VILLAGE OF LAKE BLUFF
JOINT PLAN COMMISSION AND ZONING BOARD OF APPEALS AND ARCHITECTURAL BOARD OF REVIEW
SPECIAL WORKSHOP MEETING
JANUARY 20, 2016

APPROVED MINUTES OF MEETING

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

The Village of Lake Bluff Joint Plan Commission and Zoning Board of Appeals (PCZBA) and Architectural Board of Review (ABR) met at a Special Workshop Meeting in the Village Hall Board Room (40 E. Center Avenue) on Wednesday, January 20, 2016. The Meeting was called to order at 7:00 p.m. and it was determined the following PCZBA and ABR Members were present:

PCZBA Members:	Sam Badger Leslie Bishop Mary Collins Michael Goldsberry Elliot Miller Gary Peters Steven Kraus, Chair
ABR Members:	Neil Dahlmann Edward Deegan Matt Kerouac Carol Russ John Sorenson Robert Hunter, Chair
Absent:	Stephen Rappin, ABR Member
Also Present:	Drew Irvin, Village Administrator Michael Croak, Building Codes Supervisor Brandon Stanick, Assistant to the Village Administrator

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

ABR Chair Hunter stated the PCZBA and ABR allocate fifteen minutes during this item for those individuals who would like the opportunity to address the Boards on any matter not listed on the agenda.

There were no requests to address the Boards.

3. **Continuation of a Joint Workshop with the 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**

PCZBA Chair Kraus introduced the agenda item and reviewed the protocol for the meeting.

Village Administrator Irvin thanked the respective Advisory Board Members for attending and introduced Ms. Jodi Mariano, Principal Landscape Architect, Teska Associates, Inc.

Ms. Mariano provided background information regarding the Downtown Visioning Project which solicited the community's vision for the potential redevelopment of Central Business District Block Two and Block Three. The purpose of this meeting is to discuss and finalize the draft Downtown Guidelines and Planning Principles.

Village Administrator Irvin reviewed the past planning efforts related to the 1998 Lake Bluff CBD Planning Study and the 2016 Lake Bluff Strategic Plan. The 1998 CBD Planning Study consisted of Blocks One and Four and did not address Blocks Two and Three. The study emphasized developing the CBD as a resident service center critical to maintaining the character and identity of the Village. Village Administrator Irvin reviewed the mission/purpose of the 2016 Lake Bluff Strategic Plan and noted community dialogue resulted in the visionary statement regarding the community, housing stock diversity and strong property values serve residents at all stages of life.

Ms. Mariano stated design guidelines are a tool used to communicate the community's vision to perspective developers. Ms. Mariano showed a slide with the ten proposed planning principles.

PCZBA Chair Kraus reviewed the process for the meeting and stated the objective tonight is to review the draft guidelines and ultimately submit a recommendation to the Village Board for consideration.

In response to a question from PCZBA Member Goldsberry, PCZBA Chair Kraus stated the Boards anticipate the land use, planning principles and design standards that are part of this conversation will be applied to any proposed development in Block Two or Block Three.

A discussion concerning the following ten Planning Principles ensued:

1. Where Block Two abuts Scranton Avenue, ground floor commercial uses, compatible with the CBD, should promote the pedestrian-oriented main street environment of Scranton Avenue;
2. Where Block Two abuts North Avenue, residential uses with appropriate setbacks should be respectful to the surrounding neighborhood;
3. Block Three should be treated as an urban residential transition between the CBD to the west and neighborhoods to the east;
4. Blocks Two and Three should make use of internal alleyways for service and loading with vehicular access from Oak Avenue and/or Walnut Avenue;
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 Avenue. Diagonal parking may be considered along Walnut Avenue and Oak Avenue;
7. Streetscape treatments along Scranton Avenue and southern portions of the Walnut and Oak Avenues should be treated as extensions of the CBD streetscape, including wide sidewalks, traditional light poles, in ground tree planters and site furnishings as appropriate;
8. Streetscape treatments along North Avenue streetscape should be treated as an extension of the neighborhood street, including continuous sidewalks, lawn parkway and canopy tree plantings;
9. Mature stands of trees and open spaces should be preserved; and
10. Public gathering spaces, plaza spaces and pedestrian ways are encouraged to provide logical linkages between the development entrances, parking areas and surround CBD destinations.

PCZBA Chair Kraus opened the floor for public comments.

Ms. Robin McAfee stated a few residents along North Avenue have expressed concern regarding higher density in Blocks Two and Three and its impact on traffic in the neighborhood.

Ms. Marina Puryear expressed her agreement with Ms. McAfee's comments and suggested parkways be properly landscaped. She noted her experience living next to public ways and suggested the Village be sensitive to having more public space linkages in neighborhoods given the amount of trash that accumulates on private property and the pedestrian traffic that can be generated. Ms. Puryear expressed her concern for the limited amount of parking in downtown and stated more density without adequate onsite parking will not help the parking situation. Additionally, she expressed concern for parkway trees if a greater height is allowed.

Mr. Thomas McAfee stated the Village has changed a lot and noted the days of maintaining a local business is impossible. He expressed his opinion the Village should be cautious to base these concepts off of the 1997 Comprehensive Plan and encouraged the group to be more open minded. Mr. McAfee described the neighborhood as it appears to date and noted he is open to diversifying housing stock but not to a high rise building. He stated his major concern is density, building height and stated respecting the current density is important to the neighborhood.

Ms. Holli Volkert stated she lives near the perimeter of the CBD and does not want to look at a parking lot full of cars. Also, Oak Avenue is not wide enough to allow diagonal parking and she would like to hear more discussion regarding parallel versus diagonal parking. She expressed her preference parking stay behind buildings, but not necessarily hidden, and asked that they consider hidden parking as opposed to an open parking lot. She also expressed her preference to have open space at the corner of Oak and North Avenues where there are more single-family homes. Ms. Volkert further expressed her preference for a sidewalk along Oak Avenue.

Mr. Scott Bermingham asked the Village not to limit the development of Block Three strictly to residential because he likes the idea of a "transitional" development which could have commercial uses. In response to a question from Mr. Bermingham, Village Administrator Irvin stated there are different parking requirements for residential and commercial uses.

Ms. Susan McMurray asked for clarification regarding previous comments about parking on E. Scranton Avenue. Ms. Mariano stated there is no intent to change the existing parking configuration on E. Scranton Avenue.

Mr. Mark Stolzenburg expressed his appreciation for the discussion regarding setbacks along North Avenue being respectful of the scale of the existing neighborhood. He expressed his opinion allowing a three-story building in this area would be out of scale.

Mr. Kyle Petersen stated the Village has done a great job creating a framework for the Village and noted his concern for its future character. He expressed his agreement with Mr. Stolzenburg regarding the lots along North Avenue and expressed his preference residential uses with setbacks be consistent with the scale, character and density of the surrounding neighborhood. Mr. Peterson commented on the density and suggested that the Members further define scale.

Ms. Julie Morris stated she would like the language in the planning principles strengthened to protect the

Village. She also expressed her preference for having traffic studies completed for any proposed development. She expressed her concern regarding parking, density and the economics of commercial retail in the downtown.

Mr. Petersen expressed his agreement with Ms. Morris and stated he would like more language addressing density.

Mr. Bermingham inquired of the process that would enable the Village to reinforce the planning principles. He asked that the existing ordinances be reviewed to ensure they are consistent with the planning principles.

PCZBA Member Collins stated she would expect the Village to go back and review the zoning in the CBD to ensure its compatibility with the planning principals and design guidelines.

PCZBA Member Miller expressed his preference, in response to the concerns of those in attendance, that character, scale and zoning be consistent with the surrounding neighborhood.

PCZBA Chair Kraus led a discussion concerning CBD Block Three. He stated the Village can manage development using the existing zoning regulations or address development like it has in the past as a planned development where there is greater flexibility while maintaining the existing underlying zoning. He stated this is one reason having a concept for the entire blocks is important. PCZBA Chair Kraus stated changing underlined zoning is something that could happen but a development in the concept of a planned development is something that would give more control to the Village.

Ms. McAfee expressed her understanding from tonight's discussion the Boards are okay with changing or allowing more density than what is currently allowed in these areas.

PCZBA Member Goldsberry expressed his preference that existing density be maintained in the area.

PCZBA Member Peters stated it is too premature to focus on specific zoning standards and he questioned whether the north side of Block Two would be best fit for single-family homes, as the value of the land is too great to end up with single-family units, which may necessitate an increase in density.

PCZBA Member Badger also expressed his preference for two-story development more than three-story development and having a transition at the corner similar to the oak grove at Walnut and E. North Avenue.

ABR Member Sorenson stated single-family homes along the north side of North Avenue does make sense.

PCZBA Member Bishop expressed her agreement with the comments that redevelopment might not just be single-family, but it can be appropriately designed and work with the north side of North Avenue to make it acceptable to the community as a whole.

PCZBA Member Collins confirmed the existing zoning allows for multi-family residential along CBD Block Two. She suggested the PCZBA discuss which building typology (multi-family, attached and detached single-family, mixed-use), presented in the Design Guidelines, would be appropriate in CBD Blocks Two and Three.

ABR Member Dahlmann stated he is concerned with the way density is being interpreted. The floor area is more important than density and it should be up to the developer to decide how to design the project.

ABR Member Kerouac stated the ABR role is to design better buildings and the Village will do something to create a development that is in character with Lake Bluff. He stated it is a matter of changing the massing and the idea of density is important because it does impact parking. He stated there is a balance between economics and doing something of which the Village can be proud.

A resident stated the R-5 Zoning District needs to be clarified because it is unclear as to what it means other than multi-family. Comments about density and units are also important topics to clarify.

Ms. Morris stated the historic aspect of the Village should be integrated into the planning principles and expressed her concern that density, traffic, parking and economic aspects are not a part of the planning principles.

Ms. Puryear expressed her agreement with Ms. Morris that there needs to be more teeth in the planning principles.

Mr. McAfee stated there seems to be a desire for higher density and he questioned why not single-family homes.

Ms. Puryear expressed her belief a three story building on North Avenue in Block Two is not consistent with the existing neighborhood.

Ms. Mariano reviewed the photographs of the transitional housing examples provided in the Downtown Subarea Visioning Project (CBD Blocks Two and Three) presentation.

In response to a concern expressed by a member of the public, PCZBA Chair Kraus stated planning these blocks as whole developments does not mean they should look the same. North Avenue and Scranton Avenue streetscapes are two things that need to be handled differently because they are reacting to different needs of the community.

ABR Chair Hunter stated one of the dangers of establishing design guidelines is they become very prescriptive and we want to avoid being too prescriptive. The design guidelines are presented to developers to help in designing their proposal.

PCZBA Member Goldsberry stated the Lake Bluff brand should be incorporated into this process because it would be good to define "Lake Bluff Style".

PCZBA Chair Kraus suggested a future workshop to continue review of the Design Guidelines and Planning Principles. He asked that any comments be submitted to Staff.

Village Administrator Irvin stated the developer of the PNC property is eager to move forward and has requested a workshop with the ABR/PCZBA to discuss the conceptual phase of the project.

Ms. Morris inquired of the development review process, Village Administrator Irvin stated the Village Code outlines the review process and allows a developer to request a pre-submittal workshop with the

Boards.

Mr. Peterson stated the ABR and PCZBA did not address density at this workshop as was requested by those in attendance. He expressed his understanding this is a workshop, but would have liked the group to acknowledge the concern for density.
PCZBA Chair Kraus stated that was certainly not the intention of the Boards and he encouraged everyone to review the Design Guidelines and continue to attend the next workshop meetings.

Ms. Mariano stated the Design Guidelines is a document exclusive of zoning. The Village's Zoning regulations must still be followed; however, the Design Guidelines are used to communicate principles regarding the quality and appearance of proposed construction. The Design Guidelines do not alter the existing zoning requirements.

It was the consensus of the Boards to schedule a future workshop meeting.

4. **Adjournment of the Meeting**
As there was no further business, the meeting adjourned at 9:34 p.m.

Respectfully submitted,

Brandon J. Stanick
Assistant to the Village Administrator

Michael Croak
Building Codes Supervisor