be a solution. Commissioner Dantoft stated that some municipalities provide a community compost. Commissioner Ellis suggested a community compost area could be placed in Downers Grove.

Commissioner Kuchar asked if the Village knows how many people participate in the compost program. Mr. Carlsen stated that since yard waste and compost are mixed in the same bin, it is difficult to identify who participates in the compost bin. Commissioner Kuchar asked if there has been any resident feedback positive or negative. Chairwoman Pelloso suggested to survey the residents to receive feedback. Commissioner Farley said that many members of the community do not know about the program and it should be more publicized. Chairwoman Pelloso stated that the Village could produce a video to publicize the compost program, and publish the video close to when the next yard waste season begins.

Commissioner Marron asked if a member of Republic Services can attend an Environmental Concerns Commission meeting to ask questions on operational impacts and best practices for a compost program. Mr. Carlsen stated that he would work to coordinate that meeting.

## VII. Adjournment

Chairwoman Pelloso asked for a motion to adjourn.

**Commissioner Ellis made a motion to adjourn. Commissioner Marron seconded the motion. The motion to adjourn was passed unanimously. The meeting was adjourned at 8:14 p.m.**

Meeting adjourned.