

AGENDA
Municipal Services Committee
Rescheduled Meeting
December 27, 2011
6:30 P.M. – Council Chambers

- 1. Call to Order & Roll Call**
- 2. Establishment of Quorum**
- 3. New Business**
 - a. 310 Peony Place -** Petitioner seeks a variation to reduce the required front yard setback from 35 feet to 31 feet for a covered front porch.
 - b. 17 W 630 N Frontage Road -** Petitioner seeks to rezone the property from R-1 Single Family Residence to O Office, upon annexation.
9 S 531 Wilmette Avenue - Petitioner seeks to rezone the property from R-1 Single-Family Residence to R-3 Multi-Family Residence, a special use for a 5-unit multi-family residential dwelling and a variation to reduce the required lot area from 21,500 square feet to 17,710 square feet for the 5-unit multi-family residential dwelling (3, 2 bedroom units and 2, 1-bedroom units), upon annexation
 - c. 7501 Cass Avenue, Chase Bank –** Petitioner seeks the following approvals: site plan, a special use to permit a drive-thru facility and variations from the Zoning Ordinance and Sign Code, in order to construct a bank.
 - d. Minutes –** November 21, 2011 – Municipal Services Committee
- 4. Director’s Report**
- 5. Next scheduled meeting –** January 23, 2012.
- 6. Adjournment**

Natural Features: None

Transportation: Property has frontage on Peony Place.

Documents Submitted

This report is based on the following information submitted to the Community Development Department by the petitioner:

1. Plat of Survey/Site Plan, 1 sheet, prepared by Schomig Land Surveyors, Ltd (survey), dated March 18, 2003 (survey).
2. Building Elevation/Plan, 2 sheets.

Planning Overview/ Discussion

The subject property is located on the north side of Peony Place, between Brookbank Road and High Road.

The petitioner proposes several alterations to the existing home, including: the construction of a covered front porch, breakfast nook and second floor. The proposed front porch triggers the variation request. The other portions of the plan comply with the Zoning Ordinance (building setbacks, lot coverage and building height.)

In the R-2 zoning district, a 35-foot front yard building setback is required. Covered and/or enclosed porches are required to meet this building setback.

At the closest point, the home is 37.8 feet from the front lot line. The proposed covered front porch extends 6'-5" from the front wall of the home toward the front lot line, resulting in a 31.3-foot setback from the front lot line, based on the dimensions shown on the plat of survey.

The variation request must address the following criteria for approval:

1. Whether the general character of the property will be adversely altered.
2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties.
3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety.
5. Whether the proposed variation will adversely alter the essential character of the neighborhood.

Staff Findings/Recommendations

Staff does not object to the variation petition. The proposed covered front porch does not extend into the front yard setback excessively, and still maintains an adequate front yard setback of 31 feet. The proposed variation will not adversely alter the essential character of the property, nor will it adversely impact neighboring properties, nor will it impair the adequate supply of light and air in adjacent properties, nor will it adversely alter the essential character of the neighborhood.

Therefore, staff recommends the Planning and Zoning Commission make the following recommendation granting the variation petition:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-13 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve the petition as presented.

Planning and Zoning Commission Review – December 21, 2011

The Planning and Zoning Commission considered this matter at its meeting on December 21, 2011. The following members were present: Beverly Meyer – Chairperson, Donald Hickok, John Lind, Louis Mallers, Raymond Mielkus, Pauline Oberland, Kenneth Ritzert, Dan Gombac – Director, Michael Griffith – Senior Planner and Elizabeth Lahey – Secretary.

Members absent: Ronald Kiefer, Susan Vonder Heide

Michael Griffith, Senior Planner, reviewed the staff agenda memo.

John Geary, the petitioner, was present. He explained that he recently got married and they are looking to enlarge the home for more space, and to improve the value of the home.

Chairperson Meyer confirmed that the front porch only is the variation.

Mr. Griffith stated that the plan includes a second story addition as well as an addition onto the back side of the home, but the front porch is what triggered the variation.

Dan Gombac, Director, confirmed there were not drainage concerns.

The Commission did not have any concerns. There was not anyone from the public to offer comments.

Without further discussion, Commissioner Ritzert made the following motion, seconded by Commissioner Mielkus:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-13 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve the petition as presented.

Upon a roll call vote, THE MOTION CARRIED by a vote of 7-0.

(Commissioners Kiefer and Vonder Heide were absent.)

Municipal Services Committee – December 27, 2011

Based on the Planning and Zoning Commission's recommendation, staff recommends the Municipal Services Committee make the following recommendation to grant the variation petition:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-13 is in conformance with the standards of the Darien City Code and, therefore, I move the Municipal Services Committee recommend approval the petition as presented.

Decision Mode

The Planning/Zoning Commission considered this item at its meeting on December 21, 2011. The Municipal Services Committee will consider this item at its meeting on December 27, 2011.

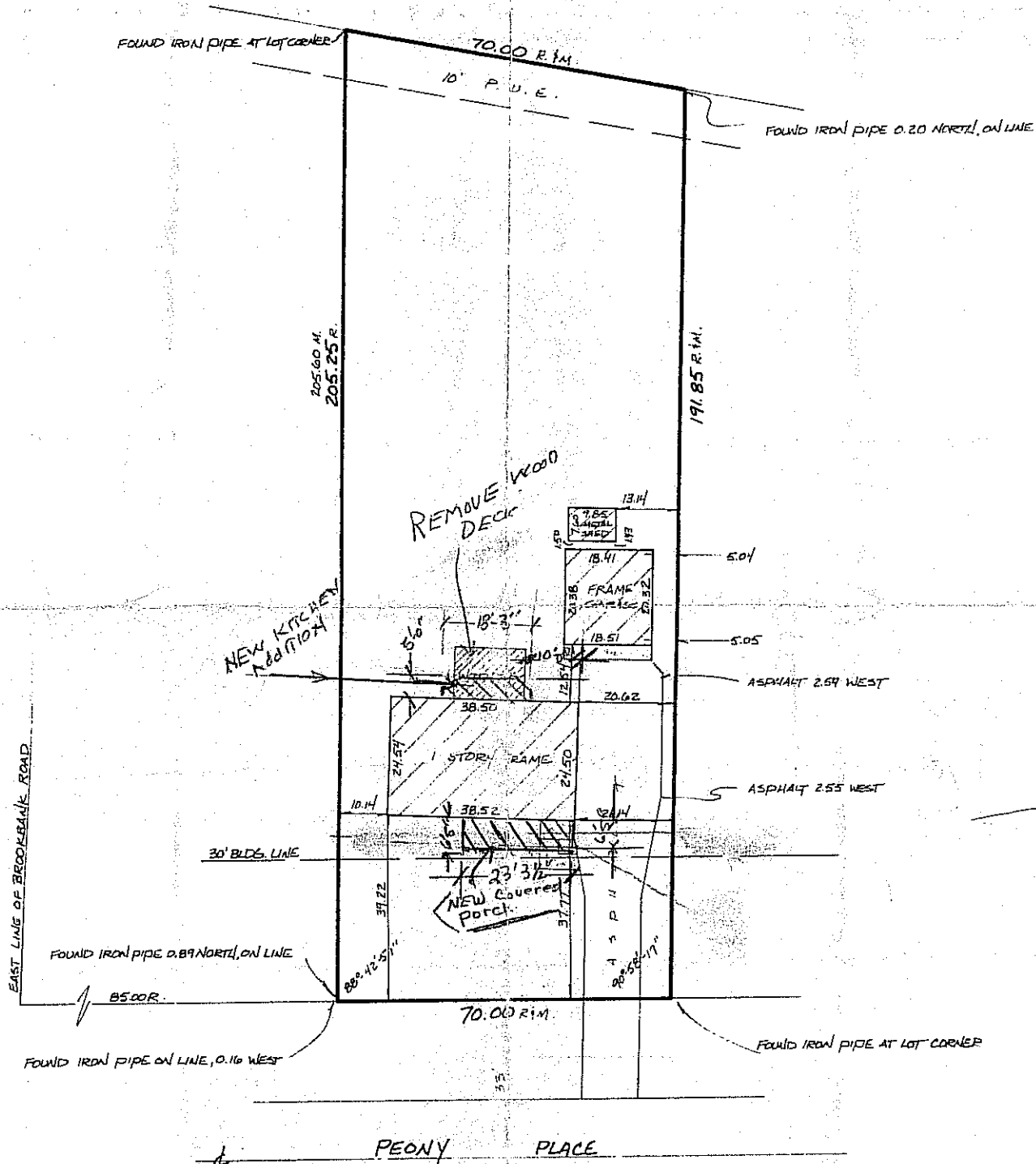
RUSSELL W. SCHOMIG PLS 035-002446
WILLIAM K. SCHOMIG

SCHOMIG LAND SURVEYORS, LTD.
PLAT OF SURVEY

909 EAST 31st STREET
LA GRANGE PARK, ILLINOIS 60526
PHONE (708) 352-1452
FAX (708) 352-1454

LOT 10 IN BLOCK 43 IN TRI STATE VILLAGE UNIT NUMBER 5, BEING A SUBDIVISION OF PART OF THE SOUTHWEST 1/4 OF SECTION 23 AND PART OF THE EAST 1/2 OF THE NORTHWEST 1/4 OF SECTION 26, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JULY 20, 1944 AS DOCUMENT 465114, IN DU PAGE COUNTY, ILLINOIS.

COMMON ADDRESS: 310 PEONY PLACE



COMPARE LEGAL DESCRIPTION WITH DEED AND REPORT ANY DISCREPANCY IMMEDIATELY. A TITLE COMMITMENT WAS NOT FURNISHED FOR USE IN PREPARATION OF THIS SURVEY. IF A TITLE COMMITMENT WAS NOT FURNISHED, THERE MAY BE EASEMENTS, BUILDING LINES OR OTHER RESTRICTIONS NOT SHOWN ON THIS PLAT. THIS PLAT DOES NOT SHOW BUILDING RESTRICTIONS ESTABLISHED BY LOCAL ORDINANCES. LOCAL AUTHORITIES MUST BE CONSULTED REGARDING ANY RESTRICTIONS.

DO NOT SCALE DIMENSIONS FROM THIS PLAT. NO EXTRAPOLATIONS SHOULD BE MADE FROM THE INFORMATION SHOWN WITHOUT THE PERMISSION OF SCHOMIG LAND SURVEYORS, LTD. THIS PLAT IS NOT TRANSFERABLE. ONLY PRINTS WITH AN EMBOSSED SEAL ARE OFFICIAL COPIES.
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SURVEYED: MARCH 18 2003

BUILDING LOCATED: MARCH 18 2003

ORDERED BY: ROBERT J. CEKEMAN - ATTORNEY

PLAT NUMBER: 031724 H/6-119 SCALE: 1" = 20'



STATE OF ILLINOIS }
COUNTY OF COOK } ss.

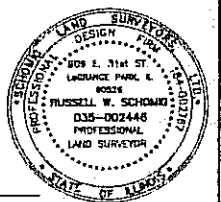
WE, SCHOMIG LAND SURVEYORS, LTD. AS ILLINOIS LICENSED PROFESSIONAL LAND SURVEYORS, HEREBY CERTIFY THAT WE HAVE SURVEYED THE PROPERTY DESCRIBED IN THE CAPTION TO THE PLAT HEREON DRAWN AND THAT THE SAID PLAT IS A TRUE AND CORRECT REPRESENTATION OF THE SAME.

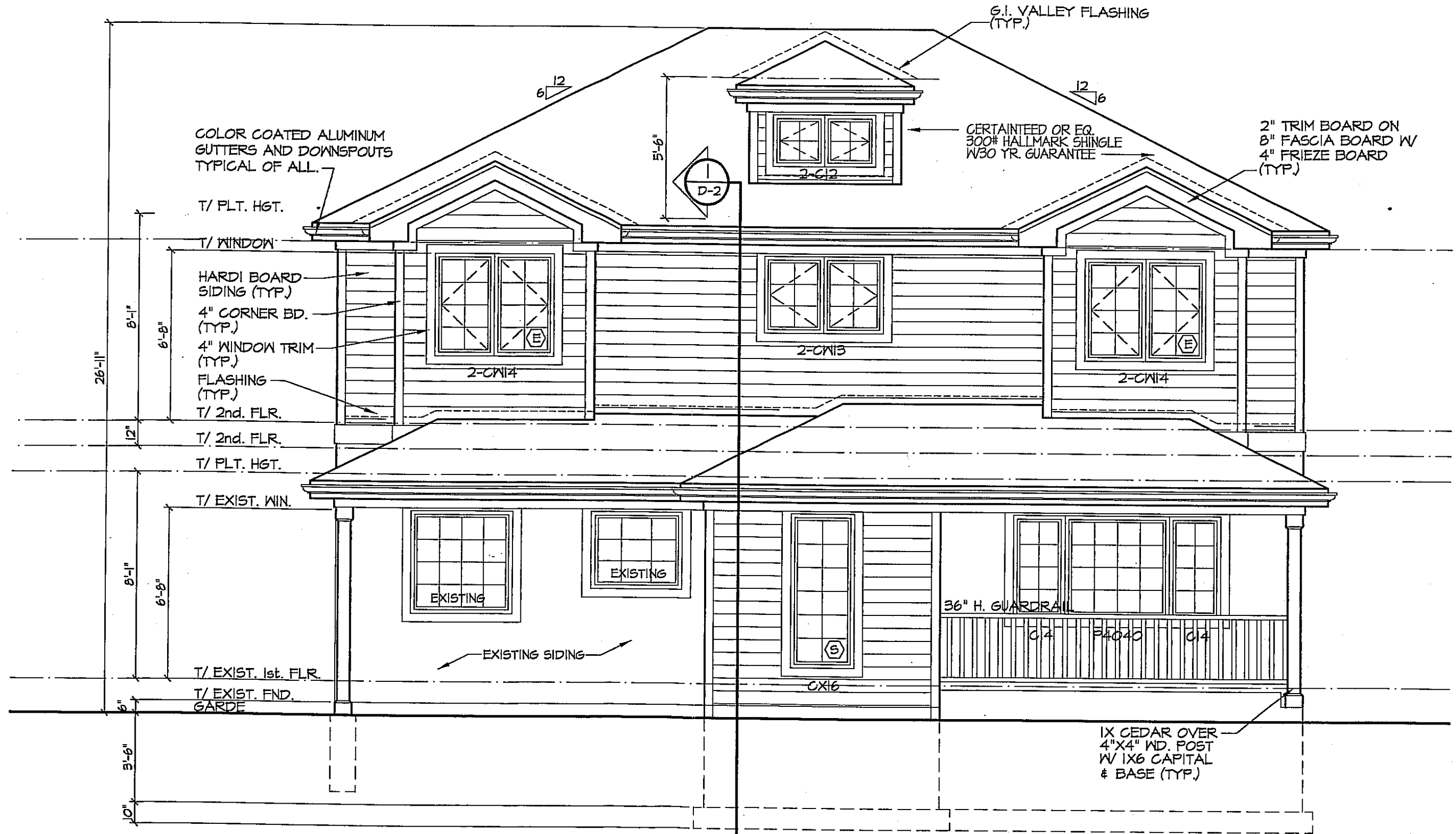
ALL DIMENSIONS ARE IN FEET AND DECIMAL PARTS OF A FOOT AND ARE CORRECT AT A TEMPERATURE OF 68 DEGREES FAHRENHEIT. DIMENSIONS SHOWN ON BUILDINGS ARE TO THE OUTSIDE OF BUILDINGS.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

- I.P. = IRON PIPE
- C.L.F. = CHAIN LINK FENCE
- D.E. = DRAINAGE EASEMENT
- W.F. = WOOD FENCE
- P.U.E. = PUBLIC UTILITY EASEMENT
- B.L. = BUILDING LINE

BY: Russell W. Schomig
PROFESSIONAL ILLINOIS LAND SURVEYOR NO 2446





**PROPOSED
FRONT ELEVATION**

1/4"=1'-0"

301 Peony Pl.
Darien IL

AGENDA MEMO
MUNICIPAL SERVICES COMMITTEE
MEETING DATE: December 27, 2011

Issue Statement

PZC 2011-14: **17W630 N. Frontage Road and 9S531 Wilmette Avenue:** Petitioner seeks the following relief from the Zoning Ordinance:

17W630 N. Frontage Road:

1. To rezone the property from R-1 Single-Family Residence to O Office, upon annexation.

9S531 Wilmette Avenue:

1. To rezone the property R-1 Single-Family Residence to R-3 Multi-Family residence, upon annexation.
2. Special use approval for a 5-unit multi-family residential dwelling.
3. Variation to reduce the required lot area from 21,500 square feet to 17,710 square feet for a 5-unit multi-family residential dwelling (3, 2-bedroom units and 2, 1-bedroom units).

Applicable Regulations: Zoning Ordinance, Section 5A-6-3: Zoning of Annexed Land
 Zoning Ordinance, Section 5A-9-2: O Office District
 Zoning Ordinance, Section 5A-7-3: R-3 Multi-Family Residence District
 Zoning Ordinance, Section 5A-7-3-3: Special Uses, R-3 Multi-Family Residence District
 Zoning Ordinance, Section 5A-7-3-5(D): Area, Width and Lot Requirements, R-3 Multi-Family Residence District

General Information

Petitioner/
Property Owner: Arthur A. Cano
 9S531 Wilmette Avenue
 Darien, IL 60561

Property Location: 17W630 N. Frontage Road and 9S531 Wilmette Avenue

PIN: 09-34-301-023; 09-34-301-022

Existing Zoning: B-1 Local Business (DuPage County)

Existing Land Use: 17W630 N. Frontage Road – Daycare center
9S531 Wilmette Avenue – Office and apartments.

Surrounding Zoning and Land Use:

North: R-3 Multi-Family Residence – townhomes (attached single-family homes)
South: B-1 Local Business (DuPage County) – single-family home
East: R-3 Multi-Family Residence – townhomes (attached single-family homes)
West: OR&I Office, Research and Light Industrial – light industry, warehousing

Comprehensive Plan Update: Office

History: None.

Size of Property: 17W630 N. Frontage Road – 26,148 square feet
9S531 Wilmette Avenue – 17,710 square feet

Floodplain: None.

Natural Features: None

Transportation: Properties have frontage and access onto N. Frontage Road and Wilmette Avenue.

Documents Submitted

This report is based on the following information submitted to the Community Development Department by the petitioner:

1. Plat of Survey, 1 sheet, prepared by Associated Surveying Group, LLC, dated October 26, 2011.
2. Plat of Annexation, 1 sheet, prepared by Associated Surveying Group, LLC.
3. Site Plan, 1 sheet, prepared by DBK and Associates, dated November 9, 2011.
4. Building Renovations, 1 sheet, prepared by DBK and Associates, dated November 9, 2011.

Planning Overview/ Discussion

The subject properties are located at the northeast corner of N. Frontage Road and Wilmette Avenue. Currently, the properties are unincorporated.

The petitioner seeks to annex both parcels. Per the Zoning Ordinance, a parcel is automatically zoned R-1 Single-Family Residence upon annexation, unless the City Council approves a rezoning petition.

17W630 N. Frontage Road

The petitioner seeks to rezone this parcel, from R-1 Single-Family Residence to O Office, upon annexation. The Comprehensive Plan Update designates this parcel as office use.

Currently, there is a building on the parcel occupied by a daycare center, which is allowed within the O Office zoning district as a special use. If approved, the current use would be an existing, legal use (assuming the use was legally established under the County’s Zoning Ordinance).

The following table lists the permitted and special uses allowed within the O Office zoning district:

O Office	
Permitted Uses	Special Uses
Offices, business or professional	Animal hospitals
	Banks and financial institutions, with or without accessory drive-thru
	Clinics, medical and dental, to include all 24-hour outpatient healthcare facilities
	Hospitals
	Nursery schools, preschools and daycare centers
	Public and private utility facilities
	Religious institutions, including, but not limited to churches, rectories, seminaries, covenants, and monasteries including dormitories and other accessory uses required for operation
	Swimming, tennis, racquet and other athletic club facilities
	Undertaking establishments

The petitioner has not indicated any alteration of the site. Existing conditions, such as building setbacks, parking setbacks, lot coverage, etc., will be existing conditions and allowed to remain. If a permit to alter the site is submitted in the future, the City will consider zoning issues related to the proposed work at that time.

9S531 Wilmette Avenue

The petitioner seeks to rezone this parcel from R-1 Single-Family Residence to R-3 Multi-Family Residence, upon annexation. The Comprehensive Plan Update designates this parcel as office.

Currently, there is a 2-story building on the parcel, with offices on the first floor and three apartments on the second floor. The petitioner proposes to convert the office spaces into two dwelling units, resulting in 5-unit multi-family dwelling. A mix of one and two bedroom units is proposed. Within the R-3 zoning district, special use approval is required for a 5-unit multi-family dwelling.

The petitioner will be required to submit a building permit, with architect stamped and signed plans. The plans must comply with the 2006 International Building Code.

Per the R-3 zoning district, given the number and type of dwelling units (number of bedrooms), the minimum lot size required is 21,500 square feet. The lot is 17,710 square feet. The petitioner is requesting a variation from this requirement.

The site plan shows the required number of parking stalls for 5 units, 10 in this case

The petitioner is not proposing alterations to the site. Existing conditions, such as building setbacks, parking setbacks, lot coverage, etc., will be existing conditions and allowed to remain. If a permit to alter the site is submitted in the future, the City will consider zoning issues related to the proposed work at that time.

The dumpster will need to be enclosed within a masonry enclosure, with the masonry coordinating with the building materials.

Annexation

The parcels are surrounded by the City of Darien on three sides. The City Council will consider the annexation petition, as well as the recommendation related to other requests made by the petitioner.

Since this petition covers two separately parcels, the Commission may consider each one separately.

The special use request must address the following criteria:

1. That the special use is deemed necessary for the public convenience at the location specified.
2. That the establishment, maintenance, or operation of the special use will not be detrimental to, or endanger the public health, safety, or general welfare.
3. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
4. That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
5. That the exterior architectural design, landscape treatment, and functional plan of any proposed structure will not be a variation with either the exterior architectural design, landscape treatment, and functional plan of the structures already constructed or in the course of construction in the immediate neighborhood or the character of the applicable district, as to cause a substantial depreciation in the property values within the neighborhood.
6. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
7. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
8. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the City Council pursuant to the recommendations of the planning and Zoning Commission and the Planning and Development Committee.

The variation request must address the following criteria for approval:

1. Whether the general character of the property will be adversely altered.
2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties.
3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises.
4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety.
5. Whether the proposed variation will adversely alter the essential character of the neighborhood.

Staff Findings/Recommendations

Staff does not object to the proposed annexation. The parcels are surrounded by the City of Darien on three sides.

The proposed rezonings are consistent with the uses proposed and are consistent with how surrounding properties are zoned.

Staff does not object to the variation concerning the 5-unit multi-family dwelling. The building and existing lot area appear to be adequate to accommodate the number of dwelling units.

Therefore, staff recommends the Planning and Zoning Commission make the following recommendation granting the variation petition:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-14 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve the petition as presented, subject to the following conditions:

- 1. Masonry enclosures are to be constructed for dumpsters.**

Planning and Zoning Commission Review – December 21, 2011

The Planning and Zoning Commission considered this matter at its meeting on December 21, 2011. The following members were present: Beverly Meyer – Chairperson, Donald Hickok, John Lind, Louis Mallers, Raymond Mielkus, Pauline Oberland, Kenneth Ritzert, Dan Gombac – Director, Michael Griffith – Senior Planner and Elizabeth Lahey – Secretary.

Members absent: Ronald Kiefer, Susan Vonder Heide

Michael Griffith, Senior Planner, reviewed the staff agenda memo. He noted that the two parcels are unincorporated, that the petitioner is seeking to annex the parcels and then rezone both parcels. He noted the proposed zoning for both parcels.

He noted the south building houses a daycare center.

He noted that the north building is planned to be converted into a 5-unit apartment building. He stated the building already contains offices and apartments.

He stated staff recommends the petitioner construct masonry dumpster enclosures.

Mr. Griffith stated other than altering the north building for apartments, there are not any other alterations planned. He stated the parking complies.

Arthur Cano, the petitioner, was present. Mr. Cano stated he has owned the buildings for about 37 years. He said he is looking to annex into Darien and become part of the community. He stated the daycare center will stay. He stated that the poor economy makes it very difficult to rent the office space, so he wants to turn that space into apartments. He stated he would use quality materials. Mr. Cano stated he understood building plans would be required for this work.

Mr. Cano questioned why the dumpsters should be required to be enclosed. He stated he has problems with fly dumping and the enclosures will make it worse. He stated he is willing to construct the enclosures, but it will be costly. He asked for more time to get it done.

Commissioner Mallers stated that the enclosures would help control the visual clutter when there is fly dumping.

There was a question regarding emergency exits for the apartments. Mr. Griffith stated building plans will be required and they will be reviewed by the Fire District.

There was not anyone from the public to offer comments.

Without further discussion, Commissioner Hickok made the following motion, seconded by Commissioner Mallers:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-14 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve the petition as presented, subject to the following conditions:

- 1. Masonry enclosures are to be constructed for dumpsters within a year of approval.**

Upon a roll call vote, THE MOTION CARRIED by a vote of 7-0.

Municipal Services Committee – December 27, 2011

Based on the Planning and Zoning Commission's recommendation, staff recommends the Planning and Zoning Commission make the following recommendation to grant the petitions:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-14 is in conformance with the standards of the Darien City Code and, therefore, I move the Municipal Services recommend approval of the petition as presented, subject to the following conditions:

- 1. Masonry enclosures are to be constructed for dumpsters within a year of approval.**

Decision Mode

The Planning/Zoning Commission considered this item at its meeting on December 21, 2011.
The Municipal Services Committee will consider this item at its meeting on December 27, 2011.

AGENDA MEMO
MUNICIPAL SERVICES COMMITTEE
MEETING DATE: December 27, 2011

Issue Statement

PZC 2011-11: **7501 Cass Avenue, Chase Bank:** Petitioner seeks the following: site plan approval, special use for a drive-thru facility and variations from the Zoning Ordinance and the Sign Code in order to construct a bank.

Applicable Regulations: Zoning Ordinance, Section 5A-8-3-4: Special Uses, B-3 Zoning District
 Zoning Ordinance, Section 5A-8-3-8: Yard Requirements, B-3 Zoning District
 Zoning Ordinance, Section 5A-8-3-9: Height Limitations, Bulk Regulations, B-3 Zoning District
 Zoning Ordinance, Section 5A-11-5: Off-Street Parking and Loading Table
 Zoning Ordinance, Section 5A-11-3(B): Driveways and Access Points in Business, Office and Industrial Districts
 Zoning Ordinance, Section 5A-10-7: Foundation and Refuse Disposal Area Landscaping
 Sign Code, Section 4-3-10(B): Signs in the Business Districts
 Sign Code, Section 4-3-7(B): Signs Specifically Prohibited

General Information

Petitioner: The Architects Partnership – for Chase Bank
 122 S. Michigan Avenue, #1810
 Chicago, IL 60603

Property Owner: City of Darien – to be Chase Bank
 1702 Plainfield Road
 Darien, IL 60561

Property Location: 7501 Cass Avenue

PIN: 09-27-300-001

Existing Zoning: B-2 Community Shopping Center Business District

Existing Land Use: Vacant, formerly a service station

Surrounding Zoning and Land Use:

- North: B-2 Community Shopping Center Business District – Taco Bell, Jewel-Osco Center
South: B-2 Community Shopping Center Business District – Heritage Plaza shopping center
East: R-3 Multi-Family Residence – multi-family dwellings (Colonial Manner Apartments)
West: B-2 Community Shopping Center Business District – Speedway service station, Brookhaven Plaza shopping center

Comprehensive Plan Update: Commercial

- History: Shell service station was previously located on property.
Size of Property: 0.803 acres, 35,000 square feet
Floodplain: None.
Natural Features: None
Transportation: Property has frontage and access onto Cass Avenue and 75th Street.

Documents Submitted

This report is based on the following information submitted to the Community Development Department by the petitioner:

1. ALTA/ACSM Land Title Survey, 3 sheets, prepared by Gewalt Hamilton Associates, dated February 25, 2011.
2. Site Plan, 1 sheet, prepared by The Architects Partnership, dated November 4, 2011.
3. Engineering Plan, 12 sheets, prepared by Gewalt Hamilton Associates, dated November 16, 2011.
4. Landscape Plan, 1 sheet, prepared by The Architects Partnership, dated November 3, 2011.
5. Photometric Plan, 1 sheet, prepared by The Architects Partnership, dated November 3, 2011.
6. Building Elevations, 1 sheet, prepared by The Architects Partnership, dated November 3, 2011.
7. Flood Plan, 1 sheet, prepared by The Architects Partnership, dated November 4, 2011.

8. Signage Plan, 15 sheets, prepared by NW Sign Industries, latest revision dated October 27, 2011.

Planning Overview/ Discussion

The property is located at the southeast corner of Cass Avenue and 75th Street. The lot is currently vacant, a Shell service station was previously located on the property.

The Comprehensive Plan Update designates this parcel and surrounding parcels as Key Development Area #1, Darien Marketplace District. The Plan defines the area as the Darien “town center”, affirming the areas high visibility and importance to the vitality of the community. The Plan encourages redevelopment that builds identity through architecture, landscaping and signage.

The City purchased this parcel, along with the parcels to the south with the aim of redeveloping the parcels. The City still aims to redevelop the parcels to the south.

Development Petitions

The petitioner is seeking the following:

1. Special use approval to construct a bank with a drive-thru.
2. Variation to reduce the required parking setbacks:
 - a. From 30 feet to 3 feet along the front (north) lot line.
 - b. From 30 feet to 3 feet along the corner side (west) lot line.
 - c. From 30 feet to 3 feet along the interior side (east) lot line.
 - d. From 20 feet to 3 feet along the rear (south) lot line.
3. Variation to reduce the required number of vehicle stacking spaces for the drive-thru from 20 to 16.
4. Variation to reduce the required setback from lot lines for driveways:
 - a. From 30 feet to 21 feet from the front lot line.
 - b. From 30 feet to 10 feet from the interior side lot line.
 - c. From 20 feet to 3 feet from the rear lot line.
5. Variation to reduce the required setback a driveway is to be located from a street intersection from 50 feet to 21 feet.
6. Variation to permit 2 driveways off of Cass Avenue, where one is permitted for the first 150 feet of street frontage, and one per additional 100 feet of street frontage is otherwise permitted.
7. Variation to eliminate the required screening fence along the east lot line in favor of increased landscape buffering.

8. Variation to permit the required building foundation landscaping on 2 sides, where such landscaping is required on all 4 sides of building.
9. Variation to increase the permitted total lot coverage from 75% to 84.2%.
10. Variation from the Sign Code to increase the permitted height of a free-standing sign from 12 feet to 15 feet.
11. Variation from the Sign Code to increase the permitted sign area of a free-standing sign from 60 square feet to 118 square feet.
12. Variation from the Sign Code to permit an off-premises sign.
13. Variation from the Sign Code to permit wall signage on east and south building facades, which do not face a street or parking lot serving as the primary entrance.

A table at the end of this memo summarizes the required minimum/maximum development standards vs. the variations being requested.

Staff finds the proposed site plan to be acceptable even though several variations are being requested. Given the size of the property, any development of this site will require variations similar to the ones requested by the petitioner. The variations requested are similar to the ones approved for the redevelopment of the Speedway service station across the street. Therefore, staff is less concerned with the number or degree of the variations requested, but more concerned with achieving a good development plan.

Special Use

Within the B-2 zoning district, special use approval is required for a drive-thru facility.

The drive-thru is located on the south side of the proposed bank, with entering/exiting the drive-thru window/lanes from west to east. The site plan provides adequate on-site circulation to accommodate the drive-thru lanes.

The number of stacking spaces provided is a variation requested by the petitioner. Per the Zoning Ordinance, Section 5A-11-5, Off-Street Parking and Loading Table, 20 vehicle stacking or 4 vehicle staking spaces per drive-in teller window is required, whichever is greater. In this case, 20 stacking spaces is the minimum number required. The petitioner seeks a variation to reduce this requirement from 20 to 16 vehicle stacking spaces.

The City has granted variations to reduce the required stacking spaces for two pharmacy drive-thru facilities within the past several years (Walgreens at Brookhaven Plaza and Osco at Jewel-Osco Center). While the characteristics of a bank vs. pharmacy drive-thru may be different, there have not been issues reported or observed with those locations.

The First American Bank on 75th Street provides the required number of vehicle stacking spaces. Yet, it has not been observed that the drive-thru has reached such capacity. The same is true for other bank drive-thru facilities in Darien. Therefore, staff does not see this variation request causing a problem.

Staff does not object to the proposed special use and variation requests related to the drive-thru.

Site Plan, Variations

Variation related to parking setback reductions:

The proposed parking setbacks are similar to existing conditions at Heritage Plaza to the south, and are similar to the approved site plan for Speedway across the street. The required parking setbacks cannot be met while at the same time providing the required drive aisle and parking stall dimensions, given the size and dimensions of the parcel. Similar issues would arise for an office or retail building. Therefore, staff finds it better to reduce parking setbacks while maintaining the appropriate space for on-site vehicle maneuvering.

Variations dealing with drive-way locations and the number of driveways off of Cass Ave:

Cass Avenue and 75th Street are both under the jurisdiction of DuPage County. The proposed number and locations of the driveways are similar to existing development in this area.

Staff is working with both the petitioner and DuPage County to achieve adequate and safe ingress/egress for this site as well as the parcels to the south. There will be cross-access between the Chase site and the parcels to the south.

Staff recommends altering the north driveway on Cass Avenue to be a right-in/right-out instead of the full access shown. Again, this is subject to County approval.

Variation to increase the permitted lot coverage:

The proposed lot coverage is a function of the size of the building, the on-site parking and circulation drive aisles as well as the size of the parcel. The proposed lot coverage is similar to what was approved for the Speedway across the street.

The amount of parking provided is more than required by the Zoning Ordinance, by 14 parking stalls. Eliminating these parking stalls would still meet the code, however, it would not significantly impact the variations being requested, for example.

Variation to eliminate the required screening fence:

The plan shows a 6-foot, screening fence along the east lot line. This variation is no longer necessary.

Variations related to Signage:

The Sign Code permits wall signage on the building façade facing a street and on the façade facing the parking lot serving as the primary entrance to the building. In this case, along the north and west facades. The amount of permitted wall signage:

North façade: 120 square feet
West façade: 80 square feet
Total: 200 square feet

The petitioner proposes wall signage on all four sides of the building. Proposed wall signage:

North façade: 57.6 square feet
East façade: 73.6 square feet
South façade: 36.9 square feet
West façade: 73.6 square feet
Total: 241.7 square feet

Referring to the sign drawings, page 7 shows the allowable signage, page 8 shows the requested amount of wall signage.

The proposed wall signage is not excessive, simply noting the bank's name and logo.

The proposed free-standing sign to be placed on the bank site complies with the Sign Code in terms of height and area, 12 feet high, 60 square feet in area.

The petitioner proposes placing a second free-standing sign at Plainfield Road and Cass Avenue. This sign is taller and larger than permitted by the Sign Code, 15 feet high, 115.6 square feet. Technically, it is off-premises and not permitted by the Sign Code. However, this sign is intended to provide signage to the parcels the City aims to redevelopment. Therefore, staff does not object to this sign.

Both free-standing signs include masonry and stone materials, with a solid base in compliance with the Sign Code.

Building Elevations

The proposed building is single-story, with the overall building height (grade to top of roof) at 26'-4-1/2" above grade.

The plans show the following materials: brick veneer, savannastone, EIFS, aluminum coping, asphalt shingles, aluminum storefront.

The drawing shows a dumpster enclosure. The plan should confirm the enclosure will be made of masonry, coordinating with the building façade materials.

The petitioner is to provide a material board for the Commission's review.

Photometrics

Per the Zoning Ordinance, exposed sources of light from any source within the development shall not cause illumination greater than 3 foot-candles at the lot line, in residential areas. The photometric plan submitted shows illumination greater than this on the adjacent apartment complex property, east of the drive-thru and near the northeast corner of the building. The photometric plan will need to be revised to comply.

All lighting is required to be shielded so there is not direct glare onto adjacent properties, and will be verified once lighting is installed.

Landscaping

The landscape plan shows the required amount of landscaping along the perimeter of the site. It should be noted, that this landscaping is pushed into the public right-of-way and is subject to County approval. However, staff does not object.

A 6-foot tall wood fence is shown on the plan extending the entire length of the east lot line, between the bank site and the adjacent apartments. Staff recommends eliminating the section of fence located within the front yard, from the north lot line south to a point even with the northeast corner of the building.

Variation to reduce the building foundation to two sides:

The Zoning Ordinance requires landscaping on all four sides of a building. The petitioner proposes reducing this requirement to two sides.

It is not possible to provide adequate parking, on-site vehicle circulation and sidewalk access to the building and provide landscaping on all four sides of the building, given the size of the parcel.

Engineering

Engineering review comments are noted in a letter dated December 13, 2011, from Dan Lynch, PE, Christopher B. Burke Engineering, Ltd. Letter attached.

In terms of water service, the City's Municipal Services Department would like the water main extended from the north side of 75th Street, as shown on the plans. However, the water main should run along the back property line (east lot line) and tie into the existing 6" water main that dead ends at the north edge of Heritage Plaza. Two valves will be required, in valve vaults, one located on the north side of 75th Street and the other one at the end of the extended water main.

An existing copper service line should be removed and sleeved or incorporated into the project and replaced.

The domestic water tap to the building should be done outside of the building, with the b-box located outside of the building in case it needs to be shutoff.

The City would like an additional fire hydrant installed near the south end of the new water main extension.

The City is coordinating stormwater management requirements between the Chase building side and the City owned property. If the detention is constructed under a unified development, all three parcels, then detention requirements are reduced by 30 %. Stormwater detention will be required to be installed underground, under the parking lot drive-aisle for Heritage Plaza is the locating being considered.

The Fire District has not forwarded comments to us at this time.

Variation and Special Use approval criteria:

The following are the special use criteria to consider:

1. That the special use is deemed necessary for the public convenience at the location specified.
2. That the establishment, maintenance, or operation of the special use will not be detrimental to, or endanger the public health, safety, or general welfare.
3. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood.
4. That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.
5. That the exterior architectural design, landscape treatment, and functional plan of any proposed structure will not be a variation with either the exterior architectural design, landscape treatment, and functional plan of the structures already constructed or in

the course of construction in the immediate neighborhood or the character of the applicable district, as to cause a substantial depreciation in the property values within the neighborhood.

6. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.
7. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.
8. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the City Council pursuant to the recommendations of the planning and Zoning Commission and the Planning and Development Committee.

The following are the variation criteria to consider:

1. Whether the general character of the property will be adversely altered.
2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties.
3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises.
4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety.
5. Whether the proposed variation will adversely alter the essential character of the neighborhood.

The following are the sign code variation criteria to consider:

1. The available locations for adequate signage on the property.
2. The effect of the proposed sign on pedestrian and motor traffic.
3. The cost to the applicant in complying with the Sign Code as opposed to the detriment, if any, to the public from granting of the variation.
4. If undue hardships and practical difficulties result in complying with the Sign Code and if these hardships are a result of previous actions of the applicant.
5. The general intent of the Sign Code.

Staff Findings/Recommendations

Therefore, staff recommends the Planning and Zoning Commission make the following recommendation granting the variation petition:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-11 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve, subject to the following:

- 1. Eliminate the 6-foot tall fence within the front yard, along the east lot line.**
- 2. Address the comments noted in the letter dated December 13, 2011, from Dan Lynch, PE, Christopher B. Burke Engineering, Ltd.**
- 3. Driveway locations, configuration and number subject to DuPage County approval.**
- 4. Revise photometric plan to show lighting will not exceed 3 foot-candles along the east lot line.**

Planning and Zoning Commission Review – December 21, 2011

The Planning and Zoning Commission considered this matter at its meeting on December 21, 2011. The following members were present: Beverly Meyer – Chairperson, Donald Hickok, John Lind, Louis Mallers, Raymond Mielkus, Pauline Oberland, Kenneth Ritzert, Dan Gombac – Director, Michael Griffith – Senior Planner and Elizabeth Lahey – Secretary.

Members absent: Ronald Kiefer, Susan Vonder Heide

Michael Griffith, Senior Planner, reviewed the staff agenda memo. He confirmed the location of the proposed Chase Bank, and summarized the zoning requests. He stated the plan is for a bank with a drive-thru. He stated that both Cass Avenue and 75th Street are DuPage County roads, and they will dictate the number, location and configuration of driveways, but staff will work with both the County and the petitioner on the issue.

Mr. Griffith noted there is a table at the end of the memo which summarizes the technical development standards from the Zoning Ordinance.

Dan Gombac, Director, stated the requested variations are similar to the ones granted for Speedway, located across the street, which are needed due to the size of the lot. He stated staff has considered the character of the area as redevelopment plans have been proposed.

He stated Chase is seeking to locate a sign at Cass Avenue and Plainfield Road, which will accommodate Chase as well as businesses that locate on the property currently owned by the City south of the Chase site.

He stated staff and Chase have developed a rendering which illustrates the overall plan for the Chase site as well as the parcels to the south. He stated there will be cross-access between the Chase site and the parcels to the south, with access to Plainfield Road.

Mr. Gombac discussed the County's plans regarding Cass Avenue at this location. He stated the County plan, at this point, is to install a median between 75th Street south to a point just north of Plainfield Road. He stated there will continue to be 2 north and 2 south bound lanes. He stated the City is working with the County to provide a cut in the median at the entrance to Brookhaven, so a driveway on the east side of Cass Avenue could be accommodated, allowing cross access between both sides of Cass Avenue.

Tim Meseck, The Architects Partnership, the architect of record for Chase Bank, presented the proposed development plan. Mr. Meseck went over the site plan, driveway locations, drive-thru configuration, building elevations, signage and landscaping.

He stated the site is difficult. He stated they are working with the County on issues related to driveways.

He stated the code requires 20 vehicle stacking spaces for the drive-thru, while the plan provides 16. He stated there will be 3 teller lanes, and one 24/7 ATM lane. He stated based on Chase's experience, they have 2-3 vehicles going through a drive-thru lane at peak periods. He stated the proposed plan provides the stacking needed during their peak periods.

He stated the parking provided is consistent with other banks within the area, and meets Chase's needs.

He stated they will provide pedestrian access to the building, providing sidewalks to the public sidewalk along Cass Avenue.

Mr. Meseck stated they are requesting a variation, reducing the amount of required building foundation landscaping to two sides. He stated the south side of the building, with the drive-thru, cannot accommodate foundation landscaping, and there is a sidewalk on the west façade providing access to the building.

He noted the exterior building materials, and presented a material board. He stated the roof HVAC equipment will be shielded from view.

He noted that stormwater management will be within underground storage vaults, located under the parking lot on the west side of the building.

Mr. Meseck stated signage is very important to Chase, for branding and easy location identification for motorists. He stated the proposed signage is clean and tasteful. He described the proposed wall signage locations, on all four sides of the building. He stated Chase would like a free-standing sign located at Cass and Plainfield, which will be taller and larger to accommodate additional businesses. He stated the free-standing sign on the Chase site will comply with the height and area requirements.

Commissioner Hickok asked for the width of the parking stalls.

Mr. Griffith stated the plan shows 10-foot wide parking stalls, as required.

Commissioner Ritzert stated he first thought, too much signage.

Mr. Meseck stated the signage is intended to help with way-finding.

Chairperson Meyer confirmed that the free-standing sign at Cass Avenue will accommodate Chase as well as other businesses once the other parcels are developed.

Commissioner Hickok stated there are too many variations requested, which tends to mean there is too much planned for the site. He stated we should not use Speedway as the example, stating he was not sure they did their best with Speedway.

Commissioner Ritzert asked about environmental issues, if remediation is required since there was a gas station there before.

Mr. Gombac stated the City received EPA sign-off.

Chairperson Meyer asked about exterior lighting as it related to the apartments to the east.

Mr. Griffith stated the lighting plan needs to be revised showing they will not exceed the permitted illumination along the east lot line. In terms of the wall sign, perhaps the sign could be dimmed or turned off at night, as a condition of approval.

Commissioner Lind stated he had a problem with the wall signage on the east façade. He stated it was not necessary, it would not be affective for west bound motorists on 75th Street, use the free-standing sign at Cass and 75th Street as identification for west bound traffic on 75th Street.

There was a brief discussion regarding the signage on the east building façade. Chase agreed to

remove this sign from the plan.

Mr. Meseck noted that lighting is required at the building entrance and at the drive-thru ATM, since those areas are open/accessible 24/7. He stated the plan calls for a fence along the east lot line to shield the apartments from headlight glare from vehicles at the drive-thru.

Commissioner Lind raised concerns with access to the site. He noted that the situation is difficult due to the County's plans for Cass Avenue. He suggested they ask the County for a deceleration lane on east bound 75th Street for the driveway entrance on 75th Street. He also suggested eliminating the southwest driveway onto the Chase site if and when a driveway is located on the property to the south.

There was a lengthy discussion regarding access to the Chase site as well as to the parcels to the south.

Don Dixon, Gewalt Hamilton Associates, engineer for Chase, stated there is a benefit with the southwest driveway, allowing right-in/right-out access to Cass Avenue, regardless if there is a driveway further south aligned with the Brookhaven driveway.

Commissioner Hickok asked why the need for a bank at this location, when there are several banks within the area.

Tim Meseck stated there is a need for a Chase bank in Darien, to meet Chase customer needs. He stated they tend to look at a 2-mile radius for a bank location. He stated this will be a full service bank branch.

Commissioner Oberland stated there is not a convenient Chase bank location in Darien from her perspective.

A resident asked if the building line along Cass established by the Chase building will be carried south onto those parcels. He asked when the County plans to do their work on Cass Avenue relative to when Chase will build.

Mr. Gombac went over the concept development plan for the parcels to the south. He stated the building line should be consistent. He stated the County plans to do their work by 2014.

Mr. Meseck stated Chase plans a 2012 opening.

Another resident stated his concern that allowing a sign at Cass and Plainfield, with Chase's name, stating the sign will diminish the value of those properties, since they won't have a sign of their own.

Mr. Gombac stated the sign will have Chase's name as well as the names of future businesses on those properties. He stated the City Council has already agreed to allow Chase to place a sign at Cass and Plainfield, as part of the Chase purchase.

There was not anyone else from the public to offer comments.

Without further discussion, Commissioner Mielkus made the following motion, seconded by Commissioner Hickok:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-11 is in conformance with the standards of the Darien City Code and, therefore, I move the Planning and Zoning Commission approve, subject to the following:

- 1. Taper down the fence height within the front yard, along the east line, as the fence approaches 75th Street.**
- 2. Address the comments noted in the letter dated December 13, 2011, from Dan Lynch, PE, Christopher B. Burke Engineering, Ltd.**
- 3. Driveway locations, configuration and number subject to DuPage County approval.**
- 4. Revise photometric plan to show lighting will not exceed 3 foot-candles along the east lot line.**
- 5. Eliminate the wall signage on the east building façade.**
- 6. Chase Bank to participate in a traffic study if/when a study is necessary to support a cut in the median in Cass Avenue proposed by DuPage County, where the median cut would be located as to provide cross access between the east and west sides of Cass Avenue.**

Upon a roll call vote, THE MOTION CARRIED by a vote of 7-0.

(Commissioner Kiefer and Vonder Heide were absent.)

Municipal Services Committee – December 27, 2011

Based on the Planning and Zoning Commission's recommendation, staff recommends the Committee make the following recommendation to grant the zoning relief sought by the petitioner:

Based upon the submitted petition and the information presented, the request associated with PZC 2011-11 is in conformance with the standards of the Darien City Code and, therefore, I move the Municipal Services Committee recommend approval, subject to the following:

- 1. Taper down the fence height within the front yard, along the east line, as the fence approaches 75th Street.**
- 2. Address the comments noted in the letter dated December 13, 2011, from Dan Lynch, PE, Christopher B. Burke Engineering, Ltd.**
- 3. Driveway locations, configuration and number subject to DuPage County approval.**
- 4. Revise photometric plan to show lighting will not exceed 3 foot-candles along the east lot line.**
- 5. Eliminate the wall signage on the east building façade.**
- 6. Chase Bank to participate in a traffic study if/when a study is necessary to support a cut in the median in Cass Avenue proposed by DuPage County, where the median cut would be located as to provide cross access between the east and west sides of Cass Avenue.**

Decision Mode

The Planning/Zoning Commission considered this item at its meeting on December 21, 2011.
The Municipal Services Committee will consider this item at its meeting on December 27, 2011.

	B-2 District	Proposed
Lot area	2 acres	0.803 acres, existing (35,000 square feet)
Lot width	No requirement	175 feet
Lot depth	No requirement	200 feet
Building setbacks:		
Front yard	50 feet	50+ feet
Side yard	30	30+
Corner side yard	50	50+
Rear yard	30	30+
Parking setbacks:		
Front yard	30 feet	3 feet
Side yard	30	10
Corner side yard	30	3
Rear yard	20	3
Floor Area Ratio	0.6	0.12
Building coverage	50%	12.2 %
Total lot coverage	75%	84.2%
Maximum building height	3 stories, not to exceed 40 feet	1 story
Signage:		
Free-standing sign:		
Area	60 square feet	60 square feet; 12 feet tall (north sign)
Height	12 feet	118 square feet; 15 feet tall (south, multi-tenant sign)
Wall signs:		
Front elevation	120 square feet	57.6 square feet
Corner side elevation	80	73.6
Side	Not permitted	73.6
Rear	Not permitted	36.9
# of parking stalls	18	32
# of vehicle stacking spaces for drive-thru	20	16

Driveways (curb cuts):		
# of driveways along Cass Avenue	1	2
# of driveways along 75 th Street	1	1
Width, 2-way	24-30 feet	24 feet
Distance from street intersection	50 feet, measured from intersection right-of-way line to nearest curb	21 feet, north driveway off of Cass Avenue
Distance from lot line	30 feet from north lot line 30 feet from east lot line 30 feet from rear lot line 30 feet from west lot line	21 feet from north lot line 10 feet from east lot line 3 feet from rear lot line



November 3, 2011

Michael Griffith
Senior Planner
Community Development Department
City of Darien
1702 Plainfield Road
Darien, IL 60561
Ph: (630) 353-8113

RE: Planning Division Review and Preliminary Engineering Review
Lot 1 in Brookhaven Plaza
Chase Bank
7501 Cass Avenue
Darien, IL 60561

Mr. Griffith,

On behalf of The Architects Partnership, Ltd and JPMorgan Chase, NA, we are submitting herewith the following documents for City review for approval of a Special Use for a drive-thru banking center along with multiple variations for the proposed development on Lot 1 of Brookhaven Plaza. Our submittal includes the following;

1. Documents for the proposed banking center;
 - a. **"Completed Variance and Special Use Petition Form"** as prepared by The Architects Partnership, Ltd dated November 3, 2011.
 - b. **"Agreement to pay fees"** as signed by The Architects Partnership, Ltd dated November 3, 2011.
 - c. **"Written Statement addressing the appropriate criteria for approval in regards to variations and special use"** as prepared by The Architects Partnership, Ltd. and listed in the letter below.
 - d. **"Filing fee"** as paid by The Architects Partnership, Ltd dated November 3, 2011.
 - e. **"List of owners of property located within 250 feet of the subject property"** as prepared by The Architects Partnership, Ltd dated November 3, 2011.
 - f. **"Postage paid addressed envelopes"** as prepared by The Architects Partnership, Ltd.
 - g. **"ALTA/ACSM Land Title Survey"** drawing as prepared by Gewalt Hamilton & Associates dated March 3, 2011.
 - h. **"Existing Conditions Sheet 2"** drawing as prepared by Gewalt Hamilton & Associates dated March 8, 2011.
 - i. **"Existing Conditions Sheet 3"** drawing as prepared by Gewalt Hamilton & Associates dated March 8, 2011.
 - j. **"Proposed Site Plan"** drawing as prepared by The Architects Partnership, Ltd. dated November 4, 2011.
 - k. **"Landscape Plan"** drawing as prepared by 3D Landscape Architects dated November 3, 2011.
 - l. **"Proposed Photometric Plan"** drawing as prepared by The Architects Partnership, Ltd dated November 3, 2011.
 - m. **"Proposed Floor Plan"** drawing as prepared by The Architects Partnership, Ltd dated November 4, 2011.
 - n. **"Proposed Elevations"** drawing as prepared by The Architects Partnership, Ltd dated November 4, 2011.
 - o. **"Existing Conditions"** drawing as prepared by Gewalt Hamilton & Associates dated October 31, 2011.
 - p. **"Preliminary Site Plan"** drawing as prepared by Gewalt Hamilton & Associates dated October 31, 2011.

- q. "Preliminary Grading / Utility Plan" drawing as prepared by Gewalt Hamilton & Associates dated October 31, 2011.
 - r. "Sign Package" document as prepared by NW Signs dated October 27, 2011.
2. Future submittal of documents for the proposed banking center (to be provided at the Planning and Zoning Commission meeting);
- a. "Material Board" as prepared by The Architects Partnership, Ltd.

JP Morgan Chase is requesting the following variations from the Darien Zoning Ordinance;

- 1. To reduce the required parking setback:
 - a. From 30 feet to 3 feet along the front (north) lot line.
 - b. From 30 feet to 3 feet along the corner side (west) lot line.
 - c. From 30 feet to 3 feet along the interior side (east) lot line.
 - d. From 20 feet to 3 feet along the rear (south) lot line.
- 2. To reduce the required number of vehicle stacking spaces for the drive-thru from 20 to 16.
- 3. To reduce the required setback from lot lines for driveways:
 - a. From 30 feet to 21 feet from the front lot line.
 - b. From 30 feet to 10 feet from the interior side lot line.
 - c. From 20 feet to 3 feet from the rear lot line.
- 4. To reduce the required setback a driveway is to be located from a street intersection from 50 feet to 21 feet.
- 5. To permit 2 driveways off of Cass Avenue, where one driveway is permitted for the first 150 feet of street frontage, and one per additional 100 feet of street frontage is otherwise permitted, property has 200 feet of frontage along Cass Avenue.
- 6. To eliminate the required screening fence along the east lot line in favor of increased landscape buffering.
- 7. To permit building foundation landscaping along 2 sides of the building, where landscaping is required on 4 sides.
- 8. To increase the permitted total lot coverage from 75% to 84.2%.

Additionally JP Morgan Chase is requesting the following variations from the Sign Code;

Free-standing sign at Plainfield/Cass:

- 9. To increase sign height from 12 to 15 feet.
- 10. To increase sign area from 60 to 118 square feet.
- 11. To permit an off-premises sign (sign is not located on the same lot as the Chase bank).

Wall signage:

- 12. To permit wall signage on the east and south building facades, as they do not face a street or parking lot serving as the primary entrance.

VARIANCE CRITERIA

VARIATION #1 – We are requesting a variation to reduce the required parking setback:

- a. From 30 feet to 3 feet along the front (north) lot line.
- b. From 30 feet to 3 feet along the corner side (west) lot line.
- c. From 30 feet to 3 feet along the interior side (east) lot line.
- d. From 20 feet to 3 feet along the rear (south) lot line.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be altered by the proposed setbacks. The proposed redevelopment will be consistent with the adjacent use directly south of the proposed site as well as the gas station development to the west.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The proposed redevelopment of the existing lot will be an improvement over the existing conditions of the lot. The setbacks will allow for the proposed banking center and drive-thru so that the overall lot and adjacent right-of-way areas can be fully landscaped and maintained.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The alleged need for the variation is due to existing site conditions and adjacent land uses and existing conditions.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not affect the supply of light and air to the adjacent properties as the adjacent uses are existing parking lots and/or drive aisles similar to what is being proposed. The proposed variation will have no affect on congestion in the public streets as setbacks will not affect the amount of traffic. The proposed variation will not increase the danger of fire or endanger the public safety as the areas in question relate to amount of green space between the property line and the drive-aisles. The proposed setbacks will allow for safe use of the property by both pedestrian and vehicular traffic.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not adversely alter the character of the neighborhood as the area at the intersection of Cass and 75th is predominantly neighborhood shopping district. The proposed variation is similar to the properties directly adjacent and near the proposed site.

VARIATION #2 – We are requesting a variation to reduce the required number of vehicle stacking spaces for the drive-thru from 20 to 16.

1. Whether the general character of the property will be adversely altered.;

Response: The general character of the property will not be adversely altered as the tenant demands for stacking are much less than that required by code. The additional stacking spaces would impose more hard surface, i.e. asphalt, onsite above and beyond what is required by the tenant's use. Typical banking centers in the surrounding municipalities are consistent with the proposed stacking requirements.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The proposed variation will allow for better access to and from the adjoining properties and will allow for more green space than that which would be provided if additional stacking was required thereby improving the value of the property.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for the variation is due to witnessed demands for stacking at the drive-thru component of similar size and layout banking centers within the Northeast Illinois market.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not affect the adequate supply of air and light in the adjacent property nor will it affect congestion on the public streets as the use and traffic anticipated is not affected by this proposed variation. The danger of fire or the endangerment of public safety remain unaffected as the variation allows for less area for the drive-thru entrance.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not adversely affect the essential character of the neighborhood as the tenant demands is not consistent with the code requirement and backups will not occur. As additional demand, i.e. stacking, builds up at the drive-thru the banking center shifts tellers to the drive thru window.

VARIATION #3 – We are requesting a variation to **reduce the required setback from lot lines for driveways:**

- a. From 30 feet to 21 feet from the front lot line.
- b. From 30 feet to 10 feet from the interior side lot line.
- c. From 20 feet to 3 feet from the rear lot line.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered by the driveway locations proposed as they both allow for efficient use of access to the property. The driveways are consistent with business zoned lots in the general vicinity.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property will be improved as the proposed driveways allow for efficient and orderly use of the parking and drive aisles. The driveways will not adversely effect the neighboring properties as they will allow for adequate access to the banking center and not add unneeded traffic movements to nearby roadways.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for the variation has not been created by any person having interest in the premises but is rather due to the unique access requirements for a drive-thru banking center.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation only affects the street frontages and will not affect the adequate supply of light and air to adjacent property. The congestion on the adjacent streets will be more orderly due to the additional options for access to the banking center. Public safety will be improved as there will be more direct site lines and access points for users to access the proposed bank.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation is consistent with the essential character of the adjacent commercial users within the neighborhood shopping district.

VARIATION #4 – We are requesting a variation to to reduce the required setback a driveway is to be located from a street intersection from 50 feet to 21 feet.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered as the proposed driveway location will be in line with the north access drive at the front entrance to the bank.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The proposed variation will not have an adverse effect on the adjacent property as it allows efficient layout of the bank entrance as well as the drive-thru.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for the variation is an existing condition of the current driveways and has not been created by any person having a proprietary interest in the property.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not impair the supply of light and air to the adjacent property. The variation will not increase congestion as it will not add additional traffic to the streets it will only make the traffic movements more efficient.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not alter the essential character of the neighborhood as the driveways are being maintained as they currently exist.

VARIATION #5 – We are requesting a variation to permit 2 driveways off of Cass Avenue, where one driveway is permitted for the first 150 feet of street frontage, and one per additional 100 feet of street frontage is otherwise permitted, property has 200 feet of frontage along Cass Avenue.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered as the multiple driveways are consistent with the gas station user across the roadway in question.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property will be improved as there will be direct access that is more efficient to access the banking center.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need has not been created by anyone having a proprietary interest in the premises as it is an existing condition.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not affect light or air to adjacent property as it is only a surface improvement. Congestion on public streets will be unaffected as the vehicles would be present on the street regardless of whether the additional driveway is obtained and it creates a more efficient and safe traffic movement as the driveway exiting will be limited access (no left hand turn out of the property).

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not adversely alter the essential character of the neighborhood as the proposed layout is consistent with existing users nearby.

VARIATION #6 – We are requesting a variation to eliminate the required screen fence along the east lot line in favor of increased landscape buffering.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered as the property currently does not have a fence at the East property line.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property will be improved by having additional landscaping and sightlines towards the east. The variation will not adversely effect the neighboring property as it is also an interior parking lot and drive aisle.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for the variation has not been created by any person having a proprietary interest in the premises but is due to the tight dimension of the existing parcel as well as the use of the adjacent property.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation would actually allow more air and light between the adjacent properties. It would not alter congestion on public streets or the danger of fire or public safety.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will improve the quality of the essential character of the neighborhood by creating a more cohesive design between the properties.

VARIATION #7 – We are requesting a variation to permit building foundation landscaping along 2 sides of the building, where landscaping is required on 4 sides.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely affected as the proposed landscaping meshes very well with the architecture of the building and the site design.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The neighboring properties are not affected as the plantings are directly near the proposed banking center. The value of the property will not be hindered as the design of the landscaping, building and site improvements complement each other.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need is only present to better match the landscaping with the building design.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The variation will not affect the supply of light or air to the adjacent property as the plantings are located at the interior of the proposed bank development. The proposed variations will have no affect on traffic congestion, danger of fire or public safety.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not alter the overall character of the neighborhood in an adverse way since the variations will help to better define, pedestrian and drive-thru areas from planting areas.

VARIATION #8 – We are requesting a variation to increase the permitted total lot coverage from 75% to 84.2%.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered due to the variation as the additional paved areas will allow for cross access between the proposed bank property and the existing property to the South.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The proposed variation will allow for better site access both on the interior of the site as well as to both public streets and the adjoining property to the south so the expected value will be improved.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for a variation has not been created by any person having a proprietary interest in the property.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not affect the light to adjacent property nor will it affect the air as there are numerous plantings located throughout the remainder of the property. The variation will not affect congestion on public streets, danger of fire or the public's safety.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not alter the essential character of the neighborhood since the remainder of the site will include numerous trees, shrubs and perennials so that the public will not be affected overall.

VARIATION #9 – We are requesting a variation to increase the free-standing sign at Plainfield/Cass to a height of 15 feet from 12 feet.

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be affected as the increased height will be in proportion to the overall scale of the proposed sign.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property and effect on adjacent property will not be adversely affected as existing sight lines and right-of-way areas will remain unchanged.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for a variation has not been created by any person presently having a proprietary interest in the premises but is instead driven by the existing multiple uses within the cross access areas.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not affect the light and air in adjacent property as the signage is located away from the adjoining property. Congestion on the public streets will not be affected nor will the higher signage increase the danger of fire or endanger the public safety.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation is in keeping with the design intent of the neighborhood shopping district and will not adversely alter the essential character of the neighborhood.

VARIATION #10 – We are requesting a variation to increase the free-standing sign at Plainfield/Cass to 118 square feet from 60 square feet.

1. Whether the general character of the property will be adversely altered;

Response: The proposed variation will not affect the general character of the property as the proposed signage is proportional to the commercial nature of the property.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property will be improved in that the variation request will allow for additional tenant, both existing and future, to have adequate representation.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The alleged need for the variation was not created by any person presently having a proprietary interest in the premises but is intended as to provide for visibility and clarity to traffic along Plainfield Road.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not alter the light or air in adjacent property, will not substantially increase congestion on the public streets or increase the danger of fire or endanger the public safety. The proposed variation should help traffic on the adjacent public streets to visually identify the proposed users and create better traffic flow overall.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not adversely alter the essential character of the neighborhood as the proposed sign is consistent with retail signage throughout the metropolitan areas.

VARIATION #11 – We are requesting a variation to permit the off-premises free-standing sign at Plainfield/Cass (sign is not located on the same lot as the Chase bank).

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely altered as the property is currently zoned for commercial use, with which the proposed sign is typically associated with.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property should be improved as future tenants will have ready access to signage. There will not be any adverse effects on neighboring properties as the sign massing and detailing will be consistent with standard commercial construction.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for a variation has not been created by any person presently having a proprietary interest in the premises but is intended to provide additional cohesiveness to the properties that have cross access.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The variation will not affect air or light to adjacent property, will not increase traffic on adjacent streets or increase the danger of fire or endanger the public safety. The traffic that access the properties on the East side of Cass Avenue should be more efficient in their turn movements with the proposed variation.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation will not adversely alter the essential character of the neighborhood in that there are multi-tenant signs nearby that have a similar design and effect for the neighborhood.

VARIATION #12 – We are requesting a variation to **permit wall signage on the east and south building facades, as they do not face a street or parking lot serving as the primary entrance.**

1. Whether the general character of the property will be adversely altered;

Response: The general character of the property will not be adversely affected as the architecture of the building and design of the property is not diminished by the proposed variation.

2. Whether the overall value of the property will be improved and there will not be any potential adverse effects on the neighboring properties;

Response: The overall value of the property will be improved by having better visibility to traffic traversing the nearby roadways and also to the adjacent multi-tenant property to the south. There will not be an adverse affect on the neighboring properties as the neighborhood is commercial in nature.

3. Whether the alleged need for the variation has been created by any person presently having a proprietary interest in the premises;

Response: The need for the variation has not been created by any person having a proprietary interest in the property but rather is driven by the existing roadways, traffic and development nearby.

4. Whether the proposed variation will impair an adequate supply of light and air in adjacent property, substantially increase congestion in the public streets, increase the danger of fire or endanger the public safety;

Response: The proposed variation will not impair the adequate supply of light or air to adjacent property nor will it affect traffic congestion as the signage will be placed directly on the proposed bank building. There will be no increase in danger of fire or endangerment of public safety.

5. Whether the proposed variation will adversely alter the essential character of the neighborhood;

Response: The proposed variation is typical of commercial property and it will not adversely affect the essential character of the neighborhood.

SPECIAL USE STANDARDS

We are requesting a drive-thru Special Use to allow for a 4 lane drive-thru for a financial institution.

1. That the special use is deemed necessary for the public convenience at the location specified.

Response: The proposed banking center will provide financial needs to the citizens of the City and the drive-thru component is a critical aspect of modern day banking centers.

2. That the establishment, maintenance, or operation of the special use will not be detrimental to, or endanger the public health, safety, or general welfare.

Response: The proposed special use will be consistent in design, detailing and durability to the main building structure and therefore will not endanger the public health, safety or general welfare.

3. That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, not substantially diminish and impair property values within the neighborhood.

Response: The special use is typically associated with modern day banking facilities and will not affect the use of the development in an adverse manner. The drive-thru is consistent with the standard neighborhood shopping district and as such will not affect or impair the property values within the neighborhood in an adverse manner.

4. That the establishment of the special use will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

Response: The special use will not impact the adjacent property as to not allow orderly development and standard improvements typically associated with commercial neighborhood shopping districts.

5. That the exterior architectural design, landscape treatment, and functional plan of any proposed structure will not be a variation with either the exterior architectural design, landscape treatment, and functional plan of structures already constructed or in the course of construction in the immediate neighborhood or the character of the applicable district, as to cause a substantial depreciation in the property values within the neighborhood.

Response: The special use structure would be consistent with the adjoining bank structure and will be compatible with typical commercial development in the general vicinity.

6. That adequate utilities, access roads, drainage, and/or necessary facilities have been or are being provided.

Response: The special use structure will include necessary utilities, access drives, and drainage.

7. That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.

Response: The facility will include direct access to public streets as well as proposed cross access to the adjacent commercial property to the south.

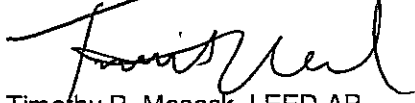
8. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may, in each instance, be modified by the City Council pursuant to the recommendations of the planning and Zoning Commission and the Planning and Development Committee.

Response: The special use will conform to all applicable regulations.

Thank you for your time regarding this matter and if you have any questions, please do not hesitate to contact me.

Sincerely,

The Architects Partnership, Ltd.

A handwritten signature in black ink, appearing to read "Timothy R. Meseck", written over a horizontal line.

Timothy R. Meseck, LEED AP
Vice President



CHRISTOPHER B. BURKE ENGINEERING, LTD.
9575 West Higgins Road Suite 600 Rosemont, Illinois 60018 TEL (847) 823-0500 FAX(847) 823-0520

December 13, 2011

City of Darien
1702 Plainfield Road
Darien, IL 60561

Attention: Mike Griffith

Subject: Chase Bank – 75th Street and Cass Avenue
(CBBEL Project No. 950323H142)

Dear Mike:

As requested, we have reviewed the proposed plans and supporting documents for the aforementioned project. The following comments shall be addressed before we can recommend approval:

1. On the cover sheet, the location map shows the site being at the northeast corner of Cass and 75th Street. The site is at the southeast corner.
2. At the northeast corner of the building, there is a sidewalk leading toward the drive aisle and there is a handicapped ramp leading to the pavement. It is not clear where this is intended to lead or why it extends east of the last parking stall.
3. The north driveway onto Cass Avenue is shown as a full access. As close as it is to the intersection, it should be eliminated or limited to right-in / right-out movements.
4. Additional spot grades are needed at both driveways onto the property to the south, as well as the entire east curb line.
5. Rather than a 6 inch water service serving this building, an 8 inch main shall be constructed in the utility easement along the east property line. The 6 inch building service can connect to that. The owner / applicant should discuss with the Director of Municipal Services the options of ending the main at the south property line (for future extension) or extending the main to Plainfield Road with recapture potential. Hydrants shall be spaced at 300 feet. If terminating at the south property line, the main shall end with a valve in vault and pipe stubbed and plugged.
6. Provide an erosion control detail for a concrete truck wash-out basin.
7. On the Catch Basin Restrictor Detail, specify the restrictor size as 1.5 inches. A piece of 1.5 inch pipe cast into the center wall should be used instead of the steel plate.

8. Consideration should be given to moving Access MH "C" to be out of the cross-walk.

If you have any questions, please feel free to contact me.

Sincerely,

A handwritten signature in green ink, appearing to read "Daniel L. Lynch".

Daniel L. Lynch, PE, CFM
Head, Municipal Engineering Department

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE MEETING
November 21, 2011
(Rescheduled Meeting)**

PRESENT: Alderman Joseph Marchese - Chairman, Alderman Halil Avci, Alderman Ted Schauer, Mike Coren, City Treasurer, Dan Gombac - Director, Elizabeth Lahey-Secretary

ABSENT: None

Chairperson Marchese called the Municipal Services Committee Meeting to order at 6:00 p.m. at City Hall – City Council Chambers, Darien, Illinois and declared a quorum present.

NEW BUSINESS:

- A. **Ordinance – 1450 Plainfield Road, Midwest Foot and Ankle Center: Petitioner seeks approval of a special use to establish a medical clinic within the O Office Zoning District.**

Mr. Dan Gombac, Director presented the staff report. He reported that the petitioner is seeking special use approval to establish a medical clinic within the O Office zoning district. Mr. Gombac reported that the Special Use required a public hearing and that the PZC approved the request subject to Dr. Chi answering a few unanswered questions.

Mr. Gombac reported that after speaking with Dr. Chi that there will not be surgeries performed, that he and his wife are both medical doctors and that there will be no controlled narcotics at the clinic.

Alderman Avci questioned the current status of the tenants in the office.

The owner, Mr. Michael Benedetto stated that there are presently five vacancies.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci that based upon the submitted petition and the information presented, the request associated with PZC 2011-10 is in conformance with the standards of the Darien City Code and move that the Municipal Services Committee approve the petition as presented.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

- B. **Resolution – Accepting a quote for snow removal and deicing services for City Hall, Police Department and Heritage Center from UGX, Inc.**

Mr. Dan Gombac, Director reported that during the snow season that the department is responsible for the snow plowing and deicing operations at the Heritage Center and the City Hall grounds. He stated that currently, staff only plows the Municipal Complex parking lot. He further stated that due to the required manpower for the snow plowing and the deicing of the City's roadways that staff is unable to perform snow removal and/or deicing operations from the sidewalks at the Municipal Complex and the Heritage Center.

Mr. Gombac reported that he received competitive quotes for the services and that overall the lowest quote was UGX Inc. He reported that staff estimated the costs for all snow related operations in the amount of \$11,500.00. He further reported that UGX, Inc. does not have any references because the company is a startup company and the owner is in the process of securing accounts. Mr. Gombac stated that the owner has several commercial properties that he owns and plans on servicing them with new equipment recently purchased.

Alderman Avci questioned why an outside contract was needed and why staff cannot do the work.

Chairperson Marchese stated that this subject was discussed in length last year and was also questioned by some Aldermen. He stated that because of the snow fall events that City staff was able to plow the City Hall parking lot but unable to efficiently tend to the sidewalks. The top priority for Staff is to plow the roadways.

Mr. Gombac stated that when opportunities arise that Staff tends to the City Hall. The Heritage Center is completed by a vendor and is reimbursed through the tenants. He reported that the quote cost presented cost is based on 25 events but that weather predictions are indicating that there will be the same or more snow fall this winter.

Treasurer Mike Coren stated that staff could do it but pulling staff off the plows would not benefit the residents and the streets in Darien.

Mr. Gombac reported that he prepared a cost analysis and that it is in the best interest to outsource.

There was no one in the audience wishing to present public comment.

Alderman Marchese made a motion and it was seconded by Alderman Schauer to accept a quote for snow removal and deicing services for City Hall, Police Department and Heritage Center from UGX, Inc in an amount of \$11,500.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

Mr. Gombac announced that this would be placed under New Business on the November 21, 2011 City Council agenda for formal approval.

C. Resolution – Approval of an Engineering Agreement with Christopher B. Burke Engineering, Ltd. for the 2012 Street Maintenance Program in an amount not to exceed \$26,772.00.

Mr. Dan Gombac, Director presented the staff report. He stated that the Committee received a copy of the engineering agreement as well as a list of roads slated for the 2012 Street Maintenance Program.

Mr. Gombac highlighted the scope of services outlined in the Agenda Memo and stated that road contract is pending budget consideration. He stated that bid specifications will be due in December and the contract will be on the Municipal Services Committee Agenda in January/February and the City Council Agenda in February/March with anticipation of completing construction in July.

Mr. Gombac reported that he received favorable responses from residents having completion prior to July 4th.

Alderman Avci asked for more detail on Task 4. He questioned who makes the final decisions.

Mr. Gombac reported that Christopher Burke prepares the bid advertisement, distributes the plans and specifications to bidders and provides a recommendation to Staff for the bid award. He reported that invites are provided to all the local asphalt vendors.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci to approve A RESOLUTION TO AUTHORIZE APPROVAL OF AN ENGINEERING AGREEMENT WITH CHRISTOPHER B. BURKE ENGINEERING, LTD. FOR THE 2012 STREET MAINTENANCE PROGRAM IN AN AMOUNT NOT TO EXCEED \$26,772.00.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

Mr. Gombac reported that this item will be placed on the December 5, 2011 City Council agenda for formal approval.

D. Resolution – Authorizing the Mayor and City Clerk to execute a contract with Rag’s Electric Company, Inc. for the 2012/13 Street Light Maintenance contract beginning May 1, 2012 through April 30, 2013.

Mr. Dan Gombac, Director presented the staff report. He stated that the City is in the last year of a three-year contract with Gaffney’s PMI.

Mr. Gombac reported that staff received five sealed bids for the 2012/13 street light maintenance contract. He presented the bid tabulation which included costs to repair street lights, street lights, hourly rates for labor and equipment, ballasts, fuse kits, and lamp costs. He stated that the tabulation includes a pricing schedule for two additional option years through 2014/15. He

further stated that pricing for commercial businesses was included in the contract.

Alderman Schauer questioned what the outcome would be should the City Council not approve all the changes.

Mr. Gombac reported that this would not be an issue and that he wanted to include all of the pricing for presentation. There are several items that will be discretionary items and will be introduced at the upcoming budget meeting. He stated that Rag's Electric Company did work for Westchester and comes highly recommended.

Treasurer Coren stated that Mr. Gombac and his staff have done an excellent job in bringing down the costs. He stated that this is an excellent opportunity for businesses to hop on the program.

There was no one in the audience wishing to present public comment.

Alderman Schauer made a motion and it was seconded by Alderman Avci to approve A RESOLUTION AUTHORIZING THE MAYOR AND THE CITY CLERK TO EXECUTE A CONTRACT WITH RAG'S ELECTRIC COMPANY, INC. FOR THE 2012/13 STREET LIGHT MAINTENANCE CONTRACT BEGINNING MAY 1, 2012 THROUGH APRIL 30, 2013.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

E. Discussion – Ditch Catalogue

Mr. Dan Gombac, Director presented the ditch catalogue and provided a top five list of ditches to programmed for budget consideration.

Mr. Gombac reported that all the ditches were rated and a summary sheet was presented. He further reported that High Road came in under budget and would like to introduce the completion of Poplar Lane before May 1st, 2012, due to the savings. Mr. Gombac informed the Committee he has been in discussion with Mr. Vana regarding the proposed project.

Chairperson Marchese stated that he and Mr. Gombac discussed if the roads and ditches should go together. He referenced Gail Avenue and questioned that if a street is in bad shape why do just the ditches and not the road?

Chairperson Marchese stated that Mr. Gombac assured him that if the ditches are fixed that the deterioration to the roadway will be stable until the road is scheduled for fixing. The staff will further stabilize a roadway by providing patches. The Staff evaluates and rates the roads on a yearly basis and conditions may warrant a road to be completed prior to the current proposed schedule.

Alderman Avci stated that the roads should not be done just because it is on the schedule. He stated that the condition of the road needs to be looked at and that the road needs to be inspected

yearly.

Mr. Gombac stated that staff monitors the road conditions on a yearly basis. He stated that a ditch may be done this year and the road the following year. He further stated that this methodology provides a consistent program and that the City Council has the opportunity to review the scheduled ditches in conjunction with the road program for the following year and authorize additional ditches as recommended through the ditch rating system catalogue. The ditch projects may be added as funding is available.

Chairperson Marchese stated that he was pleased with the way it was done and provides him with enough information to respond to residents when questioned.

Alderman Schauer agreed. He stated that there has to be some type of priority. He stated that when doing the ditches a road may have to be pushed up.

There was no one in the audience wishing to present public comment.

F. Discussion – Budget Comparison to Actual Expenditures

Chairperson Marchese reported that every year the Committee asks staff to provide a six month review regarding the actual expenditures compared to the budget on larger scale projects.

Mr. Dan Gombac, Director provided the Committee with a summary of the capital project expenditures and larger budget items. He reported that the Municipal Services Department oversees an expenditure budget of approximately \$8-10 million annually.

Mr. Gombac provided the Committee with a snapshot of the special projects and cost saving opportunities on various projects and equipment.

Chairperson Marchese commented on the report and was pleased with the numbers and percentages presented. The Committee members agreed with no further discussion.

There was no one in the audience wishing to present public comment.

G. Minutes – October 24, 2011 - Municipal Services Committee

Alderman Schauer made a motion and it was seconded by Alderman Marchese to approve the October 24, 2011 Municipal Services Committee Meeting Minutes.

Upon voice vote, THE MOTION CARRIED unanimously 3-0.

DIRECTOR'S REPORT:

a. Discussion – Frontage Road Snow Removal

Mr. Dan Gombac, Director reported that he has been in contact with IDOT regarding snow and ice removal for Frontage Road. He reported that the Committee received a copy of an email from Mr. James Stumpner, IDOT that they are not able to enter into a Municipal Maintenance Agreement with Darien.

Mr. Gombac reported that he has scheduled a meeting with IDOT to address all the Frontage Road issues and hopes to get more accountability from IDOT. He reported that all of the Frontage Roads are state roads with the exception of one portion near the Public Works Facility.

NEXT MEETING:

Chairperson Marchese announced that the next meeting is scheduled for Tuesday, December 27, 2011 at 6:30 p.m.

ADJOURNMENT:

With no further business before the Committee, Alderman Avci made a motion and it was seconded by Alderman Schauer. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:00 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

Elizabeth Lahey
Secretary

Joseph Marchese
Chairperson

Halil Avci
Alderman

Ted Schauer
Alderman