AGENDA
Planning and Zoning Commission
February 20, 2019
6:00 PM

A. ROLL CALL

B. APPROVAL OF AGENDA (Additions or Deletions)

C. APPROVAL OF MINUTES

1. January 23, 2019

D. PUBLIC PARTICIPATION (Open Floor to Anyone Wishing to Speak on Record)

E. NEW BUSINESS

1. Minor Subdivision Plat – Final Plat of Egyptian Theatre Subdivision - 135 North 2nd Street (City of DeKalb/Egyptian Theatre)

F. REPORTS

G. ADJOURNMENT
COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT
February 15, 2019

TO: DeKalb Planning and Zoning Commission

FROM: Jo Ellen Charlton, Community Development Director
Dan Olson, Principal Planner

RE: Minor Subdivision Plat – Egyptian Theatre (135 N. 2nd St.)

I. GENERAL INFORMATION

A. Purpose
   Review of a Minor Subdivision Plat associated with conveyance of property related to planned expansion to the Egyptian Theatre

B. Location/Size
   135 N. 2nd St./.43 acres

C. Petitioner
   City of DeKalb and Egyptian Theatre

D. Existing Zoning
   Central Business District

E. Existing Land Use
   Egyptian Theatre

F. Proposed Land Use
   Egyptian Theatre

G. Surrounding Zoning and Land Use
   North: CBD; Various Commercial Uses
   South: CBD; Various Commercial Uses
   East: CBD; Various Commercial Uses, Public Parking Lot
   West: CBD; Commercial, Vacant Lot

H. Comprehensive Plan Designation
   Commercial
II. BACKGROUND AND ANALYSIS

On December 18, 2018, the City Council approved a preliminary development incentive agreement regarding the Egyptian Theatre and a proposed expansion and upgrades to the facility. The proposed expansion will be on the south end of the building and will include the addition of air conditioning and expanded restroom and concession facilities. As a component of the proposed expansion of the facilities, the Theatre proposes to construct a new portion of the building in area presently held by the City in fee simple title, adjacent to or comprising a portion of Palmer Court (south of building). This area is not dedicated as right of way, but rather is owned outright by the City. As the property is within a TIF District, the City has provided public notice of its intention to consider the conveyance of the property, and the Theatre is the only party that has expressed interest in its acquisition. Under the terms of the development incentive agreement, the City would approve a final plat for the Egyptian Theatre Subdivision, which would clean up property ownership lines and reflect the Theatre’s acquisition of the property described above.

Please note the item before the Commission is the approval of the final plat and not approval of the site plan. Background regarding the plan and layout is provided to give a context and reasoning for the plat layout. The approval by the City Council on December 18th did not constitute final approval of the project or final approval of the development incentive requested for the project but enabled the Theatre to proceed with their due diligence and related work on the project. The plat and associated plans have been reviewed by the City’s Police and Fire Departments, which indicate that the remaining portions of Palmer Court are adequate for emergency use, even by the City’s largest firefighting vehicles. In addition, the plat and plan has been reviewed by the Park District, School District, Kishwaukee Water Reclamation District, City Engineer and Community Development Department along with other parties to confirm that it is acceptable. There are a few minor language changes needed on the certificates that appear on the plat and are recommended to be addressed prior to recording of the plat. After the Commission makes its recommendation, it is planned for the plat and property conveyance to be in front of the City Council on February 25th for consideration.

III. RECOMMENDATION

Sample Motion:

I move that the Planning and Zoning Commission recommend to the City Council approval of the Final Plat of Egyptian Theatre Subdivision prepared by Survey-Tech, dated 2-7-19 subject to all staff comments being addressed prior to recording of the Plat.
A4.1  VIEW FROM THE SOUTHWEST
EGYPTIAN THEATRE ADDITION
DEKALB, ILLINOIS

2/6/2019
A4.2  PERSPECTIVE FROM THE WEST
EGYPTIAN THEATRE ADDITION
DEKALB, ILLINOIS
SHARP ARCHITECTS INC.
125. N. FIRST STREET, SUITE D
DEKALB, IL 60115
815-517-1050
WWW.SHARPARCHITECTSINC.COM

2/6/2019
### MINOR SUBDIVISION APPLICATION

**A. APPLICANT INFORMATION**

1. **Owner & Petitioner** PRESERVATION OF THE EGYPTIAN THEATRE INC.
   - **Mailing Address**: 135 N. SECOND STREET, DEKALB, IL 60115
   - **Telephone**: (815) 758-1215; X200
   - **Cell**: (815) 761-8032
   - **Email**: ALEX NERAD alex@egyptiantheatre.org

2. **Property Owner** CITY OF DEKALB
   - **Mailing Address**: 200 S. FOURTH STREET, DEKALB, IL 60115
   - **Telephone**: ______________________
   - **Cell**: ______________________
   - **Email**: ______________________

3. **Land Surveyor** SURVEY TECH, A DIVISION OF C.E.S. INC.
   - **Mailing Address**: 104A MAPLE COURT, ROCHELLE, IL 61068
   - **Telephone**: 815-562-8771
   - **Cell**: ______________________
   - **Email**: DALE WALLACE Dale.Wallace@civilideas.com

4. **Engineer** C.E.S. INC.
   - **Mailing Address**: 700 W. LOCUST ST., BELVIDERE, IL 61008
   - **Telephone**: (815) 547-8435
   - **Cell**: ______________________
   - **Email**: MARK PAINTER mark.painter@civilideas.com

**B. GENERAL INFORMATION**

1. **Subdivision Name** EGYPTIAN THEATRE SUBDIVISION

2. **Parcel #/(s) and Legal Description(s)** – If necessary, briefly describe here and reference the full legal description on the plat. PARCEL #0823158005 & PART OF PARCEL #0823158026

3. **Street Address or Common Location** 135 N. SECOND STREET, DEKALB, IL 60115

4. **Size (sq. ft. or acres of the total area being subdivided)** 438

5. **Proposed Number of Lots** 1

6. **Existing Zoning District** CBD
C. CHECKLIST

This checklist (shown on next page) is of items considered to be the minimum necessary to properly process your application. Each item must be checked by the applicant to signify that it is provided on this application form or on any other attached and/or supporting documentation. Failure to submit all required information will result in delays in the City’s consideration of this application [UDO 15.07 (1)].

<table>
<thead>
<tr>
<th>Check (X)</th>
<th>Item</th>
<th>If not applicable, please indicate N/A and explain</th>
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<tbody>
<tr>
<td>1.</td>
<td>Filing Fee: $300.00</td>
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<tr>
<td>2.</td>
<td>Six (6) copies of Minor Subdivision Plat document</td>
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<tr>
<td>3.</td>
<td>One (1) copy of any private restrictions, covenants, etc. if such is not provided on the plat document</td>
<td>N/A</td>
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<tr>
<td>4.</td>
<td>One (1) copy of Statement on Maintenance, Operation, Restriction, etc. of any common land, open space, etc. if such is not provided for on the plat document</td>
<td>N/A</td>
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<tr>
<td>5.</td>
<td>Six (6) copies of Engineering Plans for all public improvements, detention areas, etc.</td>
<td>N/A</td>
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<td>6.</td>
<td>Six (6) copies of Drainage Overlay (per Chapter 109 Ill. Rev. Statutes), if not provided within Engineering Plans</td>
<td>N/A</td>
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<td>7.</td>
<td>General Information</td>
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<td></td>
<td>a. Name of Subdivision on Plat</td>
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<td></td>
<td>b. Legal Description</td>
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<td>c. Map Key</td>
<td>N/A</td>
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<td>d. Points of Compass, Scale</td>
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<td></td>
<td>e. Acreage of Tract to be Subdivided (to 0.01 acre)</td>
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<td>f. Surveyor’s Certification</td>
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<td>g. Utility Easement Grant and Reservation Statement</td>
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<td>h. Name and address of owner(s) of the land to be subdivided</td>
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<td>i. School District Information</td>
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<td>8.</td>
<td>Signature Blocks on the Plat Document</td>
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<td>a. Owners</td>
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<td>b. Planning and Zoning Commission Chair</td>
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<td>c. Mayor</td>
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<td>d. City Clerk</td>
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<td>e. DeKalb County Clerk</td>
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<td>f. DeKalb County Recorder</td>
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<td>9.</td>
<td>Reference to and distance and direction from the nearest known permanent monument</td>
<td>N/A</td>
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<td>10.</td>
<td>Identification system for all lots and blocks along with street names</td>
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<td>11.</td>
<td>Dimensions, bearings, angles, radii, etc. of all lot lines, boundary lines, and rights-of-way expressed in feet and decimals of a foot</td>
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<td>12.</td>
<td>Dimensions and widths of all building setback lines, easements, utility easements, and rights-of-way</td>
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Check (X)

13. Description of the material and location of all survey monuments, benchmarks, reference corners, etc.  

14. Notation of the size of each lot, in square feet or to 0.01 acres  

15. Public Utility Concurrence Statements
   a. Kishwaukee Water Reclamation District
   b. ComEd
   c. Nicor Gas
   d. Frontier Communications
   e. Comcast Xfinity

16. Public Agency Concurrence Statement
   a. Illinois Department of Transportation
   b. DeKalb County Highway Department
   c. Applicable Drainage District
   d. DeKalb Comm. Unit School District No. 428
   e. DeKalb Park District
   f. DeKalb County Health Department

D. The applicant hereby agrees that this application and plat will be placed on a Planning and Zoning Commission agenda only after it is completed in full and reviewed by City staff.

E. The applicant has read and completed all of the above information and affirms that it is true and correct.

Petitioner Signature: [Signature]  
Date: 2-7-19

Subscribed and sworn to before me

This 7th day of February, 2019

Notary Public Signature: [Signature]  
Stamp: [Stamp]
I hereby affirm that I am the legal owner (or authorized agent or representative — proof attached) of the subject property and authorize the applicant to pursue this request as described above (applicant must sign if he/she is the owner).

[Signature]
Owner Signature

2/8/19
Date

Subscribed and sworn to before me
This 8th day of February, 2019

[Signature]
Notary Public Signature

[Stamp]