



**AGENDA
COMMUNITY DEVELOPMENT COMMITTEE
Monday, May 12, 2014
6:00 PM**

Mayor's Conference Room

I) Roll Call

II) Approval of Minutes – April 28, 2014

III) Items Requiring Council Action – May 19, 2014

- A. SEPA – Sakura Japanese Restaurant & Sushi Bar (Motion)
- B. General Text Amendments – Planned Use Exemption (1st Reading)
- C. Sunrise Center II – Planned Use (2nd Reading)
- D. DZ Trucking – Planned Use (2nd Reading)
- E. Twin Peaks – Planned Use (2nd Reading)

IV) Other Business – None

NEXT MEETING: Tuesday, May 27, 2014 – 6:00 P.M. – Mayor's Conference Room

General Citizen Comments: The City of O'Fallon welcomes comments from our citizens. The Illinois Open Meetings Act provides an opportunity for citizens to speak at all committee and Board meetings. However, 5 ILCS 120/1 mandates that NO action shall be taken on matters not listed on the agenda. Please submit your name to the chairman and limit your comments so that anyone present has the opportunity to speak.



**MINUTES
COMMUNITY DEVELOPMENT COMMITTEE
6:00 PM Monday, April 28, 2014**

Minutes of a regular meeting of the Community Development Committee of the City of O'Fallon, held in the Mayor's Conference Room, 255 S. Lincoln, O'Fallon, Illinois.

CALL TO ORDER: 6:00 PM

- I) **Roll Call** – *Committee members:* Jerry Albrecht (chair), Gene McCoskey (vice chair), Jerry Mouser and Harlen Gerrish. *Other Elected Officials Present:* Herb Roach, Kevin Hagarty, Richie Meile, John Drolet, Ed True and Michael Bennett. *Staff:* Walter Denton, Pam Funk, Ted Shekell and Justin Randall. *Visitors:* Charles Pitts, Georgia Hillyer, David Wittenauer, Peter Sheahan, Marsha Maller, Moonsung Song, Tim Fletcher and Vern Malare.
- II) **Approval of Minutes from Previous Meeting**– All ayes. Motion carried.
- III) **Items Requiring Council Action**
 - A. Sunrise Center II – Planned Use (1st Reading) – Justin Randall briefed the committee on the proposal to increase the restaurant space. The biggest concern with the project was to make sure they could provide the parking necessary for the increase in restaurant space. As proposed a modification would be necessary to allow for 9-foot parking spaces along the rear of the building where employees typically park. Additionally, one way access around the building was recommended to allow for parallel parking on the east side of the parking lot. Ted Shekell informed the committee at this time the applicant has asked for the name of the restaurant to remain confidential until the lease has been signed, but indicate the restaurant would be a good fit for the community. The committee discussed the parking and access around the building. The committee recommended approval of the Sunrise Center II – Planned Use with a vote of 4-0.
 - B. DZ Trucking – Planned Use (1st Reading) – Justin Randall gave a brief overview of the rezoning requested to bring the property into conformance with the zoning regulations for the type of use currently operating on the property. Randall indicated the Comprehensive Plan designated the area as Heavy Commercial and the requested rezoning to B-2 would be consistent with the Comprehensive Plan. Ted Shekell indicated this is a tough situation in which the property is grandfathered and could continue on without any improvements. Shekell did indicate the applicant was looking to potentially sell the property, so the conditions are tailored to be triggered by a change of use, occupancy or within 2 years if still owned by the applicant the screening and buffering would be required. The committee discussed the potential land uses that could be located on the property. The committee also discussed the use of Betty Lane and First Street with heavy truck traffic and implementing a weight limit on those streets. The committee recommended approval of the DZ Trucking – Planned Use with a vote of 4-0, requesting staff look at weight limitations on the streets.
 - C. Twin Peaks – Planned Use (1st Reading) – Justin Randall briefed the committee on the proposed restaurant on Central Park Drive. Ted Shekell provided information on the building elevations, indicating the developer has two potential building elevations available. The committee discussed the two elevations and indicated they favored the more modern version without the billboard style signs. The committee recommended approval of the Twin Peaks – Planned Use with a vote of 4-0.

- D. General text Amendments (1st Reading) – Justin Randall provided a quick overview of the proposed text amendment to streamline the review process for restaurants along Regency Park and Central Park commercial areas. The committee question how the approval would be handled. Ted Shekell indicated that as long as every code was met, the plan would not go to Plan Commission or City Council and approved administratively. The committee indicated they would still like to be in the process and have a right of review option or go to committee and be a motion to the full council. Shekell indicated staff would restructure the amendments and bring them back for 1st Reading at the next Community Development Committee meeting. The committee recommended the item be held for further consideration with a vote of 4-0.

IV) Other Business - None

MEETING ADJOURNED: 7:05 PM

NEXT MEETING: Monday, May 12, 2014 – 6:00 PM – Mayor's Conference Room

Prepared by: Justin Randall, Senior City Planner



MEMORANDUM

TO: Community Development Committee
FROM: Anne Stevenson, Assistant City Planner
THROUGH: Ted Shekell, Planning Director
DATE: May 12, 2014
SUBJECT: Special Event Permit – “Sakura BBQ” (MOTION)

Project Summary

Applicant: Duong Vo of Sakura Japanese Restaurant and Sushi Bar Corp
Event: Sakura BBQ
Date/Time: Outdoor cooking overnight (12am to 10am), every other Sunday from May through September
Location: Sakura Japanese Restaurant, 1334 Central Park Drive, Suite G

Event Details:

- Cooking BBQ in the rear parking lot overnight; serving food inside during normal business hours
- Approximately 4 parking spaces in the rear of the store will be used (as shown on the attached site plan)
- BBQ equipment will be removed from parking lot when cooking is finished

Signage Request:

- 2' X 5' Sign in window for first weekend of BBQ

City Assistance Request:

- None

Notes:

- Outdoor cooking occurs during non-peak hours (starting at midnight, ending at 10AM) and should affect not the operations of the businesses located in this shopping center.
- This event requires City Council approval due to the number of times it will occur.

Staff Recommendation

The Police and Fire Department had no issues with the request. Staff recommends approval of the Special Event Permit.

Community Development Department

255 South Lincoln Avenue O'Fallon, IL 62269 ♦ P: 618.624.4500 x 4 ♦ F: 618.624.4534

CITY OF O'FALLON

APR 28 2014

DATE PAID

FD

PD

✓ok
✓OK



COMMUNITY DEVELOPMENT DEPARTMENT
255 S. Lincoln Avenue, 2nd Floor
O'Fallon, IL 62269
Ph: (618) 624-4500 x4
Fax: (618) 624-4534

☐ Attach proof of not-for-profit status with application

OR

☒ Provide \$50.00 application fee with application

APPLICATION FOR A SPECIAL EVENT PERMIT

Event Name: Sakura Japanese Restaurant and sushi Bar Corp.

Location of Event: 1334 Central park Dr. suite 6, O'Fallon, IL 62269

Name of Event Organization: _____

Name of person in charge of event (applicant) and mailing address: DUONG VO

1334 Central Park Dr. suite 6, O'Fallon, IL 62269

Phone: 618-622-8886 E-Mail: sakuraofallon@yahoo.com

Secondary Contact Person: Thuyar VO

Phone: 618-409-2646 E-Mail: leloi79@yahoo.com

* Beginning Date / Times: Every other Sundays May - Sept * Ending Date / Times: _____
12am - 10am

THE FOLLOWING INFORMATION (WHERE APPLICABLE) MUST BE PROVIDED IN WRITTEN FORM BEFORE APPLICATION WILL BE PROCESSED.

1. **NARRATIVE** (Including hours of operation; activities provided; signage including dimensions, quantity, location, etc...; traffic/parking plan; contingency plans for rain; plans for toilet facilities; security plan; expected attendance; etc...).

☒ ATTACHED

2. Sketch plan of site.

☒ ATTACHED

3. Permission letter from property owner, if applicant is not the property owner.

☒ ATTACHED

☒ NOT APPLICABLE

4. Proof of not-for-profit status (so that application fee can be waived.)

☐ ATTACHED

☒ NOT APPLICABLE

5. Proof of Liability Insurance should be provided and if event is held City property, **City of O'Fallon**, should be named as an additional insured in the amount of One Million Dollars (\$1,000,000).

☐ ATTACHED

☒ NOT APPLICABLE

6. Damage bonds or cash deposit to protect City facilities (this would be mainly for out-of-town sponsors) in the amount of \$300,000. ☐ PAID

☒ NOT APPLICABLE

7. Liquor license information for beer sales (including hours of sale): No Liquor
(Attach release/indemnification forms and a copy of the liquor license and certificate of liquor liability)

8. List for profit vendors and sales tax numbers (to verify that sales tax is collected and remitted) to be provided prior to event: No vendors

9. Special consideration requests such, as City provided assistance. (Fees may be charged for these Services.) **Please include specific considerations requested in narrative or as an attachment.**

☒ NONE REQUESTED

☐ Street Department, IDOT (for street closings, signalization, and detour routes)

☐ Parks Department

☐ Police Department

☐ Fire and EMS Department

10. Coordinate all food concessions with St. Clair County Health Department at (618)233-7769.

☐ PERMIT REQUIRED (please attach copy)

☒ NOT APPLICABLE

11. American Disability Compliance

☐ ATTACHED

☒ NOT APPLICABLE

As part of the approval of this Special Event Permit, temporary signs for said Special Event shall be permitted as provided for in the City Sign Ordinance or as otherwise approved by the City Council.

Electrical inspections are required for all new exterior electrical connections. The City electrical inspector must be contacted a minimum of twenty-four (24) hours prior to inspection.

*

D. Wright
Signature of Applicant/ person in charge of event

*

4-28-14
Date of Submission

FOR OFFICE USE ONLY

ELIGIBLE FOR ADMINISTRATIVE APPROVAL? () YES ☒ NO

ADMINISTRATIVE APPROVAL CONDITIONS:

APPROVED BY COMMUNITY DEVELOPMENT DIRECTOR & DATE _____

All other requests for "Special Events Permits" not approved by the Community Development Director shall go before the Community Development Committee and the City Council for their approval.

APPROVED: CITY COUNCIL _____ (DATE)

NARRATIVE

Please include:

- hours of operation
- activities provided
- signage
 - dimensions,
 - quantity,
 - location, etc...
- traffic/parking plan
- contingency plans for rain
- plans for toilet facilities
- security plan
- expected attendance
- Any additional helpful information

5/5/14 Spoke with applicant -
BBQ equipment is on a
trailer and will be
removed when cooking is
completed each day/
(every other Sunday) ^{AS}

Narrative:

Preparing BBQ outside and Serving it inside
cooking will begin at midnight the night
before. every other Sunday BBQ cooking in back ^{of}
building

Signage placed on window for first weekend of
BBQ. one sign ~~2' x 5'~~ 2' x 5'.

Special Event Approval Letter

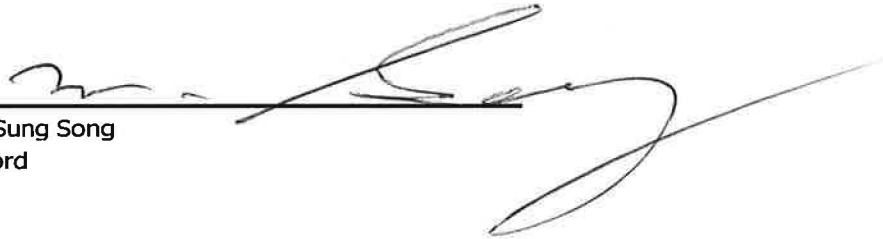
Moonsung Song
1334 Central Park Dr. STE 5
O'Fallon, IL 62269
(618) 624-4498

To whom it may concern,

I, MoonSung Song give Duong Vo, the individual in charge of the event at Sakura Japanese Restaurant and Sushi Bar permission to prepare food outside during at 1334 Central Park Dr. Suite 6, O'Fallon, Illinois 62269.

X

MoonSung Song
Landlord

A handwritten signature in black ink, appearing to read 'MoonSung Song', is written over a horizontal line. The signature is fluid and cursive, extending to the right of the line.



COOKING AREA

CENTRAL-PARK-DR.



MEMORANDUM

TO: Community Development Committee
FROM: Justin Randall, Senior City Planner
THROUGH: Ted Shekell, Director of Community Development
DATE: May 12, 2014
SUBJECT: Proposed Text Amendment to the Code of Ordinances – Chapter 158: Zoning
Planned Use Exemption (1st Reading)

Recommendation

The Planning Commission reviewed this amendment at their April 22, 2014 meeting and voted 4 ayes to 0 nays to recommend approval.

Current Issues

Staff has conducted a review of development regulations to ensure the City of O'Fallon's zoning codes continue to meet the high standards of the community, yet staying responsive to developers. In the review, staff focused on development review as economic development. Staff determined whether the city's development review provided great value to the community, or a stumbling block for desirable projects.

The City of O'Fallon and developers have work extremely hard to create two prominent commercial corridors along Interstate 64. Regency Park Drive and Central Park Drive corridors have been developed and identified as commercial corridors designed to attract restaurant and retail developments.

The planned use regulations were design to provide high quality development throughout the community. However, under the current planned use regulations a number of projects located in the city's corridors geared towards hospitality type of uses are required to go through the planned use process. The planned use process slows down and burdens development in these two corridors. The slowed process for development approval provides other communities with a window of opportunity to lure the potential development away from O'Fallon.

Proposal

The proposed text amendment would allow for an exemption for the Regency Park and Central Park Commercial areas from the Planned Use process (see attached map of Affected Properties). The text amendment proposes to allow a restaurant, including liquor sales, consumption on premise and outdoor seating, not having a drive through to be approved administratively if the proposed site plan meets the following requirements:

1. The property must have frontage along Regency Park Drive, Central Park Drive, Central Park Circle or Park Plaza drive;
2. The project conforms with the Commercial Design Handbook and all other code requirements.

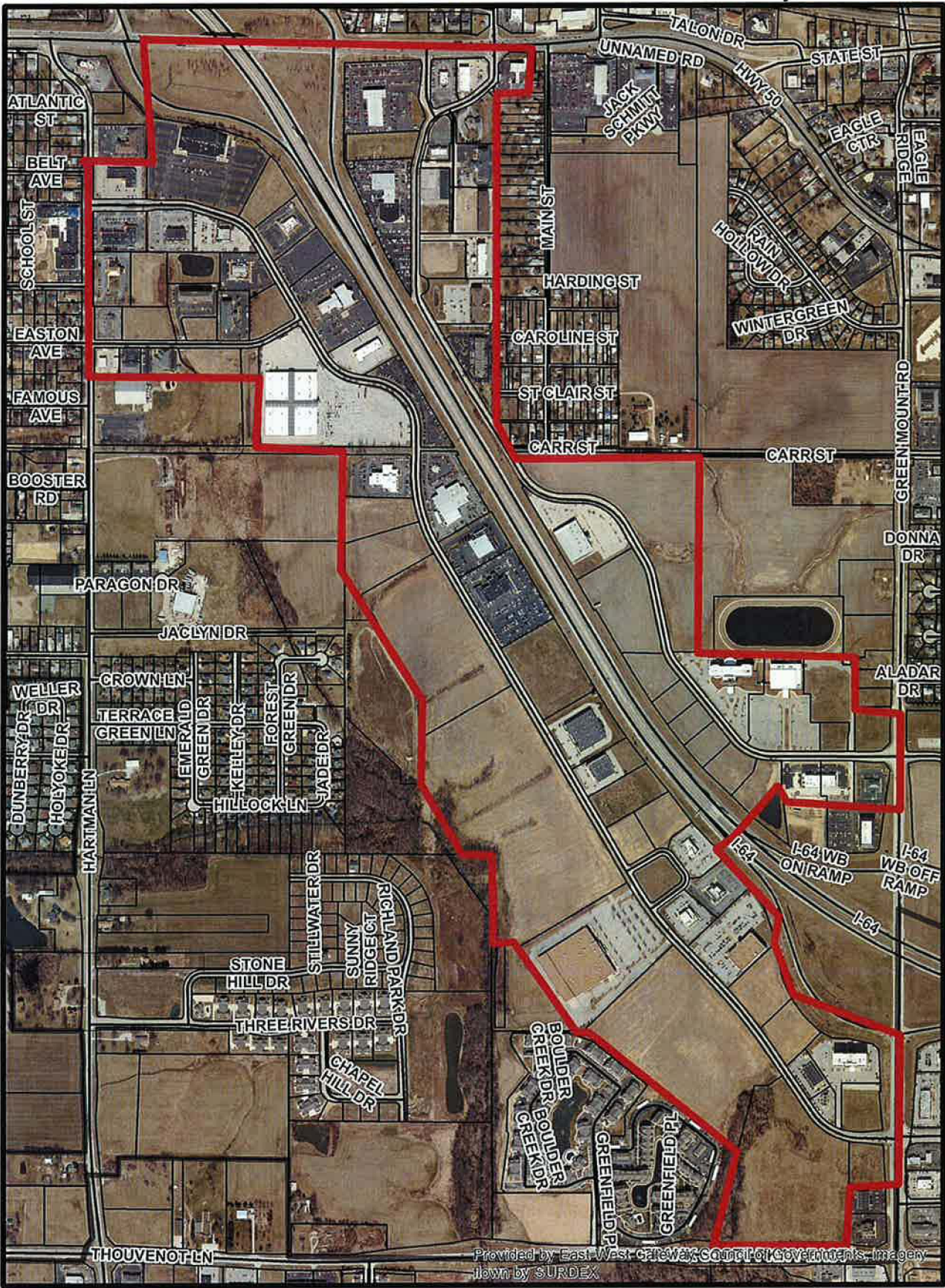
The exemption has a clause to allow the Director to require the planned use process for a project if the project is deemed to not meet the regulations or creates a risk to safety or property.

Once the Director determines the Site Plan is fully compliant, the Site Plan shall be submitted to the City Council for administrative approval, denial or conditioned by resolution or motion.

Community Development Department

255 South Lincoln Avenue O'Fallon, IL 62269 ♦ P: 618.624.4500 x 4 ♦ F:618.624.4534

P2014-04: Planned Use Text Amendment - Affected Properties



0 362.5 725 1,450 2,175 Feet

