

**VILLAGE OF LAKE BLUFF
BOARD OF TRUSTEES
REGULAR MEETING
JULY 27, 2015**

APPROVED MINUTES

1. CALL TO ORDER AND ROLL CALL

Village President O'Hara called the meeting to order at 7:02 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Steve Christensen
Mark Dewart
Eric Grenier
John Josephitis

Absent: Barbara Ankenman, Village Trustee
William Meyer, Village Trustee

Also Present: Aaron Towle, Village Clerk
Drew Irvin, Village Administrator
Peter Friedman, Village Attorney
Susan Griffin, Finance Director
Jeff Hansen, Village Engineer
Michael Croak, Building Codes Supervisor
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. CONSIDERATION OF THE MINUTES

Trustee Grenier moved to approve the July 13, 2015 Board of Trustees Meeting Minutes as presented. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

4. NON-AGENDA ITEMS AND VISITORS

There were no requests to address the Board.

5. VILLAGE BOARD SETS THE ORDER OF THE MEETING

At the request of those present, Trustee Dewart moved to take Agenda Items #14, #12, #15 and #11 then return to the regular order of the meeting. Trustee Josephitis seconded the motion. The motion passed on a unanimous voice vote.

6. ITEM #14 – AN ORINANCE AMENDING TITLE III OF THE LAKE BLUFF MUNICIPAL CODE CONCERNING THE NUMBER OF LIQUOR LICENSES FOR (Chipotle Mexican Grill, Inc. located at 945 Rockland Road)

President O’Hara reported the Village received a liquor license application from Chipotle Mexican Grill, Inc. seeking approval of a Class R license. A Class R license authorizes the retail sale of alcohol by restaurants provided the alcohol is consumed within the restaurant (and not outdoors) and is complimentary to the sale and service of a meal eaten at a table within the restaurant. Section 3-2-10 of the Municipal Code establishes the maximum number of alcoholic beverage licenses (by classification) available for issuance. She further noted the current liquor regulations allow for one Class R license (held by Bangkok Tokyo). Therefore, it is recommended Section 3-2-10 of the Municipal Code be amended to increase the number of licenses for Class R from one to two.

As there were no questions, Trustee Grenier moved to approve first reading of the ordinance. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Christensen, Dewart, Grenier and Josephitis
Nays: (0)
Absent: (2) Ankenman and Meyer

7. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN REVIEW FOR SUNRISE PARK

President O’Hara reported the Lake Bluff Park District (Petitioner) proposes to replace two staircases in Sunrise Park, widen the landing in front of the north shelter, and add a sloping walkway from the shelter to the beach. These improvements will bring the structures into compliance with the Building Code and the Americans with Disabilities Act.

President O’Hara reported the Architectural Board of Review (ABR) reviewed the proposed changes at its July 7, 2015 meeting. The ABR recommended that the Village Board approve the proposed alterations, but the ABR also asked the Park District to consider having open risers on the stairs and to consider using wood that is not treated with a preservative. In the attached response letter, Ron Salski, Executive Director of the Park District, agreed to use open risers on the stairs but notes that upon further research the Park District has concluded wood that is not preservative treated will have too short of a lifespan for this project.

In addition, President O’Hara reported currently Sunrise Park and other Lake Bluff parks are neither a permitted use according to the Zoning Ordinance nor part of a Special Use Permit (SUP). Village staff has discussed this with the Park District and understands that the Park District intends to apply for a SUP for both Sunrise Park and Artesian Park in conjunction with future

improvements at Artesian Park. 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.

Following a comment from the Board, Mr. Ryan Rathman an FGM Architect stated both cedar and pressure treated wood were considered for the project. The natural cedar wood used in this type of environment has a seven to ten year lifespan and the cost to replace the stairs in the future would create a financial burden on the Park District. He stated the intent is to move forward with pressure treated wood as it is more cost effective and the type of chemicals used to treat the wood will not contaminate the ground water.

In response to a comment from Trustee Grenier, Mr. Rathman stated the proposed stairs have a landing on both the upper and lower sections and the angle of the stairs navigating the bluff will be reconstructed to meet current regulations.

Village Administrator Drew Irvin stated Trustee Meyer had expressed a safety concern regarding the ABR's request to allow open risers. Mr. Rathman expressed his understanding of the Code requirements and stated the proposed modifications to the underside of the stairs will not prevent debris from passing through nor create any hazards.

Trustee Grenier asked if there would be any changes to the lighting. Executive Director Ron Salski stated the current lighting will remain unchanged.

Village Administrator Irvin stated Sunrise Park/Beach and Artesian Park aren't under an SUP presently; however, this has been discussed with the Park District and the intent is to apply for a SUP for both Sunrise Park and Artesian Park in conjunction with future improvements at Artesian Park.

Trustee Christensen stated the Sunrise Beach Advisory Committee had identified the proposed improvements as being the least controversial during its review of the long term plan for Sunrise Beach.

Executive Director Salski reviewed the proposed ramp plans and noted the new ramps will comply with the Americans Disabilities Act. Executive Director Salski clarified the bathroom improvements are a part of the proposed renovations that will begin after the Labor Day holiday. He advised an all-terrain vehicle will be used to transport disabled individuals to the shelters located on the beach.

In response to a comment from Trustee Grenier, Executive Director Salski expressed the Park District's concerns regarding the lake levels and noted their intent is to review a new sand management program, as well as revisit the Park District's Master Plan so that there will be no exposure to the Park District. Lastly, he thanked Trustee Christensen for serving on the Sunrise Beach Advisory Committee.

Trustee Christensen moved to adopt the resolution. Trustee Josephitis seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Dewart, Grenier, Josephitis and Christensen
Nays: (0)
Absent: (2) Ankenman and Meyer

8. ITEM #15 – SECOND READING OF AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S REAR YARD SETBACK REGULATIONS TO PERMIT THE CONSTRUCTION OF AN ARBOR IN THE REQUIRED REAR YARD OF THE PROPERTY LOCATED AT 404 MOFFETT ROAD

President O’Hara reported on May 22, 2015 the Village received a zoning application from Vincent Flannery and Jodi Barke (Petitioners), property owners of 404 Moffett Road, requesting a zoning variation to allow for the construction of an arbor that would encroach 7 ft. 6 in. into the rear yard setback along Sylvan Road. The arbor is 6 ft. 6 in. in height and 4 ft. 2 in. wide and will be placed at the northeast corner of the house adjacent to the attached garage. The property is considered an irregular through lot and must maintain a rear yard setback that is equal to its 20 ft. required front yard setback for the R-4 Residence District.

President O’Hara reported at its meeting on June 17th the Plan Commission & Zoning Board of Appeals conducted a public hearing and recommended the Village Board approve the requested zoning variation to allow the arbor to encroach 7 ft. 6 in., or a 37.5% variation, into the rear setback along Sylvan Road. Additionally, the Petitioners are requesting approval to allow portions of the existing, as well as the proposed landscaping, to be planted in the Village’s right-of-way. The Village Board approved first reading of the ordinance at its meeting on July 13, 2015.

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

Ayes: (4) Grenier, Josephitis, Christensen and Dewart
Nays: (0)
Absent: (2) Ankenman and Meyer

9. ITEM #11 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR (Target/Starbucks located at 975 Rockland Road)

President O’Hara reported there is a Starbucks coffee shop inside the new Target Store. A sign consisting of a 2’ diameter illuminated Starbucks logo was placed in the window to the left of the main entrance. This sign was not included in the previously approved sign package. Pursuant to the Sign Code a window sign is defined as a sign which is “placed inside a window so as to be visible from the exterior of the building or structure in which the window is located.” Window signs are not permitted in the L-1 or L-2 Zoning Districts; therefore, an exemption from the Code is requested. She further reported the ABR reviewed the proposed sign at its July 7th meeting and unanimously voted to recommend the Village Board grant the exemption to allow the proposed sign. 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.

Trustee Grenier inquired of any concerns regarding future signage for the surrounding restaurants. Building Codes Supervisor Michael Croak stated the approved tenant sign criteria for the outlot buildings allows window signs to be up to 15% of the window glass area.

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

Ayes: (4) Josephitis, Christensen, Dewart and Grenier
Nays: (0)
Absent: (2) Ankenman and Meyer

10. ITEM #6A – WARRANT REPORTS JULY 16-31, 2015

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$171,095.77 for July 16-31, 2015.

As such, the total expenditures for this period is in the amount of \$171,095.77.

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

Ayes: (4) Christensen, Dewart, Grenier and Josephitis
Nays: (0)
Absent: (2) Ankenman and Meyer

11. ITEM #7A – VILLAGE ADMINISTRATOR’S REPORT: AN INFORMATIONAL REPORT FROM THE ASSISTANT TO THE VILLAGE ADMINISTRATOR BRANDON STANICK REGARDING DEPARTMENTAL ACTIVITIES

Village Administrator Irvin reported on the successful Criterium Bike Races and block party, and noted he received positive feedback from the CBD businesses. He then introduced A to VA Brandon Stanick to report on the functions of the Administration Department.

A to VA Stanick reported the functions of the Administration Department is to provide direction on policies established by the Village Board, oversee communications with the Village Attorney, engage in intergovernmental partnerships, provide internal support services, provide support to the Village’s Boards and Commissions and lead economic development initiatives. A to VA Stanick reported on the Administration Department staff levels and responsibilities and noted the Village recently hired a part-time Administrative Intern from the Northern Illinois University Masters of Public Administration Program.

A to VA Stanick reported on the Administration Budget and associated projects. Village Administrator Irvin stated the Administration Budget is larger than some other departments because it also includes the Village’s legal expenses, intergovernmental services and the contingency fund.

A to VA Stanick reported on the Department's accomplishments and FY15-16 goals and objectives, including: the roll out of Lake Bluff's brand, continue to explore cost savings opportunities, continue with ongoing Comprehensive Plan updates, facilitate the "4 Points" community character analysis, execute the Strategic Plan Visions, complete the Downtown Visioning Project and the Phase I 176/41 Interchange Project. Village Administrator Irvin stated the Phase I 176/41 project is a planning exercise but the replacement of the stormwater pump station at the corner of 176/41 has been funded and moved to Phase II by the Illinois Department of Transportation (IDOT). Village Administrator Irvin stated that a presentation by the Phase I Consultant, Christopher Burke Engineering, to the Village Board will take place in the coming months.

As there were no questions from the Board, A to VA Stanick concluded his presentation.

12. ITEM #8 - VILLAGE ATTORNEY'S REPORT

Village Attorney Peter Friedman had no report.

13. ITEM #9 – VILLAGE PRESIDENT'S REPORT

President O'Hara reported on the recent Target Store ribbon cutting ceremony and stated she received positive feedback regarding the window design on the north side of the building. In addition, she reported on the proposed tenants for the outlot buildings and expressed her appreciation to the Advisory Boards for pursuing the bike/pedestrian connectivity path. Lastly, President O'Hara reported on the recent passing of former Village Trustee David McElvain.

Trustee Dewart stated he had received positive comments from Target employees regarding the character of Lake Bluff's downtown.

Trustee Josephitis inquired of the crossing gates installed at the railroad crossing over IL Rt. 176. Village Administrator Irvin stated the Lake County Department of Transportation (LCDOT) is seeking approval from Union Pacific Railroad to relocate the east/west bicycle path which crosses the railroad tracks near the Public Works Facility. He provided information regarding the requested permits from IDOT for the proposed work on IL 176 and adjacent to IL 176, road closure and new crossing improvements for that location. The permit would require a full closure of IL 176 at that location for approximately five days to relocate the bike path, the new crossing improvements and LCDOT to rebuild their entire crossing at the same time. Village Administrator Irvin stated the Union Pacific, LCDOT and Village are still trying to find the best time to complete that work.

14. ITEMS #10 – ACCEPTANCE OF THE CORRESPONDENCE

President O'Hara introduced the correspondence from the Informational Report on July 10 and 17, 2015

Trustee Christensen moved to accept the correspondence as submitted. Trustee Dewart seconded the motion. The motion passed on the voice vote.

15. ITEM #13 – A RESOLUTION APPROVING AN AMENDMENT TO AN EXISTING SITE PLAN FOR (Inovasi Restaurant located at 28 East Center Avenue)

President O’Hara reported Center Avenue Partners owner of the building at the southeast corner of Center Avenue and Scranton Avenue, proposes to relocate the front door of Inovasi Restaurant further east. This improvement will allow them to construct an internal vestibule and eliminate the need for a temporary external vestibule in the winter, as well as improve interior pedestrian traffic flow. The ABR reviewed the proposed building change at its July 7, 2015 meeting and recommended the Village Board approve the building alteration. She further noted 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.

In response to a comment from Trustee Grenier, President O’Hara stated the alteration results in the first time the front door entryway will not be located on the corner of E. Center Avenue.

Following further discussion, Trustee Grenier moved to adopt the resolution. Trustee Dewart seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Dewart, Grenier, Josephitis and Christensen
Nays: (0)
Absent: (2) Ankenman and Meyer

16. ITEM #16 – TRUSTEE’S REPORT

Trustee Grenier congratulated Danny Taubenheim, a local musician, on his recent performance at Symphony Hall.

Trustee Dewart reported the Park District’s Land Use Committee, comprised of representatives from the Village, Park District, School District #65, Lake Bluff Open Lands Association and Knollwood, have submitted the completed portion of the committees’ activities to the Park District for review and ultimately shared amongst the various entities at a Tri-Board Meeting.

President O’Hara commented on the portion of the preliminary report regarding the disposition of each taxing agency’s properties located within the Village and noted the information will be presented at a future Committee-of-the-Whole meeting.

17. ITEM #17 – EXECUTIVE SESSION

At 7:53 p.m. Trustee Josephitis moved to enter into Executive Session for the purpose of discussing Property Disposition (5 ILCS 120/2(c)(6)). Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

Ayes: (4) Josephitis, Christensen, Dewart and Grenier
Nays: (0)
Absent: (2) Ankenman and Meyer

There being no further business to discuss, Trustee Grenier moved to adjourn out of executive session. Trustee Dewart seconded the motion and the motion passed on a unanimous voice vote at 8:02 p.m.

18. ITEM #22 – ADJOURNMENT

Trustee Grenier moved to adjourn the regular meeting. Trustee Christensen seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:03 p.m.

Respectfully Submitted,

R. Drew Irvin
Village Administrator

Aaron Towle
Village Clerk