Chairman Strach called the March 20, 2019 regularly scheduled meeting of the City of McHenry Planning and Zoning Commission to order at 7:30 p.m. In attendance were the following: Doherty, Gurda, Miller, Strach, and Walsh. Absent: Sobotta, Thacker. Also in attendance were Director of Economic Development Martin and Economic Development Coordinator Wolf.

Chairman Strach opened the public portion of the meeting at 7:31 p.m. There was nobody in attendance who wished to address the Commission with public comment.

Approval of Minutes

Motion by Miller seconded by Gurda to approve the February 20, 2019 Regular Meeting minutes of the Planning and Zoning Commission as presented:

Voting Aye: Doherty, Gurda, Miller, Strach, and Walsh.
Voting Nay: None.
Not Voting: None.
Abstaining: None.
Absent: Sobotta, Thacker.
Motion carried 5-0.

File No. Z-944
Final Plat: McCullom Place Lot One Resubdivision

Chairman Strach called the discussion to order at 7:32 p.m. regarding File No. Z-944 an application for a Preliminary and Final Plat of McCullom Place Lot One Resubdivision.

In attendance was Michael Fischer, H.R. Green, 420 N Front Street, McHenry IL stating he was representing the applicant in the final plat process and can answer any questions asked.

Director Martin provided the Commission with the Staff Report regarding this matter stating the subject property consists of approximately 8.9 acres, of which the applicant is proposing to subdivide off an outlot consisting of 1.3 acres. The preliminary and final plats are being combined due to the relative simplicity of the request in accordance with the Subdivision Control and Development Ordinance.

The Final Plat of Subdivision for the subject property was reviewed. Director Martin stated staff has reviewed the plat and believes the final plat is in substantial conformance with all city ordinances relating to a final plat of subdivision and would recommend approval by the Planning and Zoning Commission of the final plat. The plat was also reviewed by the City Engineer.

A large part of Big R’s business is the sale of seasonal merchandise as well as outside sales generally. The areas Big R conducts their outdoor sales within the parking lot encompass 82
parking spaces. The parking requirement for Big R is 4 spaces/1,000 sf. of net floor area or 85% of gross so Big R is required to maintain 324 spaces. Subtracting the 82 spaces for the outdoor sales areas will still leave an excess of 115 parking spaces which is adequate to construct an outlot.

Director of Economic Development Martin stated Staff recommends approval of the Final Plat of McCullom Place Lot One Resubdivision prepared by HRGreen dated 8/21/18 with a latest revision date of 3/12/19 with conditions as presented.

Chairman Strach invited questions and/or comments from the Commission.

Commissioner Doherty asked where the outlot building will be on the property. Mr. Fisher stated the main purpose of the resubdivision is to convey ownership of the new parcel to a new owner who will then develop the outlot. Exact location will not be determined until it is built but it will be the front portion of the current parking lot.

Commissioner Miller asked for clarification on the location photos in the packet in regard to whether or not there is standing water on the property. Commissioner Strach and Director Martin explained water detention on the property and indicated a stormwater permit will have to be addressed per the conditions.

Commissioner Walsh inquired whether the building plans would come before the Planning and Zoning Commission again. Director Martin explained they will need to go through the Community Development Department for building permits but not necessarily through a zoning process.

Commissioner Gurda asked for clarification on the parking lot and consideration of the required number of spaces. Discussion ensued regarding the placement of a building on the outlot and setbacks pertaining to construction once the owner of the outlot submits building plans.

Motion by Miller, seconded by Walsh, to recommend to City Council that the Final Plat of McCullom Place Lot One Resubdivision prepared by HRGreen dated 8/21/18 with a latest revision date of 3/12/19, be approved, subject to the following conditions, as presented:

1. Compliance with all revisions and comments pertaining to site engineering by Staff and City engineer.
2. Plat must be recorded within six months of City Council approval by ordinance and;
3. A stormwater permit, along with a stormwater pollution prevention plan, shall be submitted and approved by the city engineer and staff prior to construction or any site work being completed.

Voting Aye: Doherty, Gurda, Miller, Strach, and Walsh.
Voting Nay: None.
Not Voting: None.
Abstaining: None.
Absent: Sobotta, Thacker.
Motion carried 5-0
Chairman Strach closed the discussion regarding File No. Z-944 at 7:40 p.m.

**Staff Report**

Director Martin stated that the April 17, 2019 regularly scheduled meeting will be held at 7:30 p.m. in the Council Chambers and may have two to three cases. We will also need to schedule planning for the comprehensive plan and corresponding ordinances. Discussion ensued regarding the process including guidelines of the historic areas in the comprehensive plan to designate boundaries.

**Adjournment**

Motion by Doherty seconded by Gurda to adjourn the meeting at 7:47 p.m.

Voting Aye: Doherty, Gurda, Miller, Strach, and Walsh.
Voting Nay: None.
Not Voting: None.
Abstaining: None.
Absent: Sobotta, Thacker.
Motion carried 5-0. The meeting was adjourned at 7:47 p.m.

Respectfully submitted,

__________________________
Shawn Strach, Chairman
City of McHenry
Planning & Zoning Commission