

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

**Wednesday, April 20, 2016  
Village Hall Board Room  
40 East Center Avenue  
7:00 P.M.**

**A G E N D A**

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1. **Call to Order and Roll Call**
2. **Consideration of the December 16, 2015 Joint PCZBA and ABR Workshop Meeting and February 17 and March 16, 2016 PCZBA Regular Meeting Minutes**
3. **Non-Agenda Items and Visitors (Public Comment Time)**  
The Joint Plan Commission & Zoning Board of Appeals Chair and Board Members allocate fifteen (15) minutes during this item for those individuals who would like the opportunity to address the Board on any matter not listed on the agenda. Each person addressing the Joint Plan Commission & Zoning Board of Appeals is asked to limit their comments to a maximum of three (3) minutes.
4. **Continuation of a Public Hearing to Consider a Petition Filed Jointly by Mr. Edward Fiorentino and the Village of Lake Bluff seeking: (i) an Amendment to the Text of the Zoning Regulations to Allow Pool Houses in Residence Districts as a Special Use; ii) a Special Use Permit to Construct and Maintain a Pool House at 611 Lansdowne Lane; and iii) Any Other Zoning Relief as Required to Permit the Construction and Maintenance of a Pool House at the Property**
5. **A Discussion Concerning the Comprehensive Land Use Plan and Zoning Regulations for Central Business District Block Two and Block Three**
6. **Commissioner's Report**
  - Regular PCZBA Meeting Scheduled for May 18, 2016
7. **Staff Report**
8. **Adjournment**

*The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact R. Drew Irvin, Village Administrator, at (847) 234-0774 or TDD number (847) 234-2153 promptly to allow the Village of Lake Bluff to make reasonable accommodations.*

**VILLAGE OF LAKE BLUFF  
JOINT PLAN COMMISSION AND ZONING BOARD OF APPEALS  
SPECIAL WORKSHOP MEETING  
DECEMBER 16, 2015**

**DRAFT MINUTES OF MEETING**

**1. Call to Order and Roll Call**

The Village of Lake Bluff Joint Plan Commission and Zoning Board of Appeals (PCZBA) met at a Special Workshop Meeting in the Village Hall Board Room (40 E. Center Avenue) on Wednesday, December 16, 2015. In the absence of Chair Kraus, Assistant to the Village Administrator Brandon Stanick called the meeting to order at 7:00 p.m. and it was determined that the following were in attendance:

PCZBA Members: Sam Badger  
Leslie Bishop  
Mary Collins  
Michael Goldsberry  
Elliot Miller  
Gary Peters

ABR Members: Neil Dahlmann  
Matt Kerouac  
Carol Russ  
John Sorenson  
Robert Hunter, Chair

Absent: Steven Kraus, PCZBA Chair  
Edward Deegan, ABR Member  
Stephen Rappin, ABR Member

Also Present: Drew Irvin, Village Administrator  
Michael Croak, Building Codes Supervisor  
Brandon Stanick, Assistant to the Village Administrator

As Member Peters volunteered to serve as Chair Pro Tem for the meeting, Member Badger moved to appoint Member Peters as Chair Pro Tem for the meeting. Member Bishop seconded the motion. The motion passed on a unanimous voice vote.

**2. Consideration of the November 18, 2015 PCZBA Regular Meeting Minutes**

Member Miller moved to approve the minutes of the November 18, 2015 meeting with comments from Members Bishop and Collins. Member Collins seconded the motion. The motion passed on a unanimous voice vote.

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

Chair Pro Tem Peters stated there were no requests to address the PCZBA.

**4. A Workshop with the Joint Plan Commission and Zoning Board of Appeals and the Architectural Board of Review to Receive a Presentation and Finalize the Draft Architectural and Streetscape**

**Design Guidelines for Central Business District Block Two and Block Three as Part of the Downtown Subarea Visioning Project**

The PCZBA then reconvened with the ABR to conduct a workshop discussion concerning the matter.

Village Administrator Irvin thanked the Members of the PCZBA and ABR for conducting the joint workshop. He provided background and current information regarding the Downtown Subarea Visioning Project and introduced Jodi Mariano (Teska Associates, Inc.) to review the proposed draft Downtown Design Guidelines.

Ms. Mariano reviewed background information regarding the Downtown Visioning Project and gave a presentation of the Downtown Subarea Visioning Project (CBD Blocks Two and Three).

A discussion regarding the draft design guidelines and the conceptual design plans followed.

A resident asked if the zoning classification would change from residential to mixed-use, to which Ms. Mariano stated commercial use is currently allowed on first floor with second floor residential and that zoning would have to change if three stories were desired.

A resident inquired of the height restrictions along North Avenue. Village Administrator Irvin stated the current height restrictions are less than the proposed three story building.

A resident expressed concern for the type of use and the height of the concept plan that would be presented to developers.

Ms. Robin McAfee (resident) expressed her concern regarding high density developments along North Avenue.

Mr. Mark Stolzenburg (resident) expressed his concern for the density the concept plans allow and the preservation of the character of Lake Bluff. He asked if single-family homes were considered for the south side of North Avenue.

Mr. Kyle Petersen (resident) asked the Village to be cautious of providing this style concept to developers. He expressed his concern that the density in the concept plans is not consistent with the neighborhood.

The ABR and PCZBA's review consisted of the following: density, character, parking, housing diversity, building height, scale, streetscape, traffic, access to the development, setbacks, building material, roofing styles, pediments, public walkways and the potential sequence of redevelopment if there are multiple owners.

As a result of the feedback expressed during the workshop, it was recommended the consideration of the Downtown Subarea Visioning Project be further discussed at a future workshop meeting.

**5. Adjournment of the Meeting**

As no further business came before the PCZBA, the meeting adjourned at 8:45 p.m.

Respectfully submitted,

Brandon J. Stanick  
Assistant to the Village Administrator

Mike Croak  
Building Codes Supervisor

*For additional information, please refer to the December 16, 2015 Joint Workshop Minutes approved by the Architectural Board of Review.*

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

**FEBRUARY 17, 2016**

**DRAFT 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, November 18, 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 (arrived at 7:23 p.m.)  
Gary Peters  
Steven Kraus, Chair

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

**2. Approval of the December 16, 2015 and January 20, 2016 Meeting Minutes of the Joint PCZBA and Architectural Board of Review Meetings.**

Members of the PCZBA expressed their preference to have the public comments from the December 16<sup>th</sup> Meeting memorialized in the minutes before acceptance.

Following a brief discussion, Member Goldsberry moved to approve the minutes of the January 20, 2016 meeting with changes requested by Members Badger, Collins and Goldsberry. Member Bishop 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 a Petition Filed by Lake Effect Holdings, LLC Seeking: (i) a Special Use Permit to Allow the Operation of an Eating Place Without a Drive-Through Facility (SIC 5812) at 600 Walnut Avenue; and (ii) Any Other Zoning Relief as Required to Operate the Business.**

Chair Kraus explained the protocol the PCZBA will use for tonight's various public hearings.

Chair Kraus administered the oath to those in attendance.

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

A to VA Stanick stated the Village received a zoning petition from Lake Effect Holdings, LLC, the owner of the former Village Market building, seeking a special use permit (SUP) to allow an eating place without a drive-through at 600 Walnut Avenue. The proposed tenant is Hansa Coffee, a local small business coffee roaster. The floor plan provided as part of the submittal shows seating for 28 customers at nine tables and one couch. Hansa Coffee will provide a full service coffee bar, assortment of roasted coffee beans, bakery and breakfast items, as well as coffee machines and presses among other coffee accessories. The proposed hours of operation are Monday through Friday, 6:00 a.m. to 9:00 p.m., Saturday from 7:00 a.m. to 10:00 p.m., and Sunday from 12:00 to 6:00 p.m.

A to VA Stanick stated no traffic demands or safety hazards are foreseen with this type of use. There will be minimum impact to public utilities as adequate water and sewer services are currently available. Sanitation service will be provided by the Petitioner's contractor and is currently provided at the rear of the building several times per week. Village Staff does not anticipate any irregular impacts to police and/or fire services.

Village Attorney Andrew Fiske reported the property owner is the applicant for the SUP. If approved, the Petitioner will hold the SUP and will have the authority to establish an eating place consistent with any conditions identified in the SUP and will not require a public hearing with the PCZBA for any future eating places.

Member Goldsberry expressed concern with having too many of the same type of businesses operating in the downtown. He stated he wouldn't want the Village to look like other towns where there are too many of the same businesses in one area.

Chair Kraus stated the issue before the PCZBA is a zoning issue as it is a request for a SUP. The planning was determined when the previous Boards decided this area is for first floor retail. He stated this is a zoning issue because of the change in use from a butcher shop to a coffee shop. In addition, he stated it's up to the market place to determine who succeeds and who doesn't in the event there are similar types of businesses.

Member Bishop asked if a precedent was set when the Village issued a SUP to the property owner to allow Maevery Public House. She expressed concern for doing this for the entire block without coming to the PCZBA. Member Bishop expressed her understanding that any type of restaurant, subject to the landlord's decision, could go into the space in the event this one fails.

Village Attorney Fiske stated each application comes before the PCZBA on its own merit so the action taken on a previous applicant does not bind the decision for other applications. A discussion ensued regarding the purview of the PCZBA.

Mr. Robert Douglass, Managing Partner for Lake Effect Holdings, provided a background summary of the Block One redevelopment process which included the restoration of the Village Market building. He expressed his belief this type of business will bring people to the downtown. This particular business is based in Libertyville where they roast their own coffee beans. He stated the business will drive more traffic into town which will benefit all businesses by attracting people downtown. Mr. Douglass stated this is an independent business and not a national chain. He stated as far as having similar businesses, there are two dry cleaners and several restaurants in the downtown that work well together.

Mr. Douglass stated the Architectural Board of Review has reviewed the exterior façade modifications planned for the building and forwarded its favorable recommendation to the Village Board. Mr.

Douglass stated he is requesting a SUP because a coffee shop is classified as a restaurant and only allowed pursuant to a SUP.

Member Badger asked the Petitioner to comment on his response to the standards for special use permits regarding traffic congestion. Mr. Douglass stated the 15 minute parking duration was based on the average turnaround time for their location in Libertyville. Currently, there are 5 designated 15 minute parking spaces along the west side of Walnut Avenue and in front of Wisma. Mr. Douglass stated the coffee shop will seat 28; however, the likelihood of this being at full capacity all the time is remote.

Member Badger stated he does not have a problem with the use, but does have concerns about the impact on parking.

Mr. Douglass expressed his opinion a parking issue is a good problem and noted the Village has expanded commuter parking to the north at the Train Station Lot. He stated if parking regulations were enforced there would not be any parking issues in the downtown.

Chair Kraus asked if the business will serve breakfast items in addition to coffee. Mr. Douglass stated bakery items, similar to what they have at their current location, would be provided for the morning period. There would also be a large variety of packaged coffee available for sale.

In response to a question from A to VA Stanick, Mr. Douglass stated bakery items are sold at their Libertyville location and nothing at the location that resembles lunch items.

Member Collins stated Hansa Coffee is primarily coffee roasters and expressed her opinion the Libertyville location is not a customer oriented business. Member Collins inquired of the concept for the Lake Bluff store. Mr. Douglass provided background history on the business and noted it is in his best interest that it be successful.

Member Collins stated she does not see a zoning reason to deny a coffee shop at this location and expressed her belief the Village does not want fast food establishments in the downtown. A discussion followed.

Member Bishop inquired of the disability access ramp located at the rear of the building. Mr. Douglass stated the disability access ramp was built in 2008 and there has been no change to any of the exterior of the building except for what was approved by the Village. A discussion concerning the access ramp followed.

Member Bishop stated she feels comfortable with the design of the interior space and she would feel more comfortable with granting the SUP to Hansa Coffee rather than the building owner. Chair Kraus stated Lake Effect Holdings could hold the SUP, but a significant change in use or any conditions would trigger a review by the PCZBA. Village Attorney Fiske stated conditions in the SUP would restrict any type of a blanket approval.

In response to a question from Mr. Douglass, Village Attorney Fiske stated should the use change it would be a similar public hearing process requesting an amendment to an existing SUP.

Chair Kraus opened the floor for public comment.

Mr. John Davis, owner of Prairie Espresso, stated his business has exclusively purchased coffee beans from Hansa Coffee since the opening and he is a bit surprised they are coming to town. He stated what makes Lake Bluff unique is its sense of community and then read his prepared comments. Mr. Davis commented on the long term effects this will have on his business and noted they enjoy the business they built because of the role Prairie Espresso plays in the community.

A resident commented on the planning comments made previously by the Members and expressed his opinion the planning perspective was snuffed out and the Board appears to only be addressing this as purely a zoning matter. He expressed his understanding the PCZBA is to help determine what the Village wants and how it will fit into the community.

Ms. Katherine Murray (resident) expressed her concern regarding the impacts to parking and traffic and noted the need for a better parking study. She expressed her belief that non-resident patrons visiting the coffee shop will have a huge impact on traffic. She stated it is important to keep Lake Bluff unique and special.

As there were no further comments, Chair Kraus closed the public hearing

Member Badger continued to express a concern for traffic due to the proposed hours of operation. The impact on traffic is going to be heavy and with existing restaurants and the brewery this will attract even more people to the downtown. He asked if the hours of operation could be limited to 6:00 a.m. to 2:00 p.m., seven days a week.

Chair Kraus asked if the business would find the change in hours acceptable. Mr. Douglass expressed his concern with the direction this is going and noted we live in a free market society.

In response to a question from Chair Kraus, Mr. Douglass stated Starbucks hours of operation is typically 9:00 a.m. to 10:00 p.m.

Chair Kraus expressed concern regarding impacts to traffic as this use is more intense than the butcher shop.

Mr. Douglass asked if the PCZBA could use the Village Parking Study as a reference to address the parking concerns.

Member Miller stated people could stay at coffee shops a long time to study or work and that will impact parking.

Member Goldsberry stated if zoning is all we are looking at then this petition passes a lot of the things the PCZBA would normally approve. He expressed concern regarding double parking in front of the building. A discussion ensued regarding parking enforcement.

Member Bishop inquired of the parking spaces located behind the building. Mr. Douglass expressed his understanding the parking lot located on Walnut Avenue is designated 4 hour parking. A to VA Stanick stated there is parking available behind the Village Commons after business hours.

Village Attorney Fiske advised of the parking regulations approved as part of the Block One Development and noted the parking at the Village Commons Building must comply with final plat approval.

Chair Kraus summarized the request noting it would be primarily a breakfast location, similar to Starbucks, serving pre-packaged food items. There is a maximum of 28 seats and no on-site food preparation. There is a recommendation to limit the hours of operation to 6:00 a.m. to 2:00 p.m., seven days a week.

Member Peters inquired about the interpretation of the standard concerning interference with surrounding developments and whether the Village Code provides any guidance with respect to the standard. Village Attorney Fiske stated the Village Code does not define the standards. He stated members should apply their discretion and experience to the standards. The terms are not defined and it is within the PCZBA's legislative authority to consider those standards and apply them to their understanding of the community and the location of the business.

A discussion regarding the availability of parking behind Block One followed.

A to VA Stanick advised the Downtown Parking Study reported several things, including, downtown merchants parked in front of their businesses occupying parking spaces that should be used by visitors and that consistent enforcement is needed. He noted several actions the Village has taken in response to the study.

Member Badger stated the hours of operation are going to be the same as existing businesses in the downtown, which will impact parking. He stated one solution would be to limit the hours of operation.

Member Miller moved to recommend the Village Board deny the request for a special use permit (SUP) by Lake Effect Holdings, LLC to allow the operation of an eating place without a drive-through facility. Member Collins seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Miller, Peters, Badger, Bishop and Collins  
Nays: (2) Goldsberry and Chair Kraus  
Absent: (0)

Mr. Douglass expressed his opinion regarding the public hearing process and his intent to challenge the decision. Village Attorney Fiske advised this is only a recommendation, which will be considered by the Village Board at an upcoming meeting.

**5. A Public Hearing to Consider a Petition Filed by Vlad's Gym, Inc. Seeking the Following: (i) Text Amendments to the Zoning Regulations to Establish "Physical Fitness Facility (SIC 7991)" as a Special Use in the Light Industry District (L-1), (ii) a Special Use Permit to Operate a Physical Fitness Facility at 910 Sherwood Drive, Unit #23, and (iii) Any Other Zoning Relief as Required to Permit the Operation of a Physical Fitness Facility at the Property**

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

A to VA Stanick stated the Village received a two part zoning petition requesting a text amendment to the Zoning Code to establish physical fitness facility as a special use in the L-1 District and a SUP to Vlad's Gym, Inc. to operate a physical fitness facility at 910 Sherwood Dr., Unit #23.

Mr. Vladimir Curguz provided information regarding the proposed space and noted the existing conditions of the space are sufficient for the gym. The business will be a one-on-one, private personal training studio. The hours of operation are Monday through Friday (5:00 a.m. to 12:00 p.m.) and occasionally from 4:00 to 7:00 p.m., and Saturday (6:00 a.m. to 12:00 p.m.) The hours are based on

appointment only with the busiest hours occurring between (5:00 and 8:00 a.m.) causing minimal traffic impacts to adjacent businesses. Mr. Curguz reported on his credentials as a trainer and provided background information regarding the business.

Member Miller moved to recommend the Village Board approve the proposed text amendment establishing physical fitness facilities as a special use in the L-1 District, as well as approve a SUP to the applicant with the conditions that it be limited to personal training classes and to the hours of operation specified in the application. Member Goldsberry seconded the motion. The motion passed on the following roll call vote:

Ayes: (7) Peters, Badger, Bishop, Collins, Goldsberry, Miller and Chair Kraus  
Nays: (0)  
Absent: (0)

6. **A Public Hearing to Consider a Petition Filed Jointly by Mr. Edward Florentino and the Village of Lake Bluff Seeking: (i) a Text Amendment to Section 10-5-9 of the Lake Bluff Zoning Code, Concerning Accessory Buildings and Structures, to Allow Pool Houses that Facilitate the Use of Swimming Pools but are not used as Dwellings to Contain Heat, Light, and Shower Facilities, and (ii) Any Other Zoning Relief as Required to Allow Pool Houses that Facilitate the Use of Swimming Pools but are not Used as Dwellings to Contain Heat, Light, and Shower Facilities**  
Chair Kraus introduced the agenda item and requested an update from Staff.

A to VA Stanick stated the Village received a zoning petition for a text amendment to address the definition in the Zoning Code regarding living quarters, which are not permitted in accessory structures. The type of structure being built is a pool house with a shower facility and shower facilities are not permitted in accessory structures. This concept has been discussed internally by Village Staff in the past and the Village is serving as a Co-Petitioner with Mr. Florentino for the text amendment. The request is to consider an amendment to the text of the Zoning Code to change the requirements that determine “Living Quarters”.

A discussion regarding the definition of “Living Quarters” followed.

Chair Kraus stated the public hearing process normally requires the Petitioner to attend, and since there is no representative present at the meeting, the public hearing process will be continued to the next meeting.

7. **A Public Hearing to Consider a Petition Filed by Mr. and Mrs. Bruce Danly Seeking the Following: (i) a Variation from the Maximum Gross Floor Area Regulations of Section 10-5-6 of the Zoning Code, (ii) a Variation from the Maximum Daylight Plane Height Restrictions of Section 10-5-5 of the Zoning Code, and (iii) Any Other Zoning Relief as Required to Build an Addition on the Rear of the House at 611 E. Prospect Avenue**  
Chair Kraus introduced the agenda item and requested an update from Staff.

A to VA Stanick stated the Village received a zoning petition seeking a zoning variation from the maximum gross floor area regulations and the R-4 minimum side yard setback requirements to remove and reconstruct a single-story addition on the rear of the house to serve as a mudroom. The new addition will also have a railing on the roof, which does not intercept the daylight plane height. The floor area of the portion being removed is 91.04 sq. ft. The single story addition will be reconstructed at a new size of 108.60 sq. ft. (17.56 sq. ft. greater). The house was constructed in the 1880s and the existing floor area (2,759.54 sq. ft.) exceeds the maximum floor area allowed by 1,000.41 sq. ft.

Because the addition is enhancing the existing legal non-conformity by 17.56 sq. ft., a total maximum floor area variation of 1,017.98 sq. ft. (or 57.87% variation) is required to construct the new addition. The existing side yard setback on the property is 4'4" (5.18 ft. required), a legal non-conformity that encroaches .78" (or 9") into the westerly side yard. Because the addition is enhancing the existing non-conformity, a variation to encroach into the westerly side yard is also required.

Mr. Bruce Danly provided an update of the project and summarized the petition. Mr. Danly stated a hardship exists because the house, constructed prior to the zoning regulations, is closer to the property lines and not centered on the lot and that the house was built larger than what the Village now allows.

In response to a question from Chair Kraus, Mr. Danly stated the backyard is located on the south side of the property and abuts the property line of 615 Prospect Avenue.

Member Collins inquired of the drainage issues addressed in the letter submitted by Mr. John Sorensen. Mr. Danly stated he and Mr. Sorensen have discussed options to address drainage by routing stormwater toward the front of the property. He stated his intent is to get the stormwater away from the back and sides of the property.

In response to a question from Member Bishop, Mr. Jacob Lenzke, (resident) stated he never received notice of the public hearing and is concerned with drainage issues.

Mr. Danly stated the plans were discussed with some of the neighbors, but unfortunately they were not able to address each neighbor. He expressed his opinion the drainage issue would be resolved once the system is routed to the sanitary main along E. Prospect Avenue.

Mr. Charles Clark (resident) expressed his support for the project noting he is an owner of an older home as well and asked the Village to view these types of situations as an opportunity to retain the character of Lake Bluff.

Ms. Karen Curtis (resident) expressed her support for the project and expressed her opinion that many families will find the home more livable based on the decision made by the Board. She thanked the PCZBA for their service and for preserving the character of Lake Bluff.

Ms. Christine DeYoung (resident) expressed her support for the project and the Petitioner's choice for renovation over demolition. She expressed her opinion that some of the homes that were demolished on E. Center Avenue and have since been rebuilt do not fit with the neighborhood.

Mr. Lenzke stated he grew up in Lake Bluff and appreciates renovation of older homes. He asked what it is about the additional 1.10 inches that will make or break the improvements to the home and how this is critical to the daylight plane.

A to VA Stanick stated there is no encroachment into the daylight plane, the proposed improvement encroaches into the westerly setback.

Member Peters asked the Petitioner to ensure that precautionary measures are taken to protect neighbors from any drainage issues as a result of constructing the proposed addition.

Mr. John Sorensen (resident) stated the drainage needs to be addressed appropriately and expressed his concern regarding the garage becoming livable space.

Member Goldsberry stated he does not have any issue with the request.

Member Miller moved to recommend approval of the requested variations from the maximum gross floor area regulations and the R-4 minimum side yard setback requirements with the condition the drainage is addressed appropriately. Member Bishop seconded the motion. The motion passed on the following roll call vote:

Ayes: (7) Peters, Badger, Bishop, Collins, Goldsberry, Miller and Chair Kraus  
Nays: (0)  
Absent: (0)

**8. Commissioner’s Report**

Chair Kraus reported the regular PCZBA Meeting is scheduled for March 16, 2016.

**9. Staff’s Report**

A to VA Stanick had no report.

Member Goldsberry inquired of the status of the Stonebridge Development. Chair Kraus stated the developer has requested an informal discussion with the Village President, ABR Chair and himself to review their changes to date.

Village Attorney Fiske informed the PCZBA this is his last official meeting with the PCZBA and stated it has been a pleasure working with the group. He introduced the new Village Attorney, Benjamin Schuster, who will serve as legal counsel.

**10. 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 meeting adjourned at 9:40 p.m.

Respectfully submitted,

Brandon Stanick  
Assistant to the Village Administrator

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

**MARCH 16, 2016**

**DRAFT 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, March 16, 2016, 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  
Steven Kraus, Chair

Absent: Elliot Miller, Member  
Gary Peters, Member

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

**2. Approval of the December 16, 2015, February 9, 2016 Joint PCZBA and Architectural Board of Review (ABR) Workshop Meetings and February 17, 2016 PCZBA Regular Meeting Minutes**

Member Goldsberry moved to approve the minutes of the February 9, 2016 Joint PCZBA and ABR Workshop Meeting with comments requested by Member Bishop. Member Collins seconded the motion. The motion passed on a unanimous voice vote.

Chair Kraus stated the December 16, 2015 Joint PCZBA and ABR Workshop Meeting and February 17, 2016 PCZBA Regular Meeting Minutes will be considered at the next PCZBA meeting.

**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 a Petition Filed by Lake Effect Holdings, LLC Seeking: (i) a Special Use Permit to Allow the Operation of an Eating Place Without a Drive-Through Facility (SIC 5812) at 600 Walnut Avenue; and (ii) Any Other Zoning Relief as Required to Operate the Business**

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

A to VA Stanick stated at its meeting on February 17, 2016 the PCZBA conducted a public hearing and recommended the Village Board deny the zoning petition from Lake Effect Holdings, LLC (Petitioner) seeking a special use permit (SUP) to operate an eating place without a drive through facility at 600 Walnut Avenue. The proposed tenant for the space is Hansa Coffee. On February 22<sup>nd</sup>

the Village Board voted to refer the zoning petition back to the PCZBA for further consideration due to new information provided by the Petitioner that was not available to the PCZBA during the public hearing.

Chair Kraus stated the proposal presented at the February 17<sup>th</sup> PCZBA meeting has not changed. As traffic and parking were the issues addressed at that meeting this will be the bulk of the conversation for tonight's meeting.

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

Mr. Robert Douglass, Managing Partners for the Petitioner, stated the previous SUP was denied pursuant to standards for special use permit concerning traffic congestion and noted the new information addresses how Hansa Coffee may impact parking in Central Business District (CBD). The Lake Bluff Downtown Parking Study (Rich & Associates, Inc.) indicates peak business hours in the CBD occurring 11:00 a.m. to 1:00 p.m. where the peak operating hours for Hansa Coffee is 7:00 to 11:00 a.m. As this is the case there would be adequate parking to handle any increase in traffic in the CBD. Mr. Douglass stated at peak capacity Hansa Coffee would utilize approximately 19 parking spaces, as Hansa Coffee proposes 28 seats, he expressed his belief that would amount to 19 spaces with the café at full capacity. Based on the data presented by the Petitioner, he stated at full capacity the coffee shop would account for 9% of the parking in the entire CBD bringing average total during the timeframe described to 34% total occupancy in the CBD.

Mr. Douglass described how the proposed use would not interfere with the development or use of surrounding properties noting the Staff memorandum describes the surrounding land use: North - Parking lot & multi-family residential, East - Office, South - Village Green Park, West - Office, restaurant & train station. Mr. Douglass expressed his belief that Hansa Coffee will enhance the development and attract more customers to the CBD. He stated when the Block One site plan was approved (Ordinance 2007-14) the 600 Walnut Avenue retail space was accounted for by the Village which included all retail spaces in Block One. He expressed his opinion, that given the additional information provided, the application satisfies all the standards for special use permits and is consistent with the goals of the CBD.

Chair Kraus recapped the new information provided, which included a letter from Rich and Associates, Inc. concerning the potential impact of the new use and a memorandum from Village Engineer Jeff Hansen verifying the consultant's information.

Member Goldsberry expressed his concern with increased vehicular traffic during peak periods and the potential for double parking along Walnut Avenue. Mr. Tom Maegdlin, Co-Owner of Hansa Coffee, stated parking is an enforcement issue which should be addressed by the Police Department when such incidents occur.

Member Goldsberry inquired of their marketing strategy to attract customers. Mr. Maegdlin stated the goal of a private enterprise is to get as many customers as possible, local or out-of-towners.

In response to a comment from Member Goldsberry, Mr. Kevin Kane, Co-Owner of Hansa Coffee, stated the Libertyville location does not have "grab and go" customers. The patrons

actually park their vehicles and come inside to place an order which takes approximately seven minutes to complete. During the morning hours commuters and business people use the shop and it is also used in the evening by high school students, college students, professionals and parents/couples that desire a non-alcoholic environment.

Member Collins stated the business moto described is not reflected in any of the materials provided to the PCZBA. She stated Walnut Avenue is a unique street as traffic tends to feed onto North Avenue and the matter needs to be addressed more seriously. She commented on the Rich and Associates, Inc. demand model and quotes mentioned in the Village Engineer's letter. She expressed her opinion six parking spaces per 1,000 is not credible to the 28 seats available in addition to the customers that come in to purchase coffee and are not seated.

Member Collins stated in order for the business to work there needs to be adequate short-term parking and she expressed her opinion there wasn't enough information given from the parking study. Mr. Douglass stated the three parking spaces located immediately to the east of the building along Walnut Avenue and the first two spaces on the north side of the building are 15 minute parking spaces, which also serve the Post Office.

Member Badger expressed his appreciation for the new information and for the Co-Owners attending the meeting. The graphs showing the peak hours helped to better understand the situation and stated he is more satisfied with the parking situation given the new information. He expressed his belief the proposed operating hours should not interfere with the surrounding businesses as many establishments will be closed and the employees are no longer using the spaces.

Member Bishop stated the new information provided by the Petitioner is much clearer. She asked if the SUP could be restricted to apply only to Hansa Coffee and not transferable to any future restaurant at this location.

Chair Kraus stated he likes that the proposal will not prepare food on-site and concurred with the reports received from experts that a coffee shop is different than a full service restaurant. He stated if there is significant change in use the Village may want the opportunity to review again should any change occur to the business that would impact the area.

Mr. Kane stated food preparation will not occur at this establishment because of labor costs and it takes the focus off of their main product which is coffee. Should there be a need to serve outside food it will be prepackaged items from local vendors.

Mr. Douglass stated the Petitioner and the business is receptive to having conditions placed on the SUP requiring Village approval for any changes. Lastly, Mr. Douglass provided a stack of letters of support for the public record.

Chair Kraus opened the meeting for public comments.

Chair Kraus administered the oath to Ms. Marina Carney Puryear (resident). Ms. Puryear showed a picture of a vehicle double parked on Walnut Avenue in front of the proposed establishment. She expressed her concerns regarding parking and increased traffic especially during the Farmers' Market. Ms. Puryear stated she lives next to the CBD and shared her personal experience with

discarded trash from food establishments that will attract animals. She also expressed concern for the mail truck which travels along Walnut Avenue.

Mr. Terry Levin (member of Lake Forest/Lake Bluff Chamber) expressed his support for Hansa Coffee. He stated the benefits of having this type of business in the community will far outweigh any problems it could cause.

Chair Kraus administered the oath to Mr. Luke Stow (Libertyville resident). Mr. Stow stated he works for the City of Evanston which has approximately 25 coffee establishments and noted their economic development team has been working with Hansa to recruit them to come to Evanston.

Mr. Paul Bettendorf (Lake Bluff resident) expressed his opinion that Hansa Coffee has a superior espresso product. He stated many of the local region roasters in Lake County have moved for various reasons. He stated the best Lake County has to offer is mediocre espresso products and Lake Bluff has an opportunity to get a superior product. He expressed his opinion the PCZBA or Village government should not determine how many coffee shops are allowed, but provide a level playing field so the market can determine who wins and loses.

Ms. Kathryn Briand (Lake Bluff resident) stated this is not a referendum on the quality of Hansa Coffee or the integrity of their business motto. She stated Prairie Espresso has been using their product and as a result of their due diligence it is believed the restaurant will do well in this community. She expressed her concern for traffic and asked if the PCZBA had received all the necessary information to make an informed decision. The decision should not be based on the vibrancy in the downtown but for the safety of the community.

Chair Kraus administered the oath to Ms. Katherine Murray (Lake Bluff resident). Ms. Murray commented on the proposed location noting if Evanston cannot find a location for Hansa Coffee how could Lake Bluff. She expressed her concern for how the business will impact parking and traffic in downtown. She also expressed her concern for local businesses and asked the PCZBA to consider the shop local slogan.

Member Collins commented on parking and stated there need to be a somewhat realistic idea for what a typical day at the restaurant would be. Mr. Douglass stated there is no precise science for CBD parking. He stated even if the business is at full capacity it is still below 50% on-street parking for downtown during the morning peak demand hours.

Mr. Maegdlin shared monthly parking data based on their Libertyville location which averaged approximately 275 transactions per day.

Chair Kraus administered the oath to Mr. Lonnie Hodge (Great Lakes resident). Mr. Hodge stated he lives on the Naval Base but visits Hansa Coffee in Libertyville on a regular basis. The establishment has very few parking spaces, but he has never experienced any parking issues. He also noted the establishment is within close proximity of other coffee shops which appear to be thriving as well. He commented on how the business has contributed to the military community and expressed his belief it is going to attract more traffic and interest for the area.

Ms. Murray (Lake Bluff resident) asked if a more recent study of similar businesses in the area, such as Starbucks, can be provided to help make an informed decision.

Member Goldsberry asked if this was the correct SUP for a grab and go business. He stated should the business change the Village may not have any recourse.

Village Attorney Benjamin Schuster explained the conditions that could be placed in a SUP.

Chair Kraus closed the public hearing.

Village Attorney Schuster explained the voting protocol noting a majority of at least three is needed for a positive recommendation to the Village Board.

Member Badger moved to recommend the Village Board approve a SUP to allow the operation of an eating place without a drive-through facility with the following conditions: i) Hansa Coffee Roasters (Restaurant) shall be the exclusive Restaurant operating at this location; ii) the Restaurant shall be a coffee shop that shall not prepare food on-site; iii) the Restaurant shall operate from 6:00 a.m. to 9:00 p.m. Monday through Friday, 7:00 a.m. to 10:00 p.m. on Saturday, and 12:00 to 6:00 p.m. on Sunday; iv) no more than 28 seats may be provided for customer use; v) the maximum space for the Restaurant shall not exceed 1,030 sq. ft.; vi) the Restaurant shall meet regularly with Village Staff to review traffic, parking and other issues relating to business operations; and vii) all Restaurant employees must obtain a Downtown Employee Parking Permit and park at the Train Station. Member Goldsberry seconded the motion. The motion passed on the following roll call vote:

Ayes:	(4)	Badger, Bishop, Goldsberry and Chair Kraus
Nays:	(0)	
Abstain	(1)	Collins
Absent:	(2)	Miller and Peters

**5. Continuation of a Public Hearing to Consider a Petition Filed Jointly by Mr. Edward Fiorentino and the Village of Lake Bluff Seeking: (i) a Text Amendment to Section 10-5-9 of the Lake Bluff Zoning Code, Concerning Accessory Buildings and Structures, to Allow Pool Houses that Facilitate the Use of Swimming Pools but are not used as Dwellings to Contain Heat, Light, and Shower Facilities, and (ii) Any Other Zoning Relief as Required to Allow Pool Houses that Facilitate the Use of Swimming Pools but are not Used as Dwellings to Contain Heat, Light, and Shower Facilities**

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

A to VA Stanick stated the Village is serving as Co-Petitioner with Mr. Fiorentino for a text amendment to allow accessory structures (a pool house in this case) to have shower facilities. Although the zoning petition is requesting the Village amend the definition of “Living Quarters”, there are several ways the Village can approach regulating the number of dwelling units on one property.

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

Mr. Christopher Derrick, architect representative for Mr. Fiorentino, stated the request is for a text amendment to allow a shower in a pool house. Currently, the Zoning Code defines Living Quarters as an accessory building or structures that has heat, light and bathing or shower facilities. Pursuant to the Zoning Code bathing or shower facilities are prohibited to accessory buildings;

however, showering before swimming in a pool is a way to promote health. Mr. Derrick showed a slide of the site and floor plans for the pavilion, and elevations of the pool house in relation to the property.

Member Badger inquired of the violation if the Petitioner were to move forward as planned. A to VA Stanick stated the definition of living quarters includes bathing and shower facilities, and because this is an accessory structure, showers and bathing facilities are not allowed. A discussion followed.

Members Bishop and Goldsberry expressed concerns about allowing more than one dwelling unit on a property.

Mr. Derrick clarified the ongoing construction process noting the pool house is under construction with no shower facility. A discussion regarding the review process and the requirements followed and it was the consensus of the PCZBA to have Staff prepare a draft ordinance approving a text amendment allowing pool houses as a special use.

Member Goldsberry moved to direct Village Staff and Legal Counsel to prepare a text amendment to the Zoning Code establishing pool houses as a special use in single-family residence districts for consideration at its next meeting. Member Bishop seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Bishop, Collins, Goldsberry, Badger and Chair Kraus  
Nays: (0)  
Absent: (2) Miller and Peters

**6. A Public Hearing to Consider a Petition Filed by the Lake Bluff Park District Seeking an Amendment to the Existing Special Use Permit (Ordinances #2009-05 and #2012-05 as Amended) to: (i) Lengthen the Time for the Installation, Operation and Maintenance of a Smaller Tent Structure on the South Lawn of the Lake Bluff Golf Course Club House (355 W. Washington Avenue); and (ii) Any Other Zoning Relief as Required**

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

A to VA Stanick provided background information on the existing SUP. The SUP for the tent first expired on November 1, 2011 and the Petitioner, through Ordinance 2012-05, was granted an extension of time through November 1, 2015. The Petitioner is requesting an amendment to the existing SUP to allow the construction, operation and maintenance of a tent facility for an additional four years through December 31, 2019.

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

Mr. Ron Salski, Executive Director of the Lake Bluff Park District, provided background history on the existing SUP and noted the request is to amend the existing SUP to continue to operate the tent pursuant to the current conditions. The Golf Club has revised its business model to focus on growing golf outings; therefore, the plan is to install a smaller tent, 40 ft. x 60 ft. (2,400 sq. ft.). The Park District would also like to setup an additional tent on the exposed asphalt area for special events such as the Firemen's Ball. Lastly, Mr. Salski stated the surrounding neighbors have been contacted and a few have expressed their support for a smaller tent.

As there were no concerns from the PCZBA, Member Bishop moved to recommended the Village Board amend the existing special use permit allowing the installation, operation and maintenance of a smaller tent structure (2,400 sq. ft. in size) each year (from March 1<sup>st</sup> to October 31<sup>st</sup>) through December 31, 2019 on the south lawn of the Lake Bluff Golf Course Club House in addition to the previous conditions of the special use permit. Member Goldsberry seconded the motion. The motion passed on the following roll call vote:

Ayes: (5) Collins, Goldsberry, Badger, Bishop and Chair Kraus  
Nays: (0)  
Absent: (2) Miller and Peters

**7. A Discussion Regarding Lake Bluff Park District Zoning Matters**

Chair Kraus introduced the agenda item.

Village Administrator Irvin provided an update noting neither Artesian Park nor Sunrise Park and Beach operate under a special use permit. The Park District has agreed to prepare and submit to the Village an application for approval of a special use permit for the operation of Sunrise Park and Beach as a public park; however, before the Park District begins the zoning process, and so that Staff can best counsel the Park District, Staff is seek direction from the PCZBA regarding certain related considerations: (i) creation of Institutional Zoning District and (ii) planning for the North Shore Water Reclamation District Overflow Basin Project.

A discussion ensued amongst the PCZBA of matters relating to the Lake Bluff Park District, including the establishment of an institutional zoning district for the Park District and other similar public entities. Village Staff advised a draft ordinance establishing an institutional zoning district will be presented to the PCZBA at a future meeting.

**8. Commissioner's Report**

Chair Kraus reported the next regular PCZBA meeting is scheduled for April 20, 2016.

**10. Staff's Report**

Staff had no report.

**11. Adjournment**

As there was no further business to come before the PCZBA, Member Goldsberry moved to adjourn the meeting. Member Bishop seconded the motion. The meeting adjourned at 9:17 p.m.

Respectfully submitted,

Brandon Stanick  
Assistant to the Village Administrator

## VILLAGE OF LAKE BLUFF

### Memorandum

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**TO:** Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals

**FROM:** Brandon J. Stanick, Assistant to the Village Administrator

**DATE:** April 15, 2016

**SUBJECT:** **Agenda Item #4** - Pool House Text Amendment & Special Use Permit

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**Applicant Information:** Ed Fiorentino and the Village of Lake Bluff  
(Co-Petitioners)

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**Purpose:** To amend the text of the Zoning Code establishing pool houses as a special use in residence districts as well as consider a request for a special use permit to allow a pool house at 611 Lansdowne Lane (Estate Residence District).

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**Public Notice:** *Lake County News Sun* – April 4, 2016

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**Applicable Land Use Regulations:** **Section 10-1-2:** Definition of Accessory Structures  
**Section 10-2-9:** Text amendments  
**Section 10-4-2E:** Special Use Permits  
**Section 10-5-9G:** Living Quarters as Accessory Structures

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### **Background and Summary**

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Over the past several meetings the Plan Commission and Zoning Board of Appeals (PCZBA) has reviewed and discussed an application from Mr. Ed Fiorentino, property owner of 611 Lansdowne Lane, requesting a text amendment to allow pool houses with shower facilities in Residence Districts. As previously reported this concept has been discussed internally by Village Staff in the past and the Village is serving as Co-Petitioner with Mr. Fiorentino for the text amendment.

Pursuant to Section 10-5-9G of the Zoning Code bathing or shower facilities are prohibited in accessory buildings:

*“Living quarters shall not be permitted in an accessory building. An accessory building or structure shall be considered to have living quarters if an accessory building or structure has heat, light and bathing or shower facilities.”*

At its meeting on March 16, 2016 the PCZBA received a presentation from the property owner's representative, discussed the request, and directed Staff and Legal Counsel to prepare a draft ordinance allowing pool houses, which are accessory structures, to have heat, light and bathing or shower facilities upon the issuance of a special use permit. In addition to the proposed text amendment, the property owner is requesting a special use permit to construct and maintain a pool house that has heat, light, and bathing or shower facilities on his property.

The standards for special use permits and the guiding principles for text amendments are addressed in the zoning petition. Please disregard responses to the standards for variation since the petition is a request for a text amendment and a special use permit. Also, Mr. Fiorentino submitted drawings for his house at 611 Lansdowne Lane that is currently under construction; please contact me for copies as these drawings were provided previously. The pool house drawing is attached for the PCZBA's reference.

### **PCZBA Authority**

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The PCZBA has authority to:

- Recommend the Village Board approve or deny the request for:
  - a text amendment to establish residential pool houses that have heat, light and bathing or shower facilities as a special use in the Village's Residence Districts; and
  - a SUP to construct and maintain a residential pool house that has heat, light and bathing or shower facilities at 611 Lansdowne Lane.

### **Recommendation**

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Following the public hearing to consider the requests, the PCZBA should take one of the following actions:

- If more information is required, continue the public hearing to a date certain to allow the Co-Petitioners to provide additional information.
- If more information is not required, vote to:
  - Recommend the Village Board approve or deny the request for:
    - i. a text amendment to establish residential pool houses that have heat, light and bathing or shower facilities as a special use in the Village's Residence Districts; and
    - ii. a SUP to construct and maintain a residential pool house that has heat, light and bathing or shower facilities at 611 Lansdowne Lane.

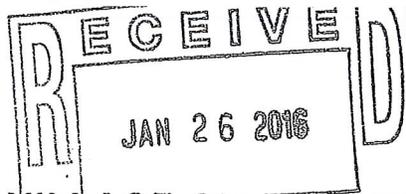
### **Attachments**

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- Co-Petitioners' zoning application and related material.

If you should have any questions concerning the information provided in this memorandum please feel free to contact me at 847-283-6889.

FEE PAID:   
RECEIPT NUMBER:



DATE RECEIVED BY VILLAGE:

**VILLAGE OF LAKE BLUFF**  
**APPLICATION FOR ZONING VARIATION, SPECIAL USE PERMIT, REZONING, OR PRD**

**SUBJECT PROPERTY**

Address: 611 Lansdowne Zoning District: E1  
(Property address for which application is submitted)

Current Use: RESIDENTIAL  
(Residential, Commercial, Industrial, Vacant, Etc.)

PIN Number: 12-21-402-106

**APPLICANT**

Applicant: ED FIORENTINO

Address: 1350 W. KENNICOTT DR., LAKE FOREST, IL. 60045  
(Address if different than subject property)

Relationship of Applicant to Property: OWNER  
(Owner, Contract Purchaser, Etc.)

Home Telephone: 847-778-1876 Business Telephone: 847-234-6947

**OWNER**

**Owner - Title Holder**

Name: ED FIORENTINO  
Address: 1350 W. KENNICOTT DR.  
LAKE FOREST IL 60045  
Daytime Phone: 847-778-1876

**If Joint Ownership**

Joint Owner: \_\_\_\_\_  
Address: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_

If ownership is other than individual and/or joint ownership, please check appropriate category and provide all additional ownership information as an attachment.

- Corporation  Partnership  
 Land Trust  Trust  
 Other: \_\_\_\_\_

Are all real estate taxes, special assessments and other obligations on the subject property paid in full?

Yes

No

If No, Explain: \_\_\_\_\_

## ACTION REQUESTED

To provide time for legal notification requirements, any application requiring a Public Hearing before the Zoning Board of Appeals must be received at least 25 days prior to the next meeting date.

- Zoning Variation
- Special Use Permit
- Text Amendment
- Rezoning
- Planned Residential Development
- Other: \_\_\_\_\_

Applicable Section(s) of Zoning Ordinance, if known: SECTION 10-5-96: "LIVING QUARTERS SHALL NOT BE PERMITTED IN AN ACCESSORY BUILDING. AN ACCESSORY BUILDING OR STRUCTURE SHALL BE CONSIDERED TO HAVE LIVING QUARTERS IF AN ACCESSORY BUILDING OR STRUCTURE HAS HEAT, LIGHT, AND BATHING OR SHOWER FACILITIES."

Narrative description of request: WE ARE REQUESTING A TEXT AMENDMENT TO REDEFINE "LIVING QUARTERS" TO ALLOW A SHOWER IN THE POOL HOUSE/DINING PAVILION. IT SHOULD ALSO BE NOTED THAT ALLOWING SHOWERS IN A POOL HOUSE ENCOURAGES THE GOOD SANITATION PRACTICES OF SHOWERING BEFORE & AFTER ENTERING THE POOL AND/OR SPA TUB.

## STANDARDS FOR VARIATIONS AND SPECIAL USE PERMITS

The Zoning Board is required by the Illinois State Statutes to apply the following standards in reviewing requests for Variations and Special Use Permits. The Board may only grant a variation or recommend that the Village Board grant a variation in cases where there are practical difficulties and particular hardships brought about by the strict application of the Zoning Ordinance and not by any persons, presently or formerly, having an interest in the property. The applicant has the burden of establishing each of these standards both in writing and at the Public Hearing. Please attach additional materials if necessary.

### STANDARDS FOR VARIATIONS:

1. **Practical Difficulty or Hardship:** Describe the practical difficulty or particular hardship that would result from the strict application of the Zoning Ordinance.

A POOL HOUSE DESIGNED IN COMPLIANCE WITH LAKE BLUFF ZONING REGULATION SECTION 10-5-9 CAN NOT HAVE A SHOWER DUE TO THE DEFINITION OF "LIVING QUARTERS" AS DEFINED IN SECTION 10-5-96.

2. **Unique Physical Condition:** Describe the unique characteristics of the lot or structures on the subject property which are exceptional, such as: a) existing unique structures or uses, b) irregular lot shape, size, or location, c) exceptional topographical features, or d) other extraordinary physical conditions.

N/A THERE ARE NO UNIQUE PHYSICAL CONDITIONS THAT INFLUENCE THIS VARIATION

3. **Special Privilege:** Describe how the request will not simply provide the applicant with a special privilege that other property owners do not enjoy. The request must be for relief from the regulations due to hardship, and not simply to reduce inconvenience or to provide for financial gain.

THIS REQUEST DOES NOT REDUCE INCONVENIENCE OR PROVIDE FINANCIAL GAIN FOR THE CLIENT, BUT INSTEAD CORRECTS AN UNREASONABLE AND ILLOGICAL DEFINITION WITHIN THE ZONING CODE

4. **Code Purposes:** Describe how the request does not violate the intentions of the regulations. The applicant must show that the request does not adversely impact surrounding properties or the general welfare.

THIS TEXT AMENDMENT, IF GRANTED, WILL NOT VIOLATE THE INTENTIONS OF THE REGULATIONS. THE INTENTION OF THIS SECTION OF CODE IS TO EXCLUDE LIVING QUARTERS FROM ACCESSORY BUILDINGS. "LIVING QUARTERS" NEEDS TO BE DEFINED IN A DIFFERENT MANNER.

5. **Public Health and Safety:** Describe how the request will not: a) adversely impact the supply of light and air to adjacent properties, b) increase traffic congestion, c) increase the hazard of fire, d) endanger public safety, e) diminish the value of property within the surrounding area, or f) impair the public health, safety, comfort, morals, and welfare of the people.

(GRANTING THIS TEXT AMENDMENT WILL NOT A) ADVERSELY IMPACT THE SUPPLY OF LIGHT & AIR TO ADJACENT PROPERTIES B) INCREASE TRAFFIC C) INCREASE FIRE HAZARD, D) ENDANGER PUBLIC SAFETY, E) DIMINISH PROPERTY VALUES OR F) IMPAIR PUBLIC HEALTH, SAFETY, COMFORT, MORALS & WELFARE OF THE PEOPLE

#### **STANDARDS FOR SPECIAL USE PERMITS:**

1. **General Standard:** Describe how the proposed use will not adversely impact adjacent properties.

ALLOWING A SHOWER IN THE POOL HOUSE WILL NOT ADVERSELY IMPACT ADJACENT PROPERTIES

2. **No Interference with Surrounding Development:** Describe how the proposed use will not hinder or interfere with the development or use of surrounding properties.

ALLOWING A SHOWER IN THE POOL HOUSE WILL NOT HINDER OR INTERFERE WITH THE DEVELOPMENT OR USE OF SURROUNDING PROPERTIES

3. **Adequate Public Facilities:** Describe how the proposed use will be served by streets, public utilities, police and fire service, drainage, refuse disposal, parks, libraries and other public services.

THE VARIANCE/TEXT AMENDMENT WILL NOT AFFECT STREETS, PUBLIC UTILITIES, POLICE & FIRE SERVICES OR ANY OTHER PUBLIC FACILITIES

4. **No Traffic Congestion:** Describe how the proposed use will not cause undue traffic and traffic congestion.

GRANTING THIS AMMENDMENT WILL NOT AFFECT TRAFFIC

5. **No Destruction of Significant Features:** Describe how the proposed use will not destroy or damage natural, scenic or historic features.

GRANTING THIS AMMENDMENT WILL NOT DESTROY OR DAMAGE NATURAL, SCENIC OR HISTORIC FEATURES.

### STANDARDS FOR TEXT AMENDMENTS

The wisdom of amending the Village Zoning Map or the text of the Zoning Code is a matter committed to the sound legislative discretion of the Village Board of Trustees and is not dictated by any set standard. In determining whether a proposed amendment will be granted or denied the Board of Trustees may be guided by the principle that its power to amend this title should be exercised in the public good.

### TEXT AMENDMENT GUIDING PRINCIPLES:

In considering whether the principle is satisfied in amending the text of the Zoning Code, the Board of trustees may weigh, among other factors, the following:

1. **The consistency of the proposed amendment with the purposes of this title:**

The purpose of this section of code is to exclude living quarters from accessory buildings. Unfortunately, a living quarter is defined as a space that has light, heat and bathing facilities. This goes further than providing an exclusion of living spaces and also excludes any structure that could have a bathroom. In essence, this defines a bathroom as a living space, which is inconsistent with the remainder of the zoning code.

2. **The community need for the proposed amendment and any uses or development it would allow:**

This would allow any accessory buildings to have a bathroom included and would not directly affect developments.

3. **The conformity of the proposed amendment with the village's comprehensive plan and zoning map, or the reasons justifying its lack of conformity:**

This text amendment is consistent with the village's zoning which allows for accessory buildings at the exclusion of living quarters.

**APPLICATION MATERIALS**

**LEGAL DESCRIPTION - MUST BE PROVIDED**

LOT 5 IN THE LANDSDOWNE RESUBDIVISION, BEING A RESUBDIVISION OF LOTS 1, 2, 3, 4, 5, 6, 7, OUTLOTS A, B AND LANDSDOWNE LANE OF LANDSDOWNE SUBDIVISION, BEING A RESUBDIVISION OF LOT 4 IN FERRY FIELD AND FERRY WOODS, BEING A SUBDIVISION IN THE SOUTHEAST 1/4 OF SECTION 21, TOWNSHIP 44 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE FINAL PLAT OF RESUBDIVISION OF LANDSDOWNE RESUBDIVISION RECORDED FEBRUARY 18, 2008 AS DOCUMENT 6306887, IN LAKE COUNTY, ILLINOIS.

**Required\***

- Plat of survey including legal description.
- Evidence of title to property for which relief is sought or written documentation of contractual lease.
- Scale site plan showing building locations and dimensions.
- Scale site plan showing addition, new construction, modification, etc.
- Schematic drawings showing floor plan, elevations, and exterior mechanical equipment.
- Floor Area Calculation Table (if applicable)
- Other: \_\_\_\_\_

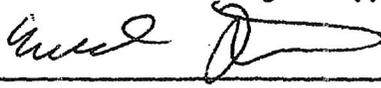
**Optional**

- Landscape Plan
- Photographs of subject property and surrounding properties.
- Testimony from neighbors is strongly encouraged.

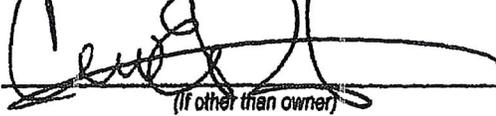
\*15 copies, no larger than 11x17, must be submitted

**SIGNATURES**

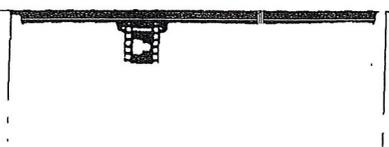
The undersigned hereby represent, upon all of the penalties of the law, for the purpose of inducing the Village of Lake Bluff to take the action herein requested, that all statements herein and on all related attachments are true and that all work here mentioned will be done in accordance with the ordinances of the Village of Lake Bluff and the laws of the State of Illinois. The owner must sign the application.

**Owner**      Signature:       Date: 1/25/16

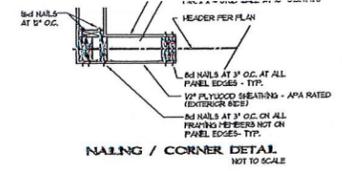
Print Name: Edward Fioravanti

**Applicant**      Signature:       Date: 1/15/2016  
(If other than owner)

Print Name: CHRISTOPHER DERRICK







**sheathing - Wood structural Panel per R602.10.4**

WOOD STRUCTURAL PANEL SHEATHING WITH A THICKNESS NOT LESS THAN 5/8 INCH FOR 1/4 INCH STUD SPACING AND NOT LESS THAN 3/8 INCH FOR 24 INCH STUD SPACING. WOOD STRUCTURAL PANELS SHALL BE INSTALLED IN ACCORDANCE WITH TABLE R602.10.4

**PANEL CONSTRUCTION:**  
1/2" PLYWOOD WALL SHEATHING OVER 2 x 4 MIN STUDS AT 16" O.C.

**PANEL LOCATION:**  
A BRACED WALL PANEL SHALL BEGIN WITH 16"-0" FROM EACH END OF A BRACED WALL LINE AS DETERMINED IN SECTION R602.10.1. THE DISTANCE BETWEEN ADJACENT EDGES OF BRACED WALL PANELS ALONG A BRACED WALL LINE SHALL BE NO GREATER THAN 36'-0"

**NAILING PATTERN:**  
64 COMMON NAILS AT 6" O.C. AT EDGE OF SHEATHING  
64 COMMON NAILS AT 12" O.C. AT INTERMEDIATE SUPPORTS

TYPE OR LOCATION OF CONSTRUCTION	SEVERE WEATHERING
BASEMENT WALLS, FOUNDATIONS AND OTHER CONCRETE NOT EXPOSED TO THE WEATHER.	2500 PSI
BASEMENT SLABS AND INTERIOR SLABS ON GRADE, EXCEPT GARAGE FLOOR SLABS	2500 PSI
BASEMENT WALLS, FOUNDATION WALLS, EXTERIOR WALLS AND OTHER VERTICAL CONCRETE WORK EXPOSED TO THE WEATHER	3000 PSI
PORCHES, CARPORT SLABS AND STEPS EXPOSED TO THE WEATHER, AND GARAGE FLOOR SLABS.	3500 PSI

CEILING JOISTS SHALL BE #2 HEM - FIR #7 CANADIAN SPRUCE PINE FIR OR BETTER. ALL JOISTS SHALL BE MINIMUM SIZE AND SPACING PER SCHEDULE ABOVE UNLESS OTHERWISE NOTED OTHERWISE ON PLANS.

- STRENGTH AT 28 DAYS PSI
- TAKEN FROM 2003 ONE AND TWO FAMILY DWELLING CODE TABLE 4002

2 x 4	16" O.C.	19'-3"	21'-1"
2 x 6	AT 16" O.C.	17'-0"	19'-3"
2 x 8	AT 16" O.C.	16'-0"	17'-0"
2 x 8	AT 12" O.C.	15'-6"	17'-0"
2 x 10	AT 16" O.C.	15'-1"	17'-0"
2 x 10	AT 12" O.C.	14'-0"	17'-0"
2 x 12	AT 16" O.C.	22'-1"	24'-3"
2 x 12	AT 12" O.C.	26'-5"	

**attic ventilation calculation**

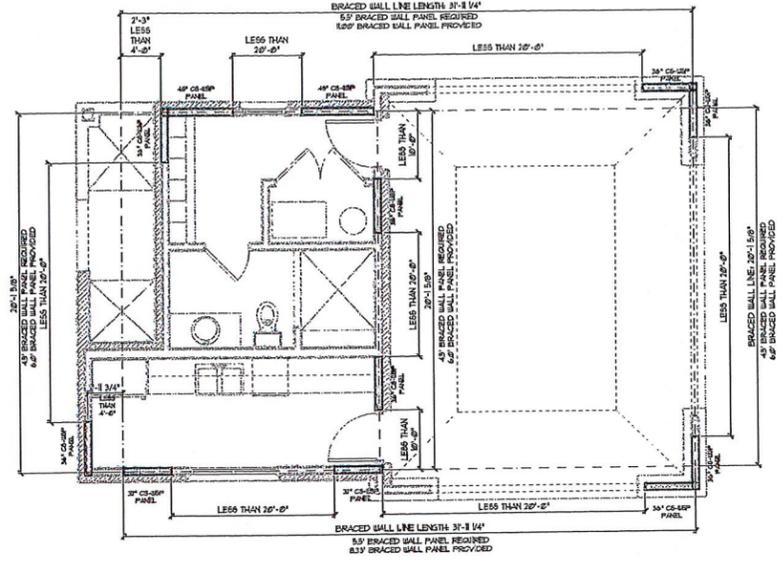
145 SQUARE FEET x 1/300 = 258 AIR VENTILATION REQUIRED

4 x 12" DUAL ROOF VENTS = 140 SF.  
2 x 12" DUAL ROOF VENTS = 100 SF.  
AT 16" O.C. = 320 SF.

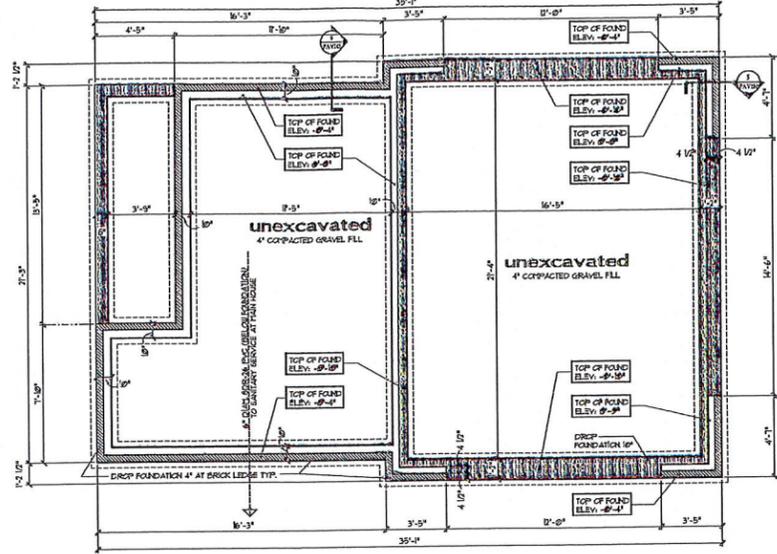
VENTILATION PROVIDED = 320 SF.

SHADDED AREAS INDICATE OVERHEATED ROOFING

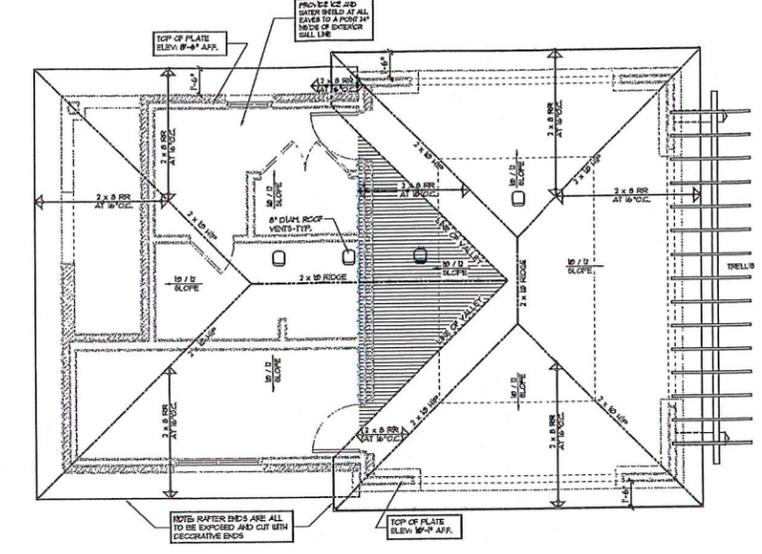
- ALL EXPOSED INSULATION TYPICAL AT EACH ROOF JOINT ARE AT FINISHED BASEMENT WALL TO HAVE A FLAME SPREAD RATING OF 15 OR LESS
- PROVIDE SPRING TOES AT EACH ROOF RAFTER FOR CONNECTION OF RAFTERS TO WALL PLATE AT THE FOLLOWING CONDITIONS:
  - CEILING JOISTS ARE NOT PARALLEL TO ROOF
  - RAFTERS
  - CEILING JOISTS ARE NOT CONNECTED TO ROOF RAFTERS AT WALL PLATE
- PROVIDE ICE AND WATER SHIELD AT ALL EAVES, VALLEYS AND PANS AND ALL ROOFS WITH A SLOPE OF 4% OR LESS. ICE AND WATER SHIELD SHALL EXTEND FROM THE EDGE OF THE EAVE TO A POINT 24 INCHES FROM THE EXTERIOR WALL LINE OF THE BUILDING. TYPICAL AT ALL EAVES.
  - DOUBLE 2 x 4 POST DOWN TO WALL OR BEAM BELOW



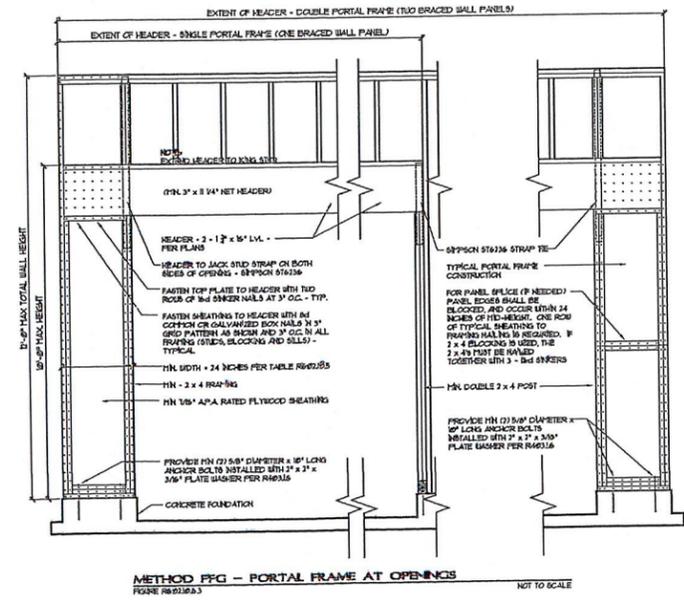
**5 braced wall plan**  
SCALE: 1/4" = 1'-0"



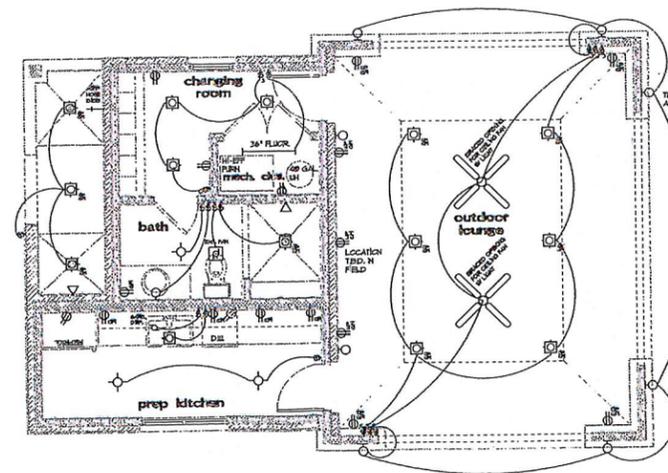
**4 foundation plan**  
SCALE: 1/4" = 1'-0"



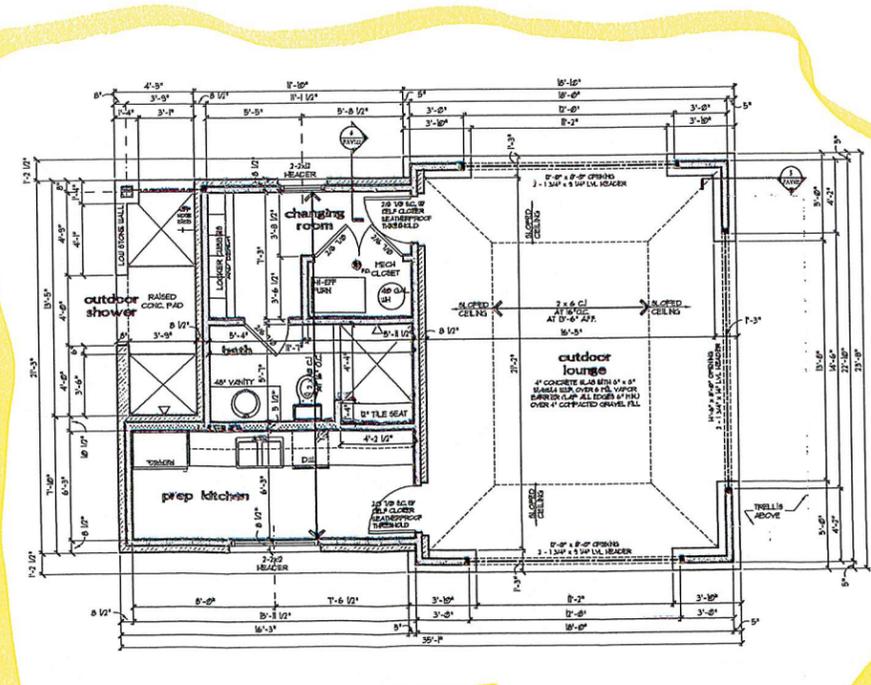
**3 roof plan**  
SCALE: 1/4" = 1'-0"



**METHOD PFG - PORTAL FRAME AT OPENINGS**  
NOT TO SCALE



**2 electrical plan**  
SCALE: 1/4" = 1'-0"



**1 floor plan**  
792 square feet  
SCALE: 1/4" = 1'-0"

ORDINANCE NO. 2016-\_\_

**AN ORDINANCE AMENDING THE LAKE BLUFF ZONING REGULATIONS  
CONCERNING RESIDENTIAL POOL HOUSES**

Passed by the Board of Trustees, \_\_\_\_\_, 2016

Printed and Published, \_\_\_\_\_, 2016

Printed and Published in Pamphlet Form  
by Authority of the  
President and Board of Trustees

VILLAGE OF LAKE BLUFF  
LAKE COUNTY, ILLINOIS

I hereby certify that this document  
was properly published on the date  
stated above.

\_\_\_\_\_  
Village Clerk

ORDINANCE NO. 2016-\_\_

AN ORDINANCE AMENDING THE LAKE BLUFF ZONING REGULATIONS  
CONCERNING RESIDENTIAL POOL HOUSES

**WHEREAS**, Title 10 of the Lake Bluff Municipal Code, as amended ("**Zoning Regulations**") establishes, among other things, regulations governing the use of accessory structures; and

**WHEREAS**, pursuant to subsection 10-5-9G of the Zoning Regulations, a property within a residential zoning district is not permitted to have a residential pool house with heat, light, and bathing or shower facilities; and

**WHEREAS**, pursuant to Section 10-2-9 of the Zoning Regulations, an application for an amendment to the Zoning Regulations was jointly filed by Ed Fiorentino, owner of the property commonly known as 611 Lansdowne Lane, Lake Bluff, Illinois, and the Village (collectively, "**Applicant**") seeking amendments to Sections 10-1-1, 10-5-9, and 10-13-3 of the Zoning Regulations to permit the construction of residential pool houses with heat, light, and bathing or shower facilities on property located in residential zoning districts provided that a property owner obtain from the Village a special use permit pursuant to Section 10-4-2E of the Zoning Regulations (collectively, "**Amendments**"); and

**WHEREAS**, the Joint Plan Commission and Zoning Board of Appeals ("**PCZBA**") conducted public hearings to consider the Amendments on February 17, March 16, and April 20, 2016, pursuant to proper notice thereof published in the *Lake County News Sun* and, on April 20, 2016, recommended that the Board of Trustees adopt the Amendments; and

**WHEREAS**, the Village Board of Trustees has determined that adoption of the Amendments set forth in this Ordinance pursuant to the Zoning Regulations and the Village's home rule powers is in the best interests of the Village;

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS, AS FOLLOWS:**

**Section 1. Recitals.**

The foregoing recitals are incorporated herein as findings and determinations of the Board of Trustees.

**Section 2. Public Hearing.**

A public hearing on the Amendments was duly advertised on or before February 1 and \_\_\_\_\_, 2016 in the *Lake County News-Sun*. The public hearing was held by the PCZBA on February 17, March 16, and April 20, 2016 and, on April 20, 2016, the PCZBA recommended that the Board of Trustees adopt the Amendments.

**Section 3. Amendments to Section 10-1-2 of the Zoning Regulations.**

Section 10-1-2, entitled "Definitions," of Chapter 1, entitled "Interpretation, Purpose and Conflict," of Title 10, entitled "Zoning Regulations," of the Lake Bluff Municipal

Code, is hereby amended in the following respects [additions are **bold and double-underlined**; deletions are struck through]:

**"10-1-2: DEFINITIONS:**

For the purpose of this title, the following terms, phrases, and words shall have the meanings given herein:

ACCESSORY STRUCTURE OR USE: A structure or use that is:

- A. Subordinate in extent and purpose to and serves a principal structure or use;
- B. Customarily found as an incident to a principal structure or use;
- C. Contributes to the comfort, convenience, or necessity of those occupying, working at, or being served by a principal structure or use;
- D. Located in its entirety on the same lot as a principal structure or use;
- E. Under the same ownership and control as a principal structure or use; and
- F. Typically, without limitation, a garage, carport, shed, storage building, garden house, private greenhouse, swimming pool, hot tub or spa, **residential pool house**, children's play equipment and playhouses, basketball hoop or other fixed piece of sports equipment, but not including exterior heating, air conditioning, or ventilation units."

\* \* \*

**RESIDENTIAL POOL HOUSE: An accessory building to a residence that serves as an amenity to an existing swimming pool and may be used for such purposes as, without limitation, changing into bathing wear, resting, and storage of swimming pool equipment, provided that it is not used for overnight stays.**

\* \* \*

**Section 4. Amendments to Section 10-5-9 of the Zoning Regulations.**

Section 10-5-9, entitled "Accessory Buildings and Structures," of Chapter 5, entitled "Residence Districts," of Title 10, entitled "Zoning Regulations, of the Lake Bluff Municipal Code, is hereby amended as follows [additions are **bold and double-underlined**; deletions are struck through]:

**"10-5-9: ACCESSORY BUILDINGS AND STRUCTURES:**

Accessory buildings, except as otherwise permitted in this title, shall be subject to the following regulations:

- A. No accessory building or structure shall be permitted in any required front yard; provided, however, that flagpoles may be located not less than ten feet (10') from the front and side lot lines, and basketball hoops and backboards not exceeding thirteen feet (13') in height may be located so that no portion of such structure (including the backboard) extends beyond the front lot line or within five feet (5') of the side lot line.
- B. Where an accessory building or structure is structurally attached to a principal building, the accessory structure shall be subject to, and must comply with, all regulations of this title applicable to the principal building. An accessory building connected to a principal building via an open walled covered walkway shall be considered to be structurally attached to the principal building. For purposes of this subsection, a walkway shall be deemed to be "covered" if any type of building or structural support materials of any kind connect the upper half of the vertical elements of the walkway.
- C. Except as provided in subsection D of this section, an accessory building or structure shall not be located less than five feet (5') from any interior lot line or not less than five feet (5') from the rear lot line. On a corner lot, along a street line that is determined to be the side of the lot, accessory buildings and structures shall not be located less than twenty percent (20%) of the width of the lot to such street line, or less than the applicable required front yard setback or required corner lot side yard setback for a principal structure or building on the adjoining lot along the same street line, whichever distance is greater.
- D. An accessory building or structure located, in whole or in part, along that portion of the rear or side lot line that forms part of the front half of the side lot line of an adjacent lot shall not be located less than ten feet (10') from the rear or side lot line of the lot on which any such accessory building or structure is located; provided, however, that this restriction shall not apply to any accessory building or structure that is erected eighty feet (80') or more from any street bounding the block; and provided further, that in the C (R-5), B (R-4), and A (R-3) residence districts, an accessory building or structure, with neither a width nor depth exceeding ten feet (10'), nor a height exceeding ten feet (10'), may, if located entirely in the required rear yard, extend to within two and one-half feet (2.5') of the rear lot line and to within two and one-half feet (2.5') of an interior side lot line; provided, that the portions of such lot lines along which any such accessory building or structure, or any part thereof, is located, does not form the front half of an adjacent lot, and does not form the half of the lot closest to the side street for a corner lot or an adjacent corner lot. (See section 10-13-1 of this title, illustration 6A.)
- E. An accessory building or structure that is considered to be a garage, shed, greenhouse, or any other type of miscellaneous enclosed building shall not be located less than five feet (5') from any principal building, or from any structure attached to a principal building, or less

than three feet (3') from any deck attached to a principal building or structure, provided such deck is of a type specified in subsection 10-5-6B3 of this chapter.

- F. An accessory building shall not be erected prior to the establishment or construction of the principal building.
- G. Living quarters shall not be permitted in an accessory building. An accessory building or structure shall be considered to have living quarters if an accessory building or structure has heat, light, and bathing or shower facilities. **Notwithstanding anything to the contrary in this subsection, a residential pool house located in a residential zoning district shall be permitted to have heat, light, and bathing or shower facilities upon the issuance of a special use permit pursuant to subsection 10-4-2E of this title.**
- H. Accessory structures or buildings erected or altered on any lot in any zoning district that exceed one thousand (1,000) square feet in total floor area shall be subject to the principal structure setback requirements for such zoning district.
- I. No garage hereafter erected on any lot located in the R-1, R-2, R-3, R-4, or R-5 residence district shall have vehicular doors that extend along the front of the lot for a distance greater than fifty percent (50%) of the width of the principal building, or eighteen feet (18'), whichever is less.

**Section 5. Amendment to the Zoning Use Table**

Pursuant to Section 10-2-9 of the Zoning Regulations, the Amendment is hereby adopted and the text of Section 10-13-3 of the Zoning Regulations is hereby amended to include "residential pool house that does not have heat, light, and bathing or shower facilities" as a permitted use in the residential zoning districts, and "residential pool house that has heat, light, and bathing or shower facilities" as a special use in the residential zoning districts by inserting the following entries in correct alphabetical order as follows [additions are **bold and double-underlined**; deletions are struck through]:

Use Category	SIC Code*	ZONING DISTRICTS															
		P = Permitted Use S = Special Use															
		Residential										Commercial/Non-residential					
		C-E	E-1	E-2	R-1	R-2	R-3	R-4	R-5	R-6	CBD	O&R	AP-1	L-1	L-2	S	R
<b><u>Residential pool house that does not have heat, light, and bathing or shower facilities</u></b>		<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>	<b><u>P</u></b>							
<b><u>Residential pool house that has heat, light, and bathing or shower facilities</u></b>		<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>	<b><u>S</u></b>							

**Section 6. Effective Date.**

This Ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form in the manner provided by law.

**PASSED** this \_\_\_\_ day of \_\_\_\_\_, 2016, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

**AYES:**

**NAYS:**

**ABSTAIN:**

**ABSENT:**

**APPROVED** this \_\_\_\_ day of \_\_\_\_\_, 2016.

\_\_\_\_\_  
Village President

**ATTEST:**

\_\_\_\_\_  
Village Clerk

**FIRST READING:** \_\_\_\_\_

**SECOND READING:** \_\_\_\_\_

**PASSED:** \_\_\_\_\_

**APPROVED:** \_\_\_\_\_

**PUBLISHED IN PAMPHLET FORM:** \_\_\_\_\_

## VILLAGE OF LAKE BLUFF

### Memorandum

**TO:** Chair Kraus and Members of the Joint Plan Commission & Zoning Board of Appeals

**FROM:** Brandon Stanick, Assistant to the Village Administrator

**DATE:** April 15, 2016

**SUBJECT: Agenda Item #5:** Discussion of the Comprehensive Plan and Zoning Regulations for CBD Blocks Two and Three

### Summary and Background Information

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Over the past several months the Plan Commission and Zoning Board of Appeals (PCZBA) and the Architectural Board of Review (ABR) have conducted joint workshop discussions regarding the finalization of the proposed Downtown Design Guidelines for Central Business District (CBD) Block Two and Block Three. As you will recall, the joint workshops have resulted in (i) consensus regarding the Ten Planning Principles for CBD Blocks Two and Three and (ii) preliminary comments on the balance of the Downtown Design Guidelines as presented by Teska Associates, Inc.

Before finalizing the Downtown Design Guidelines the PCZBA should review and discuss potential amendments to the Village's Comprehensive Plan to reflect the Ten Planning Principles, as well as consider amendments to the Village's Zoning Code (height, density, etc.) that are consistent with the Downtown Design Guideline discussions to date.

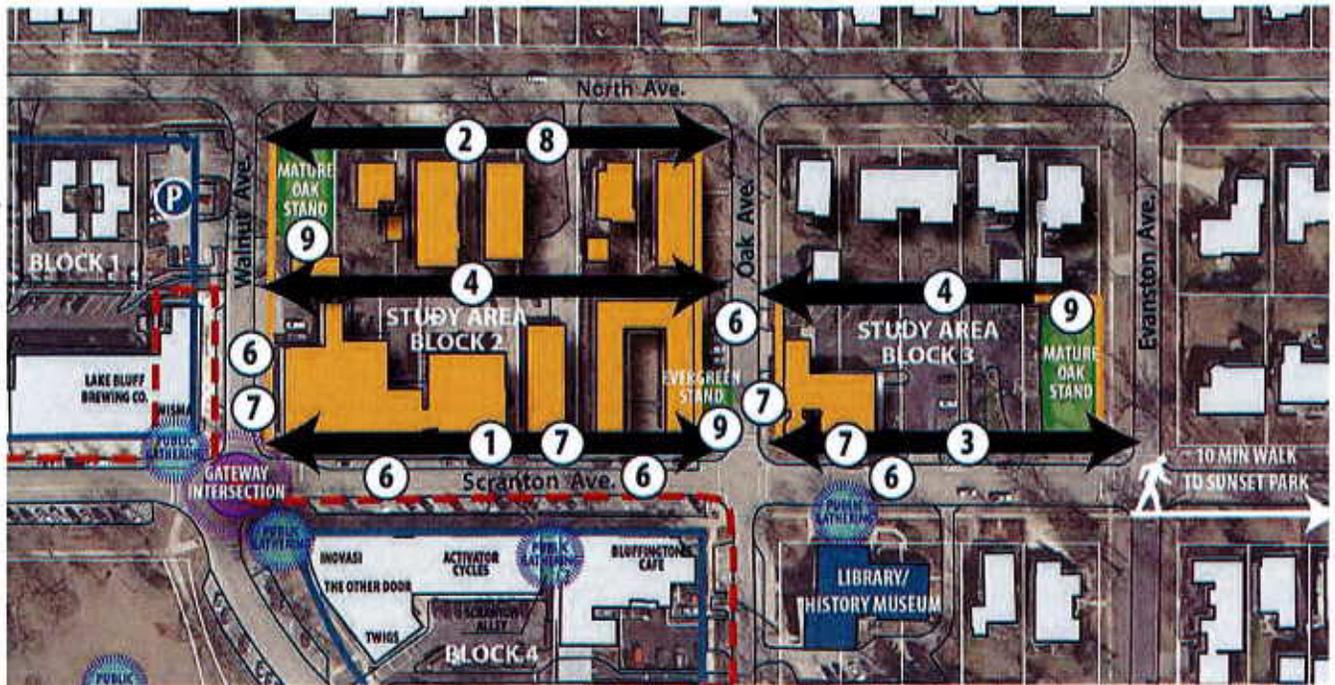
### Attachments

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- Ten Planning Principles;
- Select Plan Elements from the Comprehensive Plan;
- Ordinance 99-05, an Ordinance Amending the Comprehensive Plan to Include a CBD Land Use Plan and Related Policies (with Existing CBD Land Use Plan Map);
- Select Zoning Standards Summary Sheet for CBD, R-5 and R-4 Zoning Districts.

Please feel free to contact me (847-283-6889) should you have any questions regarding this matter.

## PLANNING PRINCIPLES



The following planning principles have been identified for Blocks Two and Three of the CBD:

1. Where Block Two abuts Scranton Ave, ground floor commercial uses, compatible with the CBD, should promote the pedestrian-oriented main street environment of Scranton Ave.
2. Where Block Two abuts North Ave, residential uses with appropriate setbacks should be in character with and scaled to the surrounding neighborhoods.
3. Block Three should be created as a residential transition between the CBD to the west and scaled to the surrounding neighborhoods.
4. Blocks Two and Three should make use of internal alleyways for service and loading with vehicular access from Oak Ave and/or Walnut Ave.
5. Off street parking storage should be provided within building structures and behind building developments so as to be screened from public view.
6. On-street parking storage should include parallel parking along Scranton Ave. Diagonal parking may be considered along Walnut Ave and Oak Ave.
7. There should be continuity of CBD streetscape treatments along Scranton Ave and southern portions of Walnut and Oak Avenues, including wide sidewalks, traditional light poles, in ground tree planters, and site furnishings as appropriate.
8. Streetscape treatments along North Ave streetscape should be treated as an extension of the neighborhood street, including continuous sidewalks, parkways, and canopy tree plantings.
9. Mature stands of trees and open spaces should be preserved.
10. Public gathering spaces are encouraged as are pedestrian ways that provide linkages between the development entrances, parking areas and surrounding CBD destinations.

The Design Guidelines is organized into two parts:

### Part One: Architectural Design Guidelines

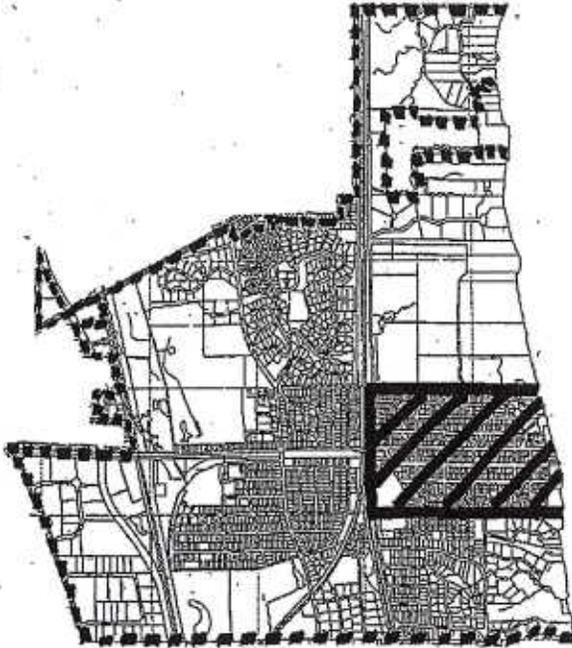
– describe preferred building treatments organized by building typology.

### Part Two: Site and Streetscape Design Guidelines

– describe preferred treatments organized by site and streetscape function.

**Objectives - Land Use Area 2**

- LU2. A) Promote orderly redevelopment of the Central Business District.
- B) Preserve the unique residential character of the area.
- C) Encourage rehabilitation and control re-development of property in an orderly manner compatible with neighboring properties.



East of Sheridan Road, north of East Sheridan Place and Ravine Avenue and south of Blodgett Avenue.

**Policies - Land Use Area 2**

- LU2-1. Pursue a comprehensive review of the Central Business District as a Special Study Area. The future land use map outlines the proposed area. A moratorium on changes in use, or significant alterations to existing structures and/or uses, should be considered as part of a Special Study of the Central Business District. The Study should be completed within one year of the adoption of the Plan. See "Economic Development" for a map of the study area. See policies ED1-1 and H3-2.
- LU2-2. Maintain the existing zoning classifications for the area considering the following special features:
  - a) Develop an ordinance regulating development of properties near or in ravines. See policy PO3-2.
  - b) Inventory and then vacate and dispose of surplus public alleys.
  - c) Consider an ordinance pertaining to architectural preservation/conservation or a historic district designation.
- LU2-3. Review the creation of, and subsequent rezoning to, a public use zoning classification where appropriate.
- LU2-4. Retain, and expand as possible, the open space buffer areas along Sheridan Road, outside of the Central Business District.
- LU2-5. As a general policy, retain existing public rights-of-way throughout the Village. Inventory and categorize existing Village rights-of-way. Develop a process, standards and criteria for identifying rights-of-way which, if vacated, sold or otherwise disposed of, would not adversely impact the character of the Village.

**Economic Development - Goal, Objectives and Policies**

**GOAL:** Enhance and diversify the Village's revenue base.

**Objective - Central Business District**

ED1. Develop the Central Business District primarily as a resident service center critical to maintaining the character and identity of the Village.

**Policies - Central Business District**

- ED1-1. Evaluate the Central Business District through a Special Study Area. Examine land use patterns and consider public improvements, activities and other incentives to maintain vitality and encourage appropriate re-development. A moratorium on changes in use, or significant alterations to existing structures and/or uses, should be considered as part of a Special Study of the Central Business District. The Study should be completed within one year of the adoption of the Plan. See the "Central Business District and Proposed Special Study Area Map" included below. See policy LU2-1 and H3-2.
- ED1-2. Review circulation and traffic patterns in the Central Business District as part of the Special Study Area described in ED1-1.
- ED1-3. Maintain a current inventory of uses, properties, and structures in the Central Business District.
- ED1-4. Encourage appropriate commercial and multi-family residential development and re-development that will diversify the Village's long-term revenue base without significantly increasing the demand for public services.
- ED1-5. Maintain and periodically review utilities and public improvements for condition and adequacy.

ED1. Continued

ED1-6. Periodically review the zoning regulations to determine if they are meeting the needs of the Village and existing and potential Central Business District property owners.

ED1-7. Sponsor a dialogue among property owners, businesses, and the Chamber of Commerce. Support their efforts to enhance commercial opportunities in the Central Business District.

ED1-8. Establish Village oversight of the architectural appearance and landscaping of all commercial and multi-family properties in the Central Business District.

ED1-9. Maintain and enhance public and private improvements that support an appropriate transition from commercial and multi-family properties to the surrounding single-family residences.

ED1-10. Consider vacating Oak Street between the Post Office and convenience store to create additional parking or space for new retail or multi family residential space.

**Transportation - Goal, Objectives and Policies**

**GOAL:** Provide an integrated and coordinated transportation system that safely provides access, minimizes conflict, and includes a variety of mobility options serving the needs of Village residents, businesses, and visitors.

**Objective - Pedestrian and Bicycle Use**

TR1. Actively pursue the expansion, improvement and accessibility of the bicycle and pedestrian walkway system within the Village.

*See "Public Services and Infrastructure" for objectives and policies relating to sidewalk maintenance.*

**Policies - Pedestrian and Bicycle Use**

TR1-1. Provide sidewalks or paths at the following locations, see Transportation map for general locations:

- ◆ Along one side of Moffett Road, from East Sheridan Place to East Sheridan Road.
- ◆ Along at least one side of Prospect Avenue, west of Evanston Avenue to Artesian Park.
- ◆ Along West Sheridan Place leading to Mawman Park.
- ◆ Along the east side of Route 43.
- ◆ Along the east side of Sheridan Road, south from the Public Safety Building.
- ◆ Along the south side of East Sheridan Place, west and near to Moffett Road
- ◆ Along one side of East Sheridan Road.
- ◆ Along the east side of Green Bay Road, from Kohl Drive to Route 176.

TR1-2. Pursue conversion of the Union Pacific freight line spur into a pedestrian/bike path. *See policy LU4-2(a).*

TR1-3. Pursue installation of pedestrian bridges over the Union Pacific Railroad freight line spur from Mawman Park to Artesian Park with access to the North Shore Bike Path. *See policy LU4-2(b).*

TR1-4. Pursue installation of a non-grade pedestrian crossing of Route 176 near Green Bay Road to provide improved safety for access to Blair Park. *See policy LU5-7(a) and PO4-4.*

TR1. Continued

TR1-5. Support the construction/installation of the pedestrian/bike path adjacent the Union Pacific freight line connecting the North Shore Bike Path adjacent Route 176 south to the City of Lake Forest.  
*See policy LUI-7(b).*

**Objective - Commuter Service**

TR2. Provide for and support the enhancement of commuter services for Village residents.

**Policies - Commuter Service**

TR2-1. Encourage enhancements to the Union Pacific commuter service schedule and train station.

TR2-2. Evaluate and consider the promotion of the future provision of commuter service on the EJ&E line.

TR2-3. Review the possibility of commuter stop along the EJ&E line in proximity to the Village.

TR2-4. Provide for the proper maintenance of the commuter parking lots and station through parking permit fees.

**Objective - Vehicle Access and Congestion**

TR3. Provide safe and efficient vehicle access throughout the Village.

*See "Public Services and Infrastructure" for objectives and policies relating to streets.*

**Policies - Vehicle Access and Congestion**

TR3-1. Designate and maintain a system of arterial, collector and residential streets.

TR3-2. Pursue improvement of the Route 41/Route 176 interchange with the Illinois Department of Transportation and the Lake County Department of Transportation. *See policies AD1-4, AD2-8, LU9-1, LU5-4, ED2-1, and PS5-6.*

TR3-3. Consider a non-grade crossing of Route 176 by the Union Pacific freight line in conjunction with policy (TR3-2). Improvements should be made with reference to the Special Study Area proposed for this area.

TR3: Continued

TR3-4. Promote transportation right-of-way preservation through subdivision controls.

TR3-5. Monitor traffic volume and speeds on Village streets with particular consideration given to: Green Bay Road, Sheridan Road, and Route 176 and the intersections of Route 176 and Green Bay Road, Sheridan Road and Scranton Avenue, and Route 176 and Route 41.

TR3-6. Develop and utilize design standards which reduce congestion and noise and promote safety.

TR3-7. Improve emergency vehicle access throughout the Village.

TR3-8. Vigorously resist new expressway or multi-lane highway development in or near the Village exclusive of the expansions of Route 176 (from Route 43 to Route 41) and Route 41.

TR3-9. Route 176, east of Route 41, should remain a two lane arterial widened where appropriate to include emergency and vehicle turning lanes similar to the design of Deerpath Rd.

TR3-10. Discourage any expanded use of Route 176 through appropriate speed limits and other traffic controls on Route 176 and Green Bay Road.

TR3. Continued

TR3-11. Conduct traffic engineering analyses of speed, width, and turning lane capacities of Route 176 east of Route 41 and Green Bay road north of Route 176, to improve traffic flow and safety. Also, in conjunction with these traffic studies review the circulation issues pertaining to Tangley Oaks including cut through traffic on Washington Avenue. Any roadway modifications should be installed in a manner sensitive to adjacent areas.

**Open Space, Parks and Recreation - Goal, Objectives and Policies**

**-GOAL; Preserve and protect the parks and open space within the Village and assist the Park District in meeting the recreation needs of Village residents.**

Objectives - Open Space	Policies - Open Space
<p>PO1.. Preserve and protect adequate open space to maintain the character of the Village.</p>	<p>PO1-1. Evaluate the continuation the open space provided by the conservation easements and the village owned parcel within the Crabtree Farm Properties. Promote greater public use within, and public benefit from, those areas that qualify as conservation easements. <i>See policies LU1-3 and PO1-4.</i></p> <p>PO1-2. Purchase, or assist the Park District in obtaining for open space, the privately owned single family houses north of Route 176 and adjacent Eva Terrace.</p> <p>PO1-3. Investigate, with assistance from the Lake Bluff Park District, options to gain site control or ownership of the Lake County Forest Preserve property west of the Harrison House Conference Center for park use or open space. <i>See policy LU5-6.</i></p> <p>PO1-4. Maintain and enhance scenic easements along Sheridan Road (north and south), Green Bay Road (north of Route 176), Route 176 and Route 43.</p>
<p>PO2. Maintain and enhance the appearance of the Village.</p>	<p>PO2-1. Develop a public lands zoning classification for District 65, Park District, Village and other public properties in the Village.</p> <p>PO2-2. Vigorously enforce Village ordinances including appropriate use of zoning, subdivision controls, and land acquisition.</p>

<p>PO2. Continued</p>	<p>PO2-3. Periodically review and promote appropriate roadway, utility and landscape designs for Village entryways including the areas along Sheridan Road, Green Bay Road, and Route 176, with the assistance of the Architectural Board of Review.</p> <p>PO2-4. Maintain and encourage appropriate landscape improvements along existing rights-of-way throughout the Village</p>
<p>PO3. Maintain existing open space buffers utilizing density control, preservation and conservation techniques to preserve areas which are ecologically fragile such wetlands, flood-plains, and ravines.</p>	<p>PO3-1. Retain, maintain and extend as feasible the open space adjacent to Sheridan Road from east Sheridan Road to the Village limits to the north.</p> <p>PO3-2. Adopt a ravine ordinance regulating construction activities along ravine borders and the use and maintenance of the ravine systems. <i>See policy LU2-2(a), LU3-1(a), and H1-4.</i></p> <p>PO3-3. Respect and preserve existing woodlands, prairies and wetland environments.</p>
<p><b>Objectives - Parks and Recreation</b></p> <p>PO4. Preserve and assist in maintaining the public parks within the Village.</p>	<p><b>Policies - Parks and Recreation</b></p> <p>PO4-1. Retain the recreation space provided by the Shore Acres Country Club <i>See policies LU1-3 and PO1-1.</i></p> <p>PO4-2. Provide assistance in park planning.</p> <p>PO4-3. Study the use of an appropriately sized area south of JAWA and west of E. Sheridan Place for park use, to include ball fields. <i>See policy LU5-8.</i></p> <p>PO4-4. Support investment in upgraded park equipment.</p>

PO4. Continued

PO4-5. If approved by the residents of the Village through a referendum, a community center/museum, as currently (1997) proposed by the Park District, should be located in the Blair Park area. Vehicular and pedestrian access should be examined.

**Housing - Goal, Objectives and Policies**

**GOAL: Preserve the unique residential character of the Village by promoting housing maintenance and rehabilitation and encouraging continued housing diversity.**

Objectives	Policies
<p>H1. Promote orderly property redevelopment, rehabilitation, and maintenance in the Village in a manner compatible with surrounding land uses.</p>	<p>H1-1. Control new construction through rigorous application of the Zoning Regulations.</p> <p>H1-2. Monitor home size and construction trends by continual review of the impact of the Bulk Ordinance.</p> <p>H1-3. Examine appearance and design review concepts and programs for possible implementation in the Village.</p> <p>H1-4. Develop an ordinance regulating development of properties near or in ravines. <i>See policies LU2-1(a), LU3-1(a) and PO3-2.</i></p>
<p>H2. Adopt a voluntary historic preservation ordinance which encourages preservation of the Village's architectural history.</p>	<p>H2-1. Maximize resident's ability to participate in state and local incentive programs supporting preservation.</p> <p>H2-2. Direct preservation efforts to exterior continuity and compatibility.</p>
<p>H3. Encourage development of alternative housing options.</p>	<p>H3-1. Consider redevelopment of the private property west of Green Bay Rd, east of the golf course and north of Central School and south of Thorn Valley as a higher density Planned Residential Development, evaluating the possibility for empty nester housing similar to Armour Woods. <i>See policy LU7-3.</i></p> <p>H3-2. Encourage the development of multi-family housing options within the Central Business District. <i>See policies LU2-1 and ED1-1.</i></p>

**ORDINANCE NO. 99-5**

**AN ORDINANCE AMENDING THE  
COMPREHENSIVE PLAN OF THE VILLAGE OF LAKE BLUFF  
TO INCLUDE A CENTRAL BUSINESS DISTRICT LAND USE PLAN  
AND RELATED POLICIES**

**WHEREAS**, the Village of Lake Bluff has the authority pursuant to the provisions contained in 65 ILCS 5/11-12-1 *et seq.*, to adopt an official comprehensive plan, or any amendment or revision thereto, for the present and future development or redevelopment of property within the corporate limits of the Village and for contiguous property not more than one and one-half miles beyond the corporate limits and not included in any other municipality; and

**WHEREAS**, on February 26, 1996, the Lake Bluff Board of Trustees adopted Ordinance No. 96-6, establishing a "Central Business District" in the Village and a Plan for the proper development of that District; and

**WHEREAS**, on June 9, 1997, the Lake Bluff Board of Trustees adopted Ordinance No. 97-14, comprehensively amending the Village's Comprehensive Plan to, among other things, encourage and provide planning goals for further development of the Central Business District; and

**WHEREAS**, the Village subsequently selected Teska & Associates to conduct a two-phase market analysis and planning study regarding the proper use and development of the Central Business District; and

**WHEREAS**, Teska submitted Phase One of its report to the Village on January 15, 1998, and Phase Two of its report on June 22, 1998; and

**WHEREAS**, at the direction of the Village Board of Trustees, the Lake Bluff Plan Commission, the Village staff, and the Village Attorney reviewed the Central Business District plan, the Village Comprehensive Plan, and Phase One and Two of the Teska report in order to develop a land use plan and additional policies specifically for the Central Business District to provide enhanced, yet appropriate, development and redevelopment plans for the Central Business District; and

**WHEREAS**, the Plan Commission commenced a public hearing on this matter on July 16 and 23, 1998, and forwarded a proposed land use plan for the Central Business District to the Village Board of Trustees;

**WHEREAS**, on August 10, 1998, the Village Board of Trustees passed on first reading an ordinance that would have amended the Comprehensive Plan to incorporate the Plan Commission's recommended land use plan for the Central Business District; and

**WHEREAS**, on August 24, 1998, the Village Board of Trustees referred the proposed land use plan back to the Plan Commission with instructions to continue the public hearing on Central Business District amendments to the Comprehensive Plan; and

**WHEREAS**, the Plan Commission subsequently continued the public hearing and developed and recommended to the Village Board a new proposed land use plan and policies for the Central Business District; and

**WHEREAS**, in light of the significant changes made by the Plan Commission to the recommended land use plan and policies for the Central Business District, the Village Board has determined that it is appropriate to consider anew the Plan Commission recommendations as set forth

in this ordinance and to disregard and table indefinitely the previous ordinance passed on first reading; and

**WHEREAS**, the President and Board of Trustees have found and determined that the amendments recommended by the Plan Commission to the Village Comprehensive Plan as set forth in this Ordinance will preserve and foster reasonable development and redevelopment of the Central Business District and otherwise will be in the best interests of the Village and its residents;

**NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LAKE BLUFF, LAKE COUNTY, ILLINOIS**, as follows:

**SECTION 1. NOTICE.**

A public hearing to consider the proposed amendments to the Village of Lake Bluff's Comprehensive Plan was duly advertised in the *Waukegan News-Sun* on September 1, 1998, and was commenced by the Plan Commission on September 17, 1998.

**SECTION 2. COMPREHENSIVE PLAN AMENDMENTS.**

**A. Downtown Land Use Plan.** The Village of Lake Bluff Comprehensive Plan is hereby amended by attaching, including, and incorporating therein, the "Land Use Plan, Downtown Lake Bluff," dated November 17, 1998, and attached hereto as Exhibit A.

**B. Policies.** The Village of Lake Bluff Comprehensive Plan is hereby amended by including and incorporating therein in the appropriate location the following policies:

"Transportation. TR3-13: Encourage the development of public parking areas in and around the CBD. Future and potential public parking locations are designated on the Public Parking Plan provided in this Section (Figure 6 of the Phase Two Study)."

"Economic Development.

ED1-11: Consider purchasing the lot directly east of the Library if and when it is on the market, and consider and determine its future use at that time, whether it be single or multiple family or municipal.

ED1-12: Consider the purchase of the properties along the east side of Sheridan Road when they are offered for sale, for continuation of the Sheridan Road open space corridor.

ED1-13: Consider a modification to the recommended land use and zoning of the parcel at the southwest corner of Oak and North Avenues, in the event that an appropriate proposal is received by the Village. Any proposed use of this corner for commercial use should take into account the neighboring residential uses."

**C. Conflicts.** The amendments set forth in Subsections A and B above are intended to modify and amend the Village Comprehensive Plan. Therefore, to the extent that the terms and provisions of the amendments set forth above conflict with or are inconsistent with other provisions of the Village Comprehensive Plan, the terms and provisions of the amendments set forth above shall control.

**SECTION 3. CERTIFICATE OF NOTICE.**

The Village Clerk is hereby authorized and directed to file a Certificate of Notice of Adoption of this Amendment to the Village Comprehensive Plan with the Lake County Recorder of Deeds.

**SECTION 4. EFFECTIVE DATE.**

This Ordinance shall be effective following passage by the Board of Trustees of the Village of Lake Bluff in the manner required by law and publication in pamphlet form in the manner required by law.

**PASSED** this 8th day of March, 1999, by vote of the Board of Trustees of the Village of Lake Bluff, as follows:

**AYES:** (6) Trustees Dixon, McElvain, Mullenbach, Schuetz, Skinner, and Tincher  
**NAYS:** (0)  
**ABSTAIN:** (0)  
**ABSENT:** (0)

**APPROVED** this 8th day of March, 1999.

\_\_\_\_\_  
Village President

ATTEST:

\_\_\_\_\_  
Village Clerk

**FIRST READING:** February 22, 1999

**PASSED:** March 8, 1999

**APPROVED:** March 8, 1999

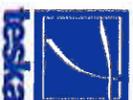
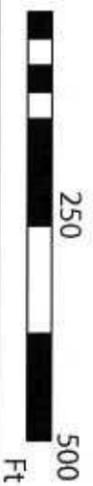
**PUBLISHED IN PAMPHLET FORM:** March 8, 1999



- LEGEND**
- Business
  - Business with Residence Above
  - Multi-Family Residence
  - Multi-Family Residences or Offices
  - Single Family Residence
  - Public Open Space
  - Civic
  - CBD

Village of Lake Bluff, Illinois

# Downtown Land Use Plan



April 12, 2016

# SELECT ZONING STANDARDS FOR CBD, R-5 AND R-4 DISTRICTS

Zoning Standards	Central Business District				R-5 District (multi-family)	R-4 District (a typical single-family lot east of Sheridan)
	Block 1 (LF Bank)	Block 2 (Post Office)	Block 3* (former PNC Bank lot)	Block 4 (Inovasi)		
Min. Lot Size	6,250 sq. ft.				7,500 sq. ft.	
Min. Lot Width	50 ft.				50 ft.	
Max. Height	35 ft. (3 stories)	30 ft. (2 stories)			<ul style="list-style-type: none"> <li>• Lot Width of &lt; 50 ft.: 30 ft.</li> <li>• Lot Width of 50 to 74.9 ft.: 32 ft.</li> <li>• Lot Width of 75 to 124.9 ft.: 34 ft.</li> <li>• Lot Width of 225 ft. or &gt;: 44 ft.</li> </ul>	
Min. Setback	<ul style="list-style-type: none"> <li>• Scranton: none</li> <li>• Sheridan: 15 ft.</li> <li>• North: 20 ft.</li> <li>• Walnut: none</li> <li>• Rear yard setback abutting 15-19 &amp; 33-41 North Ave: 18 ft.</li> </ul>	<ul style="list-style-type: none"> <li>• Scranton: none</li> <li>• Walnut: none</li> <li>• Oak: 10 ft.</li> <li>• Rear Yard: 18 ft</li> </ul>	<ul style="list-style-type: none"> <li>• Scranton <i>15 ft.</i></li> <li>• Oak: <i>10 ft.</i></li> <li>• Side yard setback abutting residential: 10 ft.</li> <li>• Rear yard setback abutting residential: 18 ft.</li> </ul>	<ul style="list-style-type: none"> <li>• Scranton: none</li> <li>• Center: none</li> <li>• Oak: none</li> <li>• Rear/side yard setback for lots abutting Village Hall &amp; Bluff Condos: 15 ft.</li> </ul>	<ul style="list-style-type: none"> <li>• Front Yard: 20 ft</li> <li>• Side Yard: 10 ft.</li> <li>• Rear Yard: 18.75 ft.</li> </ul>	<ul style="list-style-type: none"> <li>• Front Yard: 20 ft</li> <li>• Side Yard: 5 ft.</li> <li>• Rear Yard: 18.75 ft.</li> </ul>
Max. Floor Area	NA				<ul style="list-style-type: none"> <li>• Lot Size of 7,500 sq. ft.: 3,000 sq. ft.</li> <li>• Lot Size of 10,000 sq. ft.: 3,800 sq. ft.</li> <li>• Lot Size of 12,500 sq. ft.: 4,300 sq. ft.</li> <li>• Lot Size of 24,000 sq. ft.: 6,000 sq. ft.</li> </ul>	
Max. Impervious Coverage	NA				50% to 60% of lot size	
Max. Building Coverage	<ul style="list-style-type: none"> <li>• Commercial: 60% or 3,750 sq. ft.</li> <li>• Residential: 1,000 sq. ft. of lot area per 1 dwelling unit</li> </ul>				Lot Size of 7,250 sq. ft.: 2,250 sq. ft. (30%)	
Multi-Family Units	<ul style="list-style-type: none"> <li>• One multi-family dwelling per 2,000 sq. ft. of lot area.</li> <li>• No multi-family dwellings may be built below finished grade.</li> </ul>					

\* Block 3 is comprised of five parcels where the three westerly parcels are zoned CBD and the two easterly parcels are zoned R-4.