

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
SEPTEMBER 26, 2016**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and in the absence of Village Clerk Aaron Towle and Deputy Village Clerk Drew Irvin, Assistant to the Village Administrator Brandon Stanick called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman
Steve Christensen
Mark Dewart
Eric Grenier
John Josephitis
William Meyer

Absent: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator

Also Present: Peter Friedman, Village Attorney
Susan Griffin, Finance Director
Michael Croak, Building Codes Supervisor
Jeff Hansen, Village Engineer
David Belmonte, Police Chief
Jake Terlap, Public Works Superintendent
Brandon Stanick, Assistant to the Village Administrator (A to VA)

2. PLEDGE OF ALLEGIANCE

President O'Hara led the Pledge of Allegiance.

3. AWARDS AND PROCLAMATIONS

President O'Hara read the Proclamation designating October 23 – 31, 2016 as *Red Ribbon Week*.

Ms. Sonali Patel, Coalition Director of SpeakUP! and Ms. Christy Marinic, LEAD's Director of Operations, thanked the Village Board for their support and provided information on the Red Ribbon Race scheduled for October 22nd as well as other upcoming events.

Trustee Meyer moved to approve the proclamation. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

4. CONSIDERATION OF THE MINUTES

Trustee Christensen moved to approve the September 12, 2016 Board of Trustees Regular Meeting Minutes as presented. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

5. NON-AGENDA ITEMS AND VISITORS

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

6. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Ankenman moved to take Agenda Items #16, #15 and #14 then return to the regular order of the meeting. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

7. ITEM #16 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE'S SIDE YARD SETBACK REGULATIONS (311 E. Center Avenue)

President O'Hara reported in June 2016 the Village received a zoning application from Ms. Helen Tunny (Petitioner), property owner of 311 E. Center Avenue, seeking zoning relief from the Village's accessory structure minimum setback regulations to allow for the construction of a two-car garage (440 sq. ft.) in the rear yard. If permitted the proposed garage would encroach into the accessory structure interior side yard and rear yard setbacks. According to the Petitioner, the requested zoning relief allows more space to safely enter both garage stalls. Currently, the property contains a two-story house, rear deck and detached shed located at the rear of the property.

President O'Hara reported at its meeting on July 20th the Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing to consider the Petitioner's initial request to allow the garage to exceed the minimum 5 ft. setback requirement and be within 2 ft. of the interior side lot line (60% variation) and within 3 ft. of the rear lot line (or 40% variation). The PCZBA continued the public hearing to allow the Petitioner additional time to solicit feedback from neighbors and to explore setback distances that are comparable to the garage immediately to the east. President O'Hara further reported on September 21st the Petitioner presented an amended plan and the PCZBA unanimously (6-0):

- recommended the Village Board approve a 40% variation from the minimum accessory structure interior lot line setback regulations to allow a setback of 2 ft.; and
- approved, contingent on the Village Board's approval of the interior lot line setback zoning relief, a 25% variation from the minimum accessory structure rear lot line setback regulations to allow a setback of 3.75 ft. with the conditions that i) the shed and the rear deck/steps are removed and ii) the pavers for the new patio is built using permeable pavers. These conditions are necessary to ensure the property satisfies the Village's floor area limitations.

As there were no comments from the Board, Trustee Ankenman moved to approve first reading of the ordinance. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

8. ITEM #15 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR HOMEWERKS WORLDWIDE LOCATED AT 45-85 ALBRECHT ROAD

President O’Hara reported Homewerks Worldwide is a plumbing supply distributor who recently relocated to the building at 45-85 Albrecht Drive. They are proposing one non-illuminated wall sign above the main entrance to the building. They are requesting exemptions from two sign code requirements: maximum height and maximum area. The allowable height is 20’ in the L-1 District. Since the windows at the front entrance are over 20’ tall, a wall sign located above the entrance will necessarily be more than 20’ tall. The top of the proposed sign will be 32’-4” above grade. They are also requesting an exemption to exceed the maximum allowable area of 60 square feet in order to have a 75.7 square foot sign.

President O’Hara reported the Architectural Board of Review (ABR) considered the proposed signs at their September 6th meeting and voted 6-0 to recommend that the Village Board approve the Sign Exemption on the condition that the top edge of the sign align with the horizontal line on the façade where the wall color changes from white to tan. She further reported in preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified of the meeting date and a resolution has been prepared transmitting the ABR’s recommendation.

As there were no comments from the Board, Trustee Christensen moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Ankenman, Christensen, Dewart, Grenier, Josephitis and Meyer
Nays: (0)
Absent: (0)

9. ITEM #14 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR CHEVY EXCHANGE LOCATED AT 1 SHERWOOD TERRACE

President O’Hara reported the Chevy Exchange is requesting approval of banner signs to hang on existing light poles on their lot at 1 Sherwood Terrace. Banner signs are regulated as flags in the L-1 zoning district pursuant to the following regulations:

“Flags and flagpoles. No more than three (3) flagpoles and four (4) flags shall be permitted per zoning lot. Flagpoles shall not be permitted in the public right of way. Flagpoles shall be no greater than thirty feet (30’) in height and shall be set back a minimum of ten feet (10’) from all property lines.”

President O’Hara reported the ABR considered the proposed signs at their September 6th meeting. At the suggestion of ABR members, the applicant reduced the number of proposed banners from the original 34 banners to 10, two each on five poles north of the dealership building. The revised proposal requires a sign exemption because it exceeds the allowable 4 flags or banners on 3 poles. The banners will be 6’ tall and mounted 4’ below the top of existing 25’ tall light poles. The ABR voted 4-2 to recommend that the Village Board approve the revised sign exemption request. The two members voting against the request voiced a concern with this approval setting precedent for additional banner signage elsewhere in town. She further reported in preparation for the Village Board’s consideration of the request, the neighboring

property owners have been notified pursuant to code and a resolution has been prepared transmitting the ABR's recommendation.

In response to a question from the Board, Mr. Rafat Alamawi, General Manager of the Chevy Exchange, stated the banners will be permanently mounted on the poles and changed only when needed.

Trustee Grenier asked if promotions would be advertised on the banners. Mr. Alamawi stated the banners would only display the Chevrolet Exchange logo.

Trustee Ankenman commented on the ordinance setback provision and expressed her belief the internal poles would not be visible from the roadway. Mr. Alamawi stated the request was changed to allow flags on the internal poles to enhance the parking lot area.

In response to a comment from the Board regarding precedence, Village Attorney Peter Friedman stated approval of this resolution will not create a precedent for other property owners desiring to pursue similar requests.

As there were no further comments from the Board, Trustee Josephitis moved to adopt the resolution. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Christensen, Dewart, Grenier, Josephitis, Meyer and Ankenman
Nays: (0)
Absent: (0)

10. ITEM #7A – WARRANT REPORT FOR SEPTEMBER 16-30, 2016

President O'Hara reported expenditure of Village funds for payment of invoices in the amount of \$196,499.08 for September 16-30, 2016.

As such, the total expenditures for this period is in the amount of \$196,499.08.

As there were no questions from the Board, Trustee Meyer moved to approve the Warrant Report. Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Dewart, Grenier, Josephitis, Meyer, Ankenman and Christensen
Nays: (0)
Absent: (0)

11. ITEM #8 – VILLAGE ADMINISTRATOR'S REPORT

In the absence of Village Administrator Drew Irvin, A to VA Stanick had no report.

12. ITEM #9 – VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

13. ITEM #10 – VILLAGE PRESIDENT’S REPORT

President O’Hara reported on the upcoming Ribfest event scheduled for October 1st.

President O’Hara reported subject to the consent of the Board of Trustees, the Village President appoints members to the Village’s various advisory Boards and Commissions. Village resident Peter Arnstein is recommended for appointment to the Police Pension Fund Board of Trustees for a term expiring April 30, 2018.

Trustee Christensen moved to approve the recommended appointment. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

14. ITEM #11 AND #12 – CONSENT AGENDA

President O’Hara introduced the following Consent Agenda items for consideration:

11. Correspondence Delivered in the September 9 and 16, 2016 Informational Reports; and
12. A Resolution Supporting the Continued Federal Funding of the Medicare State Health Insurance Assistance Program.

Trustee Ankenman moved to approve the Consent Agenda. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

15. ITEM #13 – SECOND READING OF AN ORDINANCE AMENDING TITLE III OF THE VILLAGE OF LAKE BLUFF MUNICIPAL CODE CONCERNING THE CLASS L AND W LIQUOR LICENSES

President O’Hara reported from time to time, the Village receives inquiries from non-local non-profit/civic groups and catering establishments outside of the Village limits regarding liquor licenses. Presently, the Liquor Regulations of the Village do not provide classes of licenses to serve these groups. In order to fill this gap as well as improve the flexibility and enforceability of the Liquor Regulations, the Village Liquor Commissioner is recommending the following amendments to the Liquor Code:

- Waiving the initial application fee for the Class L and W Event Licenses;
- Striking the requirement that at least one officer of the requesting organization be a resident of the Village and sign the application for the Class L special events license;
- Eliminating the language in the Class W license that limits applicants to those who hold a valid Village Food and Beverage license; and
- Adding flexibility to the Class W license by creating a Class W Event license that would allow applicants to seek, in addition to the current annual license for \$500, a \$50 per event license that the Liquor Commissioner could issue in process similar to that of the current special events license. The draft ordinance limits applicants to no more than 4 “event” licenses per calendar year.

The Village Board approved first reading of the ordinance at its meeting on September 12, 2016.

Trustee Grenier moved to approve the ordinance. Trustee Meyer seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Grenier, Josephitis, Meyer, Ankenman, Christensen and Dewart
Nays: (0)
Absent: (0)

16. ITEM #17 – TRUSTEE’S REPORT

There was no Trustee’s report.

Trustee Dewart wished his wife a happy anniversary.

17. ITEM #18 – EXECUTIVE SESSION

At 7:23 p.m. Trustee Meyer moved to enter into Executive Session for the purpose of discussing Property Disposition (5 ILCS 120/2(c)(6)), Collective Bargaining and Executive Session Meeting Minutes (5 ILCS 120/2(c)(21)). Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Josephitis, Meyer, Ankenman, Christensen, Dewart and Grenier
Nays: (0)
Absent: (0)

There being no further business to discuss, Trustee Josephitis moved to adjourn out of executive session. Trustee Ankenman seconded the motion and the motion passed on a unanimous voice vote at 8:15 p.m.

18. ITEM #19 – CONSIDERATION OF THE MINUTES OF THE SEPTEMBER 12, 2016 EXECUTIVE SESSION MEETING

Trustee Dewart moved to approve the September 12, 2016 Executive Session Meeting Minutes as presented. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

19. ITEM #20 – ADJOURNMENT

Trustee Ankenman moved to adjourn the regular meeting. Trustee Dewart seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:16 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk