



## **RIVER FOREST DEVELOPMENT REVIEW BOARD MEETING AGENDA**

A meeting of the River Forest Development Review Board will be held on Thursday, September 20, 2018 at 7:30 P.M. in First Floor Community Room of the Village Hall, 400 Park Avenue, River Forest, Illinois.

- I. Call to Order/Roll Call
- II. Minutes of the June 21, 2018 Development Review Board Meeting
- III. Minutes of the June 28, 2018 Development Review Board Meeting
- IV. Minutes of the July 26, 2018 Development Review Board Meeting
- V. Minutes of the August 23, 2018 Development Review Board Meeting
- VI. Approval of Findings of Fact - Application #18-05 – Application for Planned Development to Construct a Senior Care Community at 800-814, 818, 822 and 826 North Harlem Avenue
- VII. Public Comment
- VIII. Adjournment

**VILLAGE OF RIVER FOREST  
DEVELOPMENT REVIEW BOARD MEETING MINUTES**

June 21, 2018

A meeting of the Village of River Forest Development Review Board was held at 7:30 p.m. on Thursday, June 21, 2018 in the Community Room of the River Forest Village Hall, 400 Park Avenue, River Forest, Illinois.

**I. CALL TO ORDER**

The meeting was called to order at 7:30 p.m. Upon roll call, the following persons were:

Present: Members Crosby, Dombrowski, O'Brien, and Chairman Martin

Absent: Members Fishman, Ruehle and Ryan

Also Present: Assistant Village Administrator Lisa Scheiner, Planning Consultant John Houseal, Village Attorney Greg Smith

**II. APPROVAL OF MINUTES OF THE MAY 3, 2018 DEVELOPMENT REVIEW BOARD MEETING**

A MOTION was made by Member O'Brien and SECONDED by Member Dombrowski to approve the minutes of the May 3, 2018 Development Review Board Meeting as amended.

Ayes: Members Crosby, Dombrowski, O'Brien, and Chairman Martin

Nays: None

Motion Passed.

**III. PUBLIC HEARING - APPLICATION #18-03 - AMENDMENT TO PLANNED DEVELOPMENT TO ADD CELLULAR ANTENNAS TO PARKING GARAGE - CONCORDIA UNIVERSITY (7400 AUGUSTA)**

Assistant Village Administration Scheiner reminded those who would testify at the public hearing that the River Forest Village Code makes it unlawful for any person to knowingly make a false statement of material fact to the Village in connection with any application, report, affidavit, oath, certification and attestation, and that violations are punishable as a petty offense with a fine. She then swore in all parties wishing to speak.

Glen Steiner, Concordia University, said the purpose of the application is to improve Verizon coverage in the area to benefit the campus, students, faculty, staff and the surrounding community where Verizon coverage is currently limited. He said an amendment was approved in 2010 to increase the height of the southwest corner of the parking garage to allow the installation of antennae from T-Mobile and AT&T. Mr. Steiner said this project will put a stealth enclosure at the southeast corner of the parking structure that will increase its height from approximately 44 feet to 54 feet. He said they believe it will blend in nicely and will not be obtrusive or problematic for neighbors. Mr. Steiner presented a photo of the existing parking structure and a rendering showing what it will look like if the stealth enclosure is installed. He described the configuration of the antenna array and noted that it will not be visible to any surrounding properties. He stated that a smaller stealth enclosure

will also be located on the west staircase on the exterior of the western facing wall of the parking structure and that it will match the existing façade of that stair tower.

Mr. Steiner said that the location that has been selected on level five will eliminate one parking space and that the University will add one parking space elsewhere on campus so they do not impact parking capacity. He said Verizon is requiring its own fiber which will be brought in underground via their own fiber box in the parkway and their own raceway underground, which was the subject of an amendment to the application that was submitted to the Village on June 20, 2018.

Mr. Steiner said there is a letter from Grimes Real Estate in the application which states that the application will have no adverse impact on the surrounding community. He said there will be no increased demand on Village services. Mr. Steiner noted that, during the technical review meeting with Village Staff, the Police Chief noted that improved Verizon coverage in the area would also improve police communications in that area. Mr. Steiner said that Verizon sent a letter indicating that they have the financial capacity to complete the project and that the University is not investing any of its own money in the construction.

Mr. Crosby asked if there is not enough room in the existing west staircase enclosure to locate the new antenna. Mr. Steiner said that Verizon could not install the antenna in the directions needed at that location and that is why they needed to locate them at the southeast corner.

Tom Zimmerman, Terra Consulting Group, stated T-Mobile is located on the inside of the existing stealth enclosure and they have existing cabinets with all of their radio and antenna equipment. He said there is no room for Verizon antennas.

In response to a question from Village Attorney Smith, Mr. Steiner stated that the existing height of the parking garage is approximately 44 feet and will increase by 10 feet to approximately 54 feet. In response to a follow up question from Village Attorney, Mr. Steiner said the exact dimensions are located in the application under Section 8, on the page labeled ANT-1.

Chairman Martin noted that the letter regarding the financial ability of Verizon to complete this project was dated a little more than a year ago and asked that someone update the Development Review Board on whether that has changed. Mark Layne, Insite Real Estate, said Verizon could update the letter and that he believes Verizon's financial position has not decreased since last year, but he cannot speak for Verizon.

In response to a question from Chairman Martin, Mr. Steiner stated that the new parking space would be located on the south edge of the current track stadium where fleet vehicles are currently parked. They will add one stall across from the maintenance building for another car to be parked there.

Ms. O'Brien stated that the Public Works Director noted in his memo that when the door to the enclosure is open it may take up two spaces. Mr. Steiner explained that the door opens into an adjacent parking space and that the door cannot be moved to the north because it is on the edge of an array where it cannot be safely opened when it is turned on. Mr. Steiner

also explained how their agreements with the cellular service providers require 48-hour advance notice to come on campus to conduct non-emergency maintenance and that, in those cases, the University staff reserve parking spaces to provide sufficient access. He said they plan to try to handle it the same way with Verizon in an effort not to impact another parking space.

Assistant Village Administration Scheiner stated that the Village's Police and Fire Chiefs noted that there would be no impact to the Village's ability to deliver services. She said the Public Works Director submitted two memos. The first memo, dated May 30, 2018, raises the question regarding access to the array that Mr. Steiner just discussed. It also says the project will have no impact on the Department's ability to deliver services. In response to the amendment to the application that was made on June 20, 2018, the Public Works Director reviewed it and stated that the change will not significantly impact the Village's infrastructure or right-of-way, and there is no objection to the modification to the application.

John Houseal, the Village's planning consultant, said that from a planning perspective there is no impact as it does not change the intensity or character of the operation of the University. He noted that from a zoning perspective it is 10-foot height increase to the southeast corner and that it is higher than what the zoning district permits, but that the southwest corner is already approximately 64 feet high. He discussed his opinion that previous height amendments to the structure mean that there is no need for a site development allowance for this application. He noted that the bump-out on the west side is de minimis. He also said the new handhole addition has no impact from a zoning perspective. In response to comment from Chairman Martin, Mr. Houseal reviewed the memorandum he drafted and clarified that the height of the southeast corner is changing.

Village Attorney Smith noted that he believes a site development allowance of 10 feet is required to increase the garage height. He stated that relief from the height requirement was previously granted but that it does not allow the University to build within that 65-foot box as they see fit. He said the legal notice and application are sufficient to allow the site development allowance. Mr. Smith continued that the Planned Development Ordinance says modification of a structure subject to a planned development has to come before the Development Review Board, so whether or not the site development allowance is required is irrelevant in some ways. However, the findings of fact include a recitation that a site development allowance should be granted for height. Mr. Houseal stated that he would defer to the attorney's legal interpretation.

There were no additional public comments. Chairman Martin closed the public hearing.

**IV. DISCUSSION/DELIBERATION/RECOMMENDATION – AMENDMENT TO PLANNED DEVELOPMENT TO ADD CELLULAR ATENNAS TO PARKING GARAGE – CONCORDIA UNIVERSITY (7400 AUGUSTA)**

A MOTION was made by Member Dombrowski and SECONDED by Member Crosby to recommend to the Village Board of Trustees that this amendment to the planned development application be approved.

Ayes: Members Crosby, Dombrowski, O'Brien, and Chairman Martin

Nays: None

Motion Passed.

**V. APPROVAL OF FINDINGS OF FACT - AMENDMENT TO PLANNED DEVELOPMENT TO ADD CELLULAR ATENNAS TO PARKING GARAGE – CONCORDIA UNIVERSITY (7400 AUGUSTA)**

Chairman Martin stated that he would like to defer the approval of the Findings of Fact to the Development Review Board's June 28, 2018 meeting.

**VI. PUBLIC HEARING – APPLICATION #18-04 – AMENDMENT TO PLANNED DEVELOPMNT TO CONSTRUCT ONE-STORY WALKWAY BETWEEN CHRISTOPHER CENTER AND WEST ANNEX – CONCORDIA UNIVERSITY (7400 AUGUSTA)**

Mr. Steiner stated that the University recently renovated the first floor of the West Annex which led to the installation of a new exit on the west side of that building and that they intended to put a covered canopy over a pedestrian walkway between buildings to provide shelter from the elements. He said a donor stepped forward and proposed an enclosed walkway with an approximate value of \$400,000. Mr. Steiner said that, in response to a comment at the pre-filing meeting, they visited with the Building Official Clifford Radatz who confirmed that not every entrance to a building must be handicapped accessible. Mr. Steiner said both West Annex and the Christopher Center have alternative entrances/exits with handicapped access.

Mr. Steiner said the new walkway would allow someone to travel from the Christopher Center, which is on the far west end of campus, to the library which is located on the far east edge of the campus, without having to be outside in the elements. Mr. Steiner said the single-story walkway will be 14 feet 11 inches wide and made with glass and bronze metal framing. He said it will be similar to a connection that was recently constructed between the new residence hall and the existing Mary Martha Hall.

Mr. Steiner said the construction timeframe is about 10 weeks and they hope to start construction in the late summer or early fall so the project is complete before the snow flies. He presented a map that showed the location of the proposed enclosed walkway and said it will be located about 315 feet from Augusta Street. He said they do not believe it will be obtrusive, unattractive, or disruptive to surrounding properties. Mr. Steiner noted that, after the pre-filing conference, the contractor noted that one tree is in the way of construction and would need to be removed. Mr. Steiner said they will replace that tree on a caliper inch by caliper inch basis and noted the location of the new trees on the landscape plan. He also presented images and perspectives from and of the new walkway.

In response to a questions from Chairman Martin and Mr. Crosby, Mr. Steiner confirmed that the location of doors from the buildings to the proposed walkway. He also described how existing doors are used for ingress/egress to a children's play area and the security features that are in place. He described the ingress/egress and access plan for those areas to and from the proposed walkway.

Chairman Martin noted that in addition to being 300' off of Augusta, there are two metal fences, trees, and shrubs between the parking lot and where the structure will be.

In response to a question from Member O'Brien regarding the construction crew's impact on parking, Mr. Steiner described the areas where construction crews will park.

In response to a question from Mr. Crosby, Mr. Steiner said the glass will be tinted lightly and coated with low-e.

In response to a question from Chairman Martin regarding the project's financing, Mr. Steiner stated that the University has already received and cashed the donor's check and has the money on hand to complete the project.

Assistant Village Administration Scheiner stated that she has a memo from the Police Chief, Public Works Director and Fire Chief indicating that there will be no impact on the Village's ability to deliver services as a result of the construction of this new building and that any concerns can be addressed through the building permitting process.

Chairman Martin noted that the Fire Chief raised an issue in his memo regarding signage. Ms. Scheiner stated, and Mr. Steiner confirmed, the matter was discussed during technical review and the applicant agreed to comply with what the Fire Chief requested.

Mr. Houseal stated that the proposed walkway does not intensify or change the use of the university and enhances pedestrian environment on campus. It is almost invisible from any adjacent property and public right-of-ways, and has no visual or functional impact on the campus or surrounding properties.

In response to a question from Chairman Martin, Mr. Houseal confirmed that this is considered a building under the Village's code and that it requires a major amendment even though it is not programmable and will not be occupied. In response to a follow-up question from Chairman Martin, Mr. Houseal agreed with Mr. Steiner's analysis that the building has to be ADA compliant but not every single egress has to be. Mr. Houseal said that there are no site development allowances are required. He also confirmed that the structure is in keeping with the PRI Zoning District and complies with the comprehensive plan as it improves pedestrian environment and connectivity of the campus.

There were no additional public comments. Chairman Martin closed the public hearing.

**VII. DISCUSSION/DELIBERATION/RECOMMENDATION – APPLICATION #18-04 – AMENDMENT TO PLANNED DEVELOPMNT TO CONSTRUCT ONE-STORY WALKWAY BETWEEN CHRISTOPHER CENTER AND WEST ANNEX – CONCORDIA UNIVERSITY (7400 AUGUSTA)**

Mr. Crosby stated that he believes this is appropriate architecturally.

A MOTION was made by Member O'Brien and SECONDED by Member Crosby to recommend to the Village Board of Trustees that this amendment to the planned development application be approved.

Ayes: Members Crosby, Dombrowski, O'Brien, and Chairman Martin

Nays: None

Motion Passed.

**VIII. APPROVAL OF FINDINGS OF FACT – APPLICATION #18-04 – AMENDMENT TO PLANNED DEVELOPMNT TO CONSTRUCT ONE-STORY WALKWAY BETWEEN CHRISTOPHER CENTER AND WEST ANNEX – CONCORDIA UNIVERSITY (7400 AUGUSTA)**

Chairman Martin stated that he would like to defer the approval of the Findings of Fact to the Development Review Board's June 28, 2018 meeting.

**IX. PUBLIC COMMENT**

None.

**X. ADJOURNMENT**

A MOTION was made by Member Crosby and SECONDED by Member Dombrowski to adjourn the meeting of the Development Review Board at 8:16 p.m.

Ayes: Members Crosby, Dombrowski, Fishman, O'Brien, and Chairman Martin

Nays: None

Motion Passed.

Ms. Scheiner announced that the June 28, 2018 public hearing will be held at Concordia University and noted that there is a link on the Village's website to the campus map.

Respectfully Submitted:

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Lisa Scheiner  
Secretary

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Frank R. Martin  
Chairman, Development Review Board

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Date