

VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org



Meeting Minutes

Monday, August 20, 2018

6:00 PM

Village Hall

Development Services, Planning and Engineering Committee

*Chairman Carole Griffin Ruzich
Trustees Kathleen M. Fenton and James V. Dodge
Village Clerk John C. Mehalek*

CALL TO ORDER/ROLL CALL

The meeting was called to order at 6:41 P.M.

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

APPROVAL OF MINUTES

2018-0568 Approval of the July 17, 2018, Development Services, Planning and Engineering Committee Minutes

I move to approve the Minutes of the Regular Meeting of the Development Services, Planning and Engineering Committee of July 17, 2018.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be APPROVED. The motion carried by the following vote:

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

Nay: 0

ITEMS FOR SEPARATE ACTION

2018-0542 Hey and Associates, Inc. - Plan Review and Landscape Architect Services Contract Adjustment and Extension

Director of Development Services Karie Friling reported that the Village's contract with Hey and Associates, Inc. to perform landscape reviews and inspections in 2018 was approved for an amount not to exceed \$28,000.00. As of August 1, 2018, Hey has invoiced the Village for \$23,848.33 for landscape reviews and inspections. Based on the number of landscape reviews and inspections anticipated for the rest of the year, the Development Services Department projects costs of approximately \$3,200.00 a month, or \$16,000.00 total, to cover the remaining five (5) months of landscape review and inspections in 2018. The current balance of the original \$28,000.00 budget is \$4,151.67. As such, an increase of \$12,000.00 to the current contract, bringing to the total amount not to exceed to \$40,000.00, would be enough to cover landscape review and inspection costs until the end of 2018. It should be noted that landscape review fees are collected at the time a petitioner submits a development petition. For the projects currently under review by Hey, the Village has collected \$50,150.00 in landscape review fees.

Furthermore, as Hey is currently on a 1-year contract with the Village, the Development Services Department requests a contract extension of three (3) years for Hey and Associates, Inc. for Plan Review and Landscape Architect Services, for an amount not to exceed \$40,000.00 per year pending annual Village Board of Trustees budget approvals. Since Hey and Associates Inc. was selected as the Village's landscape consultant, the length of plan review times has

decreased from on average 2 weeks to 3 days. Their Staff has proved extremely resourceful, talented and willing to go above and beyond to meet the Village's expectations.

If the above requests were approved, the Village would adjust the current 2018 contract with Hey and Associates from an amount not to exceed \$28,000.00 to an amount not to exceed \$40,000.00 and extend their contract for an additional three (3) years at an amount not to exceed \$40,000.00 per year with a start date of January 1, 2019 and end date of December 31, 2021.

Chairman Ruzich had a question. (refer to audio file)

Director Friling responded to her question. (refer to audio file)

I move to recommend to the Village Board of Trustees to approve an adjustment to the current contract with Hey and Associates, Inc. for landscape plan review and landscape architect services from \$28,000.00 to an amount not to exceed \$40,000.00 for 2018;

And

I move to recommend to the Village Board of Trustees to approve a three (3) year contract extension with Hey and Associates, Inc. for landscape plan review and landscape architect services with a start date of January 1, 2019 and end date of December 31, 2021 for an amount not to exceed \$40,000.00 per year pending annual Village Board of Trustees budget approvals.

A motion was made by Trustee Dodge, seconded by Trustee Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

2018-0539 2018 Land Development Code Amendments II

Director of Development Services Karie Friling reported that the second round of Land Development Code Amendments for 2018 is presented in the attached Amendment Report. The Amendment Report, titled "2018 Land Development Code Amendments II, contains various amendments to the sections identified above.

The Amendment Report contains the full narrative explanation for each amendment followed by the respective Code changes. Language with a strike-out (strike out) indicates elimination from the Code. In all cases, language that is bolded and in red (red) indicates proposed addition to the Code.

DETAILED PLANNING DISCUSSION

This project was presented and reviewed at the August 14, 2018 Plan Commission meeting. Commissioner Schussler had questions regarding the size of the small cell wireless facilities and also whether or not the facilities would need to lease from the village in order to place them on our poles. Mr. Lelo indicated that the small cell wireless facilities are much smaller than any of the installations you already see on towers and that you might already be seeing these facilities along the Metra line and not even know it. Mr. Lelo also indicated that the current code does not require leasing of the poles. Commissioner Zomparelli asked a question related to the update to the fence section if a normally allowed 6' perimeter cedar fence would be allowed under the new code change and Mrs. King responded yes.

All commissioners in attendance concurred they were in favor of the proposed Land Development Code Amendments for 2018.

Trustee Fenton had questions. (refer to audio file)

Director Friling replied to her questions. (refer to audio file)

I move to recommend to the Village Board of Trustees approval of the 2018 Land Development Code Amendments II, as recommended at the August 14, 2018 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 approval of the Land Development Code amendments for Section 2-102, Section 6-311, and Section 6-310, as presented in the attached Amendment Report titled "2018 Land Development Code Amendments II", prepared by the Development Services Department and dated August 15, 2018.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

2018-0294 Verizon Wireless Monopole, 15100 80th Avenue - Special Use Permit with modifications

Director of Development Services reported that the existing lattice tower located on the west side of the Orland Fire Protection District Station 2 building has been in place for over 35 years and houses equipment to support the Fire Districts daily operations. The building has gone through 2 major improvements, the first being an addition in 1994 and more recently an interior and exterior remodel in 2013. In that timeframe the existing lattice tower has remained unchanged.

The current proposal for a special use permit with modifications for the proposed monopole are described below.

PROJECT DESCRIPTION & CONTEXT

Verizon Wireless is proposing to replace the existing 40'-0" lattice tower with an overall height of 55'-0" located at 15100 80th Avenue with a new 75'-0" monopole with an overall height of 90'-0" and a 584 square foot lease area. The monopole will be constructed with Verizon Wireless equipment at 67'-0" and existing OFPD equipment will be relocated in two locations; one at 35'-0" and one on top of the tower extending to the 90'-0" elevation.

The new monopole will be placed directly west of the existing lattice tower. The lattice tower will be removed upon the completion of the new monopole construction.

A 584 SF lease area is proposed by Verizon Wireless at the base of the tower and will be utilized for Verizon Wireless ground equipment. Within the compound a 9.4' x 16' concrete pad will be installed as an equipment platform. An 8'-0" high security fence constructed of vinyl with a gate and a lock will screen the proposed ground equipment. The vinyl fence will match the existing fence on site.

The recent remodel of the OFPD Station 2 included landscape improvements and due to lack of space, the petitioner will provide a \$2,500.00 in lieu fee to the Village's Tree Mitigation Bank to meet the landscape requirements.

The Village recommends the petitioner select a monopole color that will blend with the surrounding environment for visual harmony to meet the Section 6-311.F, "General Standards of Wireless Communication Facilities" of the Land Development Code. Village staff to review and approve.

The petitioner requests two (2) modifications from the Land Development Code. Both of these modifications are related to setback requirements and are listed below. Staff provided information/ opinions below the listed modifications based on information provided by the petitioner as of July 20, 2018.

1) Side Yard Setback (Section 6-311.G.3.b): A reduction of the side yard setback from 13'-0" to 11'-5" on the west side of the property.

The Land Development Code states that freestanding wireless communications facilities must meet all setback requirements of the zoning district in which it will be located. The R-3 Zoning District requires the side yard setback be 10% of the width of the lot. The side yard setback for this property is 13.3' on the west side. The location of the west face of the tower is 11.5' from the west property line. This modification is required because it is not preferred to place a new tower exactly where an existing tower is located due to the unknown structural integrity of the

soil, as well the new tower foundation is going to be a deep caisson. Deep caisson drilling is not recommended directly adjacent to an existing building. The integrity of the existing building's structure may be compromised.

2) Residential Setback (Section 6-311.G.3.d): A reduction of the residential setback from 500'-0" to 99'-0".

The Land Development Code states that freestanding wireless communications facilities must be a minimum of 500 feet from any residential building. This condition currently exists on site as the existing lattice tower is setback 99' from the closest residential building.

Land Use/Compatibility

Overall the project conforms to the Village's Land Development code and policies for this area. The land use is compatible with the Village Codes and the 2013 Comprehensive Plan, via a special use permit with modifications. Additional details about the project are discussed in the Plan Commission Report which is attached to the Committee Packet for reference.

PLAN COMMISSION MOTION

On July 24, 2018, The Plan Commission, by a vote of (6-0) moved to recommend to the Village Board of Trustees to approve a Special Use Permit with modifications, Site Plan and Elevation Drawings for the Verizon Wireless Monopole. The full Plan Commission motion is listed at the end of this document.

PLAN COMMISSION DISCUSSION

A public hearing for the petition was held on July 24, 2018 with only the petitioner present. The Plan Commission members raised questions related to the appearance of the tower, final engineering review and the history of its residential setback. The petitioner was able to adequately respond to these questions.

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

Trustee Fenton, Chairman Ruzich and Trustee Dodge had questions. (refer to audio file)

Director Friling responded to their questions. (refer to audio file)

I move to recommend to the Village Board of Trustees to approve the Special Use Permit with modifications, Site Plan and Elevation Drawings for the Verizon Wireless Monopole as recommended at the July 24, 2018 Plan Commission meeting and as indicated in the below fully referenced motion.

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

I move to recommend to the Village Board of Trustees to approve the preliminary site plans titled "Engineering Site Plan" sheet C-1; "Fence Details" sheet C-3; "Site Details" sheet ANT - 3, 3A; and "Equipment Platform Details" sheet B-2 prepared by Terra Consulting Group, Ltd. dated 7/23/2015 with revisions dated 4/5/2018, subject to the following conditions:

- 1) Meet all Building and Land Development Code Requirements; and
- 2) Obtain the necessary permit from the Village's Building Division prior to initiating work; and
- 3) The color of the monopole shall blend with the surrounding environment for visual harmony to meet the Section 6-311.F Land Development Code requirements;

And

I move to recommend to the Village Board of Trustees to approve the elevation plans titled, "Site Elevations" sheet ANT-1 prepared by Terra Consulting Group, Ltd. dated 7/23/2015 with revisions dated 4/5/2018;

And

I move to recommend to the Village Board of Trustees to approve a special use permit for a wireless communication facility located at 15100 80th Avenue, the Orland Fire Protection District Station 2 site with the following modifications:

- 1) A reduction of the side yard setback from 13'-0" to 11'-5", Land Development Code Section 6-311.G.3.b
- 2) A reduction of the residential setback from 500'-0" to 99'-0", Land Development Code Section 6-311.G.3.d.

A motion was made by Trustee Dodge, seconded by Trustee Fenton, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

2018-0574 Real Estate Brokerage Services Selection - Agreement with Rich Real Estate

Director of Development Services Karie Friling reported that the Village of Orland Park requested proposals from interested parties for real estate brokerage services for the sale of various Village-owned properties located throughout the Village.

Staff evaluated proposals based on prices, vendor's qualifications, and additional

factors deemed relevant including;

- Must be licensed and in good standing with the State of Illinois.
- Must have an excellent reputation in the real estate community.
- Must be knowledgeable in the local real estate market and have experience with small and large properties.

Village staff reviewed proposals submitted to sell various Village-owned properties and invited potential firms to interview. Three total proposals came in with one (1) local firm offering a traditional real estate sales approach while the other two (2) firms recommended conducting an 'Auction Sale'. Staff interviewed all the brokerage firms that submitted a proposal.

Although all the firms interviewed were extremely impressive, the selection committee is recommending at this time to proceed into a contract with a local Real Estate Brokerage Service provider (Rich Real Estate, Inc. of Orland Park, IL) at the purposed 5% commission's rate.

The structure and marketing approach by Rich Real Estate is believed to be the best approach for the Village in its sale of various properties. It is also more in line with what the Village has historically done, as opposed to the more unfamiliar auction structure proposed by the other two (2) proposers/firms. Rich Real Estate has tremendous experience working in the Real Estate industry and extremely familiar with the local market. Rich Real Estate can be available to show any of the numerous properties at a moment's notice and is an Orland Park business.

Chairman Ruzich had comments and wanted to amend the motion. (refer to audio file)

Trustee Fenton had a comment and amended the motion. (refer to audio file)

I move to recommend approval to the Village Board a real estate listing agreement with Rich Real Estate not to exceed one (1) year

And,

Authorize the Village Manager to execute the necessary contract.

A motion was made by Trustee Fenton, seconded by Trustee Dodge, that this matter be RECOMMENDED FOR APPROVAL to the Board of Trustees. The motion carried by the following vote:

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

Nay: 0

ADJOURNMENT: 6:52 P.M.

A motion was made by Trustee Dodge, seconded by Chairman Griffin Ruzich, that this matter be ADJOURNMENT. The motion carried by the following vote:

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

Nay: 0

2018-0612 Audio Recording for the August 20, 2018 Committee Meetings - Public Works, Technology, Innovation and Performance Improvement, and Development Services, Planning and Engineering

NO ACTION

/AS

Respectfully Submitted,

John C. Mehalek, Village Clerk