

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Minutes

Wednesday, April 7, 2010

7:00 PM

Village Hall

Economic & Community Development Committee

*Trustee Bill Ware, Chairperson
Trustee Greg Gron- Co-Chairperson
Dennis McNicholas, Martin Carroll,
Garrick Nielsen, Jon Grant, Brenda Gannon
David Irion, James Hogan & Keith Giagnorio
Staff Liaison: Bill Heniff*

1.0 Call to Order and Roll Call

The meeting was called to order by Chairperson Ware at 7:04 p.m.

Present: Bill Ware, Dennis McNicholas, Brenda Gannon, Keith Giagnorio, David Irion and Martin Carroll

Absent: Greg Gron, Jon Grant, James W. Hogan and Garrick Nielsen

Also in attendance: William Heniff, ACIP, Director of Community Development; and Christopher Stilling, Assistant Director of Community Development.

2.0 Public Participation

Dan Whittington of the Lombard Town Centre (LTC) was present to provide an update on LTC activities.

3.0 Approval of Minutes

The minutes of the March 3, 2010 meeting were revised and unanimously approved by the members present.

4.0 Unfinished Business

100087

Downtown Grant Promotional Signage

Examples of Downtown Grant Promotion Signage.

Mr. Stilling provided background on the item. He stated that at the March 3, 2010 ECDC meeting, the Committee unanimously recommended approval of the use of window signage to promote the downtown grant programs. The ECDC also directed staff to prepare some example signs for next month's meeting.

Mr. Stilling stated that the Village Sign Ordinance does have regulations for window signs (no more than 20% of total window area). In reviewing this requirement, he said staff has determined that the grant signs function more like a real estate sign which can be up to 32 square feet in area. Because each property is allowed only 1 real estate sign per frontage, those buildings that have a "For Lease" sign and a grant sign will be required to put the two signs together. Since each sign will be tailored to each building, staff can work with the property owners to make sure this provision is being met.

Mr. Carroll stated that he thinks the signs are a great idea and that the "Façade Sign" example gets the most attention. He suggested that various versions of it should be used for each grant program.

Mr. McNicholas also prefers the "Façade Sign". He also suggested that the sign be placed at the train station to get the attention of the commuters.

Mr. Irion also supported the design of the "Façade Sign" and placing it at the train station. He also suggested that an ad be placed in the newspaper to help promote the

program.

Mr. Heniff provided the Committee with background on the use of the train station for signage. He said this will have to be discussed with Union Pacific and Metra.

Ms. Gannon suggested that various versions of the "Façade Sign" should be used for each grant program. She said this will help to brand the downtown. She also suggested that some icon be placed on the "Façade Sign". Lastly, Ms. Gannon suggested that the grants be promoted on Channel 6.

Mr. Giagnorio stated that having the signs placed at the train station will help to educate the residents about the various downtown programs available.

Mr. Heniff stated that staff will begin reaching out to Union Pacific and Metra about placing signage at the train station.

5.0 New Business

100163

Proposed Fee Schedule Changes

Request to review and discuss the existing development fee schedule and provide a recommendation with regard to creating a new planning review fee schedule for projects categorized as major plats of subdivision and development. (DISTRICTS - ALL)

Mr. Stilling provided background stating that staff undertook a review of Lombard's development fees for larger commercial planned developments compared to surrounding communities. As a result, staff completed a survey of the 15 surrounding municipalities' fee schedules as they relate to planned developments, map amendments, subdivisions, annexations and conditional uses. Staff has provided several potential changes to consider and is seeking the input by the Economic and Community Development Committee. He said that Village of Lombard's fees are either consistent with or slightly higher than the median of our neighboring communities.

Mr. Stilling said that the Private Engineering Services collects a 1% plus \$500 fee for engineering review. Although significant planning review is occurring at this time, all planning fees are already collected prior to any public hearing. Those fees are supposed to partially cover staff's time and materials for processing the application during the public hearing process. He said that the Planning Services Division does not recoup any fee from a project if there was no zoning action associated with the project; even though significant planning review may be provided.

Mr. Stilling stated that although staff believes our fee schedule is appropriate for new developments, map amendments, subdivisions, annexations and conditional uses, staff recommends that additional compensation be provided for planning review time during the building permit and final engineering review process. In particular, staff recommends a new planning review fee that only applies to projects that would be categorized as major plats of subdivision and major developments, as defined in the Subdivision and Development Ordinance. Mr. Stilling provided 4 options for the Committee to consider.

1. An additional 1% fee based on an engineer's opinion of probable cost.
2. 0.25% of total development costs for a project.
3. A flat rate based on a sliding scale of total improvement costs.
4. A flat hourly rate for planning review time.

Mr. McNicholas supported option #2, provided that there is a cap.

Mr. Irion expressed some concerns about the perception on raising fees in this current economic climate.

Trustee Ware asked when the last time fees were looked at. Mr. Heniff stated that it has been about 10 years.

Mr. Carroll suggested we should specifically look at how we compete with our neighboring communities.

It was moved that this matter be continued to the May 5, 2010 meeting so that staff can provide some additional information regarding how Lombard's fees compare to only our immediate neighbors (Glen Ellyn, Downers Grove, Elmhurst, Oak Brook Terrace, Addison and Villa Park) for a specific type of project.

The motion carried by a voice vote

6.0 Other Business

100167

New Business Update

Discussion relative to development activity and vacancy rates. (DISTRICTS - ALL)

Mr. Stilling provided a summary of new businesses that have recently joined the Lombard community or have recently expanded since the beginning of 2010. He said that with the exception of 2 businesses that relocated to other spaces in Lombard, the net increase in occupied space is 262,275 square feet of previously vacant tenant space. It should be noted that the Pearson Testing Center (75,000 s.f.) will only be occupied for the next 4-5 months.

Mr. Stilling also provided the Committee with an update on the current vacancies for Industrial, Retail and Office properties throughout the Village.

7.0 Information Only

2009 Retail Tax Summary

Trustee Ware suggested that the Committee review the attached memo from staff and provide any comments or questions at the May 5th meeting.

Lombard Town Centre

Mr. Whittington, President of the LTC, provided the committee with an update on LTC activities. He stated that he and Village staff have been working to develop a job description for the Executive Director position. He also confirmed that the Village will be involved in the hiring process.

8.0 Adjournment

The meeting adjourned at 7:58 p.m.