



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, June 28, 2023. Chairperson Henaghan called the Regular Meeting to order at 7:00 p.m.

II. *Roll Call*

Commissioner Marhoul
Commissioner Miller
Commissioner Layng
Commissioner Mathews
Commissioner Brom
Chairperson Henaghan

Absent: Commissioner Pelletier

Also Present: Village Planner Cyran

III. *Approval of Minutes:*

A. Planning & Zoning Commission Regular Meeting minutes of April 26, 2023.

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

AYES: Commissioners Marhoul, Miller, Mathews, Brom, and Chairperson Henaghan.

NAYS: None.

Motion passed.

B. Planning & Zoning Commission Special Meeting minutes of May 1, 2023.

Commissioner Brom made a motion to approve the meeting minutes. Commissioner Mathews seconded the motion.

AYES: Commissioners Marhoul, Miller, Mathews, Brom, and Chairperson Henaghan.

NAYS: None.

Motion passed.

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IV. *Visitors, Petitions, Citizen Requests, and Communications:*
None.

V. *Liaison Report:*

A. Village Board Update

Planner Cyran reported on May 4 the Village Board appointed Commissioner Layng to the Commission. The Village Board also appointed Filippini Law Firm as the Village Attorney for a period of one year. Robert Pickrell will attend Commission meetings when public hearings and other items requiring legal support are on the agenda.

During the June 15 meeting, the Village Board expressed support for a Residential Stormwater Management Permit Incentive Program. The program would offer property owners a one-time building permit credit of up to \$250 for projects that improve drainage on a property by using one or a combination of five project types, including rain gardens, dry wells, drain tiles, downspout disconnections, and the mitigation of water discharge by relocating sump pumps or other drainage devices. Assistant Village Manager Monroe will present the final version of the policy to the Village Board at an upcoming meeting.

Planner Cyran said this program will be a good first step in addressing residential drainage issues. Incentives that may result from the Commission's examination of impervious surface standards may be able to be tied into this program.

VI. *Public Hearings and Recommendations:*

VII. *New Business:*

A. Initial Discussion of 2024 Work Plan

Planner Cyran stated the Village Board requested the 2024 Commission and Board work plans be prepared and approved in advance of the Board's September 15 meeting. Staff included a list items for consideration in the memo and the 2023 work plan is attached, as starting points for discussion.

The Commissioners discussed the items in the memo and determined all of them should be included in the 2024 work plan, except for allowing non-conforming accessory buildings to be elevated to the maximum allowed height, which was determined to be unnecessary since it could be handled by a variation, if necessary.

The Commission will consider the draft work plan during the July 26 meeting.

VIII. *Old Business:*

A. Discussion Regarding Front Porches and Decks in Groveland/Lincoln/Kimbark Area

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Planner Cyran provided background information on the topic as described in the memo. She recommended that any proposed changes to the code to accommodate front porches in street yards be presented to the State Historic Preservation Office for input on whether they would affect the Village's National Historic Landmark Status prior to presenting them to the Village Board.

Planner Cyran reviewed the data on street setbacks in the Groveland, Lincoln, and Kimbark area. The properties surveyed are in the R3 District and include single-family, two-family, and multi-family buildings. The lot depths and sizes are approximately the same. The distance between the foundation of the house or building, the depth of the porch or stoop, and the distance between the edge of the stairs and the street are provided.

The Commission discussed the following points:

- The definition of a stoop is somewhat vague, and perhaps other communities' definitions could provide alternative options.
- Some structures don't necessarily meet the definition of a porch and could be classified as a partial porch.
- It would be helpful to have example photos of each type of structure – porch, deck, stoop – and the structures that don't necessarily meet all of the elements of these definitions.
- It would be helpful to have the total number of single-family homes and the total number of porches on single-family homes on each street.
- In addition to Burlington and Quincy Streets, staff should provide data on Pine and Forest Avenues.
- In different areas of the Village, the width of the parkway varies, which varies the depths of front yards. It would be helpful to see the different depths of parkways and front yards in the areas surveyed.

The Commission will continue this discussion during the July 26 meeting.

B. Update on the Examination of Impervious Surface Standards

Planner Cyran stated that per Element F of the work plan, she collected data on impervious surfaces for properties throughout the Village. She reviewed the data collected and the map showing the impervious surface coverage for those properties. Commissioner Layng stated it would be helpful to see the overall impervious surface area coverage for areas, instead of individual properties. Staff will investigate whether LIDAR data is available from the GIS Consortium.

The Commission agreed to incorporate all of Commissioner Miller's suggestions into the work plan.

VIII. *Information:*

A. Status of Proposed Development at 28 & 30 E Burlington St

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Planner Cyran stated the property owner has not submitted an application for a public hearing for the project, which would be the next required step. When the application comes before the Commission, staff will provide additional information about the Planned Unit Development review process, including what constitutes a public benefit.

- IX. *Adjournment:* Motion to adjourn by Commissioner Marhoul, seconded by Commissioner Miller.
AYES: Commissioners Marhoul, Miller, Layng, Mathews, Brom, and Chairperson Henaghan.
NAYS: None
Motion passed.

Meeting adjourned at 7:47 p.m.