

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orland-park.il.us



Meeting Minutes

Monday, July 15, 2013

6:00 PM

Village Hall

Development Services & Planning Committee

*Chairman Kathleen M. Fenton
Trustees Edward G. Schussler and Carole Griffin Ruzich
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:04 PM

Present: 3 - Chairman Fenton; Trustee Schussler and Trustee Griffin Ruzich

APPROVAL OF MINUTES

2013-0431 Approval of the June 17, 2013 Development Services and Planning Committee Minutes

I move to approve the Minutes of the Regular Meeting of the Development Services and Planning Committee of June 17, 2013.

A motion was made by Trustee Carole Griffin Ruzich, seconded by Trustee Edward Schussler, that this matter be APPROVED. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

ITEMS FOR SEPARATE ACTION

2013-0403 2013 Land Development Code Amendments I

Director of Development Services Karie Friling reported that the first round of 2013 Land Development Code amendments include both clarification and substantive amendments. Below is a summary list of the amendments. A more detailed discussion of each amendment can be found in the attached Plan Commission report.

Substantive Amendments (in order of magnitude)

- Enabling taste testing and onsite retail sales areas as part of the core operation of distilleries, microbreweries and wineries in the definitions section of the Code. As a control measure to ensure the industrial character of the MFG and ORI districts in which these would be located, the onsite retail areas cannot generate more than 50% of total sales annually. This activity will require a liquor license per the proposed definition.
- Enabling the appropriateness of attached and three-car garages in the Old Orland Historic District based on precedents and under narrowly defined criteria for corner lots and only when mitigating for topographical or other natural features to avoid creating retaining walls or removing heritage trees. The attached garage has specific conditions related to scale and location and both garage types have specific conditions related to ornamental overhead doors.
- Enabling the use light bands around buildings for innovative architectural accent lighting via a set of conditions: light bands must be recessed into the architecture, they must shine indirectly onto the building and they must be associated with specific architectural features (e.g. parapets, windows etc.). Light

bands must be integrated in the building's design.

- Enabling 8 inch exposure siding in the Old Orland Historic District based on previous HPRC approvals for consistent siding application on buildings.

Clarification Amendments

- Updating terms, names etc. in Section 4-101 Comprehensive Plan for housekeeping purposes.
- Clarifying the Six Month Rule to apply to the time period between date of petition and Plan Commission.
- Removing fence language from BIZ and COR provisions regarding restaurant outdoor seating and replacing that language in Section 6-310 Fences. Also added a maximum fence height provision for outdoor seating areas (4 feet).
- Clarifying that the administrative authority to increase parking capacity by 20% afforded to the Development Services Department for "new commercial uses" applies to existing buildings and new construction situations alike.
- Clarifying that a mesh safety cover is considered an "approved pool cover" for abandoned pools.

PLAN COMMISSION MOTION

On July 9, 2013, the Plan Commission, by a vote 6-0 moved to recommend to the Village Board to approve the Land Development Code Amendments as shown in the attachment titled "Part Three: Attachments", prepared by the Development Services Department and dated June 25, 2013 for Sections 2-102, 4-101, 5-101, 6-207, 6-209, 6-210, 6-306, 6-307, 6-310 and 6-310.1 subject to the following condition:

1. Incorporate the Plan Commission Chairman's revisions to Section 2-102 amendments and add the word "annually" at the end of each definition; and
2. Incorporate the Plan Commission Chairman's revisions to Section 5-101.F.1 as submitted to the Plan Commission.

PLAN COMMISSION DISCUSSION

At the July 9 Plan Commission, the Chairman submitted an amendment to Section 5-101.F.1 that clarifies the syntax to the proposed amendment. It did not alter the meaning of the proposed amendment.

Additionally, the Chairman also requested that the word annually be added at the end of each of the definition changes for distilleries, microbreweries and wineries so that it reads "but such onsite retail area cannot generate more than 50% of total sales annually."

These changes have been incorporated in the updated attachments.

This case is now before the Development Services/Planning Committee for review prior to being sent to the Board of Trustees for final review/approval.

I move to recommend to the Village Board of Trustees to approve the Land Development Code Amendments as recommended at the July 9, 2013 Plan Commission meeting and as fully referenced below.

THIS SECTION FOR REFERENCE ONLY (NOT NECESSARY TO BE READ)

I move to recommend to the Village Board of Trustees to approve the Land Development Code Amendments as shown in the attachment titled "Part Three: Attachments", prepared by the Development Services Department and dated July 10, 2013 for Sections 2-102, 4-101, 5-101, 6-207, 6-209, 6-210, 6-306, 6-307, 6-310 and 6-310.1.

A motion was made by Trustee Edward Schussler, seconded by Trustee Carole Griffin Ruzich, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

2013-0437 Orland Park 159th St. Plaza - Water Main Location Conflict

Director Friling reported that the Orland Park 159th Street Plaza is the small commercial/retail development located at the NW corner of 159th St. & 94th Avenue, approved by the Board of Trustees on Feb. 20, 2012. There are two buildings on the site, one along the west line of the property and one at the SE corner, holding the corner of 159th & 94th.

Previously this site was a Mobil (Amoco) gas station that was built in the early 90's. Therefore, public utilities already existed on the site prior to Orland 159th St. Plaza. Some utilities were present as a result of the gas station construction and some as a result of the Target retail store development. Water main along the south line of the property was constructed when 159th St. intersection improvements were done ~2008. The water main along the east line has been in place since the late 1980s.

The site layout as designed by the project engineer accounted for the existence of the aforementioned water mains along both the 159th St. frontage (south), as well as the 94th Ave. frontage (east). Buildings were constructed per approved plans this spring. However, upon tapping the east water main to serve the building at the SE corner, it was discovered the water main was much closer to the building than originally anticipated by the design engineer. Furthermore, it was discovered that the main crossed under the SE corner of the building outside of the proposed utility easement.

Given the apparent need for relocation of the existing water main by the Village

due to the fact that the water main was lying slightly outside the easement, staff and the developer recommend sharing the cost of relocating the water main. The length of affected water main is approx. 125 feet total plus ancillary fittings. The developer has revised the public utility easement on the plat as well.

Attached to the Committee Packet are exhibits illustrating the cost of relocation. Actual construction cost is based upon a proposal from the developer's contractor to complete the work, reviewed by staff for reasonability.

Trustee Schussler asked how the water main ended up outside of the easement and why the building was approved in the first place.

Director Friling commented that Department of Development Services did not approve building over the water main. She added that at the time the research and engineering was done, it appeared that the water main was not under the building. It was not until construction was started that the exact location was determined. She noted that sometimes situations like this one happened when in the field.

Director Ingram reported that the easements are laid out before the water main goes in and the water main in this situation was just barely laid outside of the easement. He noted that water main was mis-aligned when the construction crew built it and that it is an unusual circumstance because the water main is running on a diagonal.

Trustee Schussler asked if plans are provided when infrastructures are built.

Director Ingram replied that the plans are provided as part of the construction plans.

Trustee Schussler then asked if the plans showed the water main in the easement.

Director Ingram replied that the plain did show the water main in the easement and that GPS locates are not being placed on all infrastructures. He stated that the Department of Development Service goes out in the field and does GPS locates and they are also working to adjust the code to require that the contractors provides GPS locates of the infrastructures.

Trustee Schussler asked if the plan would then be more accurate in the future with GPS locates.

Director Ingram replied yes.

I move to recommend to the Village Board to approve payment to G & H Developers Corp. in the amount of \$9,798.75 for water main relocation at the NW corner of 159th St. & 94th Avenue. Funding to come from the Underground Water & Sewer Lines acct. 031-6002-470500, Distribution System Improvements line

item of \$100,000.

A motion was made by Trustee Carole Griffin Ruzich, seconded by Trustee Edward Schussler, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

2012-0035 CMAP LTA Water Use Conservation Strategic Plan & Ordinance - Informational

Assistant Director of Development Service Kim Flom reported that this in 2011, the Chicago Metropolitan Agency for Planning (CMAP) awarded the Village a Local Technical Assistance (LTA) grant to develop a new water conservation strategy and ordinance. That strategy was developed through public and stakeholder meetings through 2011 and 2012. The intent of the project was to develop a new Village-wide water use conservation strategy and ordinance that is in line with the Northeastern Illinois Regional Water Supply/ Demand Plan (a.k.a. Water 2050 Plan) and the Model Water Use Conservation Ordinance, both coordinated by CMAP steering committees.

A completed strategy report by CMAP was presented to the Village Board in June 2012 with a set of recommendations to undertake water conservation measures and practices. At that time, the Board requested that the Village work with neighboring municipalities to develop a combined regional approach toward water conservation.

Throughout 2012 and into the first quarter of 2013, the Village worked with high level representatives from Tinley Park, Mokena, New Lenox and Oak Forest to develop a mutually agreed upon water conservation resolution for the southwest region as a cluster of customer communities to the Oak Lawn water distribution system. The resolution acts as a common starting point for each of the municipalities to enact water conservation strategies that best fit their communities.

The resolution was presented to the Orland Park Village Board and adopted on May 6, 2013.

DRAFT PROJECT BREAKDOWN OVERVIEW

Following passage of the water conservation resolution, the next step is to prepare an implementation schedule for the recommendations of the CMAP report. Because the CMAP report contains a number of policy items, a draft project breakdown is provided that summarizes all of the recommendations in the report. The report is broken into five (5) major components, each with sub-components that are depicted in a breakdown tree and explained in the ensuing tables. At the end of the project breakdown is a simplified network

diagram showing which components will be implemented first.

Initially, the diagram depicted a three year implementation period beginning with Indoor Ordinances in 2013, followed by Program implementation in 2014, addressing the highest water users in 2015 and instituting Outdoor Ordinances last in 2016. Throughout the three year implementation period, recommended education and outreach was proposed as an ongoing effort to ease the impacts of implementation and promote various programs and activities.

Finally, a project breakdown schedule was provided to roughly show the amount of time each component/ task will take to complete (blue bars) and the targeted implementation date (red). The project breakdown schedule is tentative and will likely be subject to change but it is a useful starting point to understand the amount of time it will take to comprehensively enact recommended water conservation measures and policies.

COMMITTEE FEEDBACK

At the July 1, 2013 Parks and Recreation, Technology, Communications and Community Engagement, and Finance Committee(s) meeting the Trustees provided feedback and suggested that the Village's efforts first begin with the CMAP recommended Education and Outreach campaign, then the Program implementation, followed by addressing highest water users concurrently, and then consider Indoor Ordinances with the Outdoor Ordinances last. It was explained at the Committee meeting that the original schedule included Indoor Ordinances first in anticipation to state changes to the Illinois Plumbing Code. However, the Trustees determined that it was more appropriate for the Village to lead by example and address its own highest water using facilities while conducting the education and outreach campaign and implementing Programs for the community before requiring material and behavioral changes via the ordinances for everyone else.

The new order is reflected in the attached project breakdown and breakdown tree. The structure of the breakdown tree is adjusted so that the Education and Outreach begins in 2013, then Programs and Highest Water Users in 2014 and the Indoor Ordinance in 2015 and Outdoor Ordinance in 2016. The project breakdown schedule at the end of the informational packet is also updated accordingly.

A copy of the draft Water Conservation Strategy Project Breakdown is attached as an informational item. A copy of the strategy report by CMAP is also attached for reference.

INFORMATIONAL ITEM

This is an informational item that was presented first to the Parks and Recreation, Technology, Communications and Community Engagement, and Finance

Committee(s). It is now presented to the Development Services and Planning, Public Works and Engineering, and Public Safety Committee(s) as an informational item prior to beginning any work toward implementing CMAP's recommendations.

Following this update to the members of the Village Board and any input, staff will begin implementing the recommendations of the CMAP report in the third quarter of 2013.

Chairman Fenton asked how commercial use is being monitored.

Director Friling responded that it can be monitored through water billing in terms of consumption of water. When the study begun, the Department of Development services ran reports to see what areas were using the largest percentages of water. She added that consumption will be monitored if water consumption goes down when the strategies are implemented.

Chairman Fenton asked whose responsibility it is currently to enforce violations to those who are watering illegally.

Assistant Village Manager Ellen Baer responded that the Police Department would be the ones to enforce the violations if they are aware of them.

Director Friling added that Board should be aware that many of the things that are proposed for the Village of Orland Park will eventually be implemented state wide. She stated that many of the fixtures that are being encouraged are sold in local store such as Lowe's and Home Depot.

Trustee Schussler stated that Village owned facilities should be the leaders in these changes. He stated that everything should be meeting the proposed requirements. He also noted that he hopes that rain sensing shut off valves are better than they were when he had one added many years ago if the Village will be requiring them. He added that there should possibly be incentives available for those who comply with the new codes to encourage them to opt-in to the optional things.

Chairman Fenton commented that the incentive would be that residents would be paying less for water.

Trustee Schussler said other incentives could be offered to get people to move more quickly to the changes, besides the fact that they would be paying less.

This item was for discussion only. No action was required.

2013-0416 LaGrange Road Enhancements - Construction Contract Delivery Method

Transportation & Engineering Manager Kurt Corrigan reported that the Village of Orland Park is currently finalizing its landscape enhancements of the LaGrange Road corridor from 167th to 131st. The project includes brick paver sidewalks, irrigation, monuments, columns, decorative fencing, various plantings and decorative median walls. The Village continues to coordinate the design and approval of this work with IDOT. The enhancements were not included in IDOT's contract and will be contracted independently through the Village. This in itself is a major project challenge; the risk of having another contractor performing work within IDOT's work zone. There is standard language in the project specifications that IDOT's contractor needs to coordinate and cooperate with Village contractors. As we know IDOT's main goal is to complete LaGrange Road; and if for some reason the Village's contractor is not in a position to perform work when IDOT allows, there is potential for delays and claims.

The Village recently contracted with V3 Companies to administer the independent enhancements contract. This includes coordinating with IDOT, inspecting the contractors work, answering requests for information and recommending payment for the contractor. As part of V3's company structure, they do provide alternate construction delivery methods. The At-Risk Construction Management (CM) delivery system combines Construction Management with General Contracting. The CM acts as the Owner's Agent during all pre-construction activities including program development, cost estimating, scheduling and bid solicitation. Depending on the contract payment structure (Lump Sum, GMP, Cost-Plus Fee); the CM's fiduciary responsibility may shift at the start of construction. However, if the construction contract is defined as a cost of construction plus a CM fee, the CM remains as an agent for the owner while simultaneously being responsible for directing the work on site.

V3 will provide work outlined in their current contract plus provide cost-estimating, bid solicitation and potential project scheduling for the construction of the enhancement work. Once the fees and construction pricing is established for the enhancements work, the original construction management contract will be terminated and a new contract will be established with V3 as the Construction Manager and General Contractor, subject to Board approval.

The LaGrange Road corridor project is a high profile local and regional project. The Village has invested significant resources to deliver a project that is above and beyond the typical IDOT bricks and mortar project. The ability to coordinate and construct the enhancements within the same time frame as IDOT's project schedule with the quality the Village expects is critical to the success of this project. The Cost-Plus fee delivery method has the ability to deliver this project with these expectations and is the recommended delivery method.

Attached to the Committee Packet is a summary of the benefits to this delivery method, comparison of various contract delivery methods and a matrix of benefits with the At-Risk Construction Management Cost-Plus delivery method compared to the traditional low-bid method.

Chairman Fenton asked if landscaping would start depending on when parts of the road get done, or if landscaping would not start until everything is completed.

Director Korrigan responded that during stage one IDOT is going to move all the track to the west side of the road and then construct the east side. He added that there are portions of landscape enhancements at different corners that need to have certain foundations in the ground before IDOT can move to the next stage. He also said that the median will be the last component that is constructed, but there are portions of the median that need to be ready to put certain things in the ground such as irrigation, foundation of walls and electric. He noted that the Village has to have flexibility when dealing with the sub-contractors.

Chairman Fenton added that she believes that it is a wonderful idea to use one company as the GM and have them be responsible for the sub-contractors.

Trustee Ruzich asked if the Department of Transportation and Engineering is expecting having savings based on the example provided in the Committee Packet.

Director Korrigan responded that right now the Village is under contract with V3 Companies for construction management services. The Village works with V3 Companies to develop different bid packages to go out between the contractors, and now that IDOT has awarded some of the bids and the Village is aware of some of the sub-contractors. He noted that once the Village gets into a contracted liberty, the remaining funds will be cancelled and moved into the general conditions for V3. He noted that the example provides information about what can be expected.

Trustee Ruzich questions if a savings is ultimately expected.

Director Korrigan said a savings is expected, but it is not guaranteed until all the contracts and components are received. He also noted that there are also some shared cost, but the best prices will be sought out in order to help save money.

This item is intended for discussion only with the intent to proceed with V3 to establish an At-Risk Construction Management - Cost Plus delivery method contract which will be brought to the Committee at a future meeting.

This item was for discussion only. No action was required.

2012-0300 2013 Orland Park Comprehensive Plan

Assistant Director of Development Services Kim Flom reported that the Comprehensive Plan is the Village's long range policy guide for future growth and planning. The plan presents the vision for what the community wants to become along with recommendations to achieve that vision. The Comprehensive Plan sets a basic framework, and will change over time in a flexible and adaptive manner. Regular updates, as approved by the Village Board, are important to assure that the plan adjusts to the changing needs of the community.

Plan History

Orland Park last adopted a Comprehensive Plan in 1991, with a minor updates approved in 1997 and 1999. The vision of the 1991 plan was for a 'residential community in an open space/recreational setting'. Many of the recommendations of that plan have been implemented and have contributed to the Orland Park of today. However, with abundant shopping and dining, a developing downtown and an envisioned corporate employment cluster near I-80, today's Orland Park is also much more than just a residential community.

Quality Places/Natural Spaces is the vision for the current Comprehensive Plan, and speaks to the desire to establish a dynamic and authentic sense of place that supports an enriched life in a premiere community.

The key concepts from each chapter are summarized in the Introduction & Vision section, along with the objectives proposed to achieve the Orland Park Vision.

Plan Process

Staff began working on the Comprehensive Plan update in 2009, but the primary effort began in 2012. The final document is the result of a collaborative effort with citizens, elected officials, stakeholders, other governmental agencies and staff from all Orland Park Departments. A summary of the Update process can be found in the Appendix.

Each chapter has previously been presented for review and comment to the Plan Commission and the Development Services and Planning Committee. Chapters have also been distributed to other Advisory Boards and Commissions, Village Departments and posted on the Village Website for review by the general public. The current draft incorporates the feedback received on each chapter.

Minor Changes

Changes will continue to be made to the Comprehensive Plan as it moves forward to the Board of Trustees. Most changes will be minor in nature and will not alter the broad content or intent of the Comprehensive Plan. New imagery and grammatical errors are typical examples of the types of changes that can be anticipated.

INVESTMENT

Completing the Plan with in-house staff rather than hiring a consultant for a Comprehensive Plan has a number of advantages, namely more in depth content and stronger local knowledge of the community and residents. On the downside, completing a plan internally can take longer due to regular workload responsibilities that must also be met. Based on the hours worked, and typical consulting hourly rates, the Comprehensive Plan efforts from January of 2012 to today would have cost the Village \$225,000. That total does not include the background research and early visioning efforts put into the Comprehensive Plan update from 2009 to 2012, or the diligent work of staff in other departments reviewing and providing insight into planning efforts. In the last eighteen months, Development Services staff spent over 1,800 hours working on the Comprehensive Plan update.

NEXT STEPS

Once adopted by the Board of Trustees, the Comprehensive Plan will be posted on the Village website and also print and bound for review and distribution to other agencies. Implementation is an important component of the Plan and will be pursued diligently as outlined in the recommendations from each chapter. Future updates to the Comprehensive Plan will be done on an annual basis to ensure that it continues to align with the goals and objectives of the Village Board.

PLAN COMMISSION DISCUSSION

On July 9, 2013, the Plan was presented to the Plan Commission for review and consideration at a public hearing as required per Code. There were no outside attendees at the meeting and no public comment was offered. Commissioner comments were very positive, praising the plan content and efforts of staff in completing the document. Other comments included the availability of the Annexation Study that was referenced on the District Maps (to be updated in the near future); the future development of sub-area plans; and the need to enforce cross access requirements for new developments.

PLAN COMMISSION MOTION

On July 9, 2013, Plan Commission voted 6-0 to recommend to the Village Board approval of the 2013 Comprehensive Plan.

The case is now before the Development Services and Planning Committee for consideration. If recommended for approval, the Plan will be considered by the Village Board of Trustees on August 5. The motion has been clarified as an adoption rather than approval per Land Development Code language.

Chairman Fenton congratulated the Department of Development Services on a job well done.

Director of Development Services Karie Friling noted that she is very proud of her staff and that the plan presented is an in-depth look of Orland Park and has a very personal touch to it.

Trustee Schussler added that staff has done a tremendous job creating the Comprehensive Plan for the Village. He asked when the implementation of trying to annex areas that are shown in the maps in chapter 2 of the Comprehensive Plan would begin.

Director Friling responded that it would be initiated when the Comprehensive Plan is finished.

Trustee Schussler also added that systems need to be interconnected in means to the Village's transportation network as noted in the Comprehensive Plan. He also asked when the master transportation plan would be done.

Director of Transportation and Engineering Kurt Corrigan responded saying it is in the process of being completed and in draft review.

Director Friling commented that it should be done in 2013.

Trustee Schussler asked where the pictures in the Comprehensive Plan came from.

Director Friling stated that the pictures came from the Village's image library and staff.

Assistant Director Flom also noted that Rob Wheimier has been contracted by the Village and has been able to provide many pictures of happenings around Orland Park.

I move to recommend to the Village Board adoption of the 2013 Comprehensive Plan.

A motion was made by Trustee Edward Schussler, seconded by Trustee Carole Griffin Ruzich, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

ADJOURNMENT: 6:04 PM

A motion was made by Trustee Carole Griffin Ruzich, seconded by Trustee Edward Schussler, that this matter be ADJOURNED. The motion carried by the following vote:

Aye: 3 - Chairman Fenton, Trustee Schussler, and Trustee Griffin Ruzich

Nay: 0

/AJ

Respectfully Submitted,

John C. Mehalek, Village Clerk