

**MINUTES OF THE OTTAWA PLAN COMMISSION  
MEETING  
September 26, 2016**

Chairman Brent Barron called the meeting to order at 7:00 p.m. in the Ottawa City Council Chambers.

**ROLL CALL**

Present: Barron, Burns, Etscheid, Howarter, Stone, Volker

Absent: Buiting, Carroll, Reagan

Others: City Planner Tami Huftel

**MINUTES OF PREVIOUS MEETING**

Minutes of the August 29, 2016 meeting were approved as published.

**OLD BUSINESS**

**a. Public Hearing** – CVS Continuation from August 29, 2016 – TMC ILLINOIS 2, LLC (1.) – Request Zoning Amendment from A-2 to C-3 and (2.) - A Conditional Use for a Drive-Thru Facility

(1.) Attorney Andrew Kolb advised OPC members some modifications to the proposed CVS site plan have been made as a result of the previous OPC Public Hearing. He added that a new traffic study with school in session was done on September 20. Kolb added that time is of utmost importance for the City's decisions as the company has three properties under contract with a December 1, 2016 deadline. He noted the company will be making a \$6.2 million investment in the City with an annual anticipated revenue of \$12 million. He advised Steve's Bakery has not changed their position on selling their property and have shown no interest in having cross access to the project. The bakery will still have two access points to their property and it will be up to the City if they choose to close the westerly half of the alley on the north side of the parking lot. Some of the site changes include: move the dumpster location to up against north side of building, change north access off Paul Street to in/westbound traffic only, create a 6 ft. building setback from north neighbors property line, include 6 ft. opaque fencing and add additional landscaping as buffers. The company remains firm on no ingress/egress from Norris Drive. The existing entrance lines up with the proposed front entrance creating a concern for traffic backing out of parking places and creating possible back-ups on Norris Drive. Moving the entrance to the west would block right turn lane and moving it to the east would be too close to Paul Street and interfere with drive thru traffic in the lot. Although City staff would like to retain a Norris Dr. entrance, Kolb advised that would be a deal breaker and that CVS will not consider that as an option. He added that CVS will help the City with costs for future maintenance of that portion of Paul Street adjacent to their property. CVS's Project and Traffic Engineers referenced the recent traffic study results and said they seemed okay with them. Chairman Barron said he had concerns about the possibility of northbound traffic in the CVS drive-thru still being able to turn right out of the lot at the northerly entrance. CVS responded they could put up signage, stripe the pavement and make other adjustments to the plan so cars would not be able to turn to the right.

Members of the audience were invited to make comments and ask questions including:

●Paul Koenig – reminded members that the east entrance on Paul Street is directly across from two driveways that are used, that there is less than 100 ft. between entrances and that the Ginko study shows no access to Paul Street from Nebraska Street.

- Karl Lengfelder – thanked CVS representatives for following through on his previous concerns about the dumpsters, fencing and lighting in regards to the residences to the north.
- Cleve Threadgill – reminded members that although the current traffic study seemed to have low figures now, the traffic count is going to increase once CVS is open. Per CVS, the study results are based on the sq. ft. of the building, IDOT trip manuals and standards for other CVS sites
- Mary Ganiere – still concerned about the truck access to the site vs. the kids walking to and from Jefferson School and the section of egress that is on the north side of the property that connects with the existing City alley leading to Nebraska Street.
- Paul Koenig – the OPC should consider closing that alley.

There being no further questions or comments, it was moved by Debbie Burns and that the OPC recommend the City Council approve the request for a zoning amendment from A-2 to C-3 for properties located at 1621 Paul Street, 1625 Paul Street, 1618 Columbus Street, 1626 Columbus Street and that easterly portion of the alley located in Block 4 of Railroad Addition.

with the findings of fact,

- 1.) Existing uses(s) and zoning of the property in question and other lots in the vicinity. Existing uses in the vicinity are residential and commercial.
- 2.) Suitability of the property in question for uses already permitted under existing regulations. Property is more conducive to commercial uses.
- 3.) Suitability of the property in question for the proposed use and trend of development. Trend in the area is commercial.
- 4.) The effect the proposed rezoning would have on the City’s plan for future development. This meets cities future plans.

Seconded by Todd Volker

Ayes: Brent Barron, Debbie Burns, Jackie Etscheid, Allen Howarter, John Stone, Todd Volker

Nays: None

Motion carried unanimously

Legally described as follows:

**110 E. Norris (Family Video):** TRACT 1: LOT 12 AND THE WEST 1.4 FEET OF LOT 13 IN BLOCK 4 IN RAILROAD ADDITION TO THE CITY OF OTTAWA; TRACT 2: THE EAST 50 FEET OF LOT 13 IN BLOCK 4 IN RAILROAD ADDITION TO THE CITY OF OTTAWA; TRACT 3: LOT 11 IN BLOCK 4 IN RAILROAD ADDITION TO THE CITY OF OTTAWA; TRACT 4: LOT 10 IN BLOCK 4 IN RAILROAD ADDITION TO THE CITY OF OTTAWA;  
**1621 Paul Street (Brown):** LOT 6 IN BLOCK 4 IN RAILROAD ADDITION TO OTTAWA;  
**1625 Paul Street (Howard):** THE EAST 110 FEET OF LOT 5 IN BLOCK 4 IN RAILROAD ADDITION TO OTTAWA;  
**1618 Columbus (American Trust #2020):** THE SOUTH 20 FEET OF LOT 4 AND ALL OF LOT 7 IN BLOCK 4 IN RAILROAD ADDITION TO OTTAWA, IN THE CITY OF OTTAWA;  
**1626 Columbus Street (Grundy Trust #1487):** LOT 3, THE NORTH 40 FEET OF LOT 4 AND THE WEST 30 FEET OF LOT 5, ALL IN BLOCK 4 IN RAILROAD ADDITION TO THE CITY OTTAWA, EXCEPTING THEREFROM THAT PART CONVEYED TO THE STATE OF ILLINOIS BY WARRANTY DEED DATED JULY 1, 1974 AND RECORDED SEPTEMBER 10, 1974 AS DOCUMENT NO. 607292 FOR ROAD PURPOSES;  
**Alley:** THAT PART OF THE 20 FOOT EAST-WEST ALLEY IN BLOCK 4 IN RAILROAD ADDITION TO OTTAWA, LYING WEST OF PAUL STREET AND EAST OF THE WEST LINE OF LOT 10 EXTENDED, TOGETHER WITH THAT PART OF THE 20 FOOT

NORTH-SOUTH ALLEY LYING SOUTH OF THE NORTH LINE OF LOTS 4 AND 5  
EXTENDED;  
ALL SITUATED IN LASALLE COUNTY, ILLINOIS.

(2.) CVS representatives noted that they have submitted a new site plan that includes some revisions and additions to the previous plan per recommendations from the previous OPC meeting. Tami Huftel confirmed that there has been no further communication with Steve's Bakery. Burns questioned if the decision on Conditional Use is for the drive thru only or does it include the DRC findings (based on this plan)? Howarter complimented the CVS representatives on what he considers one of the best project presentations ever made to the OPC and hoped that the OPC could move along tonight with this request. Tami noted that staff still wants an East Norris Drive entrance. Andrew Kolb reiterated that CVS will not consider that as an option as it is a safety issue. Brent Barron said he was still concerned about limiting traffic exiting east and the possibility of limiting trucks/commercial traffic to using Columbus Street access only.

There being no further questions or comments, it was moved by Allen Howarter that the OPC recommend to the Ottawa City Council that they approve the CVS request for Conditional Use for a drive-thru facility subject to the following:

1. Alley improvements be made
2. Redesign the drive-thru so there is no exit to the east
3. Parking lot lighting is shrouded
4. Share of Paul Street maintenance costs be determined
5. Columbus Street is the only entrance/exit for vendors and delivery trucks
6. Fencing and landscaping improvements be made
7. Signage to be posted prohibiting commercial traffic at the northeast entrance to the property
8. Add landscaping to the Norris Drive side of the site
9. Site plan and landscaping plan be reviewed and approved by Staff

Seconded by John Stone.

Ayes: Brent Barron, Debbie Burns, Jackie Etscheid, Allen Howarter, John Stone, Todd Volker

Nayes: None

Motion carried unanimously.

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**Alley:** THAT PART OF THE 20 FOOT EAST-WEST ALLEY IN BLOCK 4 IN RAILROAD ADDITION TO OTTAWA, LYING WEST OF PAUL STREET AND EAST OF THE WEST LINE OF LOT 10 EXTENDED, TOGETHER WITH THAT PART OF THE 20 FOOT NORTH-SOUTH ALLEY LYING SOUTH OF THE NORTH LINE OF LOTS 4 AND 5 EXTENDED;

### **NEW BUSINESS**

**a. Public Hearing** – Ottawa Friendship House/Sandy Greer -Request for Conditional Use for Assisted Living – 824 Ottawa Avenue

Beth Mangold, Executive Director of Friendship House, presented an overview of the proposed facility planned for intellectually disabled adults. There will be two staff members and possibly three on Sunday's and a part-time maintenance person (whose responsibilities will include the grass cutting and snow removal). Improvements to this ranch style structure will be: fire safety code/sprinklers, concrete sidewalks, ramps in front and back, widening interior doorframes, changing one ½ bath to a full bath, converting the existing garage into bedrooms. The large full basement has several usage options which will be determined as needed. The outside of the Tudor will remain the same. Costs for these upgrades and improvements are estimated to be \$100,000±. Funding for this housing is being paid through Medicaid and through endowments made to Friendship House. Ms. Mangold advised the State is now requiring group homes not to exceed eight residents. This site will be licensed and limited to that amount. A Friendship House group home for sixteen in Streator is being closed and some of those residents will be transferred to Ottawa. These people have been together for 20+ years and all have jobs so are away from the residence on weekdays. Answers to questions from the OPC members included: although there is no on-street parking allowed at this site, Ms. Mangold advised since the residents do not have cars, the existing detached 2-car garage to be used for FH mini-vans, three staff spaces and additional parking spaces for visitors should be more than adequate for the home's needs. There will be no commercial food delivery trucks. Trash containers will be kept in an enclosure. Ms. Mangold also reminded members that this home will receive annual inspections and that State requirements for maintaining such a facility are much more stringent than any local ordinances that would apply to anyone else that may have wished to purchase the property.

Questions and comments from the audience included:

Tom Ralph – owns property across the street at 827 Ottawa Avenue and suggested the house is too small for that many people and he had concerns that surrounding property values would decline.

Vanessa Worley – owner of the adjacent property to the west (902 Ottawa Avenue) expressed concerns about: the heavily trafficked street being a safety issue for the residents, the loud noises possibly being too disruptive/stressful to some of the residents, the backyard views she will now have from her newly acquired property that she is renovating and who is going to plow the alley since the City does not do it.

Brian Ralph – resides at 827 Ottawa Avenue and expressed concern about the heavy traffic and questioned where the visitors were going to park.

●John Stone reminded the audience that there could be a large family with multiple teenagers with cars purchasing this property instead of FH. There would be no restrictions on that family as to the size of the house vs. the number of occupants nor would there be restrictions on the number of vehicles parked on the property on in legal on-street parking spaces.

Vanessa Worley – continued her concern about the alley maintenance and also suggested to the OPC that she had spoken with a local realtor who said this purchase would drop the property value of her own residence by 3 – 4%.

●Brent Barron pointed out that all but approximately 2 ft. of the “alley” she referred to is not City property and as part of the 824 Ottawa Avenue property and the future owners can do whatever they want with it.

●An additional response from OPC member Alan Howarter said Ms. Worley’s comments were complete nonsense saying they meant nothing to him or anyone on the Commission. He criticized Worley for not having any proof from the (identified) Cold-well Banker Realtor that said her property value would “conservatively” drop by 3 to 4%. ●Chairman Barron advised Worley that she still had time to obtain a written opinion of her claim and present it at the next City Council meeting. Burns, a real estate broker, added there is no statistical information available to substantiate the realtors claim and no evidence that a group home alters property value surrounding it.

There being no further questions from the audience or OPC members, it was moved by Allen Howarter that the OPC recommend the City Council approve the request for a Conditional Use Permit for property at 824 Ottawa Avenue, PIN #21-22-320-010 with owners agreeing to remaining in compliance with all State of Illinois requirements and all outdoor trash containers being kept in enclosures.

seconded by Debbie Burns

AYES; Brent Barron, Debbie Burns, Jackie Etscheid, Allen Howarter, John Stone. NAYES: Todd Volker. Motion carried.

legally described as Parcel #1: outlot 25 except the east 193 feet thereof, in the subdivision of the southwest fractional quarter of section 11, township 33 north, range 3 east of the third principal meridian, situated in the City of Ottawa. Parcel #2: the east 39.20 feet of that part of vacated Bissel Street which is located North of Ottawa venue and immediately adjacent to and east of lot 1 in lot 17 of assessor’s subdivision of outlots in the southwest fractal quarter of section 11, township 33 north, range 3 east of the third principal meridian, in the city of Ottawa, excepting therefrom the westerly 2 feet of the north 26 feet of said described tract all situated in LaSalle County, Illinois.

Seconded by Debbie Burns

There being no further business, the meeting was adjourned at 9:50 p.m.

Respectfully submitted,

Nancy C. Stisser  
Acting Secretary

## **Staff Report**

**MEMO TO:** Plan Commission

**FROM:** Tami L. Huftel, City Planner

**DATE:** October 22, 2015

**REQUEST:** Conditional Use for Assisted Living/Group Home

**LOCATION:** 824 Ottawa Avenue

**CURRENT ZONING:** A-2 (Single and Two-Family Residential)

**COMPREHENSIVE PLAN:** Traditional Neighborhood

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### **DISCUSSION:**

Ottawa Friendship House is applying for a conditional use for assisted living/group home at 824 Ottawa Avenue to provide an option for their residence to live within the general public. They are under contract to purchase this home. City attorney verified community integrated living arrangement (CILA) applications shall seek a conditional use for assisted living. See application for additional information.

The Zoning Ordinance specifies the Plan Commission shall not recommend, nor shall the City Council grant a conditional use unless it makes findings based upon the evidence presented to it in each special case that the conditions noted in the analysis have been met.

The following is an analysis in terms of the standards as outlined in the City of Ottawa Zoning Ordinance:

(a) *That the location and size of the proposed use and the nature and intensity of use in relation to the size of the lot will be in harmony with the orderly development of the area and compatible with other existing uses.*  
They intend to utilize the existing single family home.

(b) *That the kind, size, location and height of the structure and extent of landscaping on the lot are appropriate for the use and will not hinder or discourage the appropriate use of adjoining property or diminish the value thereof.*

(c) *That the design elements of the proposed development, including landscaping, are attractive and suitable in relation to the site characteristics and style of other buildings in the immediate area, and that the proposed use will not alter the essential characteristics of the area or adversely affect property value in the neighborhood.*

The outside appearance will not be altered. No exterior changes are proposed except concrete ramp walkway to front and rear doorways.

(d) *That the parking and loading facilities, if applicable, are adequate and properly located and that entrance and exit driveways are laid out to achieve maximum safety.*

This home has an existing six space parking lot to accommodate employees and Ottawa Friendship House van. Visitors may park on the street.

(e) *That streets providing access to the proposed uses are adequate in width, grade, alignment, visibility, and have adequate capacity for the additional traffic and parking generated by the proposed use, and the proposed use will not impede traffic circulation.*

Ottawa Avenue has a sixty six foot (66') right-of-way. This use may increase traffic but the property has adequate space to handle it.

(f) *That the proposed use shall have easy accessibility for fire apparatus and police protection.*

(g) *That the electric wiring, water supply, the sewage disposal, and the stormwater drainage shall conform with all municipal codes and ordinances; comply with all standards of the appropriate regulatory authority; and not unduly burden the capacity of such facilities.*

They propose to install over head sprinklers, fire pulls and emergency strobe lighting.

(h) *That the proposed use will provide for the conservation of natural features, drainage basins, the protection of the environment of the area, and sustained maintenance of the development.*

A single family home does not lend itself to preserve natural features.

- (i) *That the proposed use will not have any detrimental effects on upon the public health, safety, welfare, or property values, and that the proposed use will not conflict with the purpose of this ordinance.*

The proposed use will not have detrimental effects on the public health, safety, welfare, or property values as this use fits into the area.

**CONCLUSION:**

The request meets the requirements of granting a conditional use permit and staff recommends approval. As always, Staff welcomes Plan Commission discussion and as this is a public hearing, public comment should be considered.