

Community Development Director's Monthly Report

December 9, 2013

(New information since the previous report is shown in red)

Prairie Green Preserve

In 2012, Applied Ecological Services, Inc (AES), the city's wetland consultant, installed wetland planting (seed) test plots within the wetland bank. The test plots were monitored during 2012 and are being monitored again this year. Very dry summer weather conditions in 2012 resulted in no native seed germination in the test plots during the growing season. The seed may be viable for germination. A decision will be made this year to determine if reseeding is required. The goal is to establish a wetland plant community that meets USACE requirements with species that tolerate typical spring flood conditions, as well as periodic dry conditions.

A prescribed prairie burn was successfully completed by AES during in April this year. The burn area included 100 acres of upland prairie and 40 acres of wetlands.

Wetland vegetation/groundwater hydrology monitoring for 2013 has been completed. Groundwater hydrology standards set forth by the U.S. Army Corps of Engineers for the site were not met during the 2013 growing season due to dry conditions. City staff and design consultants for the wetland bank are conducting an investigation as to why the hydrology standards are not being met.

Merging of adopted plans into one cohesive document

The City Council adopted the Geneva Downtown Master Plan on November 5, 2012 as an amendment to the City of Geneva Comprehensive Plan. The Planning Division has begun work on a project to merge the adopted citywide comprehensive plan, and the recently adopted Southeast Planning Area Master Plan, and Downtown/Station Area Master Plan into one, cohesive, user-friendly document.

Geneva Downtown Zoning Update

On September 20, 2013 the department received notification that its application to the RTA for assistance in preparing amendments the downtown zoning regulations was approved. A planning consulting firm will be working with city staff on the project. A Project Steering Committee will be formed to guide work on the zoning amendments. A series of public meetings will be held during the zoning amendment process to gather ideas, determine issues to be addressed, and discuss alternative zoning approaches. Work on the project will start early in 2014. A draft scope of work for the project has been prepared. The city will be assisted in its work by a planning and zoning consultant selected from a pre-qualified list of consultants established by the RTA. A proposal received from one of the RTA's pre-qualified consultants is under city staff review.

Geneva Housing Task Force (Batavia, Geneva, North Aurora, St. Charles Multicommunity Housing Plan)

The Chicago Metropolitan Agency for Planning (CMAP) provides assistance through its Local Technical Assistance Program to groups of 3 or more municipalities who then formulate collaborative approaches to addressing housing needs. The assistance is provided at no cost to the municipalities involved.

Last October CMAP approved an application submitted by the four municipalities for assistance in preparing the housing plan. Over the winter city staff worked with the staffs from the other partner municipalities to clarify the roles of the entities involved (Batavia, Geneva, North Aurora, St. Charles, Kane CMAP, Metropolitan Mayors Conference (MMC), Metropolitan Planning Council (MPC), and Kane County Development Department), scope of work, and project timeline. Work on the plan is expected to start this coming July, and will take about one year to complete.

The plan will be prepared using a scope of work and process established by CMAP, MMC and MPC as part of *Homes for A Changing Region*.

A Project Steering Committee has been formed to guide project work. A joint meeting of the Geneva Housing Task Force and the Committee-of-the-Whole of the City Council met on October 9, 2013 to review the results of the housing analysis prepared for Geneva. A Community Workshop on the Housing Plan was conducted on November 7, 2013. Draft housing policy plan recommendations will be formulated in January 2014.

Change of Tenant Permit Application Revisions

A Change of Tenant Permit and property inspections are required before a new business can open for business, when an existing Geneva business is moving to a new city location, and when an existing business changes ownership. Department staff is working with other city departments on refinements to the Change of Tenant Permit Application Form and procedure information sheets.

<u>Proposed modifications to the Geneva Downtown Master Plan and Rezoning (properties along the west side of S. Bennett Street and Crissey Avenue, south of the Mill Race Inn)</u>

Alderman Maladra, Alderman Simonian and Director Untch recently met with property owners in the area who are concerned about the multi-family use recommendations shown for their properties in the adopted downtown master plan. The property owners are also concerned about how the building setback regulations in the zoning ordinance (R1 – Residential Area 1) impact their properties.

On August 19th the Planning Division staff presented information on the above concerns to the City Council, and asked for permission to conduct Plan Commission public hearings on requested amendments to the zoning ordinance and downtown master plan. Plan Commission public hearings were held on September 26, 2013. The Plan Commission recommended approval of the requested change to the zoning in the area from R1 Single Family District (Residential Area 1) to R1 Single Family District (Residential Area 2). The Plan Commission formulated its recommendation on the requested changes to the downtown master plan on

October 24, 2013. The City Council approved the zoning and downtown master plan amendments on November 18, 2013.

Consolidation of Plan Commission and Zoning Board of Appeals Functions

Planning Division staff presented information to the Committee-of-the-Whole on the pros and cons of consolidating the two groups. This change would shift Zoning Board of Appeals review and approval authority to the Plan Commission on zoning variation petitions and appeals of determinations made by the zoning official. The Plan Commission conducted a public hearing on the proposed consolidation on November 14, 2013.

Special Service Areas

Planning Division staff is gathering information on the possible establishment of special service areas for stormwater basin/pond maintenance in the On Brentwood Pond and Sunset Prairie Subdivisions.

CITY OF GENEVA PLAN COMMISSION

NOVEMBER 2013

<u>Staff Liaison</u>: David DeGroot, City Planner

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REQUEST	APPLICANT	LOCATION	WARD	STATUS & RECOMMENDATION						
Amendments to the Fisher Farms Annexation Agreement and PUD, an Amendment to the Comprehensive Plan, a Zoning Map Amendment from the R7 Multiple-Family Residential District to the R4 High Density Single-Family Residential District, Preliminary & Final PUD Plans and Plats of Subdivision – Related to the proposed development of the vacant townhome lots in the Prairie Ridge Townhomes Subdivision as single- family detaches houses.	Ryan Homes	Prairie Ridge Townhomes Subdivision (Southeast corner of Bricher Road and Peck Road)	4 th	Approved by the City Council on November 4, 2013						
Zoning Ordinance Text Amendment – Request for amendments to the Zoning Ordinance related to consolidating the functions of the Zoning Board of Appeals and Plan Commission to form a Planning & Zoning Commission.	City of Geneva	NA	NA	<u>Scheduled for Plan</u> <u>Commission</u> December 12, 2013						
PUD Amendments – Request for amendments to the Sterling Manor Planned Unit Development that would allow Alternative Area IV to be sold and developed as single-family attached dwellings or condominiums. The requested changes to the Sterling Manor Planned unit Development would allow for approximately 50 additional units on Alternative Area IV.	City of Geneva	Sterling Manor Subdivision	2 nd	Approved by the City Council on November 4, 2013						

PAGE 2 OF 2

REQUEST	APPLICANT	LOCATION	WARD	STATUS & RECOMMENDATION
Comprehensive Plan Amendment and Zoning Map Amendment- Request to rezone properties from the R1 Low Density Single-Family Residential District (Residential Area 1) to R1 Low Density Single-Family Residential (Residential Area 2) and to change the future land use designation for the same properties from Single-Family Attached/Row House and Multi-family Residential to Single-Family Residential.	City of Geneva	102, 120, 132, and 210 S. Bennett Street, and 228 Crissey Avenue	5 th	Approved by the City Council on November 18, 2013
Zoning Ordinance Text Amendment – Request to amend Section 11-2-2 (Definitions of Words and Terms) of the Zoning Ordinance related to the definition of "family".	City of Geneva		NA	Approved by the City Council on November 4, 2013
Sign Variation – Request for a sign variation to allow 3 freestanding signs on a single zoning lot.	Dave McFadden	200 S. Third Street	1 st	Approved by the City Council on December 2, 2013



HISTORIC PRESERVATION COMMISSION - MONTHLY REPORT November 30, 2013

	ENEVA HISTORIC PRESERVATION COMMISSION ERMIT & PROJECT REVIEWS			BODY		TYPE OF REVIEW				HPC ACTION/OUTCOME					TYPE OF WORK							FINANCIAL INCENTIVES				BLDG TYPE					
Street/Project Name		# Application Meeting or admn review date	Owner/ CASE NO Applicant	CASES	WARD	EVIEW	LANDMARK NOMINATION	NR REVIEW (CLG)	PERMIT REVIEW CONCEPT PLAN	: <u>S</u>		APPROVED W CON		E	WITHDRAWN	APPEALED	ız	DEMOLITION	ADDITION	EXTERIOR REHABILITATION	VNING	WINDOW & DOOR REPAIR VINYL SIDING	ОТНЕК	FENCE / SITE	FAÇADE GRANT	SIGN GRANT	IHPA TAX FREEZE	TAX CREDIT	RESIDENTIAL	COMMERCIAL	PROJECT NOTES
State	W	230 11/5/13 11/8/13	2013 - 102 Martha Sanchez	1	5	1			1		1										1										Awnings
Third	S	200 10/4/13 11/22/13	2013 - 103 Dave Mcfadden	1	1	1			1		1										1									1	Sign
Fourth	S	526 10/21/13 11/22/13	2013 - 104 City of Geneva - McKittrick	1	1	1			1			1						1											1		Demolition
Fifth	S	212 10/4/13	2013 - 105 Avondale Custom Homes	1	1				1											1									1		Garage Relocation, Site Paving, Minor Ext'r Modil
South	W	110 10/4/13	2013 - 106 D. R. Horton / ALA Architects	1	5				1								1												1		New Construction
Fourth	S	22 11/12/13 11/22/13	2013 - 107 State Bank of Geneva	1	1	1			1		1									1											New Doors - In-Kind Replacement
Second	N	12 11/14/13 11/22/13	2013 - 108 Nora Brennan	1	1	1			1		1									1											New Stairs - In Kind Replacement
Fourth	N	17 11/15/13 11/22/13	2013 - 109 Joe Stanton	1	1	1			1		1										1										New Awning / Text
State	W	524 11/15/13 11/22/13	2013 - 110 Joe Stanton	1	1	1			1		1										1									1	New Projecting Sign
			Total Permits Reviewed	l 9																											

Dustin Schultze

Building Commissioner, City of Geneva, Illinois 60134 630.262-0285 e-mail dschultze@geneva.il.us

To: Mayor Burns and Members of the City Council

Re: November 1st - November 31st, 2009-2013 Building Department's Activity Report

Date: December 4, 2013

Please find attached a number of graphs illustrating for you the activity the department has experienced during the dates above.

Graph 1: Total Permits, New Home Starts & Teardowns/Infills – Total permit activity this period was down 37.5% from 2012 and down 20.9% from the average of the previous 4 years. There were two new home permits and no teardown/infill permits issued.

Graph 2: Revenue Collected – Revenue this activity period was down 12.6% compared to 2012 but up 38.8% from the average of the previous 4 years.

Graph 3: Inspection Activity – Inspection activity this reporting period was up 59.6% from 2012 and up 30.2% from the average of the previous 4 years.

Graph 4: Code Enforcement Contacts – Code enforcement activity this period was up 4.4% from 2012 and was up 7.3% of the previous 4 years. These totals do not include face-to-face or telephone/email contacts. These numbers represent only letters sent to property owners.

If you have any questions or concerns, please let me know.







