

PLANNING & ZONING COMMISSION
MONDAY, MARCH 7, 2011
MINUTES

The Rochelle Planning and Zoning Commission met at 7:00 p.m. on MARCH 7, 2011 in the Council Chambers of City Hall, 420 N. 6th Street, Rochelle, IL 61068.

Present on Roll Call were Board members: McNeilly, Colwill, Rodriquez, Shaw-Dickey, Johns, Carson, and Chairman Prabhakar. Absent: Snyder-Chura, Thiele, and Huddleston Also present were Community Development Director Limas and City Clerk McKinney. There was a quorum.

Minutes: Colwill moved and seconded by Shaw-Dickey, **“I move the minutes of February 7, 2011 Planning and Zoning Commission meeting be approved.”** Motion passed by voice vote without dissent.

Public Commentary: None.

Director’s Report:

- o Introduced Ryan Carson to the Commission.
- o Wal-Mart work continues.

Business Items:

1. **Case PZC-3-11 Prologis Park Rochelle Unit One Preliminary Plat.** September 25, 2010 the City Council approved the preliminary plat for the Interstate Transportation Center which was to contain the Nippon-Sharyo development. Nippon-Sharyo is proposing to construct a 450,000 square foot factory to construct passenger rail cars. Since the approval of the original Final Plat for this subdivision which was located on the Black Earth site, Nippon Sharyo has decided to locate their facility in the Prologis Park Rochelle industrial park located east of Caron Road, south of Interstate 88 and north of Steward and Ritchie Roads. The proposed subdivision would be zoned I-2 for which the proposed use is a permitted use and the subdivision is in conformance with the City’s Comprehensive Plan and Zoning Ordinance. The applicant is proposing a six lot subdivision. Outlots A, B, C and D will contain the detention and drainage for the subdivision. Lot 1 will contain the site for Nippon-Sharyo and Lot 2 would be available for development. The proposed subdivision has a 75 foot right-of-way dedicated for a 1000 foot north-south road, Ritchie Court that would connect to Ritchie Road. Since the City has applied for a grant for the construction of the road and an upgrade to Ritchie Road the City would be responsible for the engineering and construction of the Road. The proposed subdivision indicates a dedication of rail right-of-way on the north side of the subdivision that would allow the extension of the City Industrial Rail to serve the park and eventually parcel to the east and south of the subdivision. Utilities will serve the subdivision with water and sewer being constructed along Ritchie Court. The City has requested easements to allow the construction of the needed utilities to serve Lots 1 and 2 but to also extend utilities as shown on our long range plan to other areas. These easements are indicating on the plat. Since the City has applied for a grant for the construction of the utilities, the City would be responsible for the engineering and construction of them.

Staff finds the Preliminary Plat of Prologis Park Rochelle Unit One in general conformance with the Rochelle Municipal Code and recommends **Approval** subject to:

That the Final Plat reflects any changes recommended by staff prior to the recording of it.

That a stormwater management and special flood hazard plan be approved according to the Rochelle Municipal Code.

Jason Anderson, Economic Development, Jamie Putman Engineer for Prologis, and Irwin Hartman, Nippon-Sharyo were present to answer questions. Colwill moved and seconded by Rodriquez, **“I move the Planning and Zoning Commission recommends to the City Council to approve the request of the Prologis Park Rochelle Unit One Preliminary Plat Case PZC-3-11 located on the north side of Steward and Ritchie Road and the intersection of Steward and Ritchie Roads subject to the following:**

- **The Final Plat reflects any changes recommended by staff prior to the recording of the Final Plat**
- **That a stormwater management and special flood hazard plan be approved according to the Rochelle Municipal Code.”** A roll call vote was taken. Ayes: McNeilly, Rodriquez, Shaw-Dickey, Colwill, Johns, Carson, and Chairman Prabhakar. Nays: None. Motion passed 7-0.

2. **Case PZC-4-11 Prologis Park Rochelle Unit One Final Plat.**

In order to keep the construction and closing schedule for the Nippon-Sharyo development, the petitioner as well as Nippon-Sharyo has requested that the Final Plat for Prologis Park Rochelle Unit One be reviewed by the Planning and Zoning Commission at the same meeting as the Preliminary Plat. The accelerated timeframe is due to the change in location from the Black Earth site and the need to be operational next spring. The proposed Final Plat is a six lot subdivision as is the preliminary plat with the same right-of-way dedication for a road and rail. The easements are also the same.

Staff has reviewed the Final Plat for the Prologis Park Rochelle Unit One and finds it in conformance with the submitted Preliminary Plat and recommends **Approval** subject to any needed changes to easements or right-of-way prior to the recording of it. McNeilly moved and seconded by Shaw-Dickey, **“I move the Planning and Zoning Commission recommends to the City Council to approve the request of the Prologis Park Rochelle Unity One Final Plat Case PZC-4-11 located on the north side of Steward and Ritchie Road and the intersection of Steward and Ritchie Roads subject to any needed changes to easements or right-of-way prior to the recording of Final Plat.”** A roll call vote was taken. Ayes: McNeilly, Rodriquez, Shaw-Dickey, Colwill, Johns, Carson, and Chairman Prabhakar. Nays: None. Motion passed 7-0.

3. **Case PZC-5-11 Skydiving Center Special Use Permit Request.**

At the January meeting the Owner of the Chicagoland Skydiving Center (CSC) was in attendance to discuss his proposed skydiving business which he would like to relocate from Hinckley, Illinois to Rochelle. The proposed business would be located at Koritz Field on a leased lot. At the February meeting there was a public hearing on a request by the City to develop a new zoning district for the City Airport which was approved by the City Council as the A-Airport zoning district. The A-Airport zoning district listed a number of airport related permitted and special uses for which a skydiving operation and accessory uses require a special use permit. Sky Team, Inc. has petitioned the City of Rochelle for a special use permit to operate a skydiving business and accessory uses associated with it. The accessory uses include an aircraft hanger, welcome center, restaurant and RV Park. The development of the skydiving center will happen in two phases. The first using temporary structures for the first year and the second the use of permanent structures after that.

Temporary Facilities Plan for CSC. They are proposing to install the following:

- 1) Three office trailers.

- 2) A temporary restroom facility that would be connected to the existing facility at the airport.
- 3) A permanent taxiway and ramp expansion.
- 4) A tent for staging.
- 5) A aggregate driveway, parking lot and RV parking area.
- 6) A 6' chain link Fence.

Staff has worked with the petitioner on the location of these structures but has the following comments and recommendations:

- 1) The use of temporary structures can only be for the initial season. After permanent facilities must be constructed per the preliminary site plan in your packet. Areas that are not used for permanent structures must be restored to the satisfaction of the City.
- 2) The parking lot, RV parking area and access drive need to be kept dust free including mud control while in use. If the parking lot is deemed to small by the City the petitioner upon notification shall submit a plan to increase the size of it and increase the size in a timely manner. Parking will not be allowed on grass, along any access drives or Gurler Road for the operation of the facility.
- 3) A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy.
- 4) All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
- 5) A sign permit must be approved prior to the installation of any signs.
- 6) A lease agreement between the petitioner and the must be approved prior to the issuance of a certificate of occupancy.
- 7) All temporary structures must be removed prior to the start of the 2012 season.

I Preliminary Site Plan for the permanent facilities for CSC. They a proposing to install the following:

- 1) A 100 foot by 100 foot hanger.
- 2) A office / Classroom building.
- 3) The installation of utilities.
- 4) A aviation ramp expansion.
- 5) A seasonal tent.
- 6) Installation of utilities.
- 7) A Gazebo for staging.
- 8) A asphalt parking lot and access drive.....

Staff has the following comments and recommendations:

- 1) A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy for any of the structures.
- 2) Permanent water and sewer utilities need to be installed prior to opening in the 2012 season.
- 3) All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
- 4) A sign permit must be approved prior to the installation of any signs.
- 5) RV's must be removed at the end of the season.
- 6) The grounds must be maintained and free of litter.
- 7) The operation of the skydiving business shall not interfere with the normal operations of the airport.
- 8) Road upgrades to Gurler Road shall be done per the City requirements.

Staff has reviewed the Special Use Permit petition and worked with the petitioner to develop a site plan that we both can agree upon that would benefit CSC and the City. Staff is recommending **approval** of the Special Use Permit request by Sky Team, Inc. to allow a skydiving business with related accessory uses to be located at Koritz Field subject to the following:

- 1) That the layout of the facility be in general conformance with the Preliminary Site Plan dated 2/25/11 by Fehr-Graham & Associates.
- 2) That the special use permit will allow accessory uses which an aircraft hanger, welcome center, restaurant, RV Park and uses shown on the site plan.
- 3) That a signed lease agreement between the petitioner and the City be approved prior to the operation of the business.
- 4) A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy for any of the permanent structures.
- 5) Permanent water and sewer utilities need to be installed prior to opening in the 2012 season.
- 6) All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
- 7) A sign permit must be approved prior to the installation of any signs.
- 8) RV's must be removed at the end of the season.
- 9) The grounds must be maintained and free of litter.
- 10) The operation of the skydiving business shall not interfere with the normal operations of the airport.
- 11) Road upgrades to Gurler Road shall be done per the City requirements.
- 12) That temporary structures will be allowed for the 2011 season based on the Temporary Facilities Site Plan dated 2/25/11 by Fehr-Graham & Associates with the following conditions:
 - a) The use of temporary structures can only be for the initial season. After permanent facilities must be constructed per the preliminary site plan in your packet. Areas that are not used for permanent structures must be restored to the satisfaction of the City.
 - b) The parking lot, RV parking area and access drive need to be kept dust free including mud control while in use. If the parking lot is deemed to small by the City the petitioner upon notification shall submit a plan to increase the size of it and increase the size in a timely manner. Parking will not be allowed on grass, along any access drives or Gurler Road for the operation of the facility.
 - c) A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy.
 - d) All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
 - e) A sign permit must be approved prior to the installation of any signs.
 - f) All temporary structures must be removed prior to the start of the 2012 season.

McNeilly moved and seconded by Colwill, "**I move the Planning and Zoning Commission recommends to the City Council to approve the request of Skydiving Center Special Use Permit Request Case PZC-5-11 located at 1201 Gurler Road at Koritz Field subject to allow a skydiving business with related accessory uses to be located at Koritz Field subject to the following:**

1. **That the layout of the facility be in general conformance with the Preliminary Site Plan dated 2/25/11 by Fehr-Graham & Associates.**
2. **That the special use permit will allow accessory uses which an aircraft hanger, welcome center, restaurant, RV Park and uses shown on the site plan.**

3. That a signed lease agreement between the petitioner and the City be approved prior to the operation of the business.
4. A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy for any of the permanent structures.
5. Permanent water and sewer utilities need to be installed prior to opening in the 2012 season.
6. All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
7. A sign permit must be approved prior to the installation of any signs and the sign height be no more than 24 feet high.
8. RV's must be removed at the end of the season.
9. The grounds must be maintained and free of litter.
10. The operation of the skydiving business shall not interfere with the normal operations of the airport.
11. Road upgrades to Gurler Road shall be done per the City requirements.
12. That temporary structures will be allowed for the 2011 season based on the Temporary Facilities Site Plan dated 2/25/11 by Fehr-Graham & Associates with the following conditions:
 - A. The use of temporary structures can only be for the initial season. After permanent facilities must be constructed per the preliminary site plan in your packet. Areas that are not used for permanent structures must be restored to the satisfaction of the City.
 - B. The parking lot, RV parking area and access drive need to be kept dust free including mud control while in use. If the parking lot is deemed to small by the City the petitioner upon notification shall submit a plan to increase the size of it and increase the size in a timely manner. Parking will not be allowed on grass, along any access drives or Gurler Road for the operation of the facility.
 - C. A final site plan and engineering which includes stormwater management must be submitted and approved prior to the issuance of a certificate of occupancy.
 - D. All facilities must meet the applicable Rochelle Municipal Codes. All Ogle County Health Department codes also must be met.
 - E. A sign permit must be approved prior to the installation of any signs.
 - F. All temporary structures must be removed prior to the start of the 2012 season."

A roll call vote was taken. Ayes: McNeilly, Rodriquez, Shaw-Dickey, Colwill, and Chairman Prabhakar. Nays: None. Motion passed 5-0.

Discussion Items:

Director Limas reported that the Sign Committee has not met. Dr. McNeilly asked that the Commission discuss Zoning Maps at the next meeting.

The Planning and Zoning Commission adjourned at 8:08 p.m.

Bruce W. McKinney
Bruce W. McKinney, CMC