

The Village of Northfield

TO: CHAIRMAN BILL VASELOPULOS AND MEMBERS
OF THE PLAN & ZONING COMMISSION

FROM: STEVE GUTIERREZ
DIRECTOR OF COMMUNITY DEVELOPMENT

MEETING DATE: October 1, 2018

SUBJECT: Application for Subdivision and Rezoning – 2005 Southridge Terrace

The Plan & Zoning Commission started its review of the proposed Armstrong Plat of Subdivision on September 4, 2018. There was discussion regarding how large a house could be built on the proposed Lot 1 which would be approximately four acres as originally proposed. There was also discussion regarding whether or not the Village access easement should be included on the Porter's Plat of Subdivision. The applicant asked the Commission to continue its discussion until their October 1 meeting, while the applicant and Village Attorney could develop the best solution.

The Village Attorney and staff subsequently discussed the issues with the Armstrong's and Porter's attorneys and all agreed that the proposed Armstrong Plat of Subdivision would be revised to:

1. Leave the existing Lot 2 in Hust's Subdivision intact, leaving 118,745 square feet (2.72 acres) for the new Lot 1;
2. Include a certification by the Porters acknowledging the Village's access easement that traverses their property;
3. Limit the size of a home that could be built on the new Lot 1 to the size of a home that can currently be built on the existing Lot 2 in Hust's Subdivision or 16,800 square feet.

With these revisions staff and the Village Attorney are supportive of the proposed Plat of Subdivision. The following motions reflect the agreed upon approach.

MOTIONS

If the Plan & Zoning Commission wishes to recommend approval of the proposed subdivision and/or the proposed rezoning, it may wish to consider the following motions:

Subdivision

Motion to recommend to the Village Board approval of a final plat of subdivision of the property at 2005 Southridge Terrace, in accordance with the petitioner's application and supporting materials, date stamped September 25, 2018, subject to the following conditions:

1. *The representations made in the application and supporting documents are binding upon the Petitioners.*
2. *The Village of Northfield Health, Fire, and Building Officials shall be granted access to the subject property at any reasonable time for purposes of conducting inspections for compliance with Village Codes and Ordinances.*

3. An approval pursuant to any requested review by a Village consultant, Village staff member, Village Commission or Village Board Committee shall be an approval of only those items specified in any motion, resolution, ordinance, or written report. Such approval shall not be deemed to be an approval of any matter which is within the jurisdiction of any other Village consultant, Village staff member, Village Board Committee or Village Commission that has not issued a report or given its approval. Neither shall such approval be deemed the approval of any County, State or Federal Agency. Under no circumstances shall the approval be deemed to be an approval of any matter not included in this ordinance by virtue of the fact that such a matter appeared on a supporting document which is not attached as an exhibit to this ordinance or incorporated as an exhibit as part of this ordinance.
4. The petitioner shall comply in all other respects with the ordinances of the Village of Northfield and nothing in this plat of subdivision shall be construed as a waiver of any of those requirements.
5. Changes in the project may only be made as follows:
 - A. Minor Field Changes. Minor changes in locations or sizes shown on exhibits may be approved, in writing, by the Director of Community Development. Typically, a minor field change will not involve a percentage change greater than 3%. However, not all changes of less than 3% shall necessarily be deemed to be minor. The determination of the Director of Community Development as to whether a change is a minor field change shall be final.
 - B. Village Board Approved Changes. The Village Board may approve, without referral to the Plan & Zoning Commission, such other changes as it believes are in the best interest of the Village and which do not involve changes in numbers found in the text of the Ordinance and which do not have a substantial, direct impact on adjacent properties. The determination of the Village Board as to whether a requested change should be referred to the Plan & Zoning Commission shall be final.
 - C. Changes Requiring a Public Hearing. Any change involving a size, quantity or other numerical value found in the text of the Ordinance or any change having substantial, direct impact on adjacent properties shall not be made except after a public hearing before the Plan & Zoning Commission. Additionally, the Village Board or the Director of Community Development may refer any requested change to the Plan & Zoning Commission for public hearing when either believes it would be in the best interest of the Village to do so.

Rezoning

Motion to recommend to the Village Board approval of a Zoning Map amendment to change the zoning of Outlot B of the Armstrong Subdivision to R3 and Outlots C & D of the Armstrong Subdivision to R1, in accordance with the petitioner's application and supporting materials, date stamped August 31th, subject to the following conditions:

1. The representations made in the application and supporting documents are binding upon the Petitioners. There shall be no additional uses permitted beyond those specifically enumerated herein or permitted by the Village of Northfield's Zoning Ordinance.
2. The Village of Northfield Health, Fire, and Building Officials shall be granted access to the subject property at any reasonable time for purposes of conducting inspections for compliance with Village Codes and Ordinances.
3. An approval pursuant to any requested review by a Village consultant, Village staff member, Village Commission or Village Board Committee shall be an approval of only those items specified in any motion, resolution, ordinance, or written report. Such

approval shall not be deemed to be an approval of any matter which is within the jurisdiction of any other Village consultant, Village staff member, Village Board Committee or Village Commission that has not issued a report or given its approval. Neither shall such approval be deemed the approval of any County, State or Federal Agency. Under no circumstances shall the approval be deemed to be an approval of any matter not included in this ordinance by virtue of the fact that such a matter appeared on a supporting document which is not attached as an exhibit to this ordinance or incorporated as an exhibit as part of this ordinance.

4. The petitioner shall comply in all other respects with the ordinances of the Village of Northfield and nothing in this zoning map amendment shall be construed as a waiver of any of those requirements.

5. Changes in the project may only be made as follows:

A. Minor Field Changes. Minor changes in locations or sizes shown on exhibits may be approved, in writing, by the Director of Community Development. Typically, a minor field change will not involve a percentage change greater than 3%. However, not all changes of less than 3% shall necessarily be deemed to be minor. The determination of the Director of Community Development as to whether a change is a minor field change shall be final.

B. Village Board Approved Changes. The Village Board may approve, without referral to the Plan & Zoning Commission, such other changes as it believes are in the best interest of the Village and which do not involve changes in numbers found in the text of the Ordinance and which do not have a substantial, direct impact on adjacent properties. The determination of the Village Board as to whether a requested change should be referred to the Plan & Zoning Commission shall be final.

C. Changes Requiring a Public Hearing. Any change involving a size, quantity or other numerical value found in the text of the Ordinance or any change having substantial, direct impact on adjacent properties shall not be made except after a public hearing before the Plan & Zoning Commission. Additionally, the Village Board or the Director of Community Development may refer any requested change to the Plan & Zoning Commission for public hearing when either believes it would be in the best interest of the Village to do so.

{Insert further conditions to either motion if desired by the Plan and Zoning Commission}.

ATTACHMENTS:

1. Petitioner's Revised Application date stamped September 25, 2018
2. 9-4-18 Staff Memo