


PLANNING & ZONING COMMISSION

AUGUST 12, 2021	MEETING #29
<p><u>Location</u> City Hall Council Chambers 109 James Street Geneva, IL 60134</p> <p><u>Time</u> 7:00 p.m.</p> <p><u>Commissioners</u> Scott Stocking, Chairman John Mead Mim Evans Michael Slifka Rebecca Holoman Adam Matyskiel Tim Moran</p> <p><u>Staff Liaison</u> Chayton True, City Planner P: (630) 854-9654 E: ctrue@geneva.il.us</p> 	<p>All Employees, Elected Officials, and visitors are required to wear a face covering at all City facilities regardless of vaccination status. City of Geneva 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. For more information about meeting procedures or providing public comment, please see: “Notice Regarding Meeting and Public Comment Rule Modification Due to COVID-19”.</p> <p>In addition, individuals unable to attend in person may be recognized during the meeting (audio only) by accessing the meeting via the link below: https://attendee.gotowebinar.com/register/1996525516387868172</p> <ol style="list-style-type: none"> 1. Call to Order 2. Roll Call 3. Approval of Agenda 4. Approval of Minutes: July 22, 2021 5. Public Hearings: <ol style="list-style-type: none"> A. Text Amendments (Continued from July 22, 2021) – An amendment to Title 12 (Subdivisions) Chapter 4 (Public Open Spaces) Section 12-4-5-5 (Criteria for Requiring Cash Contributions in Lieu of Land) related to the fair market value per acre of land. <i>Application:</i> City of Geneva 6. Public Comment 7. Other Business

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 requested. 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 and address. 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, but such written testimony must be presented to the Planning and Zoning Commission secretary or the designated representative prior to the closing of the hearing.
- 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.