MEETING MINUTES
PLAN COMMISSION
Wednesday, February 15, 2012
7:00 P.M.
Evanston Civic Center, 2100 Ridge Avenue, Council Chambers

Members Present: Scott Peters (Chair), Jim Ford, Richard Shure, Seth Freeman, Kwesi Steele, Barbara Putta, Stuart Opdycke (Associate)

Members Absent: David Galloway, Lenny Asaro

Staff Present: Craig Sklenar, Ken Cox, Dennis Marino

Presiding Member: Scott Peters, Chairman

1. CALL TO ORDER / DECLARATION OF QUORUM

With a quorum present, Chairman Peters called the meeting to order at 7:04 P.M.

2. ZONING TEXT AMENDMENT

A consideration to amend portions of 6-4-7 “Bed and Breakfast Establishments” of the Zoning Ordinance of the Municipal Code, as proposed by the Bed and Breakfast Subcommittee of the Zoning Committee of the Plan Commission.

Associate commissioner Opdycke provided a background and report of proposed changes to the zoning ordinance for bed and breakfasts.

Ownership Definition
Commissioners felt the definition of owner/operator-occupied was confusing and requested the Law Department to revise the language.

Commissioners expressed concern of percentage of ownership.

Addition of LLC Corporation - controlling interest in the corporation Not consensus over ownership percentage

Commissioner Freeman recommends 51% ownership if in family. Commissioner Opdycke recommends 30% ownership. Commissioner Shure recommends 51% ownership if family owned. Commissioner Ledesma felt that 1% ownership is ok. Commissioner Steele felt that lower than 50% could open the door for a corporation to come in and operate.

Distance requirement
Commissioners discussed the inclusion of a distance requirement akin to the current requirements for uses such as Group Homes in the Zoning Ordinance. However the Plan Commission determined that the City Council has discretion to determine whether a
special use application before the Council is in fact negative concerning cumulative effect when considered on a case-by-case basis.

Motion: remove distance requirements from ordinance. Rely upon the standards for a special use to determine if the applicant is cumulative in negative effect in the neighborhood

The Commission determined 6-1 in approval to not require a distance requirement.

Commissioner Steele, the lone dissenter, expressed his desire to include a distance requirement in the ordinance.

Special Events
Commissioner Freeman feels three special events in a 12 month period is too little. Would like to see a per month regulation instead.

Motion one a month no more than 12 months in a year
Commissioner Ford Seconded the motion.

Commissioner Putta would like a better definition of what a special event is and to distinguish between commercial event and private event

Commissioner Putta suggested tying special events (commercial) to a number of allowed guests (any more than X outside guests qualify as a special event)

Commissioner Ledesma felt there should be no regulations of special events.

The proposed language for a special event is:

Special Events in Bed and Breakfast Establishments: Events attended by persons other than residents and guests, and for which the owner-occupant-operator(s) receive(s) compensation, shall be allowed in Bed and Breakfast Establishments, provided that no more than one (1) such event shall be held in any calendar month.

Parking requirements
A consideration to change the proposed parking requirement which requires 1 parking space per guest room plus one parking space for the owner/operator/occupant to provide a provision for off-site, off-street parking was not accepted. The vote on this was 2-5 in favor of a change.

The current parking requirement proposed is:

1 space per guest room plus 1 space for the owner-operator-occupant(s)

Bedroom Requirement
The Commission determined to require one bedroom was to be dedicated to the owner of the Bed and Breakfast. This was a 4-3 vote in favor of this proposed change.

Additional Kitchen Restrictions
The Commission determined to restrict additional kitchens to be built, but still allow for an additional kitchen that must be installed for religious reasons.

A Motion to continue hearing to the March 14 of the Plan Commission for further discussion

3.  ADJOURNMENT

Commissioner Freeman motioned for adjournment

Commissioner Ledesma Seconded the motion.

Meeting Adjourned at 9:20 PM

The next meeting of the Plan Commission held on Wednesday, March 14, 2012 at 7:00 P.M., Evanston Civic Center, 2100 Ridge Avenue, Council Chambers.

Respectfully Submitted,
Craig D. Sklenar, AICP
General Planner, Community and Economic Development Department