

**MINUTES
CITY OF DARIEN
MUNICIPAL SERVICES COMMITTEE MEETING
October 24, 2022**

PRESENT: Alderman Thomas Belczak-Chairman, Alderman Eric Gustafson, Alderman Joseph Kenny, Dan Gombac – Director, Jordan Yanke – City Planner (by phone)

ABSENT: None

ESTABLISH QUORUM

Chairperson Thomas Belczak called the meeting to order at 6:00 p.m. at the City of Darien City Hall, 1702 Plainfield Road, Darien, Illinois. Chairperson Belczak declared a quorum present.

New Business

- a. **PZC2022-03 Art Cano (8431 Wilmette Avenue) - Petitioner seeks approval of an amendment to a Special Use and Variation requests from Sections 5A-7-3-5(D) and 5A-7-3-8(B) of the Zoning Ordinance.**

Mr. Dan Gombac, Director provided an overview of the petition. He reported that the subject property is located off Wilmette Avenue just north of the Wilmette Avenue and Frontage Road intersection.

Mr. Gombac reported that the City annexed the property in 2012 and granted special use approval for multi-family use within the site's lone structure authorizing five dwelling units. He reported that the petitioner, Mr. Art Cano has proposed a remodel to the building's lower-level storage area into three additional studio/efficiency apartments resulting in eight units total throughout the building's three floors. He further reported that the increase in dwelling units requires an amendment to the existing special use for the site.

Mr. Jordan Yanke, City Planner reported that the Planning and Zoning Commission heard this petition at its meeting on July 6, 2022 and the case received an unfavorable recommendation by a vote of 6-1. He reported that after the meeting, the petitioner informed the City that the floor area calculations presented by the petitioner undercut the total (i.e., gross) floor area of the proposed units and that the square footage amounts (400 square feet) were calculated based off livable floor area instead of total floor area.

Mr. Yanke reported that the petitioner submitted revised documents showing correct square footage amounts and the Planning and Zoning Commission heard the case again on September 7, 2022 and that the case received an unfavorable recommendation by a vote of 7-0. He reported that the Planning and Zoning Commission questioned why the petitioner needed 3 units and suggested two 750 square foot units to meet the minimum floor area.

Mr. Yanke reported that there is no separate definition of a studio but that he found that Westmont had a 400 square foot minimum for a studio.

The petitioner, Mr. Art Cano stated that he was being penalized to comply with an outdated requirement of 750 square feet and that it is not realistic to the standards of today. He stated

that he provided a plan for three 600 square foot units and also a plan to show two 760 square foot units with one bedroom which would also require a variance.

Mr. Cano stated that the studio unit would be priced at \$1,000 per month versus a one bedroom at \$1,500 which would be difficult to rent for a lower-level unit. He expressed his concern for the attitude the Planning and Zoning Commission expressed and how they questioned undesirable renters and how they did not go through the criteria at the first meeting in July.

Mr. Cano stated that he has been in Darien for 48 years and a pioneer and that there was no one objecting his proposal. He stated that he is providing a need for those that cannot afford a larger unit and that his renters must meet the credit criteria for renting. He further stated that he has received a lot of inquiries from Argonne employees.

Mr. Cano also expressed concern that the Commission compared his units to the Extended Stay and that his units are a lot larger and nicer.

Mr. Gombac addressed some of Mr. Cano's concerns. He reported that the code was adopted by the City of Darien and what needs to be followed. He stated that the City of Darien does not comment on people and does not discriminate and that the issue is the number of apartments and that the lot size is not the correct size.

There was some discussion on windows and if they will comply.

Mr. Yanke reported that the fire department has signed off on the request but that there will be permit review.

Mr. Cano stated that egress windows will be installed and that they are a requirement.

There was much discussion on 3 units versus 2 units. It was decided that the petitioner work with City staff and bring it back to the City. Mr. Cano agreed.

Mr. Gombac stated that he would need to speak with the City Attorney on if this would be brought back under old business or if this would have to be a new request.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Gustafson to table the request so that the petitioner can work with staff on determining the number of units.

b. PZC2022-04 Comprehensive Plan Amendment - The petition (city-initiated) proposes revisions to the Key Development Areas and Non-Key Development Areas that are designated in the 2006 Comprehensive Plan.

Mr. Jordan Yanke, City Planner reported that in October 2021, the City conducted an economic development workshop/planning session with the priority to target existing commercial centers for development including mixed-use redevelopment. He reported that the City Council affirmed this priority at its Goal Setting Session in November 2021 and that a revised list of key development areas was formulated with input from the Economic Development Committee, the Planning and Zoning Commission as well as owners of shopping centers.

Mr. Gombac reported that one of the struggles is not having an economic incentive in the budget.

Mr. Yanke reported that on having a text amendment for mixed use. He stated that this document is a general decision-making tool.

Alderman Eric Gustafson suggested earmarking condominiums on the south side for Area 1.

Mr. Gombac reported that Leonard and Plainfield road would be removed as this is earmarked for a Park District Splash Park.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion, and it was seconded by Alderman Kenny approval of PZC2022-04 Comprehensive Plan Amendment as amended by the City staff to allow multi-family use on projects they believe are appropriate and to remove Non-Key Development area C.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- c. Resolution – Authorizing the Mayor to enter into an engineering agreement with Christopher B. Burke Engineering, Ltd. for the 2023 Street Maintenance Program Contract Bid Booklet, in an amount not to exceed \$36,350.00.**

Mr. Dan Gombac, Director reported that this is approval of a resolution for the 2023 Street Maintenance Program Contract Bid Booklet.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution authorizing the Mayor to enter into an engineering agreement with Christopher B. Burke Engineering, Ltd. for the 2023 Street Maintenance Program Contract Bid Booklet, in an amount not to exceed \$36,350.00. Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- d. Resolution – Authorizing the Mayor to enter into an engineering agreement with Christopher B. Burke Engineering, Ltd. for pavement corings for the proposed 2023 Street Maintenance Program, in an amount not to exceed \$16,200.00.**

Mr. Dan Gombac, Director reported that this is approval of a resolution for pavement corings for the proposed 2022 Street Maintenance Program. There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution authorizing the Mayor to enter into an engineering agreement with Christopher B. Burke Engineering, Ltd. for pavement corings for the proposed 2023 Street Maintenance Program, in an amount not to exceed \$16,200.00.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- e. Resolution - Accepting a proposal from Consulting Engineering, Inc. for the 2022 Water Leak Survey, in amount not to exceed \$12,916.80.**

Mr. Dan Gombac, Director reported that this year's water leak survey program consists of surveying water main and the pinpointing of leaks found in the system. He reported that based on leak detection results from previous years, an average of 20 various leaks per year have been located.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion, and it was seconded by Alderman Gustafson approval of a Resolution accepting a proposal from Consulting Engineering, Inc. for the 2022 Water Leak Survey, in amount not to exceed \$12,916.80.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- f. Resolution - Approving an extension of a proposal from JC Landscaping & Tree Services, Inc. at the proposed schedule of prices for the Rear Yard Drainage Assistance Program for a period of May 1, 2023 through April 30, 2024.**

Mr. Dan Gombac, Director reported that during the year the department requires the services of a landscaper to complete rear yard drainage projects for various properties. He reported that the City provides various materials to the proposed vendor, and the vendor is required to install the materials and complete the restoration.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution for an extension of a proposal from JC Landscaping & Tree Services, Inc. at the proposed schedule of prices for the Rear Yard Drainage Assistance Program for a period of May 1, 2023 through April 30, 2024.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- g. Resolution – Approving an extension of a proposal from JC Landscaping & Tree Service for the placement of topsoil and for the purchase and placement of sod.**

Mr. Dan Gombac, Director reported that during the year the department requires the services of a landscaper to complete larger restoration projects from various Public Works projects, such as water main breaks, storm sewer and ditching projects. He reported that the City would provide topsoil to the proposed vendor, and the vendor would be required to grade the topsoil based on the cubic yards provided and would be required to purchase the sod, fertilizer, and placement of the sod.

There was no one in the audience wishing to present public comment.

Alderman Belczak made a motion, and it was seconded by Alderman Gustafson approval of a Resolution for an extension of a proposal from JC Landscaping & Tree Service for the placement of topsoil and for the purchase and placement of sod.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

h. Resolution – Approving an extension of a proposal from Shreve Services, Inc. for the purchase of topsoil.

Mr. Dan Gombac, Director reported that during the year the department requires the use of topsoil for landscape restoration for various Public Works projects, such as water main breaks, storm sewer replacements and ditching projects.

There was no one in the audience wishing to present public comment.

Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of an extension of a proposal from Shreve Services, Inc. for the purchase of topsoil.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

i. Resolution – Approving an extension of a proposal from Vulcan Construction Materials, LLC, for the purchase and pick up of stone for Public Works projects for a period of May 1, 2023 through April 30, 2024.

Mr. Dan Gombac, Director reported that during the year the department requires stone to be used for various Public Works projects, such as water main breaks, valve and hydrant replacements, road shouldering, storm sewer and drainage projects. He reported that the proposed resolution would allow the City to pick up the specified stone from Vulcan Construction Materials, LLC.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Belczak approval of a Resolution for an extension of a proposal from Vulcan Construction Materials, LLC, for the purchase and pick up of stone for Public Works projects for a period of May 1, 2023 through April 30, 2024.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

j. Resolution - Approving an extension of a proposal from Vulcan Construction Materials, LLC, for the purchase and delivery of stone for Public Works projects for a period of May 1, 2023 through April 30, 2024.

Mr. Dan Gombac, Director reported that during the year the department requires stone to be used for various Public Works projects, such as water main breaks, valve and hydrant replacements, road shouldering, storm sewer and ditching projects. The proposed resolution would allow the proposed vendor to provide the City of Darien semi-loads directly from the quarry when required.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Belczak approval of a Resolution for an extension of a proposal from Vulcan Construction Materials, LLC, for the purchase and delivery of stone for Public Works projects for a period of May 1, 2023 through April 30, 2024.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

k. Resolution - Authorizing the purchase of 125 banners from Bannerville in an amount not to exceed \$10,625.00.

Mr. Dan Gombac, Director reported that the City displays various types of seasonal banners throughout the year. He reported that the original banners were purchased in 2017 and in 2021, the summer banners were replaced, and the winter banners are faded and are no longer aesthetically pleasing.

Alderman Eric Gustafson questioned what staff does with the old banners.

Mr. Gombac reported that the banners are thrown away. He reported that they worn and not in good condition.

There was no one in the audience wishing to present public comment.

Alderman Gustafson made a motion, and it was seconded by Alderman Belczak approval of a Resolution authorizing the purchase of 125 banners from Bannerville in an amount not to exceed \$10,625.00.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

l. Resolution - Authorizing the purchase of Biomelt AG 64, the organic deicing accelerator product, from SNI Solutions, in an amount not to exceed \$11,205 (4,500 gallons x \$2.49/gallon).

Mr. Dan Gombac, Director reported that the deicing program was initiated in 2018 and will be in its 4th year of use. He reported that there are two distinct snow and ice control strategies that make use of chemical freezingpoint effective: deicing and anti-icing.

There was no one in the audience wishing to present public comment.

Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution authorizing the purchase of Biomelt AG 64, the organic deicing accelerator product, from SNI Solutions, in an amount not to exceed \$11,205 (4,500 gallons x \$2.49/gallon).

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

m. Resolution – Authorizing the purchase of alternative liquid de-icer and anti-icing products from Industrial Systems, Ltd., in an amount not to exceed \$62,000.

Mr. Dan Gombac, Director reported that there are two distinct snow and ice control strategies that make use of chemical freezing point effective: de-icing and anti-icing.

There was no one in the audience wishing to present public comment.

Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution authorizing the purchase of alternative liquid de-icer and anti-icing products from Industrial Systems, Ltd., in an amount not to exceed \$62,000.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- n. Resolution – Authorizing the Mayor to accept a proposal from E J Equipment, Inc., for the purchase of two (2) new Trackless Tractor MT7 for Safety Sidewalk Snow Clearing Operations in an amount not to exceed \$372,950.**

Mr. Dan Gombac, Director reported that this is for the purchase of two new Trackless Tractor MT7 for Safety Sidewalk Snow Clearing Operations. He reported that the City currently owns and maintains two safety walk snowplowing machines to plow 22 miles of sidewalk throughout town.

There was no one in the audience wishing to present public comment.

Alderman Kenny made a motion, and it was seconded by Alderman Gustafson approval of a Resolution authorizing the Mayor to accept a proposal from E J Equipment, Inc., for the purchase of two (2) new Trackless Tractor MT7 for Safety Sidewalk Snow Clearing Operations in an amount not to exceed \$372,950. Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- o. Resolution - Authorizing the Mayor to accept a proposal from Industrial Systems Ltd., for the purchase of de-icing storage tanks and components in an amount not to exceed \$39,415.**

Mr. Dan Gombac, Director reported that this is equipment as it relates to the enhancement of de-icing roadways within the City.

There was no one in the audience wishing to present public comment.

Alderman Gustafson made a motion, and it was seconded by Alderman Kenny approval of a Resolution authorizing the Mayor to accept a proposal from Industrial Systems Ltd., for the purchase of de-icing storage tanks and components in an amount not to exceed \$39,415.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

- p. Minutes – September 26, 2022 Municipal Services Committee**

Alderman Gustafson made a motion, and it was seconded by Alderman Belczak approval of the September 26, 2022, Municipal Services Committee Meeting Minutes.

Upon voice vote, the MOTION CARRIED UNANIMOUSLY 3-0.

DIRECTOR'S REPORT

Mr. Dan Gombac, Director reported on traffic signal and sidewalk projects.

NEXT SCHEDULED MEETING

Chairperson Tom Belczak announced that the next meeting is scheduled for Monday, November 28, 2022.

ADJOURNMENT

With no further business before the Committee, Alderman Gustafson made a motion, and it was seconded by Alderman Kenny to adjourn. Upon voice vote, THE MOTION CARRIED unanimously, and the meeting adjourned at 7:34 p.m.

RESPECTFULLY SUBMITTED:

**Thomas Belczak
Chairman**

**Eric Gustafson
Alderman**

**Joseph Kenny
Alderman**