

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

APRIL 15, 2015

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, April 15, 2015, 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
Michael Goldsberry
Elliot Miller
Gary Peters
Steven Kraus, Chair

Also Present: Andrew Fiske, Village Attorney
Michael Croak, Building Codes Supervisor
Robert Hunter, Architectural Board of Review (ABR) Chairman
Brandon J. Stanick, Assistant to the Village Administrator (A to VA)

2. Approval of the March 18, 2015 Minutes

Member Bishop moved to approve the minutes as presented. Member Goldsberry seconded the motion. The motion passed on a unanimous voice vote.

3. Non-Agenda Items and Visitors

Chair Kraus stated the PCZBA allocates 15 minutes for those individuals who would like the opportunity to address the PCZBA on any matter not listed on the agenda.

There were no requests to address the PCZBA.

4. A Public Hearing to Consider: (i) Amendments to the Text of the Zoning Regulations to: i) Establish "Child Day Care Services (SIC8351)" as a Special Use in the Light Industry District (L-1); ii) a Special Use Permit to Conduct Child Day Care Services at 917 Sherwood Drive; iii) a Variation from Section 1-7A-5B of the Zoning Regulations to Allow Playground Equipment and a Fence in the Side Yard of the Property; and iv) Any Other Zoning Relief as Required to Permit the Operation of a Child Day Care Services Facility at the Property

Chair Kraus introduced the agenda item and requested an update from Staff.

A to VA Stanick reported the Village received a petition from North Shore Preschool, LLC (Petitioner) located at 917 Sherwood Drive to amend the text of the Zoning Code to allow child day care services as a special use and request a special use permit (SUP) to operate a day care at this location. In addition, the Petitioner is requesting zoning relief from the L-1 District regulations to locate playground equipment and a fence in the westerly side yard. A to VA

Stanick stated the current Zoning Code requires side yards in the L-1 District remain unobstructed. He stated Mr. Glen Christensen (Manhard Consulting) and Mr. Charlie Portis (J.F. Mc Kinney and Associates) is present to represent the Petitioner, Ms. Allison McMahan, as she is not able to attend the meeting.

Chair Kraus administered the oath to those in attendance and opened the public hearing regarding the matter.

Mr. Portis advised that Mr. John Terrell of Berkshire Hathaway Home Services will be representing the Petitioner this evening. Mr. Portis stated this applicant would be the third tenant in the building as Northshore Pediatric Therapy has signed a lease to occupy the remainder of the second floor same as with the proposed pre-school. The other tenant currently in the building is Lake Forest Pediatrics.

Mr. Terrell provided background information regarding the owner and the new business. The proposed pre-school will include four classrooms with two certified teachers and an assistant in each class to accommodate a maximum of 76 children ranging from two to five years of age. The intent is to operate a full day pre-school program with morning drop-off (7:30 to 9:30 a.m.), and during the drop-off times, families are required to park and escort their child into the building which will require them to sign-in their child. The afternoon pick-up hours are (3:00 to 5:00 p.m.) with an optional pick-up (12:30 to 1:00 p.m.) for those children not requiring full day programs. Mr. Terrell stated there will also be an eight week summer camp offered from June to August. Mr. Terrell advised they have received favorable preliminary feedback from the Illinois Department of Children and Family Services (DCFS) concerning the site.

Mr. Terrell reviewed the proposed playground for the westerly side yard and the five-foot aluminum fence surrounding the playground. There are two entrances to the playground, one along the east side of the play area and another along the north side of the play area. The stairway leading to the playground will not impede egress on either side of the building.

Following a comment from Member Miller, Village Attorney Andrew Fiske stated the proposed text amendment addresses child day care services and describes those establishments as primarily engaged in the care of infants or children providing pre-kindergarten education. He further noted these types of establishments may or may not have substantial educational programs. The SIC Code (8315) designation allows for a fairly extensive range of educational services to be provided.

Mr. Christensen stated the proposed playground area is approximately 2,800 sq. ft. The intent is to have a large play structure with engineered wood fiber chips located underneath the structure and the remaining area would be grass. Mr. Christensen stated they are currently working to submit the building permit for the parking lot in the front yard and associated underground detention and landscaping. Mr. Christensen stated many communities welcome these types of daycare facilities in industrial and office parks.

In response to a comment from A to VA Stanick, Mr. Christensen stated initially there was going to be a drainage swale to redirect water to the front of the building; however, with the proposed playground the property owners will have to consider underground piping to redirect the water into the underground storage area.

Following a request from Member Badger, Mr. Christensen showed an exhibit of the changes being made to the front yard. He noted there is currently a detention area located in front of the building and in the variation and site plan approval the Village Board approved underground storage underneath the parking lot.

Member Collins inquired of the proposed impervious surface because it appears the lot is fully paved with little landscape remaining.

Chair Kraus stated since the Village Board has approved the variation and site plan allowing the additional parking the question for the PCZBA is whether anything being done with respect to the playground is going to impact the stormwater management on the site. A to VA Stanick stated the petitioner must work with Lake County Stormwater Management Commission to comply with their requirements.

Member Collins expressed her understanding the proposed 5 ft. fence and playground area would be located along the northern portion of the building outside of Lake Forest Pediatrics window.

Member Miller asked if the noise generated by the playground had been discussed with the other tenants. Mr. Portis stated the noise issue has not been discussed with the other tenants.

Member Bishop inquired of the access to the playground. Mr. Portis stated the children could walk down either stairwell to exit out the main entrance or proceed down the second floor corridor to use the stairwell which leads to the door located on the southwest corner of the building.

Member Bishop asked if this access was through an emergency exit. Mr. Portis stated it is a required exit and also noted there is an elevator in addition to the stairs.

Member Collins asked how deliveries, such as food, will be arranged. Mr. Portis stated the owner would coordinate the delivery schedule and times with the food service providers.

Member Bishop asked if the proposed ground cover for the playground area is accessible by handicapped children. Mr. Christensen stated there is a proposed rubberized edging to enclose the engineered wood fiber chips which is accessible by wheelchairs.

Member Badger asked what type of surface is being used under the wood chips. Mr. Christensen stated the surface would be pervious to allow water to drain through the chips.

Member Badger expressed concern for the operational impact the tenants would have on one another. Member Badger expressed his agreement with the use and inquired if playgrounds are appropriate in the side yard.

Member Bishop expressed her agreement with Member Badger regarding the use. She also expressed her concern regarding the information presented to the PCZBA as it was not consistent with the information presented previously; she requested additional time to review updated plans.

Member Peters asked if the Petitioner would consider moving the proposed playground to the southern end of the building and not obstruct the side yard. Mr. Portis stated the Petitioner may lose parking spaces; however, the relocation may reduce the noise impact on Lake Forest

Pediatrics. Member Peters stated conceptually the proposed plan is fine, but it is difficult to predict impacts on current tenants. A discussion ensued regarding the location of the proposed playground.

Chair Kraus questioned the traffic circulation and parking configuration during drop-off and pick-up hours of operation. Mr. Portis stated there are currently 100 onsite parking spaces in addition to the 20 parking spaces they secured across the street from a neighboring property owner. Mr. Portis expressed his opinion it would work because all the employees that will park onsite must park in the new front lot or at the far south end. We anticipate it will get busier with the second tenant so we believe we have taken the measures necessary to make it work.

In response to a comment from Member Collins, Mr. Portis stated their intent is to let the market determine the parking because of the parking needed for the other tenants it is difficult to designate a specific drop-off and pick-up area.

Member Miller expressed his concerns for managing the parking spaces. A discussion further ensued regarding parking.

Chair Kraus summarized the Petitioner's request to: (i) amend the text of the zoning code to allow child day care services as a special use in the L-1 District; (ii) obtain a SUP permit to operate a day care center at 917 Sherwood Dr., and (iii) receive zoning relief to allow a playground and a fence in the westerly side yard.

In response to a question from Member Badger, Mr. Terrell stated DCFS determined that 76 was a reasonable number of children allowed based on the proposed class sizes. Member Badger inquired of child/adult ratio requirements. Mr. Terrell stated the Petitioner's plan meets DCFS requirements where each class room will have three adults.

Member Goldsberry stated he cannot support the proposal as there are questions that remain unanswered.

Mr. Christensen asked the PCZBA to continue the public hearing to allow them additional time to respond to the concerns of the Commission.

As there were no further comments, it was the unanimous consensus of the PCZBA to continue the public hearing to the May 20th PCZBA meeting.

5. A Continued Discussion Regarding Updates to the Village's Comprehensive Plan

A to VA Stanick provided an update regarding the previous discussions concerning the future vision for the Waukegan Road Business Park and existing zoning use list previously reviewed by the PCZBA. At tonight's meeting the PCZBA will receive a presentation from Jodi Mariano, of Teska Associates, regarding zoning, connectivity and landscape standards that were previously reviewed by the Waukegan Road Corridor Sub-Committee.

ABR Chair Hunter provided an update regarding the ABR's past discussions of the Business Park, including the recommendations on building setbacks and heights.

A to VA Stanick stated there are three conceptual models from the Waukegan Road Corridor Study that Ms. Mariano will review: (i) the existing conditions, (ii) the Corridor Study recommendation, and (iii) the ABR's recommendation. He stated the study primarily addresses the parcels along Waukegan Road and the more retail oriented area of the Business Park along IL Rt. 176.

Ms. Mariano reviewed Powerpoint slides with the PCZBA that showed visual examples of the buildings in the Business Park and their relation to the various streets. Models of buildings in the Business Park were also shared showing the building orientation recommended by the Corridor Study and the visuals for the ABR's recommendations.

In response to a comment from Member Collins regarding reduced setbacks, Ms. Mariano stated at the time the Corridor Study was worked on information was coming from the property owners in the Business Park where they felt they would do much better business if regulations were modernized regarding heights and setbacks. The motivation was to be as business-friendly as possible and reassess setback distances and building heights to allow the buildings to modernize. A discussion ensued regarding input related to retail uses, reduced setbacks and building heights.

A to VA Stanick stated the building heights recommended in the Corridor Study were those used for modern day warehouse uses requiring a height greater than 25 ft. There are also height regulations in the Zoning Code currently that allow certain building appurtenances to add 15 ft. to the height of a 25 foot building, which resulted in the 40 ft. recommendation on building height.

ABR Chair Hunter stated it was the ABR's recommendation to minimize building height the closer the building got to Waukegan Road. A 40 ft. high brick wall is not suitable if the setback was reduced to 50 ft. He stated it is important to remember much of the area is built out and this is a future vision. He stated the ABR also recommended elevations have a certain percentage of transparency and noted landscaping, parking, amongst other items in the Corridor Study were not addressed.

A discussion ensued regarding the reduced setback, building heights, type of uses and recommended amenities envisioned for the Business Park.

Following a brief discussion the PCZBA expressed support to retain the 100 ft. setback along Waukegan Road.

Ms. Mariano continued the presentation regarding zoning regulations, pedestrian and bicycle connectivity, and preliminary landscape design standards for the Business Park.

A discussion ensued regarding travel lanes and right-of-way distances.

Member Goldsberry stated these ideas are great and beneficial for redeveloping the Business Park. He expressed concern for any undue burden placed on residential taxpayers for any of these new and extra features that have not been part of the Business Park in the past. He suggested the obligation of paying for any improvements be borne by the private developer without the tax concessions or undue use of Village services (e.g. Public Works, Parks). A discussion regarding the future vision for the area ensued.

ABR Chair Hunter stated there is potential for development in the existing structures; however, there is no consistency in the size of the parking spaces and suggested parking size be established.

Chair Kraus expressed a preference for the PCZBA to identify what needs to be done on a planning level to build a frame work to assist in reviewing the Zoning Code. The direction we have been moving in is to review the Comprehensive Plan and identify those areas needing zoning changes, establish themes and guiding principles and then evaluate the process.

A discussion ensued regarding the review of the existing Comprehensive Plan and how to review the work done by the former Plan Commission. It was the consensus of the PCZBA to receive updated notes on each of the previously established quadrant.

The PCZBA concluded their discussion by finalizing proposed changes to the zoning use list.

6. Commissioner's Report

Chair Kraus stated the next regular PCZBA meeting will be May 20, 2015.

7. Staff Report

A to VA Stanick provided an update on the Visual Preference Survey for downtown.

Following a request from Member Collins, A to VA Stanick provided an update on the Target Development. Currently, there are two outlot buildings built with plans for a third once a bank tenant has been secured. The third building will undergo site plan review with the ABR.

8. Adjournment

As there was no further business to come before the PCZBA, Member Goldsberry moved to adjourn the meeting. Member Collins seconded the motion. The motion was approved on a unanimous voice vote. The meeting adjourned at 9:35 p.m.

Respectfully submitted,

Brandon J. Stanick
Assistant to the Village Administrator