

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

SEPTEMBER 12, 2015

APPROVED MINUTES

1. Call to Order & Roll Call

Chair Kraus called to order a special meeting of the Joint Plan Commission and Zoning Board of Appeals (PCZBA) of the Village of Lake Bluff on Saturday, September 12, 2015, at 9:05 a.m. in the Village Hall Conference Room (40 E. Center Avenue).

The following members were present:

Members: Leslie Bishop
 Mary Collins
 Elliot Miller
 Gary Peters
 Steven Kraus, Chair

Absent: Sam Badger
 Michael Goldsberry

Also Present: Brandon J. Stanick, Assistant to the Village Administrator (A to VA)

2. 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.

3. A Continued Workshop Discussion Regarding the Review of Regulations Concerning the Subdivision of Lots and the Village's Bulk Regulations

Chair Kraus introduced the item and noted the purpose of the PCZBA discussion is to begin to formulate concepts and ideas to address the subdivision of lots and the bulk of home in the Village to forward to the Village Board for discussion purposes.

At the request of Chair Kraus, A to VA Stanick provided an update regarding the progress made by the Historic Preservation Commission (HPC) and the Architectural Board of Review (ABR). He noted the HPC would like to lengthen the demolition delay period from a maximum of 120 days to 365 days and allow the Village Board to continue the delay indefinitely (for structures at least 50 years old demolishing at least 50% of the gross floor area). He also noted the HPC's desire to require an applicant to address several questions regarding the purpose of demolishing a house; this would be required to qualify as a complete building permit application. Additionally, he noted the ABR has discussed, and not reached a consensus to date, concerning the review of any new single-family residential construction, or a review of new single-family construction resulting from a teardown. This review would be in addition to the ABR's current responsibility of reviewing commercial construction.

A general discussion regarding preferences for additional process and review for residential redevelopment ensued.

Chair Kraus reviewed the comments submitted by the Members prior to the meeting.

The PCZBA discussed the following:

1. Definitions for “bulk” and “subdivision”;
2. Consider requiring PCZBA review and recommendation to Village Board of all proposed subdivisions (any action that is moving a property line);
3. Consider requiring an advisory board review site plans and building elevations of a new house at a public hearing prior to the consideration of a subdivision request;
4. Consider allowing the HPC and ABR (at their discretion) to hold a public hearing on any proposed subdivision to review the proposal from their areas of expertise;
5. Consider creating standards for subdivisions that maintain scale and character of an existing neighborhood;
6. Consider requiring advisory board review of all site plans and building elevations of any new residence proposed for a vacant lot;
7. Consider requiring the PCZBA, HPC and ABR (at their discretion) to hold a public hearing on the infill housing request from their areas of expertise and forward a recommendation to the Village Board;
8. Prior to issuing a demolition permit for any existing house, consider requiring the site plan and buildings elevations for a new house be reviewed by an advisory board. Property owner must have Village approval to build the new house prior to receiving a demolition permit;
9. Consider allowing the HPC to conduct demolition reviews for the demolition of homes that are less than 50 years in age. Consider allowing the ABR to review at a public hearing the site plan and building elevations of the new house;
10. Consider limiting the size of new houses that are built following a teardown. Consider determining size of new house by: floor area allowed per the Zoning District, no larger than the size of the teardown, 1.xx times the size of the teardown, etc.;
11. Consider creating new zoning classification for governmental/institutional uses such as Village Hall, Public Works facility, Park District Rec Center, Schools, Churches, etc. Currently, these types of facilities are located in residential districts which is not reflective of the activities (or intensity) of institutional uses;
12. Consider encouraging rehabilitation of existing structures through zoning bonuses;
13. Consider developing regulations limiting bulk and encouraging historical/architectural continuity with surrounding properties;
14. Consider limiting the allowable floor area of homes on “deep” lots based on the amount of street frontage of the lot. Refer to 709 Birch as an example;
15. Given the variety of lot sizes in the R-4 District, and the mix of large and small houses that result, consider reducing the floor area allowed on larger lots;
16. Reconsider the amount of floor area bonus given for front porches and rear yard garages;
17. Consider larger sideyard setbacks on large lots;
18. Consider adding restrictions on the percentage of surface land that is covered on small lots;
19. Consider counting all attic space as floor area regardless of ceiling height;
20. Consider excluding ravine slopes from the lot area calculation and only use the table land to determine lot area; and

21. Consider creating a universal parking lot standard(s) to use in all Zoning Districts.

Following its discussion, the PCZBA requested a summary of the discussion points be shared during the regular meeting on September 16, 2015.

4. Commissioner's Report

Chair Kraus noted the next meeting is scheduled for September 16, 2015.

5. Adjournment

As there was no further business to come before the PCZBA, the group adjourned at 11:45 a.m.

Respectfully submitted,

Brandon J. Stanick
Assistant to the Village Administrator