

# Administrative and Community Services Committee

## Minutes

April 30, 2020 5:30 P.M. at City Hall

Approved Date: 05/14/2020

Signature: /s/A. Risavy



PRESENT:

Art Risavy  
Will Krause  
SJ Morrison  
Craig Louer  
Jack Burns  
Janet Stack  
Emily Fultz  
Cheryl Porter  
Eric Williams  
Ryan Zwijack  
Hal Patton  
Jeanne Wojcieszak  
Jeff Berkbigler  
Nate Tingley  
Rick Welle  
Marsha Maller  
Andy Hess

EXCUSED:

**PUBLIC COMMENT:** None

1. Approval of minutes from the April 16, 2020 ACS meeting – Motion to approve (Krause), seconded (Morrison) and voted all ayes to forward to Council.
2. Correspondence & Announcements:
  - A. Memo from Plan Commission regarding the Preliminary Plat for Resubdivision of 157 Commercial Plaza
  - B. Memo from Plan Commission regarding the Final Plat for Resubdivision of 157 Commercial Plaza
  - C. Memo from Plan Commission regarding 157 Center PUD Amendment or Outlot 2
  - D. Memo from Plan Commission regarding a Text Amendment to Section 4-2 of the Land Development Code regarding Subdivision Variances
  - E. Memo from Plan Commission regarding a Text Amendment to the Land Development Code adding Section 3-4.C “Consolidation Plats and Boundary Adjustment Plats”

- F. Memo from Plan Commission regarding a Text Amendment to the Land Development Code Section 2-2 Selected Definitions of the Land Development Code
  - G. Memo from Plan Commission regarding a Text Amendment to the Zoning Ordinance Chapter 1250 (Lot Coverage and Utilization)
3. Council Matters
- A. FILED FOR SECOND READING:
    - 1) Ordinance Approving the 2019 Amendment to the Tax Increment Financing Redevelopment Plan and Project for Redevelopment Project Area No. 2 (TIF No. 2), Designation of an Amended Redevelopment Project Area and Adopting Tax Increment Financing for Parcels of Real Property Added to TIF No. 2 – This ordinance will extend and expand TIF 2 for an additional 12 years. It will also add 4 additional parcels to the TIF District and amend the TIF budget in order to allow for financing of a parking garage. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
    - 2) An Ordinance Amending Ordinance 6636-02-2020 regarding the Municipal Food and Beverage Tax (postpones effective date to September 01, 2020) – At Finance Committee, it did pass 2 to 1. It was suggested that the businesses file their returns on time but delay payment so the City will know what the cash flow will be. There was lengthy discussion about what would be the best way to implement this with regard to the impact to residents during the pandemic. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
  - B. NEW ITEMS:
    - 1) Sign Variance Request – 3077 Gateway Commerce Center Drive South – This is in reference to the Amazon location. They are requesting 2 sign variances at that location. The first one is for directional signs which exceed the 3 square foot limit. They are proposing larger pylon style signs. There will be 2 of them and they will be free-standing totaling 30 square feet each. The second variance is signage exceeding 300 square feet. They are proposing 379.03 square feet. Staff feels that for the magnitude and scale of the building this would be appropriate. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
    - 2) Sign Variance Request – 3050 Gateway Commerce Center Drive South – to be distributed – Motion to hold (Krause), seconded (Morrison).
    - 3) A Resolution Approving the Final Plat for Resubdivision of 157 Commercial Plaza – This is a final plat for a lot that exists at the intersection of Route 157 and Butler Blvd. It's the future home of Dieterich Bank. The lot is being replatted to reconfigure access easements and green space. Motion to approve (Morrison), seconded (Krause) and voted all ayes to forward to Council.

- 4) A Resolution Approving a Special Use Permit for a Drive-Thru Facility at 2159 South State Route 157 – Dieterich Bank – They are proposing 3 drive-thru lanes for this site. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
- 5) A Resolution Approving a 157 Center PUD Amendment or Outlot 2 – This is for the EXO Nail Lounge. This request is to add a kitchen. The south setback line would need to be adjusted to 8 feet. Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- 6) An Ordinance Amending Section 4-2 of the Land Development Code regarding Subdivision Variances (first reading) – This would allow variance requests for minor subdivisions. The code currently only permits variance requests for major subdivisions. Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- 7) An Ordinance Amending the Land Development Code adding Section 3-4.C “Consolidation Plats and Boundary Adjustment Plats” (first reading) – This is a change to the Land Development Code. This will require an owner of a lot to formally consolidate two lots of record before they are able to put an accessory structure on an adjacent lot. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
- 8) An Ordinance Amending the Land Development Code Section 2-2 Selected Definitions of the Land Development Code (first reading) – This adds definitions “Consolidation Plat” and “Boundary Adjustment Plat” to the Land Development Code. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
- 9) An Ordinance Amending the Zoning Ordinance Chapter 1250 (Lot Coverage and Utilization) (first reading) – The text amendment to Section 1250.05 will require a Consolidation Plat when multiple parcels that do not meet minimum requirements on their own are used as one. The text amendment to 1250.06 will allow for the use of lots 50 feet wide, eliminating the regulation stating that if adjacent lots are held in common ownership, they may no longer be used individually. The text amendment to 1250.06.01 will clarify the regulations for the use of small lots greater than or equal to 50 feet wide, providing for reduced setbacks. Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- 10) Approval of Fair Housing Resolution – This has to be approved each year in order to apply for the Community Development Block Grant Funds. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.

- 11) Approval of a Resolution Adopting the 2020 ADA Transition Plan Update – This is an update to include additional City facilities. Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- 12) Approval of a Resolution Authorizing the Mayor to apply for Community Development Block Grant Funds from Madison County – Based on the City’s CDBG eligibility area, a storm sewer project along West Dunn Street will be the 2020 project. The cost would be about \$150,000 with the Grant being \$100,000. Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
- 13) An Ordinance making Appropriations for the Fiscal Year beginning the first Tuesday in May, A.D., 2020 and Ending the Monday Preceding the First Tuesday in May, A.D., 2021 (first reading) – This is the second step of the budget and appropriations process. This serves as the legal document allowing the City to spend funds. Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- 14) Approval of Items from RASE Board April 22<sup>nd</sup>, 2020 meeting: Motion to approve (Risavy), seconded (Krause) and voted all ayes to forward to Council.
- a) The Land of Goshen Community Market: Farmer’s Market – 5/30-11/7/2020 (Certification of Insurance set to expire at the end of the month. Organization will provide a new copy at that time).
  - b) The Pilates Barre Studio: Community Fitness Expo – 6/6/2020
- 15) Approval for changes to previously approved RASE Board Items: Motion to approve (Risavy), seconded (Morrison) and voted all ayes to forward to Council.
- Faith Coalition: Ecumenical Easter Sunrise Service 4/12/2020 – CANCELLED and in process of being refunded
  - Global Brew: Spring Beer Fest Original Date: 4/25/2020, would like to reschedule to May 16<sup>th</sup>, but if stay at home order is extended, would like to reschedule for June 13<sup>th</sup>
  - St. Boniface Church Picnic – Bonifest 5/22-5/23/2020 – POSTPONED
  - American Cancer Society: Breakfast of Hope, Original Date: 5/30/2020, would like to reschedule for 8/1/2020
  - Edwardsville Public Library Summer Reading Kickoff Party 6/3/2020 – CANCELLED
  - Recess Brewing Broken Spoke Brew Ride 5/16/2020 – POSTPONED until later summer or CANCELLED until next year
- 16) Parks & Recreation Activities and Events Update:
- Kite Fly- April 25<sup>th</sup> – Cancelled
  - Ice Cream Social – May 29<sup>th</sup> or reschedule for a night in June
  - Symphony – First scheduled May 31<sup>st</sup> – possibly cancelled or held in September
  - Route 66 – June 13<sup>th</sup> - cancelled or postponed until October 2020
  - Mother & Son Superhero Date Night – April 9<sup>th</sup> – rescheduled for August

17) Parks and Recreation Reports:

- May – July 2019 Adult Softball
- May – July 2019 Youth Softball
- July – September 2019 Quarterly Report
- July – September 2019 Escape Trip Report
- October – December 2019 Quarterly Report
- April 2020 Report to RASE Board

18) Memo regarding Ordinance 6063-01-18 (RE: Domestic Chickens)

C. ITEMS HELD IN COMMITTEE: None

D. ITEMS RETURNED TO COMMITTEE: None

4. Boards & Commissions:

- A. Plan Commission – Minutes 04-20-20
- B. Zoning Board of Appeals – Minutes 04-28-20
- C. Human Relations Commission
- D. Historic Preservation Commission
- E. Recreation, Arts and Special Events Board
- F. ETEC
- G. Library Board
- H. Band Board
- I. Cool Cities

5. Old Business: None

6. New Business: None

7. Next ACS Meeting: Thursday, May 14, 2020 at 5:30 PM at City Hall, 118 Hillsboro Avenue

8. Adjournment – Motion to adjourn (Morrison), seconded (Krause).

**CITY COUNCIL MEETING: Monday, May 4, 2020 at 7:00 p.m. (Sine Die)** at City Hall, 118 Hillsboro Avenue