



VILLAGE OF BARTLETT COMMITTEE MINUTES September 3, 2024

1. CALL TO ORDER

President Wallace called the Committee of the Whole meeting of September 3, 2024, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:53 p.m.

2. ROLL CALL

PRESENT: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski, President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Assistant to the Village Manager Sam Hughes, Human Resources Director Janelle Terrance, Economic and Development Coordinator Tony Fradin, Finance Director Todd Dowden, Assistant Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Public Works Engineer Nick Talarico, Planning & Development Director Kristy Stone, Assistant Golf Professional Paul Galvan, Chief Geoff Pretkelis, Deputy Chief Rob Sweeney, Deputy Chief Will Naydenoff, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

3. TOWN HALL: None

4. STANDING COMMITTEE REPORTS

A. BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN

1. Tod Plan Review/Update

Trustee Gunsteen stated that the Village received a Regional Transportation Authority (RTA) grant in 2015, which led to the completion of a downtown Transit-Oriented Development (TOD) Plan in October 2016. The TOD's objectives are to create a vibrant downtown with mixed-use buildings, expand the local tax base, and enhance public transit options to reduce congestion and improve walkability. An updated implementation checklist has been prepared and is attached.

Planning and Development Services Director, Kristy Stone went over a presentation covering overall planning strategies and providing an overview of the opportunity zones. She stated the TOD plan is a starting point which includes six main goals.

The first is to increase the downtown residential population by focusing on new housing development. The second is to redistribute the Metra Parking lot to accommodate the future commuter needs. The third is to reinforce Bartlett Ave as the historic retail center of downtown. The fourth is to improve traffic and pedestrian connectivity. The fifth is revitalize older retail properties to enhance the marketing and appeal of existing businesses. And the sixth is to improve bike and pedestrian connections from the surrounding residential neighborhoods to downtown. Planning and Development Services Director Kristy Stone then went over the Implementation Check List.



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Trustee Gandsey asked whether staff refers to this checklist and hands it out to developers. Planning and Development Services Director Kristy Stone stated that staff refers to this checklist and goes over it when they meet with Developers that are interested in the downtown area.

Trustee Deyne asked if there was any chance having Berteau Avenue open up over the Metra tracks. Planning and Development Services Director Kristy Stone stated that it would probably be a hard sell to Metra.

Trustee Gunsteen asked if this list was being updated with current businesses that have been added. Planning and Development Services Director Kristy Stone stated that she does keep track of improvements made to this point and what upgrades were requested to keep standards consistent.

Trustee Gandsey asked how many leads she had for this area in a given year. Planning and Development Services Director Kristy Stone stated that it varies. They meet with potential developers but then there is not a lot of follow up with plans.

Village Administrator Paula Schumacher stated there have been discussions with Metra about Site D and spoken to their property acquisition people letting them know that it's on our radar to begin conversations about it.

2. Westgate Animal Care

Trustee Gunsteen stated that the petitioner is requesting a Special Use permit to allow an animal hospital at 792-794 W. Bartlett Road in Westgate Commons. The animal hospital would operate on the first floor of the unit, the second floor would contain the doctor's private office and library. Animals will not be boarded overnight at the facility. Any animals in need of overnight care would be sent to a 24-hour animal hospital.

Trustee Gunsteen verified that they meet the parking standard requirements. Planning and Development Services Director Kristy Stone confirmed that it does. Trustee Gunsteen asked if this had to go to Planning and Zoning. Planning and Development Services Director Kristy Stone stated that it would go to a Public Hearing. Trustee Gunsteen stated they would review this and forward it to the Planning and Zoning Committee to conduct a Public Hearing.

3. Resubdivision of the Townhomes at the Grasslands

Trustee Gunsteen stated that the petitioner is requesting approval of the Final Resubdivision/PUD Plat and Final PUD Plan for the Townhomes at the Grasslands Subdivision. The purpose of this resubdivision is to eliminate potential tax assessment errors. The previously recorded plat for the subdivision showed a single lot for each townhome building. Cook County assigns each townhome unit within the lot a condo parcel index number. D.R Horton has submitted a revised plat and PUD Plan that now divides each townhomes lot into multiple fee-simple lots. The overall layout of the development remains unchanged. The subdivision will still consist of a total of 116 units in 23 buildings with five 6-unit buildings, fourteen 5-unit buildings, and four 4-unit buildings.



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Trustee Gunsteen asked if anyone had any questions. He stated if not, they forward this over to the Planning Commission for a hearing.

Trustee Hopkins asked if Grasslands was on schedule. Planning and Development Services Director Kristy Stone stated that it is on schedule and that they plan on doing construction and will have digs through November.

Trustee Hopkins asked what the projection is to bring into the Village once completed. Planning and Development Services Director Kristy Stone stated that she did not have that number with her. Trustee Hopkins stated that he felt it important to point out that this developer did not ask for any funding from the Village. Village Administrator Paula Schumacher stated that the developer did ask. Trustee Hopkins thanked the Village for not agreeing to that.

4. Short-Term Rental Discussion

Trustee Gunsteen stated that at the June 18, 2024, Village Board meeting, a resident spoke during Town Hall regarding his neighbor renting out his property on weekends and staff was directed to provide an update on short-term rentals within the Village. Based on the limited number of short-term rentals and the single complaint received, staff does not recommend adopting restrictions at this time.

Planning and Development Services Director Kristy Stone stated that they only received one complaint regarding rentals in the past year. She stated that there have only been five to six advertised at this time. She went on to say that based on that, they don't recommend any changes.

Trustee Gandsey asked if there were any suggested solutions that could be provided to this specific resident as he also presented an issue regarding his fence with this specific neighbor. Planning and Development Services Director Kristy Stone stated that when the police have gone out, they have received compliance from the neighbors.

Trustee Gunsteen stated that if no one had any questions, that's all he had for tonight.

5. ADJOURNMENT

Mayor Wallace moved to adjourn the Committee of the Whole meeting. Trustee Deyne moved to approve; the motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED



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The Committee of the Whole meeting was adjourned to Executive Session at 8:32 p.m.

Jackie Cardoza
Executive Assistant