



**DEKALB PLANNING AND ZONING COMMISSION AGENDA**

**Tuesday - July 6, 2021**

**6:00 P.M.**

**DeKalb Public Library**  
Yusunas Meeting Room  
309 Oak Street  
DeKalb, Illinois 60115

**A. ROLL CALL**

**B. APPROVAL OF AGENDA** (Additions or Deletions)

**C. APPROVAL OF MINUTES**

1. June 21, 2021

**D. PUBLIC PARTICIPATION** (Open Floor to Anyone Wishing to Speak on Record)

**E. NEW BUSINESS**

1. **Public Hearing** – A petition by Elias Ramos for approval of the rezoning of 304 N. 10<sup>th</sup> Street from the “RC-1” Residential Conservation District to the “PD-C” Planned Development Commercial District and approval of a preliminary and final development plan to establish about 1,550 sq. ft. in commercial space on the ground floor of the existing building along with two 2-bedroom apartment units on the second floor with a small addition proposed and a 10-space parking lot.

**F. REPORTS**

**G. ADJOURNMENT**

MINUTES  
CITY OF DEKALB  
**PLANNING AND ZONING COMMISSION**  
June 21, 2021

The Planning and Zoning Commission held a meeting on June 21, 2021, at the DeKalb Public Library in the Yusunas Meeting Room located at 309 Oak Street, DeKalb, Illinois. Chair Maxwell called the meeting to order at 6:00 PM.

A. ROLL CALL

Recording Secretary Aaron Walker called the roll. Planning and Zoning Commission members present were: Trixy O'Flaherty, Maria Pena-Graham, Steve Becker, Vice Chair Bill McMahon and Chair Max Maxwell. Jerry Wright was absent. Principal Planner Dan Olson was present representing the City of DeKalb.

B. APPROVAL OF THE AGENDA (Additions/Deletions)

Chair Maxwell requested a motion to approve the June 21, 2021 agenda as presented. Ms. O'Flaherty motioned to approve the agenda as presented. Ms. Pena-Graham seconded the motion, and the motion was approved by unanimous voice vote.

C. APPROVAL OF MINUTES

1. June 7, 2021 – Chair Maxwell requested a motion to approve the June 7, 2021 minutes as presented. Mr. Becker motioned to approve the minutes as presented. Vice Chair McMahon seconded the motion, and the motion was approved by unanimous voice vote.

D. PUBLIC PARTICIPATION (Open Floor to Anyone Wishing to Speak on Record)

None

E. NEW BUSINESS

1. **Final Development Plan** – Approval of a Final Development Plan for Safe Passage located at 217 Franklin Street.

Principal Planner Dan Olson went through the staff report dated June 17, 2021. He advised Safe Passage went before the Planning and Zoning Commission, as well as City Council, last year to petition for the rezoning and preliminary development plan approval for 217 Franklin Street. He advised the City Council approved Ordinance 2020-077, which granted the proposal. He added the

Ordinance required a final development plan including architectural elevations, engineering plan, lighting plan, landscape plan, and a final plat be submitted for review by the Planning and Zoning Commission and City Council. He stated this is to ensure compliance with the preliminary development plan and the Unified Development Ordinance (UDO).

Mr. Olson said the building will be approximately 40,000 sq. ft. with 2-stories and a basement. He stated the building will contain an emergency shelter, counseling services, administrative offices, outdoor playground, and other accessory uses. He added there will be 15 separate living quarters with approximately 54 beds. Mr. Olson stated construction is planned to begin near the end of 2021 with the facility opening in late 2022.

Mr. Olson mentioned access to the property will be the same as was submitted with the preliminary development plan with access being off South 2<sup>nd</sup> Street, Franklin Street, and South 3<sup>rd</sup> Street. He noted the majority of traffic from 2<sup>nd</sup> Street will be for deliveries or donation drop-offs.

Mr. Olson mentioned the submitted landscape plan meets the requirements of the UDO. He stated landscaping is also planned for the front and rear of the building, as well as along South 2<sup>nd</sup> Street and the applicant has agreed to add plantings in those areas. He noted two existing Linden trees will be saved along the east side of the property next to South 3<sup>rd</sup> Street.

Mr. Olson stated the final plan shows 22 onsite parking spaces, compared to the 18 spaces shown on the preliminary plan. He advised Safe Passage also has an agreement with St. George Greek Orthodox Church across Franklin St. to allow them to use their 32-space parking lot throughout the week, excluding Sundays and special events. He added there is additional public and street parking throughout the area, including the 82 space Vaughn parking lot.

Mr. Olson mentioned an 8" sanitary sewer was rerouted after the demolition of the old DeKalb Clinic building. He stated the sewer previously ran through the middle of the subject site and was moved to the west and down South 2<sup>nd</sup> Street.

Mr. Olson said upon review of the Final Development Plan by staff, including the Police Department, the City recommends approval of the Final

Development Plan along with conditions listed in Exhibit A. He added conditions 3 thru 6 have already been completed by the petitioner.

Chair Maxwell gave the public an opportunity to speak. There was none.

Chair Maxwell gave Commission members an opportunity to speak.

Vice Chair McMahon questioned what the details of the agreement are with St. George's Church on the parking lot on Franklin Street. He inquired if Safe Passage is able to use their parking lot at all times. Mary Ellen Schaid, representing Safe Passage, advised they can use the parking lot all week, except for Sundays and during special events such as funerals. Mr. McMahon questioned what the detectable warning plates were in the relation to condition 3 in Exhibit A. Mr. Olson advised they are textured plates placed on the sidewalk before crosswalks to warn pedestrians of traffic.

Mr. Becker moved that the Planning and Zoning Commission recommend approval of the Final Development Plan for the Safe Passage Facility at 217 Franklin Street per the plans in Exhibit A and subject to all comments listed below being addressed to the satisfaction of City staff prior to approval by the City Council.

1. Revise Lighting (Photometric) Plan to increase average foot candle level for the parking lot to between 2.0 and 5.0.
2. Revise the Landscape Plan to add plantings to the area along Franklin Street, S. 2nd Street and at the rear of the property per City staff approval.

Ms. O'Flaherty. seconded the motion.

A roll call vote was taken. Ms. O'Flaherty – Yes, Ms. Pena-Graham – Yes, Mr. Becker – Yes, Vice Chair McMahon – Yes, Chair Maxwell - Yes. Mr. Wright was absent. Motion Passed 5-0-1.

## F. REPORTS

Mr. Olson advised the next Commission meeting will be on Tuesday, July 6<sup>th</sup> due to the 4<sup>th</sup> of July Holiday being recognized on July 5. He stated there will be one hearing regarding the rezoning of 304 N 10<sup>th</sup> Street to allow residential apartments on the 2<sup>nd</sup> floor and commercial uses on the ground floor.

Mr. Olson mentioned on June 14<sup>th</sup>, the City Council approved the special use permit to allow the expansion of the cellular equipment on top of 507 E. Taylor Street for T-Mobile.

G. ADJOURNMENT

Ms. O'Flaherty motioned to adjourn, Vice Chair McMahon seconded the motion, and the motion was approved by unanimous voice vote. The Planning and Zoning Commission Meeting adjourned at 6:14 PM.

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