

**VILLAGE OF LAKE BLUFF
JOINT PLAN COMMISSION & ZONING BOARD OF APPEALS
REGULAR MEETING**

JULY 19, 2017

APPROVED MINUTES

1. Call to Order & Roll Call

Chair Kraus called to order the regular meeting of the Joint Plan Commission and Zoning Board of Appeals (PCZBA) of the Village of Lake Bluff on Wednesday, May 17, 2017, at 7:00 p.m. in the Village Hall Board Room (40 E. Center Avenue).

The following members were present:

Members: Sam Badger
Leslie Bishop
Mary Collins
David Burns
Elliot Miller
Gary Peters

Absent: Steven Kraus, Chair

Also Present: Benjamin Schuster, Village Attorney
Drew Irvin, Village Administrator
Glen Cole, Assistant to the Village Administrator

Member Bishop volunteered to serve as Chair Pro Tem and a motion was duly made and seconded. The motion passed on a unanimous voice vote.

2. Approval of the June 21, 2017 PCZBA Regular Meeting Minutes

Member Peters moved to approve the June 21, 2017 PCZBA Regular Meeting Minutes as presented. Member Miller seconded the motion. The motion passed on a unanimous voice vote.

3. Approval of the May 20, 2017 PCZBA Special Meeting Minutes

Member Collins moved to approve the May 20, 2017 PCZBA Special Meeting Minutes as amended. Member Miller seconded the motion. The motion passed on a unanimous voice vote.

4. Approval of the June 27, 2017 PCZBA Special Meeting Minutes

Member Miller moved to approve the June 27, 2017 PCZBA Special Meeting Minutes as presented. Member Peters seconded the motion. The motion passed on a unanimous voice vote.

5. A Public Hearing for Text Amendments to the Zoning Regulations Regarding Short Term Rentals and the Definition of Hotel

Chair Pro Tem Bishop said the PCZBA will not be discussing or considering any final action for this agenda item at tonight's meeting.

Member Collins made a motion to continue the public hearing to the August 16, 2017 PCZBA Regular Meeting. Member Burns seconded the motion. The motion passed on a unanimous voice vote.

Following a comment from Member Collins, Mr. Cole said the short term procedural regulations are still under the PCZBA's purview. It was the consensus of the PCZBA to seek further direction from the Village Board and their reviewing the previous meeting material and awaiting the June 21st PCZBA minutes.

6. Non-Agenda Items and Visitors (Public Comment Time)

Chair Pro Tem Bishop stated the PCZBA allocates 15 minutes during this item for those individuals who would like the opportunity to address the PCZBA on any matter not listed on the agenda. Each person addressing the PCZBA is asked to limit their comments to a maximum of three minutes.

There were no requests.

Chair Pro Tem Bishop administered the oath to those in attendance.

7. A Public Hearing for the Union Church Property (525 and 531 E. Prospect Avenue)

Chair Pro Tem Bishop introduced the agenda item and requested an update from Staff.

Mr. Cole said that the Union Church currently operates as a legal non-conforming use in a residential area. The request is to create a separate lot of the Union Church for a new church manse, which will be constructed after the existing manse is demolished. This would require approval of a subdivision and granting of variations that address those non-conformities such as floor area ratio and impervious surface that increase in magnitude by the subdivision. The subdivision would allow the future manse to be built to conform to the residential bulk restriction without any variation. Also, this request triggers a requirement that Union Church conform to current zoning regulations. Granting the special use permit in addition to the other zoning relief will bring Union Church into full conformance with the Zoning Regulations.

Mr. Cole said the one substantial change on the Church lot is the addition of a new courtyard (1,500 sq. ft.) of impervious surface being put where the existing home is located and will increase the impervious surface variation. As there are existing draining issues associated with the lot, Staff recommend Union Church provide on-site stormwater detention basin to offset the increased runoff created by the new courtyard. A discussion ensued regarding draining system.

Member Collins said this is now a possibility that Union Church can sell the new residential property and asked would it make sense to keep the two lots stormwater infrastructure separate. Mr. Cole said that could be a condition for approval. The plat of subdivision has the manse lot granting a stormwater easement to the church lot, and to some extent the maintenance responsibility needed to keep the detention on-site will be covered in that grant.

Member Collins said she does not understand what the stormwater picture is like all around the property and asked if there are some issues. She asked why would there be an easement, would the stormwater be dumped on the property to the east, or where does the easement take the stormwater. Mr. Cole said this is a private easement that will tie lots one and two together into the public stormwater system through a common conveyance.

Mr. Jerry McDermott and Ms. Anne Sorensen, representatives from Union Church, said parcel three, lot one, underground drainage pipes run directly out to the storm sewer along the eastern

border of the property as well as north from Prospect Avenue and south toward the parking lot. The plan is to tie lots one and two into this existing system. Mr. Cole said the broad theme from Staff is that we are not sure what the drainage situation on this site will look like in its final version, part of the amount of relief necessary is going to depend on the size of the new manse and it makes sense that the design process continue on without having to worry about this process.

Following a request from Chair Pro Tem Bishop, Mr. McDermott said the current lot has Union Church, a Manse in the middle and a vacant lot to the east. The plan is to build a conforming new Manse on a 12,000 sq. ft. vacant lot and demolish the existing Manse and detached two car garage and construct a courtyard in its place. The proposed plan will make the lot more presentable and allow them to use more of the property.

Ms. Sorensen said the vacant lot is referred to as the “courtyard” and is currently being used as a gathering place and it would be nice to actually use the lot. Mr. McDermott said they have received bids on the courtyard and the plan is to have a welcoming appearance from the streetscape. There will be a nice walkway from Prospect Avenue, from the Union Church entrance and parking lot, aligned with trees and vegetation, going into the courtyard to create a welcoming area.

Member Collins asked what type of events will be held in the courtyard. Mr. McDermott said regular Sunday worship services and occasional wedding events.

Member Collins asked if they have considered the seat arrangement and number of people the area could accommodate. Ms. Sorensen said there have been events with tents set up held on the current vacant lot and her belief it will accommodate approximately 100 people. Mr. McDermott said there have been approximately 50 people at the summer services on the Village Green and this is the intended use for the courtyard. There is potential for benches to be placed in the courtyard but the current plan is not to have permanent seating.

Member Miller discussed the patio and the stormwater situation among the lots. Mr. Cole said that what is presented is the same as concrete and Staff would require a soil study to be performed before considering pervious pavers but the study is unlikely to show the infiltration rates that would make pervious pavers a meaningful strategy for this area.

In response to a question from Member Peters, Mr. McDermott said there have not been any concerns from the neighbors regarding potential flooding issues. The plans were shared with the neighbor and non-members and Union Church received a lot of positive responses.

Member Collins expressed a personal comment regarding the existing vegetation and if they would consider going more native. Ms. Sorensen said native plants are being considered.

Member Miller said that the PCZBA gets caught up in the stormwater subject when discussing rehabs and drainage and changing pervious surface into impervious surface. He asked if the Village Board has given the PCZBA permission to mandate compensation for the creation of impervious surface. Mr. Cole discussed the regulations applicable to new single-family residences. A discussion followed.

Village Attorney Ben Schuster said some of these issues are not covered in the Building Code but the Village does have the authority to adopt additional standards if so desired. Should the PCZBA desire it can discuss with Staff the best policy practices moving forward.

In response to a comment from Member Collins, Mr. Cole said on the plat of subdivision, that is being used to calculate the variation, there was a little bit of square foot change in the total lot size between surveys, which is normal. He reviewed the existing conditions, floor area ratio and estimated impervious surface and proposed conditions floor area ratio and impervious surface as a result of the change in bulk caused by the subdivision and variation sought.

In response to a comment from Member Burns, Mr. Cole said the bulk regulations are designed to restrict a single family home. It would be difficult for a larger structure, such as a church, to conform to the bulk regulations.

Member Bishop asked if it would be more cost effective to put the drainage system in when the Manse is built and asked if Staff would be able to make that assessment. Mr. Cole said that part of the approval for new single family residential homes is submittal of a drainage plan.

Following its discussion regarding the variations, drainage system, Manse and courtyard plans, Chair Pro Tem Bishop said tonight's vote would be to consider: the amount of variation for the impervious surface, special use permit govern the use of the church and subdivision.

Member Collins made a motion to recommend Village Board grant the relief variations subject to the following conditions: the existing manse be demolished no later than nine months after a Certificate of Occupancy is issued for the new manse; and, subject to adjustment by the Village Engineer, the Church provide up to 2,000 gallons of stormwater detention on-site. Member Burns seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Badger, Burns, Collins, Miller, Peters and Chair Pro Tem Bishop
Nays: (0)
Absent: (1) Chair Kraus

Member Burns asked if this would be an institutional zoned SUP. Mr. Cole said it was be SUP in a residential zoned area for Church use.

Member Miller made a motion to recommend Village Board grant a Special Use Permit to Union Church. Member Peters seconded the motion. The motion passed on the following roll call vote:

Ayes: (6) Burns, Collins, Miller, Badgers, Peters and Chair Pro Tem Bishop
Nays: (0)
Absent: (1) Chair Kraus

Member Miller said if Union Church decides to move could the two lot subdivision be converted into two homes. Village Attorney Schuster said the existing Church building could be demolished and converted into a residential unit. Should the plan be to convert the property into multiple lots they would have to come back for subdivision consideration.

Member Burns made a motion to recommend Village Board approve the Union Church subdivision as submitted. Member Collins second the motion. The motion passed on the following roll call vote:

Ayes: (6) Miller, Badger, Peters, Collins, Burns and Chair Pro Tem Bishop
Nays: (0)
Absent: (1) Chair Kraus

8. Pre-Application Workshop With Ms. Marina Puryear Regarding 718 Sheridan Road

Chair Pro Tem Bishop said that Ms. Marina Puryear has requested an informational workshop to seek the PCZBA’s informal input regarding changes to her home.

Ms. Puryear said she purchased 718 Sheridan Road as an opportunity to downsize and the plan is for the home to become her personal residence. Currently the entrance to the property is on Sheridan Road and there is no curb there, so you have to drive around that to Woodland to get into the driveway. She has noticed in having workmen come to the house is they pull approximately 15 ft. onto Woodland and park their vehicles and then walk to the Sheridan Road entrance. This makes it difficult for people coming from Sheridan Road onto Woodland or vice versa. Ms. Puryear said this is a corner lot which is subject to various setback requirements. She noted in the packet a drawing with a red dotted line below bedroom #3 and #4 that is the actual building setback lines, so the house is already non-conforming. She would like to formalize the addition of an entrance on the northeast corner of the house that will cut into the setback as outlined in red. Ms. Puryear showed the commissioner a photograph of the northeast corner of the home.

Member Burns said the construction of the existing home seems backwards and the fact the bulk is lower than the amount allowed, he think it would improve the look and feel of the neighboring properties. The bedroom are already far past the allowed setbacks and he is in favor of proceeding with the concept.

Member Collins said adding a porch on the northeast side would be fine. She said as you go east the houses are set further back and asked if she could suggest the architect not make the porch deeper than it needs to be, maybe more transitional but not out to the northern most wall. She asked that other options be reviewed. Ms. Puryear said she appreciate the suggestion but this is a pretty finite little space and she needs a place to receive people.

Member Badger asked Ms. Puryear to explain what she wants to do with the house. Ms. Puryear said she wants to have an entrance closer to the driveway, which is the northeast corner and put a screened porch on the south side of the property.

Chair Pro Tem Bishop said this is an opinion, not an approval of the exact plans and she hope the constructive feedback will assist with getting final plans that can be approved right away.

9. Comprehensive Plan Discussion – Transportation Section – Vision, Goals, etc.

Chair Pro Tem Bishop described the information that was provided from previous discussions regarding the transportation section of the comprehensive plan. She said tonight we want to review all the information before moving forward with other sections of the plan. A discussion followed.

Member Burns said he has a problem with policies for consideration because he sees them more as initiatives that should be prioritized.

Chair Pro Tem Bishop asked if there was discussion regarding study of a nontraditional methods of transportation (Uber, Lyft and self-driving cars) and asked if something could be include in the draft.

Member Collins said maybe it would be a good policy to have frequent transportation review.

Member Burns said he would make it a recommendation throughout all the elements as a technology review (Airbnb, Uber, etc).

Member Peters said there was discussion regarding the possibility of a pedestrian underpass/bridge for Bath and Tennis Court and Blodgett and the other issue he thought was emergency safety access across the tracks should flooding occur. A discussion followed.

Member Miller expressed his preference to receive revised collated material regarding the matter.

A discussion regarding the housing section and requirements for consideration followed such as low income housing, fair housing, affordable housing, and senior housing. Chair Pro Tem Bishop asked the commissioners to provide Staff with information that should be considered.

Mr. Cole reported that the Comprehensive Workshop Meeting was scheduled for August 15th and Regular Meeting is scheduled for August 16th.

10. Staff Report

There was no report.

11. Commissioner's Report

There was no report.

12. Adjournment

As there was no further business to come before the PCZBA, Member Collins moved to adjourn the meeting. Member Burns seconded the motion. The meeting adjourned at 8:35 p.m.

Respectfully submitted,

Glen Cole
Assistant to the Village Administrator