AGENDA
FAIRVIEW HEIGHTS PLANNING COMMITTEE
April 22, 2015
Conference Room A
7:00 P.M.

1. Approval of Minutes from March 25, 2015

2. Citizens’ Comments

3. PC Cases
   PC04-15, Development Plan, Robert & Mary Bruns, 705 Lincoln Hwy

4. Lincoln Trail Streetscape Approval of Concept Plans Including Rearrangement of Phases III - IV

5. Demolition Update

6. Adjournment
MINUTES
PLANNING COMMITTEE
March 25, 2015

1. Roll Call

Chairman Carol Warner, called the meeting to order at approximately 7:00 p.m. Meeting was held in the Conference Room A of the Fairview Heights Municipal Complex with Alderman Pat Baeske, Alderman Roger Lowry, Alderman Joshua Frawley, Alderman Scott Greenwald, Alderman Dennis Baricevic, Alderman Linda Arnold, Alderman Justin Gough, Alderman Denise Williams, City Administrator Jim Snider, City Treasurer Michele Isaacson, Director of Land Use & Development Tim Tolliver, Land Use Executive Secretary Adrina Blair, and guests.

2. Citizens’ Comments

None

3. Approval of Minutes

Alderman Baeske made a motion to approve the Minutes of February 25, 2015. Alderman Gough seconded.

VOTE: 3 YEAS (Baeske, Gough, Warner); 0 NAYS

4. TIF Streetscape, Planning Design Studio Invoice

Director Tolliver briefed Committee on invoice received in accordance with resolution for Lincoln Trail Streetscape. Tolliver noted this is the final payment pursuant to the contract. Alderman Lowry asked if the funds are already accounted for in the budget to which Tolliver confirmed they are.

Upon further discussion, Alderman Baeske made a motion to approve the payment of the invoice submitted by Planning Design Studio. Alderman Gough seconded.

VOTE: 3 YEAS (Baeske, Gough, Warner); 0 NAYS

5. Accessory Use, Residential / Nuisance

Chairman Warner opened discussion on this topic and opened the floor to Alderman Baeske. Alderman Baeske commented the City needs to be proactive, not reactive, to problem areas having items such as permanent storage of trailers, buses, wood piles or large amounts of dirt, particularly in
the front yard. Baeske commented homes are typically the largest investment for a resident, and an unsightly mess results in depressed market value for surrounding homes with a domino affect to schools and fire departments. Baeske stated the City currently has problem areas with a need to clarify the legislation that affects these situations. Baeske provided a power-point presentation at this time.

Aldermen objected to photos of personal and business properties being used in power-point presentation as some were politically motivated and otherwise singling out specific businesses. Further objections were made to revisiting issues discussed previously that ended with no action taken for lack of consensus by Aldermen.

Chairman Warner noted the agenda item was brought back to committee to take a look at the language currently in place within the Code in an effort to protect what the majority of residents have as their largest single investment to avoid losing value.

A guest commented on need to make sure codes that are existing be enforced; however, does understand desire to place trailers that may be for work or recreational vehicles on the property and gave example that Scott Air Force Base provides storage areas as those items are not permitted elsewhere within the base. Chairman Warner noted the existing Code which does allow for placement of these items in the rear or side of the residence but not within the front yard. Warner commented the Code was done is such way to try to accommodate these items without harm to the value of the property.

Resident Harry Zimmerman commented that based on topographical make up of some locations within the City, some residents do not have a back yard to place these types of items.

Alderman Arnold agreed there are issues that need to be addressed and commented that some items are currently being addressed while others are not. Alderman Baeske commented on a difference between utility trailers and trailers being used for permanent storage. Alderman Baricevic asked for clarification of Code relating to set-backs for driveways being placed on the side of yards; Tolliver confirmed the Code does not address set-backs for a driveway.

Alderman Baeske asked Director Tolliver if there is a way to address these specific things that are not being currently addressed in the City’s Code. Tolliver stated he could do research into other communities that regulate these types of items and bring the information back to Committee.

No motion made, no action taken.
Meeting adjourned at approximately 7:45 p.m.

The next regularly scheduled meeting of the Planning Committee is scheduled for April 15, 2015, in Conference Room A of the Fairview Heights Municipal Complex.

Respectfully Submitted,

Carol Warner

CW/ab
April 17, 2015

Fairview Heights City Council
10025 Bunkum Road
Fairview Heights, IL 62208

Dear Council Member:

The petition listed below is hereby transmitted for your consideration:

Petition No: PC04-15
Petitioner: Robert & Mary Bruns
Request: Development Plan
Area Size: Approximately 27,675 square feet
Location: 705 Lincoln Highway
Hearing Date: April 14, 2015
Proponents: 0
Opponents: 0
Recommendation: Approval
Votes: AYE - Herrington, Zimmerman, Wesemann, Funk, Mensing, Bramstedt, and Poletti; NAY - None; ABSENT - Klucker, Barkley, Correale, Smith
Report: Staff Advisory
Ward: IV

Respectfully,

Bill Poletti, Chairman
Planning Commission
TO: Planning Committee

FROM: Planning Commission

DATE: April 17, 2015

RE: PC04-15, Development Plan – Robert & Mary Bruns, 705 Lincoln Highway

AREA LAND USE AND ZONING

The subject property, 705 Lincoln Highway, is an approximate 27,675 square foot tract, zoned “PB” Planned Business District and developed with an existing single-story structure developed for use as a retail store. The adjoining properties are likewise zoned “PB” Planned Business District to east, west and south. The properties to the west are developed with the St. Clair Animal Hospital and Schnucks. The properties to the south across Lincoln Highway are developed with a shopping center. The adjoining properties to the east are developed with a house currently a rental property and an insurance agency. The adjoining properties to the north are a residential neighborhood zoned R-4 Single Family Residential and are developed with single family homes.

DEVELOPMENT PLAN REQUEST

The applicant, Robert and Mary Bruns, is requesting approval to add 900 square foot addition to the north side of the existing structure which contains 1,600 square feet of floor with a mezzanine. The addition will be of the same materials, vinyl siding, and color as the existing structure. The site is fully developed as is demonstrated in the attached photos. The Applicant will continue to utilize the space for retail sales. The proposed addition will relocate three parking spaces without reducing parking availability.

PLANNING CONSIDERATIONS

- No modifications are proposed to the existing development or structure other than addition.
- None of the existing parking facilities or traffic circulation would be affected by the addition.
Exhibits:

1. Staff Advisory
2. Application
3. Public Notice
4. Surrounding Property Owners
5. Findings
6. Site Plan
7. Photos
PLANNING COMMISSION
MINUTES
April 14, 2015

1. CALL TO ORDER

The meeting was called to order at approximately 7:00 p.m. by Chairman Bill Poletti with (6 members) in attendance: Pat Wesemann, Pat Herrington, Harry Zimmerman, Amy Funk, Larry Mensing and Jim Bramstedt. Also in attendance were Tim Tolliver(Director of Land Use), Kendra Tucker (Secretary) and Rebecca L. Lucas(Keefe Reporting).

2. CITIZENS COMMENTS

None

3. APPROVAL OF MINUTES

The Planning Commission approved the minutes for the meeting on January 13, 2015.

4. PUBLIC HEARING

PC04-15, Development Plan, Robert & Mary Bruns, 705 Lincoln Hwy.

Director Tim Tolliver presented the staff advisory.

Commissioner Funk asked Director Tolliver why this application was not considered a minor change. Tolliver and Chairman Poletti explained that the proposal consisted of structural changes adding building area in this instance exceeded the minor designation.

The applicant was present.

Robert Bruns of 1134 Chatham Drive, Shiloh, IL. 62221 was sworn in.

The applicant stated that he has had an insurance company in Fairview Heights for the past 38 years. He owns the three lots and last year they decided to open a retail shop that sells Christmas items year round. The applicant is requesting permission to add 900 square feet of retail space to the rear of building. There would be no loss of parking spaces or landscaping and the same materials would be used in the construction as was used on the rest of the building. Commissioner Herrington said he thought that this was compatible with the existing development. Commissioner Funk stated that the property was always well maintained and the Commission agreed.

There were 0 proponents present to speak in favor of this application.
There were 0 opponents present to speak against this application.
Commissioner Wesemann made a motion to approve the application.

Planning Commissioner Pat Wesemann introduced the following resolution and moved for its adoption:

RESOLUTION PC15-004

A RESOLUTION ADOPTING FINDINGS OF FACT PC04-15 RELATING TO A REQUEST FROM ROBERT & MARY BRUNS, TO ALLOW THE CONSTRUCTION OF A 900 SQUARE FOOT ADDITION TO THE EXISTING STRUCTURE AT THE PROPERTY LOCATED AT 705 LINCOLN HIGHWAY.

WHEREAS, Robert & Mary Bruns, hereinafter referred to as the “Applicant,” has properly applied for an Amended Development Plan Approval to construct a 900 square foot addition to the existing structure at the property generally known as 705 Lincoln Highway and also identified by St. Clair County PIN 03-27.0-213-041.

NOW THEREFORE, BE IT RESOLVED BY THIS PLANNING COMMISSION OF THE CITY OF FAIRVIEW HEIGHTS, ST. CLAIR COUNTY, STATE OF ILLINOIS that the findings of fact relating to the request are determined to be as follows:

1. That the Applicants appeared before the Planning Commission for a public hearing pursuant to Section 14-10-8 of the City of Fairview Heights Development Code on April 4, 2014, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.

2. That the Subject Property is zoned “PB” Planned Business District. The adjoining properties are likewise zoned “PB” Planned Business District to east, west and south. The properties to the west are developed with the St. Clair Animal Hospital and Schnucks. The properties to the south across Lincoln Highway are developed with a shopping center. The adjoining properties to the east are developed with a house currently a rental property and an insurance agency. The adjoining properties to the north are a residential neighborhood zoned R-4 Single Family Residential and are developed with single family homes.

3. That the Subject Property is approximately 27,675 square feet in size.

4. That City Code requires a Development Plan within the “PB” District.

5. That City Code requires changes to properties within the “PB” District to file an Amended Development Plan.

6. The Applicant is requesting approval to construct a 900 square foot addition on the north side of the existing structure for use as retail sales area.

7. None of the existing parking facilities or traffic circulation would be affected nor would additional parking be required.
8. That the proposed use will not be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use or to the public welfare.

9. That the proposed use will not substantially adversely impair the use, enjoyment, or market value of any surrounding property.

10. That the proposed use will not be hazardous or disturbing to existing neighboring uses.

11. That the proposed use will be served adequately by public facilities and services such as highways and streets.

12. That the proposed use will not create excessive additional requirements at public cost for public facilities and services, and it will not be detrimental to the economic welfare of the community.

13. That the proposed use will not involve activities and uses that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors.

14. The proposed use will be consistent with the Comprehensive Plan.

15. That this Development Plan approval allows for the 900 square foot addition to the north side of the existing structure. Any significant changes on this site not provided for in the site plans on the Subject Property will require additional review by the Plan Commission and approval by the City Council.

16. Violation of the terms and conditions as outlined herein will result in revocation of the permission for an outside display of merchandise. Staff will follow typical procedure of notification and citation at which time Planning Commission and City Council will also be notified.

17. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.

18. That the Director of Land Use, and his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.

19. That this Development Plan Approval shall automatically expire if the use is not initiated within one year of City Council approval.

The motion for the adoption of the foregoing resolution was duly seconded by Commissioner Harry Zimmerman, and upon vote being taken thereon, the following voted in favor thereof: Herrington, Zimmerman, Wesemann, Funk, Mensing, Bramstedt and Poletti.
and the following voted against the same: NA

and the following abstained: NA

and the following were absent: Rick Klucker, Don Barkley, Nick Correale, Kelly Smith

whereupon said resolution was declared duly passed and adopted by the Fairview Heights Planning Commission this the 14th day of April 2015.

Planning Commission Chairman

ATTEST:

______________________________
Land Use Director

Robert & Mary Bruns, hereby acknowledges receipt of this Permit and that they have reviewed the conditions of this Permit and have agreed that they will comply with the terms of this Permit.

By: ___________________________ Its: ___________________________

STATE OF ILLINOIS)

COUNTY OF __________) SS.

On this _____ day of ______________, 2015 before me, a Notary Public, personally appeared ______________________, the ______________________ of Robert & Mary Bruns, under the laws of Illinois, on behalf of the Corporation, to me known to be the person
described in and who executed the foregoing instrument and acknowledged that they executed the same as their free act and deed.

5. UNFINISHED BUSINESS – Citizens Comments

None

6. NEW BUSINESS

None

7. ANNOUNCEMENTS

None

8. ADJOURNMENT – Meeting adjourned at approximately 7:20 p.m. The next regularly scheduled meeting of the Fairview Heights Planning Commission will be May 12, 2015 at 7:00 p.m. in the Council Chambers of the Fairview Heights Municipal Complex, 10025 Bunkum Road, Fairview Heights, Illinois.

Respectfully,

Timothy Tolliver
Director of Land Use and Development
TT/kt
APPLICATION FOR SPECIAL USE PERMIT OR
DEVELOPMENT PLAN

Land Use and Development Department
Fairview Heights City Hall
10025 Bunkum Road
Fairview Heights, IL 62208
Phone (618) 489-2060

(Do not write in this space – for office use only)

Case Number Assigned:

Date Application Received:

Date Set for Hearing:

Name of Newspaper and Publication Date:

Publication Fee Paid:

Date Proof of Public Notice Sign Provided:

Zoning District of Property:

Recommendation of Plan Commission:

Date of Final City Council Decision:

Action by City Council:

Development Plan: ________________  Amended Development Plan: ________________

Special Use: ____________________

All information must be completed and submitted herewith. Applicants are encouraged to visit the Land Use and Development Department for any assistance needed in completing this form.

1. Name of property owner(s):
   ROBERT & MARY BRUNS
   Mailing address: 1134 CHATHAM DRIVE SHILOH, IL 62214
   Phone: 618-234-4948
   E-Mail: bbruns1@farmersagent.com

2. Name of applicant (if other than owner):

   Relationship to owner (contractor, family member, lessee, etc.):

   Mailing address:
   Phone:
   E-Mail:
3. Address of property: 705 Lincoln Highway
   Parcel (Tax) ID number: 03-27-0-213-041
   Present use of property: RETAIL - (MERCANTILE)
   Zoning district: 

4. Type of Development for which permit is requested:
   ADD AN 900 SQ FT TO BUILDING

5. (For residential developments only)
   Density: 
   Number of structures: _______   Dwelling units per structure: _______
   Total number of dwelling units: _______
   Estimated number of persons per dwelling unit: _______
   Density = Population of development = _______ = _______ persons/acre.

6. A special use permit or development plan approval is requested for the property
described above in conformity with the documents submitted herewith.
I certify that all of the above statements and the statements contained in any
papers or plans submitted herewith are true and accurate; that I have read and
understand the regulations pertaining to Special Uses and Development Plans
and I believe to the best of my knowledge that the proposed will not violate any
portion of said code.

I also understand that as the Applicant, it is my responsibility to obtain all other
permits or licenses required by any applicable regulatory agencies for this Land
Use Application.

I consent that the entry in or upon the premises described in this application by any
authorized official of Fairview Heights, Illinois for the purpose of inspecting or of
posting, maintaining, and removing such notices as may be required by law.

Signature of Owner: Robert A Bruns  Date: 3/11/2015

Signature of Applicant: Robert A Bruns  Date: 3/11/2015
705 LINCOLN HIGHWAY PROPOSAL

#3 The additional space will be used for mercantile sales, same as the current usage.

#4 Photos, see site drawing

#5 List of property owners within 300 feet
   A) Susan Stanley
      701 Lincoln Highway, Fairview Hts. Il. 62208 PARCEL # 03-27.0-213.033

   B) Robert Bruns
      709 Lincoln Highway, Fairview Hts. Il. 62208 PARCEL # 03-27.0-213-037

   C) Robert Bruns
      #2 Lexington Drive, Fairview Hts. Il. 62208 PARCEL # 03-27.0-213-038

   D) Chris Nesbit
      #4 Mt. Vernon Dr., Fairview Hts. Il. 62208 PARCEL #

   E) Verla Weissert 4 Lexington Dr. Fairview Hts. Il. 62208 PARCEL # 03-27.0213-032

2C Distance between buildings
705 to 709 Lincoln Highway property line 70 feet
705 to 709 Lincoln Highway building distance 118 feet

705 to 701 Lincoln Highway property line 5 feet
705 to 701 Lincoln Highway building distance 23 feet

705 to #2 Lexington Dr property line 94 feet
705 to #2 Lexington Dr building distance 187 feet

705 to 4 Lexington Dr property distance 8 feet
705 to 4 Lexington Dr building distance 210 feet

705 to 4 Mt Vernon Dr property distance 70 feet
705 to 4 Mt Vernon Dr building distance 90 feet

ALL CALCULATIONS ARE ESTIMATIONS TAKEN ON ABOVE LOCATIONS
705 DEVELOPMENT PLAN
ROBERT BRUNS

THIS IS TO STATE THAT THE ADDITIONAL 900 SQUARE FEET OF MERCANTILE SPACE WILL BE USED FOR HOLIDAY, SEASONAL AND CHRISTMAS SALES. THE NEW ADDITION WILL BE THE SAME USAGE AS THE EXISTING ONE.
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</table>
NEW ADDITION ON EXISTING BUILDING
705 W HIGHWAY 50
FAIRVIEW HEIGHTS, IL 62208

ANTHONY DUNCAN ARCHITECT
4527 VIRGINIA AVE
SAINT LOUIS, MO 63111
314-632-3350

A1
March 24, 2015

RE:  PC04-15, Development Plan- Robert & Mary Bruns, 705 Lincoln Highway

DEAR SURROUNDING PROPERTY OWNERS:

Enclosed please find a copy of “Notice of Public Hearing” which appeared in the Thursday, March 26th, 2015 issue of the Fairview Heights Tribune.

Please advise that this notice concerns property in the vicinity of the property owned by you.

We cannot contact everyone by mail, so feel free to share this information with your neighbors. You are welcome to attend the public hearing and voice your opinions regarding the case.

The public hearing will be held before the Fairview Heights Planning Commission in the Fairview Heights Municipal Complex, 10025 Bunkum Road, Fairview Heights, Illinois, on Tuesday, April 14, 2015 beginning at approximately 7:00 p.m., in the City Council Chambers.

If you have any questions, please feel free to contact this office at 489-2063 or 489-2060.

Sincerely,

Kendra Tucker
Recording Secretary
Enclosure
PC04-15
March 24, 2015

RE:  PC04-15, Development Plan- Robert & Mary Bruns, 705 Lincoln Highway

DEAR RESIDENT:

Enclosed please find a copy of "Notice of Public Hearing" which appeared in the Thursday, March 26th, 2015 issue of the Fairview Heights Tribune.

Please be advised this notice concerns property in the vicinity of the property in which you currently reside.

We cannot contact everyone by mail, so feel free to share this information with your neighbors. You are welcome to attend the public hearing and voice your opinions regarding the case.

The public hearing will be held before the Fairview Heights Planning Commission in the Fairview Heights Municipal Complex, 10025 Bunkum Road, Fairview Heights, Illinois, on Tuesday, April 14, 2015 beginning at approximately 7:00 p.m., in the City Council Chambers.

If you have any questions, please feel free to contact this office at 489-2063 or 489-2060.

Sincerely,

Kendra Tucker
Recording Secretary
Enclosure
PC04-15
PUBLIC NOTICE

Notice is hereby given that a public hearing will be held before the Fairview Heights Planning Commission on Tuesday, April 14, 2015 at 7:00 p.m. in the Fairview Heights Municipal Complex, 10025 Bunkum Road, Fairview Heights, Illinois, at which time and place the Commission will consider a Development Plan within the “PB” Planned Business District to allow an approximate 900 square foot expansion to the structure for retail sales located at 705 Lincoln Highway, Property Identification Number 03-27.0-213-041, Fairview Heights, Illinois.

Request was made by Robert & Mary Bruns, 1134 Chatham Drive, Shiloh, Illinois 62221

All persons desiring to appear and be heard for or against said proposal may appear at said hearing and be heard thereon.

Dated this 23rd day of March, 2015.

Bill Poletti, Chairman
FAIRVIEW HEIGHTS PLANNING COMMISSION
PC04-15
<table>
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<tr>
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<th>ADDRESS</th>
<th>ADDRESS2</th>
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<td>LSRF2 BARON LLC</td>
<td>ATT TODD KENNY HUDSON ADVISORS</td>
<td>2711 N. HUSKELL AVE. ATE 1900</td>
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<td>BPD COMPANY II LLC</td>
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<td>Pontiac-William Holliday #105</td>
<td>c/o Superintendent Julie Brown</td>
<td>400 Ashland Avenue</td>
<td>FAIRVIEW HEIGHTS, IL.</td>
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<td>Belleville High School #201</td>
<td>c/o Superintendent Dr. Jeff Dosier</td>
<td>920 N. Illinois Street</td>
<td>BELLEVILLE, IL.</td>
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Lincoln Trail Streetscape Project
Summary Sheet
March 31, 2015

- Four (4) Phase Project with a Total Construction Cost estimate of $3,531,000
- All street lighting and way finding signs are in medians
- No bike lanes
- No roundabout
- Phase I, as depicted, has been signed off on by Pace Properties
- 4-way Stop at Market Place and Petco/DSW driveways has been ok’d by IDOT, as has Plaza Drive’s redesigned intersection
- Note no left turn sign to disallow traffic going east on Market Place to turn onto Plaza Drive
- Existing Pylon Signs to remain
- Low stone, masonry walls will be constructed to enhance entry way at Market Place/159 and Lincoln Trail/Commerce
- Sidewalk on south side only of Market Place, Phase II, III, IV – sidewalks, 1 side only
- Next step: Preparation of Construction Drawings for Phase I
INTEROFFICE MEMORANDUM

To: City Council
From: Tim Tolliver
Subject: Demolition Update
Date: April 20, 2015

The first three categories are somewhat self-explanatory however the fourth category ‘Vacant Properties under Observation’ requires an explanation. Under Observation indicates staff is monitoring one or more of the following; condition of structure, repair progress, and building permit application submittal. If staff determines that owner has failed to follow through on action or structure begins to deteriorate court action will be sought.

**Demolition Completed**

1. 10408 Lincoln Trail
2. 9111 South Ave
3. 8 Alice Lane
4. 1711 Pontiac Road
5. 20 Kassing Drive

**Pending in Circuit Court**

1. 1 Hermitage Drive
2. 9058 Crest Drive
3. 8920 Pleasant View
4. 21 Brown Drive

**Determined Unsafe & Dangerous Will Seek CC Demolition Order**

1. 9 Spivey
2. 9755 Greenridge Heights
3. 9716 Ridge Heights
4. 133 Toulon
Vacant Properties Under Observation

1. 632 Deppe Lane
2. 8 Belle Drive
3. 125 S Ruby Lane
4. 9608 Old Lincoln Trail
5. 9824 Old Lincoln Trail
6. 10319 Lincoln Trail
7. 128 Susan Court
8. 9113 South Ave.
9. 16 Baldus
10. 10820 Lincoln Trail
11. 45 Countryside
12. 20 Sharilane