

**PLANNING & ZONING COMMISSION
MEETING MINUTES
September 3, 2019**

APPROVED OCTOBER 1, 2019

Call to Order: Acting Chairman Keller-Stein called the meeting to order in the Roselle Village Hall Council Chamber at 7:01 p.m.

Roll Call:

Present: Commissioners Bickford, Keller-Stein, Stringfellow, Wurtz, and Zinni
Absent: Commissioners Patel and Stare
Staff: Community Development Director Patrick Watkins, Planner Caron Bricks

Approval of the Agenda: A motion was made by Commissioner Stringfellow, seconded by Commissioner Wurtz to approve the agenda. The motion passed with 5-0 vote.

Approval of Minutes: A motion was made by Commissioner Zinni, seconded by Commissioner Bickford to approve the minutes from July 9, 2019. Commissioner Zinni asked that his statement on page 3 be changed to “size of the sign”, not just “sign”. The motion passed with a 5-0 vote.

Consideration of Petitions:

PZ 19-1082, Lake Park High School, 600 S. Medinah Road & 500 W. Bryn Mawr Avenue, Variations for two (2) ground mounted identification signs for a non-residential use in a residential zoning district

Commissioner Wurtz made a motion to open the public hearing for case PZ 19-1082, seconded by Commissioner Stringfellow. The motion passed with a 5-0 vote.

Planner Caron Bricks presented the staff memo. The sign ordinance allows a maximum of 32 square feet, which includes both sides of the sign. Lake Park High School is requesting a sign of 80 square feet total per sign.

Chairman Keller-Stein swore in Jeff O’Connell, Assistant Superintendent for Business Services, 590 Medinah Road and Gaspare Pitrello, ARCON Associates, 2050 S. Finley Road, Lombard. Mr. O’Connell stated that the sign at West Campus is currently broken. The District liked the shorter signs instead of replacing the two signs with the same height sign. The signs will have sensors to adjust for brightness and can also be manually adjusted. The District believes that the signs are key to communicating to the public and students. They hope to have the signs installed and working by December.

Commissioner Wurtz asked if they have concerns about security now that the sounds will be lower and more accessible. Mr. O’Connell stated that they have never had those types of issues before. But that the school’s insurance would cover any incidents of vandalism.

Chairman Keller-Stein stated that she likes the lower sign and the brick. She asked if the area that says “West” and “East” will be readable in the dark as that will be very helpful to visitors. Mr. Pitrello stated that he thinks the LED screen will light that portion of the sign. If not, they can always add backlighting.

Commissioner Zinni asked if the signs will be hooked up to the generators at both schools as the campuses are both designated areas for emergency services. Mr. Pitrello stated that East Campus will definitely be connected to the generator. He also believes West Campus is connected to, but he would have to check. If not, that is something they can easily add due to the existing wiring.

Hearing no further comments from the audience, Chairman Keller-Stein asked for a motion to close the public hearing for case PZ 19-1082, made by Commissioner Bickford and seconded by Commissioner Wurtz. The motion passed (5-0).

Commissioner Zinni stated that he is okay with the height and size. He likes the idea of illuminating the “East” and “West” identifiers.

Commissioner Stringfellow stated that he likes the signs. Commissioner Wurtz agreed and that he believes the placement of the signs is important for the impact on neighbors. Commissioner Bickford stated that all of his questions were answered and he likes the signs.

Commissioner Bickford made a motion to accept the findings of fact for sign variations for PZ 19-1082, seconded by Commissioner Wurtz. The motion passed (5-0).

Commissioner Stringfellow made a motion to recommend approval of PZ 19-1082 to the Village Board, seconded by Commissioner Wurtz. The motion passed (5-0).

Old Business: There was no old business.

New Business: Staff and the Commissioners discussed the sign ordinance and a timeline for when it could be updated.

The meeting ended at 7:45 p.m.