



VILLAGE OF RIVERSIDE, ILLINOIS
PLANNING AND ZONING COMMISSION REGULAR MEETING
Minutes

I. *Call to Order:* The Regular Meeting of the Village of Riverside Planning and Zoning Commission was held on Wednesday, May 25, 2022. Chairperson Mateo called the Regular Meeting to order at 7:00 p.m.

II. *Roll Call*

Chairperson Mateo
Commissioner Brom
Commissioner Miller
Commissioner Marhoul
Commissioner Mathews
Commissioner Pelletier
Commissioner Henaghan

Absent: None

Also Present: Village Planner Francisco Jimenez
Assistant Village Manager Ashley Monroe
Attorney Michael Marrs

III. *Approval of Minutes:*

A. Planning & Zoning Commission Regular Meeting minutes of April 27, 2022

Commissioner Marhoul made a motion to approve the meeting minutes. Commissioner Miller seconded the motion.

AYES: Commissioners Marhoul, Miller, Brom, Pelletier, Henaghan, Mathews, Mateo

NAYS: None

Motion passed.

IV. *Visitors, Petitions, Citizen Requests, and Communications:*

None.

V. *Liaison Report:*

A. Village Board Update

Village Planner Francisco Jimenez updated the Planning and Zoning Commission, stating that at their May 5 meeting, the Village Board approved the deck five feet from grade at 263 Blackhawk

Road. Jimenez also provided an adjudication update regarding gravel driveways, stating that 5 have come into compliance. The remainder were told what they had to do to come into compliance or were cited.

VI. *Public Hearing and Recommendation:*

None.

VII. *New Business:*

A. Site Plan Review for 60 E. Quincy – Residential parking lot.

Village Planner Jimenez provided an overview of the site plan's conversion of the currently vacant lot into a parking lot. Commissioner Miller asked if the Village Engineer could determine if it would be safe and reasonable to shrink the amount of paved area in the access lane and the driveway to allow for more landscaped area and a narrower drive aisle in the lot, still keeping the planned 10 spaces. Assistant Village Manager Monroe stated that the engineer could look into this if the Commission desires. Commissioner Marhoul agreed with Commissioner Miller, stating that there is no need for a 24-foot drive aisle in this scenario. Commissioner Mathews disagreed, stating that it would be unnecessary to go through the variation process. Commissioner Henaghan also disagreed, stating that it is important to allow larger vehicles to be able to maneuver easily in the lot. Commissioner Brom was more concerned with potential restrictions on the height of the landscaping that would be along Quincy for visibility purposes. Commissioner Pelletier stated that she would be open to reducing the drive aisle to 22 feet. Attorney Marrs stated that a variation request would have to be brought by the petitioner for the drive aisle item to be considered. Chairperson Mateo stated that she would be uncomfortable asking the petitioner to go through the variation process for reasons of time and expense.

The Commission also discussed storm water, landscaping, fencing, and snow removal plans for the lot. Assistant Village Manager Monroe went through these items, stating that staff is open to creative suggestions for better storm water management of the property. Monroe added that this is a unique circumstance, as the Village is tasked with applying existing principles to a residentially zoned property next to a business district for a parking lot.

Commissioner Mathews made a motion to approve the site plan as presented. Commissioner Brom seconded the motion.

AYES: Commissioners Miller, Brom, Pelletier, Henaghan, Mathews, Mateo

NAYS: Commissioner Marhoul

Motion passed.

B. Discussion regarding maximum deck height from grade.

Village Planner Jimenez discussed two recently granted variations for exceeded deck heights from grade. Staff researched surrounding communities and found that none have a deck height maximum; they follow their respective building codes. Jimenez added that Riverside may have implemented a 4-foot from grade maximum due to construction norms at the time or for cosmetic reasons. The Village Board had asked the Commission to consider code changes to the maximum deck height to address the volume of granted variations.

Commissioner Henaghan stated that she would be open to a text amendment to eliminate or change the deck height requirements, which seem arbitrary. Commissioner Marhoul added that tying the code changes to the first floor elevation would be best.

Consensus: The Commission was open to amending the code to remove the 4-foot deck height limit and instead allow decks at or below the first floor elevation.

VIII. *Old Business:*

A. Continuation of discussion on Transit-Oriented Development Zoning Code Update.

AVM Monroe refreshed the Commissioners regarding the status of the previous discussion related to the TOD Zoning Code Updates. Commissioners discussed the bulk requirements tables for residential and commercial zoning districts. They generally agreed upon the addition of changes to regulations for outdoor dining into Section 10-6-2-G. Commissioners agreed upon the use of “adjacent” instead of “contiguous” in reference to Table 5 in 10-5-5 and added minor clarifications to language related to side yard requirements. Discussion pertained to whether any changes should be made to recommended text amendments for setback requirements for business districts. The decision was made to keep the language as proposed. Chairperson Mateo confirmed that many of Riverside’s existing buildings in business districts will be non-conforming with the new code, if adopted. Consultant stated they would analyze whether the interior and rear yard setback scaling could be adjusted based upon building height. Commissioner Marhoul would like to be the Commission to make a final decision, based on information or recommendations provided by staff or the consultant. Staff agreed to get more information to Commission before a final resolution. A question was brought forward related to whether the Village should look more closely at the density requirements, including the minimum square footage required per dwelling unit. Commissioner Henaghan suggested examples of the density of existing buildings in town, for reference.

Monroe reviewed the changes proposed to Chapter 6, Use Standards. Commissioners agreed upon the proposed changes. Commission reviewed parking standards pertaining to off street loading areas, off street parking, and the addition of bicycle parking facilities. The Commission requested that the addition of bicycle parking should be for both new and redeveloped properties in business districts. Staff should add this to the proposed language. Bicycle facilities will be reviewed through existing village processes. Commission desired the combination of criteria that defines bicycle racks and locks.

Discussion was held regarding the required minimum width of drive aisles in parking lots. The commission expressed a general preference for reducing the minimum aisle width from 24’ to 22’, expressing that the width may be over-engineered. The Commission wished for additional discussion regarding drive aisle width and an opinion from the Village engineer. Commission agreed upon language for last items related to off street loading requirements.

B. Continuation of discussion regarding impervious surface calculation.

This discussion was deferred to a future meeting upon agreement by Commissioners.

- IX. *Information:* Next Meeting is June 22, 2022.
- X. *Adjournment:* Motion to adjourn by Marhoul, second by Miller. Motion carried, 7-0. Meeting adjourned at 9:47 p.m.