

City of Long Grove 5-16-16 Plan & Zone Meeting Minutes

Present: Merle Hermsen, Al Pawloski, Doug Morrell, Kent Long & Erica Allan
Absent: None
Guests: Joel McCubbin, Dale Grunwald, Joe Zrostlik, Sue Schreck and Carol Roe

Merle opened the meeting at 7:00 p.m. Al motioned to approve the agenda, seconded by Doug, all ayes.

Doug motioned to approve the April 18, 2016 meeting minutes, seconded by Erica, all ayes.

A discussion took place on the lighted sign at the Community Center. Dale Grunwald asked the P&Z for permission to use the electronic sign with modifications. It would be used as a bulletin board and be backlit – no scrolling or flashing lights or illuminated animation. It would be placed in a V-shape in front of the Community Center facing the Fire Station. The hours of operation would be 6:00 a.m. to 10:00 p.m.

Merle asked Dale if he had received any previous complaints about the brightness of the sign. Dale said he did receive complaints about the flashing and scrolling. Merle suggested Dale tone down the brightness if complaints are received.

Joel pointed out that the Subdivision Ordinance for Signs under General Provisions states that no sign having flashing, intermittent, or animated illumination shall be permitted within three hundred (300) feet of property in any residential district unless such sign is not visible from such property.

Al stated that this sign won't fall into that category. Dale agreed and said he just wants to use it to inform people of what is happening in the community.

Joel stated the Community Center is in a quasi area - it's a residential district with the south side being commercial and the north side being residential. In the Long Grove Zoning Ordinance it states that in any residential district, the following regulations shall apply: bulletin boards or identification signs shall be permitted where announcements for church, school or other public buildings or uses are permitted. All other signs are prohibited.

Carol Roe stated the original flashing sign was a little excessive for the neighborhood, but if the sign is just a backlit sign like the church sign, she's fine with that.

Merle stated that he is okay with the modified sign as long as they don't get complaints from neighbors. He then asked for any other comments. Joel wanted confirmation that the sign was going to be classified as a bulletin board and Merle agreed. Joel stated that the City probably wouldn't charge the Community Center for a permit, but he still recommended it be permitted so they can go through the process to identify what it is and how it can be used.

Merle asked Joel if the Plan & Zone needed to make a recommendation to the City Council. Joel replied "No".

Dale asked for confirmation that he has the go ahead to move the sign and start using it again with the new conditions. He also stated that any complaints should be directed to himself, Joni, Jill or Kristi. Merle told Dale to wait until Joel got the permit ready for the sign. Then we would see how the neighbors responded to it.

Merle asked Joel if there were any restrictions on moving the sign up toward the building. Joel responded "No. We just want to make sure it's classified as a bulletin board and permitted accordingly."

Merle then moved the discussion to the Zrostlik Preliminary Plot and asked if everyone had a chance to go through their checklist on Page 36 of the Subdivision Ordinance Book.

Joel presented the P&Z with comments from the City Engineer and the City Attorney for their review.

Merle commented that his two concerns were the utility easements and the 10% requirement of dedicated land for a park or green space.

Joe Zrostlik said we are going to have to address the drainage easement. Joel stated that he wasn't sure if our City Engineer had addressed that or not. But each utility has to look at things to make sure they can service it in a specific area and they may ask for additional easements.

Joel said that in an earlier meeting the option of the City receiving cash in lieu of the 10% requirement for dedicated land for a park or green space was discussed. The City Attorney said this needs to be decided and put in writing. This would need to go to the City Council along with the sidewalk issue – they would need to make a recommendation of whether sidewalks would be required or not. Joel said the P&Z can make a recommendation to the City Council if they choose. He also stated that the P&Z would need to have a meeting prior to 18 June to approve or deny Joe's Preliminary Plat, subject to the City Council's approval.

Al stated that the present plat needs to have some changes made to it based on what the City Engineer and Attorney have addressed.

Joe Zrostlik said there are several technical issues that still need to be addressed.

Merle then commented that the P&Z should have more time to review the information from the City Engineer and City Attorney.

Joel asked Joe Zrostlik if he had any questions. Joe said he had a couple of concerns. He doesn't understand the need for having an easement on the south side of Lot 4 for future growth. Joel said he could probably answer that. Depending on where a lift station would be, you would need at least 20 to possibly 40 feet. Installing a sewer easement, could take 20 feet off one side and 20 feet off the other side.

Joe Zrostlik said his second concern was the restriction of an outbuilding on Lot 5. His whole development is based on it being a suburban acreage which he considers a home with an outbuilding on it. He would prefer no restrictions on Lot 5.

Joel stated that usually provisions have to be made with these big lots for storm water. He also said that the Subdivision Ordinance states that in larger lots, if future development might be subdivided, they have to determine a plan or provision for that.

Joe Zrostlik stated he hasn't laid out the covenants for the subdivision yet. He is waiting to get through this part of the process first. He also commented that due to the density of the acreages, he was not proposing any streets. There would just be four additional lanes put on the property.

Doug questioned the entrance to Joe's proposed subdivision. Dale recommended looking at the drawing for Winfield Estates Second Addition to see if the entrances could be coordinated so he doesn't have to change the entrance to his subdivision in the future.

Joel said he thought everyone would be more comfortable with more time to review all the comments and set up another meeting prior to 18 June.

Al said he can't imagine the P&Z would go against any of the recommendations offered by the City Attorney or City Engineer. He said Joe should get together with his engineer and update his plans based on their recommendations and bring them back to the P&Z board. He said if all the conditions are met, he didn't think there would be a problem approving it.

Joel stated the P&Z would have to approve or deny it at the next meeting. If they denied it, they would need to provide the reason. If approved, it would go on to the City Council.

Merle then tabled the Zrostlik discussion and moved on to the Schreck property.

Joel presented Sue Schreck with a letter from Verbeke-Meyer on items that need addressed.

Sue asked if they needed to provide the P&Z with a drawing for the location of the hammerhead. She said they would not be interested in a cul-de-sac. Joel told her she could start with a sketch plan. She would need to plat it as a dedicated area for the City. It would be an extension of the city street. She would then have a two-lot subdivision which would require her to go through the Subdivision Ordinance requirements. Joel recommended she go back to her engineer with the recommendations from the City Engineer. If her engineer has any questions, he could contact the City Engineer.

Sue asked at what point a determination can be made as to the cost of running the utilities to the new house. Joel said her consultant or design person could probably give her an estimate on extending the services. Our City Engineer gave her a couple of options, but the City can't pay their engineer to design her plan. He just wants to get the Schreck's heading in the right direction.

Merle asked if there were any further questions or comments. With no further business, Kent motioned to adjourn the meeting and Al seconded the motion.

Respectfully Submitted by Joel McCubbin and Pam Petersen

Attachments:

Verbeke-Meyer's May 16, 2016 Letter Reviewing Zrostlik's Preliminary Plat dated March 11, 2016

Attorney Josh Cobie's May 3, 2016 Letter on Zrostlik's Preliminary Plat