



**VILLAGE OF BARTLETT
PLANNING & ZONING COMMISSION MEETING
AGENDA**

**BARTLETT MUNICIPAL CENTER
228 S. MAIN STREET
March 7, 2024
7:00 P.M.**

- I. Call to Order
- II. Roll Call
- III. Approval of the February 1, 2024 Planning & Zoning Commission meeting minutes
- IV. Public Forum
- V. **(#24-04) Get Fresh - 1397 Schiferl Road**
Variation – Fence
PUBLIC HEARING
- VI. New Business/Old Business
- VII. Adjournment



Village of Bartlett
Planning and Zoning Commission
February 1, 2024

M. Werden, Chair called the meeting to order at 7:00 pm.

Roll Call

Present: C. Deveaux, M. Hopkins, J. Kapadoukakis, G. Koziol, J. Miaso, J. Battermann, M. Werden
Absent: B. Bucaro, M. Sarwas

Also Present: Kristy Stone, Planning & Development Services Director, Andrew Barna, Associate Planner

Approval of Minutes

A motion was made to approve the November 2, 2023 meeting minutes.

Motioned by: J. Miaso
Seconded by: G. Koziol

Roll Call

Ayes: J. Kapadoukakis, G. Koziol, J. Battermann, J. Miaso, M. Werden
Nays: None
Abstain: C. Deveaux, M. Hopkins

The motion carried.

Public Forum

M. Werden opened the public forum. No one from the public came forward. **M. Werden** closed the public forum.



Village of Bartlett
Planning and Zoning Commission
February 1, 2024

(#23-11) Alan Horticulture, LLC

Amendment to the Planned Unit Development (Blue Heron Business Park)
Site Plan (Alan Horticulture)

PUBLIC HEARING

The following exhibits were presented:

Exhibit A – Picture of Sign

Exhibit B – Mail Affidavit

Exhibit C – Notification of Publication

A. Barna stated that Alan Horticulture submitted a concept plan that was reviewed by the Committee of the Whole on September 19, 2023 and have now submitted a full development application for this project. The site for the proposed contractor's yard with outdoor storage is 5.93 acres at the northeast corner of W. Bartlett Road and Miles Parkway in the Blue Heron Business Park. Blue Heron Business Park was annexed in 2003 and as part of the development agreement the property was divided into 4 development areas. Each development area has its own set of permitted uses. The properties along W. Bartlett Road are designated for commercial use only. The petitioner is requesting an amendment to the Planned Unit Development. The subject property is currently designated as Development Area 4, which is restricted to commercial uses. An amendment to the PUD would change the scope of development of area 1 to an industrial development area that extends south to W. Bartlett Road. The site on the south side would be for employee parking, a facility with repair for the fleet and office space with an access points on Miles Parkway, a southern access point for employee parking and the northern access point for landscape trucks and trailers. Additionally, to the north, there are bins for landscaping material, salt storage in the winter and equipment storage in the summer. For the elevations, the 25' tall pre-cast building includes a combination of real and faux windows on all 4 elevations. The north side of the building has 5 drive-in dock doors. The south side has 1 drive-in dock door. The landscaping plan shows the existing berm along W. Bartlett Road with all additional required plantings, as well as the prairie buffer seeding on the east side for the IDNR property. Staff recommends approval of the petitioner's requests for an amendment of the PUD and the Site Plan subject to the findings of fact with one condition relating to lighting for the light poles in the employee parking lot to match those in the W. Bartlett Corridor Plan on the south side along W. Bartlett Road. The petitioner has already agreed to this condition. **M. Werden** what types of planting will be added? **A. Barna** there are a number of evergreen trees which already exist. Deciduous shrubs, evergreen shrubs and shade trees will be added. The prairie buffer seeding would be along the east side of the property. The petitioner is also present to answer questions. The petitioners, **Dean Kelley**, Abbott Land and Investment Corp., 2250 Southwind Blvd, Bartlett, IL, **Charles Smith**, Arete Design Studio Ltd., 13543 185th St, Mokena, IL and **Daniel Huber**, Alan Horticulture, 4355 Weaver Pkwy #350, Warrenville, IL came forward and were sworn in by **M. Werden**. **J. Battermann** asked, what type of gas storage is planned? **A. Barna** the gas storage includes 4 above-ground pumps and tanks for the fleet. **J. Battermann** I do appreciate that the building looks commercial in the front and that there are awnings to make the building look more commercial than industrial. That is very nice. What is the intent of the south-facing side of the building that is facing part of the residential area across the street and what are the intentions for



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the parking? **D. Huber** stated that the parking lot will be used for the employees only. Very seldom do we have clients there. **J. Battermann** will the passthrough garage stay open? **D. Huber** the overhead door that faces south will primarily stay closed. The purpose of that door is to have a passthrough. **J. Battermann** what will the mezzanine be used for and will that mezzanine be staffed full-time with a receptionist? **D. Huber** the mezzanine is a small area that our supervisors will be using daily, but the majority of our offices are on the first floor. **C. Deveaux** I believe there is an eagle's nest where you are going to build. Has the IDNR had any discussion about that? **K. Stone** IDNR has completed their survey of the property and they did not think there would be any impact. **M. Werden** asked, what do the faux windows look like? **C. Smith** stated that the faux windows will create an architectural façade. Those windows will match the color of the building and the inside of the windows will be painted gray to match the color of the other windows in the daylight. **M. Werden** I do like that for curb appeal. **M. Hopkins** asked, how will the roof top mechanicals be screened? **K. Stone** stated, in the Building Code, Section 9-11-3 we require that all rooftop mechanical units be screened on all sides. That is a building code requirement that is enforced by our Building Division Manager. **J. Battermann** the section of Miles Parkway near Kenyon is used by a lot of high school students at about 7:30 in the morning. Are there going to be large trucks in that area around that time? **D. Huber** the trucks are usually out by 7 am.

M. Werden opened the public hearing. No one from the public came forward.

M. Hopkins made a motion to pass along a **positive recommendation** to the Village Board to approve case **(#23-11) Alan Horticulture** to Amendment to the Planned Unit Development (Blue Heron Business Park) and for a Site Plan subject to the conditions and findings of fact outlined in the staff report.

Motioned by: M. Hopkins

Seconded by: J. Miaso

M. Werden closed the public hearing portion of the meeting.

Roll Call

Ayes: C. Deveaux, M. Hopkins, J. Kapadoukakis, G. Koziol, J. Miaso, J. Battermann, M. Werden

Nays: None

The motion carried.



Village of Bartlett
Planning and Zoning Commission
February 1, 2024

(#24-02) Parking Requirements for Senior Housing

Text Amendment

PUBLIC HEARING

The following exhibits were presented:

Exhibit A – Notification of Publication

K. Stone stated that the Village has been updating our zoning ordinance one chapter at a time over the last several years. Due to that, we have definitions that do not correspond to categories in our parking table. We are starting to see more applications for senior developments and our codes do not require adequate parking. Staff is requesting a text amendment to modify our parking requirements. We will be adding a standard for the nursing and personnel care facilities as well as a standard for assisted and supportive living residences for senior housing and independent living residences. We had CMAP do a survey a few years ago of and these are the standards that most towns are adopting. We have looked at developments within the Village and they are in line with these requirements. I would not want to be in a situation where an applicant meets the code requirements and we know that the project would not provide sufficient parking for the project to be successful. If you look at our census, the population is aging and would like people to be able to stay in place. **M. Werden** I think this is a good idea. Does this conform with other towns in our area? **K. Stone** yes, and with developments that already exist like Victory Center and Clare Oaks. We are not trying to create nonconformities. We want to make sure that it works. **M. Werden** it will work with those that already exist. **K. Stone** correct.

M. Werden opened the public hearing. No one from the public came forward.

J. Miaso made a motion to pass along **a positive recommendation** to the Village Board to approve case **(#24-02) Parking Requirements for Senior Housing** Text Amendment subject to the findings of fact outlined in the staff report.

Motioned by: J. Miaso

Seconded by: G. Koziol

M. Werden closed the public hearing portion of the meeting.

Roll Call

Ayes: C. Deveaux, M. Hopkins, J. Kapadoukakis, G. Koziol, J. Miaso, J. Battermann, M. Werden

Nays: None

The motion carried.



**Village of Bartlett
Planning and Zoning Commission
February 1, 2024**

Old Business/ New Business

K. Stone I am not sure if we will have a meeting next month, but I anticipate that we will have a meeting in April.

M. Werden asked if there was a motion to adjourn.

Motioned by: G. Koziol

Seconded by: C. Deveaux

Motion passed by unanimous voice vote.

The meeting was adjourned at 7:30 pm.

PLANNING AND DEVELOPMENT SERVICES MEMORANDUM

24-14

DATE: February 28, 2024
TO: The Chairman and Members of the Planning and Zoning Commission
FROM: Andrew Barna, Associate Planner 
RE: **(#24-04) Get Fresh**

PETITIONER

Paramount Fence

SUBJECT SITE

1397 Schiferl Road

REQUEST

Variation – Fence

DISCUSSION

1. The subject property is zoned I-2 EDA and is located within the Brewster Creek Business Park.
2. The petitioner is requesting a variance to allow an 8-foot fence within the required 40-foot front yard. The chain link fence would be located 20-28 feet from the north property line along Schiferl Road.
3. A fence permit to enclose the truck parking docks was issued in error in November, 2023. The location of the fence within the required front yard was observed during a building inspection. The applicant submitted the variation application upon being notified.

RECOMMENDATION

According to the provisions of the Zoning Ordinance, the Planning and Zoning Commission should render a decision based upon the following:

- A. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.
- B. That conditions upon which the petition for variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.
- C. That the purpose of the variation is not based exclusively upon a desire to make money out of the property.
- D. That the alleged difficulty or hardship is caused by the provision of this Title and has not been created by any person presently having an interest in the property.
- E. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.
- F. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.
- G. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

A variation shall be recommended only if the evidence, in the judgment of the Planning & Zoning Commission, sustains all the conditions enumerated above.

Background material is attached for your review and consideration.

ab/attachments

General – PDS Team\memos 2024\014_GetFreshFence_pzc.docx



557A S. RIVER ST. (RT. 25)
BATAVIA IL. 60510
(630) 406-8410 FAX (630) 406-8423

February 28, 2024

To the President & Board of Trustees,

We are requesting a variance for the fence height to be 8'tall at the front setback at the Get Fresh facility located at 1397 Schiferl. In order to fully enclose the docking area, we are requesting the fence to be approved in its current location.

Respectfully,

Marcos Hernandez
Paramount Fence, Inc





VILLAGE OF BARTLETT VARIATION APPLICATION

For Office Use Only
Case # 2024-04

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: Paramount Fence

Street Address: 557A S. River St.

City, State: Batavia, IL

Zip Code: 60510

Email Address: marcose.paramountfence.com Phone Number: 630-465-4161

Preferred Method to be contacted See Dropdown

PROPERTY OWNER INFORMATION

Name: Bartlett Properties, LLC

Street Address: 1441 Brewster Creek Blvd

City, State: Bartlett, IL

Zip Code: 60103

Phone Number: 815-736-2100

OWNER'S SIGNATURE: Authorization letter / contract attached. Date: _____
(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)

DESCRIPTION OF VARIATION REQUEST (i.e. setback, fence height) including SIZE OF REQUEST (i.e. 5ft., 10 ft.)

request variance for fence height to be 8'T

PROPERTY INFORMATION

Common Address/General Location of Property: 1307 Schiferl Rd

Property Index Number ("Tax PIN"/"Parcel ID"): _____

Acreage: _____

Zoning: See Dropdown (Refer to Official Zoning Map)

APPLICANT'S EXPERTS (If applicable, including name, address, phone and email)

Attorney N/A

Surveyor _____

Other _____

FINDINGS OF FACT FOR VARIATIONS

Both the Planning & Zoning Commission and the Village Board must decide if the requested variation is in harmony with the general purpose and intent of the Zoning Ordinance and if there is a practical difficulty or hardship in carrying out the strict letter of the regulations of the Zoning Ordinance. The Planning & Zoning Commission shall make findings based upon evidence presented on the following standards:

(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the Planning & Zoning Commission and Village Board to review.)

1. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

Permit was originally approved at this height.

2. That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.

Permit was originally approved at this height.

3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property.

Purpose of fence height is for security reasons.

4. That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.

Correct. Permit was approved at this height.

5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.

Fence height is for security purposes

6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

Fence height is for security purposes + will not affect items listed above.

7. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

N/A

ACKNOWLEDGEMENT

I understand that by signing this form, that the property in question may be visited by village staff and Board/Commission members throughout the petition process and that the petitioner listed above will be the primary contact for all correspondence issued by the village.

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

Any late, incomplete or non-conforming application submittal will not be processed until ALL materials and fees have been submitted.

SIGNATURE OF PETITIONER:  _____

PRINT NAME: Marcos Hernandez

DATE: 1/31/2024

REIMBURSEMENT OF CONSULTANT FEES AGREEMENT

The undersigned hereby acknowledges his/her obligation to reimburse the Village of Bartlett for all necessary and reasonable expenses incurred by the Village for review and processing of the application. Further, the undersigned acknowledges that he/she understands that these expenses will be billed on an ongoing basis as they are incurred and will be due within thirty days. All reviews of the petition will be discontinued if the expenses have not been paid within that period. Such expenses may include, but are not limited to: attorney's fees, engineer fees, public advertising expenses, and recording fees. Please complete the information below and sign.

NAME OF PERSON TO BE BILLED: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL: _____

SIGNATURE: _____

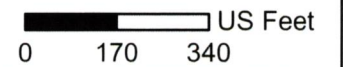
DATE: _____



LOCATION MAP

1397 Schiferl Road - Get Fresh

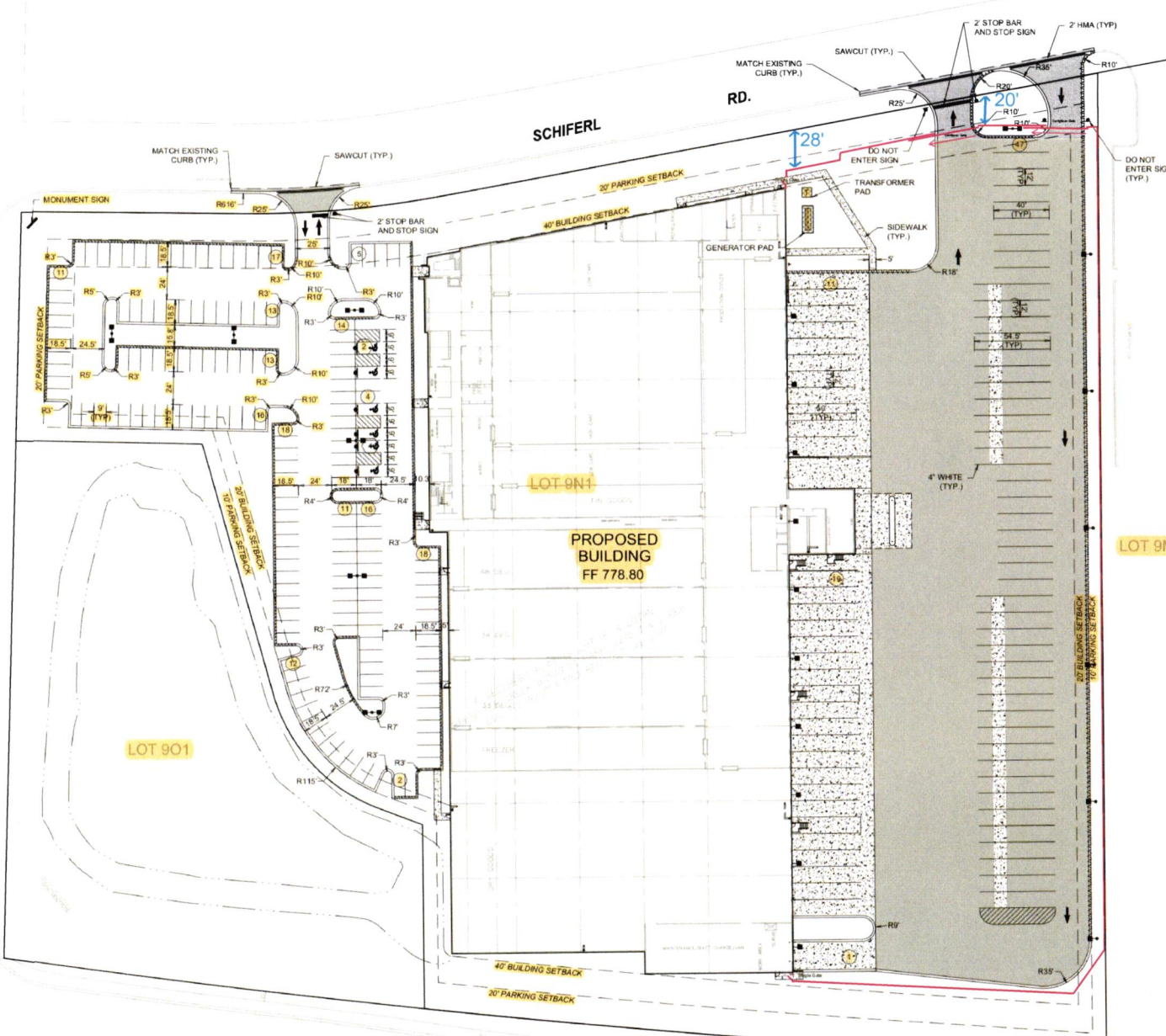
2024



BREWSTER CREEK BLVD.

SCHIFERL

RD.



- NOTES:**
1. ALL DIMENSIONS SHOWN ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
 2. ALL PROPOSED ON-SITE STRIPING EXCEPT ADA MARKINGS SHALL BE PAINTED WHITE UNLESS OTHERWISE NOTED.
 3. BUILDING DIMENSIONS ARE TO OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
 4. ALL CURB AND GUTTER SHALL BE B6.12 UNLESS OTHERWISE NOTED.
 5. LIGHT POLES SHOWN FOR REFERENCE ONLY. SEE SITE LIGHTING PLAN (BY OTHERS) FOR LIGHT POLE LOCATIONS.
 6. SEE ARCHITECTURAL SITE PLAN FOR ADDITIONAL INFORMATION.

SITE DATA	
SITE AREA - 490,159 SF (11.25 AC.)	EXISTING LOT 9N1 - 403,126 SF (9.25 AC.)
BUILDING AREA - 137,733 SF	
LANDSCAPE 15% OPEN SPACE REQUIRED 20.65% (83,192 SF) OPEN SPACE PROVIDED	
PARKING REQUIREMENTS (GROSS SF) WAREHOUSE: 1 STALL / 1000 SF x 124,734 SF = 125 STALLS OFFICE: 1 STALL / 275 SF x 12,999 SF = 48 STALLS TOTAL = 173 STALLS REQUIRED	
PARKING PROVIDED 6 ACCESSIBLE STALL 179 STANDARD STALLS 178 TOTAL	TRAILER PARKING PROVIDED 17 STRAIGHT TRUCK SPACES 61 TRAILER STORAGE SPACES 78 TOTAL TRUCK SPACES

PAVING LEGEND	
HEAVY DUTY BITUMINOUS PAVEMENT	2.25" HMA SURFACE COURSE, MIX C, N50 2.5" HMA BINDER COURSE, 19, N50 PRIME COAT, MC-30 AT 0.30 GAL / SY 12" AGGREGATE BASE COURSE, CA-6
REGULAR BITUMINOUS PAVEMENT	1.5" HMA SURFACE COURSE, MIX C, N50 2.5" HMA BINDER COURSE, 19, N50 PRIME COAT, MC-30 AT 0.30 GAL / SY 8" AGGREGATE BASE COURSE, CA-6
CONCRETE PAVEMENT	7" P.C. CONCRETE PAVEMENT 4" AGGREGATE BASE COURSE, CA-6
CONCRETE SIDEWALK	5" P.C. CONCRETE PAVEMENT 4" AGGREGATE BASE COURSE, CA-6
TRANSFORMER / GENERATOR PAD	SEE STRUCTURAL PLANS FOR CONCRETE SECTION

CURB LEGEND	
	B6.12 REGULAR PITCH CURB AND GUTTER
	B6.12 REVERSE PITCH CURB AND GUTTER. SEE DETAIL SHEET CA.0
	B6.12 DEPRESSED CURB AND GUTTER

NO.	DATE	DESCRIPTION	REVISIONS

PROJECT NO. 190428
SHEET NO. 10
DATE 06-15-2022

LAYOUT AND PAVING PLAN
BREWSTER CREEK LOT 9N1

TRC Inc. Architects
1000 Lakeside Blvd.
Brewster, MA 01901
630.724.8000 phone
www.trcinc.com



DRAWING NO.
C3.0

ANY WORK WITHIN STEARNS ROAD R.O.W. WILL REQUIRE DUPAGE COUNTY DOT HIGHWAY PERMIT

S.A. ROUTE 29 STEARNS RD.

