

PLANNING & ZONING COMMISSION

JANUARY 28, 2021

MEETING #20

Location

City Hall

Council Chambers

109 James Street
Geneva, IL 60134

Time

7:00 p.m.

Commissioners

Scott Stocking, Chairman
John Mead
Mim Evans
Michael Slifka
John Rittenhouse
Rebecca Holoman
Adam Matyskiel

Staff Liaison

Chayton True, City
Planner
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In strict adherence to Gov. Pritzker's Executive Order 2021-01 (with exceptions permitted only for compliance with the Illinois Open Meetings Act), and 2021-03 (updated mitigation tiers and phases) prohibiting indoor meeting gatherings of more than 10 people; public City of Geneva meetings are now virtual. Meetings are livestreamed for the public to provide the ability to contemporaneously hear all discussion, testimony and roll call votes of the open meeting in real time. Please visit the City website for details on how to watch the meeting live. While the public may not attend meetings in person, individuals wishing to provide public comment may do so in advance (recommended) or during the meeting by sending an email to publiccomment@geneva.il.us. In addition, individuals may be recognized during the meeting (audio only) by accessing the meeting via the link below:

<https://attendee.gotowebinar.com/register/4468312313535984907>

For more information about meeting procedures or providing public comment, please see: "[Notice Regarding Meeting and Public Comment Rule Modification Due to COVID-19](#)". Individuals experiencing technical difficulties may email GoToAdmin@geneva.il.us for assistance.

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Approval of Minutes: January 14, 2021
5. Public Hearing: **(Continued from January 14, 2021)**
 - A. **Emma's Landing** – Annexation, A Comprehensive Plan Amendment, Preliminary/Final Plat of Subdivision, and Final Planned Unit Development Plan to allow the construction of 45-unit affordable rental townhome project.

Location: Generally located north of the Lewis Road and Heritage Court intersection

Applicant: The Burton Foundation, represented by Tracey Manning
6. Public Comment
7. Other Business
8. Adjournment

This Planning & Zoning Commission meeting is being audio and video tape-recorded, transcribed by a court reporter and/or summary minutes are being taken by a recording secretary. The City of Geneva complies with the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting who require accommodations in order to allow them to observe and/or participate in this meeting are requested to contact the Community Development Department at 630-232-0818 at least 48 hours in advance of the meeting to allow the City of Geneva to make reasonable accommodations for those persons.

PROCEDURES FOR VIRTUAL PUBLIC HEARINGS

It is the Planning and Zoning Commission's job to conduct public hearings, either in person or virtually, in order to receive testimony for and against petitions for general amendments to the zoning ordinance, zoning map amendments, zoning text amendments, special use permits and variations. Individuals participating within the public hearing will need to register for and access the meeting via the links provided in previously distributed public hearing and meeting notices.

The procedure followed for virtual public hearings is as follows:

- First, the Planning and Zoning Commission secretary or the designated representative will read or describe written items, reports, and plans into the record.
- Second, the petitioner will present testimony in favor of the petition and will present any supporting plans or exhibits.
- Third, the Commission members will have an opportunity to question the petitioner.
- Fourth, the Commission will then receive citizen testimony both for and against the petition. Questions about the proposal may be directed to the petitioner or petitioner's witnesses and questions about the Planning and Zoning Commission process itself may be directed to the Chairman. Following such testimony, the petitioner and the Planning and Zoning Commission may ask questions of those who testified.
- Finally, the petitioner may provide a rebuttal to any testimony in opposition.

When all the testimony is brought into the record the hearing will be closed and the Planning and Zoning Commission will make a recommendation to the City Council in the form of a motion or motions.

- In order to give virtual testimony, participants will be asked to utilize the meeting platform's "hand raising" feature to speak. When a hand is "raised" by a participant, City Staff will unmute the participant allowing them to speak. It is also important for participants to remember to unmute themselves. Video sharing abilities will not be provided to participants, unless necessary to present evidence or testimony. Participants speaking during the public hearing agree and understand that anything they say will be considered sworn testimony and affirm to tell the truth, the whole truth and nothing but the truth.
- Participants giving testimony will need to remember to speak directly into the microphone to be heard. Participants must first begin their testimony by stating their name. If participants speak additional times, they will need to state their name each time for the record.
- It is asked that presented testimony remain concise. If a point has already been made, it will not be necessary to repeat it. Each of these points is recorded and will be considered as the Commission develops findings of fact and a recommendation or recommendations.
- Participants may provide testimony in written form prior to the meeting to publiccomment@geneva.il.us or by hard copy to the dropbox located outside Geneva City Hall. Written testimony received by 12:00 pm on the day of public hearing will not be read aloud during the meeting, but will be published online before the meeting. Written testimony may also be provided during the meeting, but prior to the closing of the hearing at publiccomment@geneva.il.us.
- After the process is completed and everyone wishing to present testimony has spoken, the Commission will then decide whether it has heard adequate testimony in order to make a decision. If it has, the public hearing will be closed.

After a public hearing is closed the Planning and Zoning Commission will refrain from receiving any additional testimony either for or against the petition. There is one exception to this rule

- City staff will submit a report based on the testimony presented at the hearing. This report will consider comments or concerns from all City Departments such as the Fire Department, Public Works Department or the Engineering Department.