

MINUTES
CITY OF DEKALB
PLANNING AND ZONING COMMISSION
June 7, 2021

The Planning and Zoning Commission held a meeting on June 7, 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.

Chair Maxwell stated he wanted to thank everyone for being here tonight. He mentioned for those attending, the meeting room has been set up to meet the CDC recommended distancing guidelines and the Executive Order from the Governor.

A. ROLL CALL

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

B. APPROVAL OF THE AGENDA (Additions/Deletions)

Chair Maxwell requested a motion to approve the June 7, 2021 agenda as presented. Mr. Wright motioned to approve the agenda as presented. Mr. Becker seconded the motion, and the motion was approved by unanimous voice vote.

C. APPROVAL OF MINUTES

1. May 17, 2021 – Chair Maxwell requested a motion to approve the May 17, 2021 minutes as presented. Ms. O’Flaherty motioned to approve the minutes as presented. Mr. Wright 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. **Public Hearing** – A petition by T-Mobile Central LLC, represented by NTP Wireless, to amend the special use permit approved by Ordinance 2018-003 to expand the equipment platform and antennas in relation to an upgrade to the T-Mobile Communications Equipment on top of the building located at 507 E. Taylor Street.

Amanda Wegrzyn, representing NTP Wireless and T-Mobile Central LLC, advised they are seeking approval for the replacement and installation of antennas, remote radios, radio modules, and base station equipment. She advised these improvements will be made to the equipment located at 507 E. Taylor Street.

Ms. Wegrzyn advised there are three active antenna arrays on top of 507 E. Taylor Street that extend seven feet above the top of the roof. She stated overall there will be a reduction in equipment. She noted the existing nine antennas will be replaced with six, 12 remote radios will be replaced with six, three COVP boxes will be replaced with one. Hybrid cables will be replaced 1 to 1, and all 24 coax lines will be removed. She added both mount structures and cabinets will be replaced, and the equipment platform will be extended by three feet, which will be surrounded by a safety handrail.

Ms. Wegrzyn stated all equipment will be concealed using concealment film and facade. She advised the equipment cabinets will be covered to match the building's brick façade and the antennas will be wrapped in a reflective concealment film, so it looks more like the sky.

Principal Planner Dan Olson went through the staff report dated June 3, 2021. He advised the City Council approved Ordinance 2018-003, which granted a special use permit to upgrade T-Mobile's existing cellular equipment on top of 507 E. Taylor Street. He advised, at the time, the existing equipment was considered a legal non-conforming use as they did not have a prior special use permit for the property. He added the current proposal is to upgrade the equipment to 5G technology. He stated with the changes to the equipment and the expansion of the equipment footprint, they would be required to amend Ordinance 2018-003.

Mr. Olson advised there are two other cellular carriers with equipment on top of the building at the subject property, including U.S. Cellular who petitioned for a special use permit earlier this year. He mentioned the UDO requires special use permits for antennas on existing non-tower structures. He stated the proposal expands the equipment footprint by 40 sq. ft.

Mr. Olson noted T-Mobile was required to install concealment film on the equipment and antennas in 2018, which will carry over to this proposal. He advised the equipment cabinets will be wrapped to match the brick facade of

the building and the antennas will be wrapped with concealment film to reflect the sky.

Mr. Olson stated the petitioner meets all the standards of special use for antenna facilities. He said they meet color and height requirements and there are no lighting requirements per the FAA. He added no public comments were received as of the posting of the agenda.

Mr. Olson advised there were a few recommended conditions to the approval of the special use permit to include the application of concealment film on equipment and antennas. In addition, the applicant would be required to submit the necessary permit application and paperwork to the Building Division.

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

Chair Maxwell gave Commission members an opportunity to speak.

Chair Maxwell questioned if the reflective tape would reflect sunlight enough to cause concentrated hotspots. Ms. Wegrzyn advised she would have to refer to the manufacturer for that answer. Mr. Olson advised he hasn't seen or received any complaints regarding sunlight reflections.

Mr. Becker moved that the Planning and Zoning Commission recommend to the City Council approval of an amendment to the special use permit approved by Ordinance 2018-003 to expand the equipment platform and antennas in relation to an upgrade to the T-Mobile communications equipment on top of a 16-story building at 507 E. Taylor St. subject to the following:

1. The antennas and equipment upgrades shall comply with the drawings dated 1-8-21 indicated on Exhibit A.
2. Concealment film shall be applied to the new cabinets, antennas and antenna pipes to minimize the visual effect on the surrounding area.
3. The applicant is required to submit the necessary application and plans to the City in compliance with applicable Building Codes and the regulations of Article 7.08 of the UDO (Wireless Communications Ordinance).

Ms. O'Flaherty. seconded the motion.

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

2. Discussion - Update to the 2005 Comprehensive Plan

Mr. Olson advised there will be a brief discussion regarding updating the Comprehensive Plan for the City with no official action needed. Mr. Olson stated the most recent Comprehensive Plan was approved in 2005, with several sub-area plans being completed since then. He added the Comprehensive Plan covers land use, economic development, transportation and several other areas. He stated the plan typically covers a 5-10-year time span.

Mr. Olson said there are several common elements that should be addressed in the plan to include existing conditions, future trends and goals, incorporating public input, land use patterns, housing additions, roadways, and infrastructure. He added other taxing bodies can give their input, such as incorporating educational and recreational facilities.

Mr. Olson mentioned one major portion of the Comprehensive Plan is the future land use plan. He stated the 2005 plan had an urban service area boundary, which reflects areas that could be served by infrastructure, particularly water and sewer. He said the residential real estate downturn in 2008-2009 greatly effected the predicted growth and development noted in the 2005 Comprehensive Plan.

Mr. Olson advised the updated plan will have to incorporate the sub-area plans, such as the Annie Glidden North Revitalization Plan. He mentioned some of the sub-area plans are outdated and will need to be addressed in the update.

Mr. Olson provided a rough schedule to include inventory and data collection through September 2021, determination of goals and objectives through October 2021, drafting future land use plan through the end of 2021, and a final review and adoption of the plan in the first quarter of 2022. He advised it would be a good opportunity for Commission members to drive out to the current City boundaries and see what type of expansion/development they would predict or look to recommend.

Mr. Nicklas stated the upcoming months for the Commission, City Council, and Mayor will be very important in determining the future of the City. He asked Commissioners to read through the Comprehensive Plan and sub-plans to see how much work, time, and effort was put into them. He questioned how many of these plans are still looked at and if they correctly portray current trends.

Mr. Nicklas asked if the land use map says enough about what this community should look like in the next 10 years. He advised it will affect how we engage, recreate, work, and live in this community.

Mr. Nicklas stated this will be a good challenge for the community and Commission. He stated the City has developed in ways that were unpredictable, such as the Ferrara and Facebook developments. He added it would be very useful to look at the area along the Peace Road corridor and south of I-88 to see if the City would want to continue with current trends or move in another direction. Mr. Nicklas stated it will be a very long, engaging, but rewarding project. He advised he is very eager to work on the Plan with the Commission.

Mr. Maxwell questioned if the Comprehensive Plan could be found online. Mr. Olson advised both the Comprehensive Plan and sub-area plans can be found on the City's website.

Mr. Becker added it is very interesting to read through the Comprehensive Plan to see what developments were predicted and hoped for before the economic collapse in 2009.

F. REPORTS

Mr. Olson advised there are no public hearings currently scheduled for the June 21st Planning and Zoning Commission meeting. He added Safe Passage did submit the final development plan for their new facility at 217 Franklin St. He noted these plans are required to be reviewed by city staff, the Planning and Zoning Commission and City Council. He said this may be scheduled for the June 21st Commission meeting. He stated the City received a zoning petition for 304 N 10th Street requesting rezoning from the Residential Conservation District to the Planned Development Commercial District. He added the owner is looking to have a couple apartments on the second floor and a convenience store and offices on the first floor.

Mr. Olson mentioned the City Council at their meeting on May 24 approved the special use permit for 400-444 E. Hillcrest Drive, to accommodate residential rental units above 1st floor with commercial space on the ground level.

G. ADJOURNMENT

Mr. Wright motioned to adjourn, Ms. O'Flaherty seconded the motion, and the motion was approved by unanimous voice vote. The Planning and Zoning Commission Meeting adjourned at 6:33 PM.