

**VILLAGE OF LAKE BLUFF  
BOARD OF TRUSTEES  
REGULAR MEETING  
JULY 25, 2016**

**APPROVED MINUTES**

**1. CALL TO ORDER AND ROLL CALL**

Village President O'Hara called the meeting to order at 7:00 p.m. in the Lake Bluff Village Hall Board Room, and Village Clerk Aaron Towle called the roll.

The following were present:

Village President: Kathleen O'Hara

Trustees: Barbara Ankenman  
Steve Christensen  
Eric Grenier  
William Meyer

Absent: Mark Dewart  
John Josephitis

Also Present: Aaron Towle, Village Clerk  
Drew Irvin, Village Administrator  
Peter Friedman, Village Attorney  
Michael Croak, Building Codes Supervisor  
Jeff Hansen, Village Engineer  
David Belmonte, Police Chief  
Jake Terlap, Public Works Superintendent  
Brandon Stanick, Assistant to the Village Administrator (A to VA)

**2. PLEDGE OF ALLEGIANCE**

President O'Hara led the Pledge of Allegiance.

**3. CONSIDERATION OF THE MINUTES**

Trustee Meyer moved to approve the July 11, 2016 Board of Trustees Regular Meeting Minutes with the requested change from Trustee Ankenman. Trustee Christensen seconded the motion. The motion passed on a unanimous voice vote.

**4. NON-AGENDA ITEMS AND VISITORS**

President O'Hara stated the Village President and Board of Trustees allocate fifteen minutes for those individuals who would like the opportunity to address the Village Board on any matter not listed on the agenda. Each person addressing the Village Board of Trustees is asked to limit their comments to a maximum of five (5) minutes.

There were no requests to address the Board.

**5. VILLAGE BOARD SETS THE ORDER OF THE MEETING**

At the request of those present, Trustee Christensen moved to take Agenda Item #15 after Agenda Item #17 and then return to the regular order of the meeting. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**6. ITEM #6A – WARRANT REPORT FOR JULY 16-31, 2016**

President O’Hara reported expenditure of Village funds for payment of invoices in the amount of \$122,420.15 for July 16-31, 2016.

As such, the total expenditures for this period is in the amount of \$122,420.15.

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

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

**7. ITEM #7A – VILLAGE ADMINISTRATOR’S REPORT REGARDING AN INFORMATIONAL REPORT AND PRESENTATION FROM CROYA MANAGER TODD NAHIGIAN REGARDING CROYA PROGRAMS**

Mr. Todd Nahigian, Committee Representing Our Young Adults (CROYA) Manager, provided information on CROYA programs and noted Lake Bluff student participation has increased during this fiscal year. Mr. Nahigian introduced Ms. Tara Tuohy, winner of the Margot Martino ‘Spirit of CROYA’ Essay Scholarship contest, and she read her essay to the Village Board.

**8. ITEM #7B – VILLAGE ADMINISTRATOR’S REPORT REGARDING A REQUEST FROM THE LAKE BLUFF PARK DISTRICT TO WAIVE BUILDING PERMIT FEES FOR THE REPLACEMENT OF PLAYGROUND EQUIPMENT AND RELATED IMPROVEMENTS IN ARTESIAN PARK AND BLAIR PARK**

Village Administrator Drew Irvin reported the Lake Bluff Park District is requesting a waiver of all permit fees associated with the replacement of playground equipment and related improvements in Artesian Park and Blair Park. As the total cost of construction of these two projects is \$570,594, it is estimated that, without a waiver, the permit fees for these two projects would be \$17,130. Similar requests have been considered on a case-by-case basis for other non-profit and governmental organizations.

Village Administrator Irvin reported on the Criterium Bike Race noting the Women’s Pro and Final race were cancelled due to inclement weather. He thanked the Public Safety Departments for their assistance with shutting down the race with no incidents.

**9. ITEM #8 – VILLAGE ATTORNEY’S REPORT**

Village Attorney Peter Friedman had no report.

**10. ITEM #9 – VILLAGE PRESIDENT’S REPORT**

President O’Hara reported on an upcoming Committee-of-the-Whole (COW) meeting to discuss if the Village should consider a resolution that was recently adopted by the City of Lake Forest encouraging ComEd to allow residents to permanently opt out of the smart meter program.

**11. ITEM #10 – ACCEPTANCE OF THE CORRESPONDENCE**

President O’Hara introduced the correspondence from the Informational Reports on July 8 and 15, 2016.

Trustee Grenier moved to accept the correspondence as submitted. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

**12. ITEM #11 – A RESOLUTION APPROVING A SIGN EXEMPTION REQUEST FOR INOVASI RESTAURANT LOCATED AT 28. E. CENTER AVENUE**

President O’Hara reported Inovasi Restaurant is proposing to add an awning over their front door on Scranton Avenue. The awning would be 74” wide and 41” tall with a 24” projection out from the face of the building. It would be made of forest green canvas with the word “Inovasi” in white letters on all three sides of the valence. The sign code limits a business to one awning sign, so an exemption would be required for the applicant to have three. A similar exemption was recently granted to Hansa Coffee. She further reported the Architectural Board of Review (ABR) reviewed the proposed awning and signs at its July 12, 2016 meeting and recommended that the Village Board approve it. In preparation for the Village Board’s consideration of the request, the neighboring property owners have been notified of the meeting date.

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

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

**13. ITEM #12 – A RESOLUTION APPROVING A SITE PLAN TO ADD NEW LIGHTS ON THE LAKE BLUFF FIRE STATION LOCATED AT 45 E. CENTER AVENUE**

President O’Hara reported currently there is only one light over the Fire Department bay doors on the front of the building and one over the bay doors on the back of the building. Since the Fire Department does a lot of practice outdoors in the evening in these areas, more light is needed. Two years ago, four electrical boxes were installed in the brick walls next to and between the doors on the front of the building. The Village proposes to install the light fixture shown in the attached specification sheet at each of the four boxes and also in similar locations on the back of the building. She further reported the ABR conducted a public hearing to review the proposed work at its July 12, 2016 meeting and recommended that the Village Board approve it. The neighboring property owners have been notified of the public hearing.

In response to a question from the Board, Building Codes Supervisor Michael Croak stated the plan is to install a 25 watt light fixture over the front main door to determine the level of illumination prior to installing four additional light fixtures on the front and rear of the building.

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

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

**14. ITEM #13 – A RESOLUTION APPROVING A SITE PLAN FOR PLAYGROUND EQUIPMENT AND OTHER EXTERIOR ALTERATIONS AT ARTESIAN PARK LOCATED AT 10 E. SHERIDAN PLACE AND BLAIR PARK LOCATED AT 355 W. WASHINGTON AVENUE**

President O’Hara reported the Lake Bluff Park District proposes to replace playground equipment at Blair and Artesian Parks and make other alterations that include pathways, berms, benches, and at Artesian Park an area for tables and chairs. The ABR conducted a public hearing to review the proposed work at its July 12, 2016 meeting and recommended that the Village Board approve it. She further reported the neighboring property owners were notified of the public hearing. In preparation for the Village Board’s consideration of the request, a resolution has been prepared transmitting the ABR’s recommendation. Blair Park currently operates under a Special Use Permit (SUP) that requires Site Plan approval of exterior changes. The Park District intends to pursue institutional zoning classification for the parks when that zoning district is created.

Mr. Ed Heiser, Superintendent of Facility Services for the Lake Bluff Park District provided background information regarding the process. He reported the Park District conducted community meetings at each park and revised the designs based on the comments received. Mr. Heiser showed a slide of the current conditions and the equipment site plan selected for Artesian Park. He reviewed the types of materials that will be used throughout the playground area. The ADA compliant concrete pathway will provide direct access to the playground. He showed a picture of the playground equipment noting the second tier on the tower will be approximately 8 ft. tall and 14.5 ft. to the peak of the tower.

In response to a question from President O’Hara, Mr. Heiser stated kids will be able to walk around the platform but there will be protective barriers installed. He stated the life span for playground equipment is approximately 15 to 20 years.

Mr. Heiser showed a slide of the current conditions and the option selected for Blair Park. The plan is to resurface all the pathways and maintain the existing shelter. He reviewed the proposed playground equipment and material types which included engineered wood chip fiber.

Trustee Ankenman inquired of the ADA accessible pathways. Mr. Heiser showed the ADA pathway connection and reviewed the types of activities available in those areas. He stated the stairway at Blair Park does not meet ADA accessibility guidelines mainly due to the containment size and there are no ramps available to accommodate wheelchairs.

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

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

Trustee Christensen moved to waive all permit fees related to the proposed improvements to Artesian and Blair Park in the amount of \$17,130 as requested. Trustee Grenier seconded the motion. The motion passed on the following roll call vote:

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

**15. ITEM #14 – A RESOLUTION APPROVING A SITE PLAN FOR EXTERIOR ALTERATIONS INCLUDING THE RELOCATION OF DUMPSTERS AND A FENCE FOR CENTER AVENUE PARTNERS LOCATED AT 61 E. SCRANTON AVENUE**

President O’Hara reported Center Avenue Partners, the owner of the building at the southeast corner of Center Avenue and Scranton Avenue, is proposing to remove the dumpsters from the east end of their parking lot in order to make Scranton Alley an even more attractive public space. They would expand their western dumpster enclosure from the existing 16’-10” x 5’-8” size to 20’-8” x 6’-8” in order to accommodate an additional dumpster in that enclosure. They would also have more frequent pickups so that fewer dumpsters overall would be needed. She further reported the expanded dumpster enclosure would consist of a fence of the same height and appearance as the existing fence and the existing sign post would be removed. The ABR conducted a public hearing to review the proposed work at its July 12, 2016 meeting and recommended that the Village Board approve it. The neighboring property owners were notified of the public hearing.

In response to a question from Trustee Grenier, Mr. Ron Oesterlein of Center Avenue Partners reported on their current refuse collection process and noted removal of the grease container, which is smaller than an actual dumpster, will make the alleyway nicer and accommodate daily refuse pickup.

Trustee Grenier asked if they anticipate any additional changes. Mr. Oesterlein stated improvements regarding the existing walkway and the possibility of additional plants in front of the parking lot are being considered.

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

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

**16. ITEM #16 – AN ORDINANCE GRANTING A VARIATION FROM THE VILLAGE’S FRONT YARD SETBACK REGULATIONS (225 W. Center Avenue)**

President O'Hara reported in July 2016 the Village received a revised zoning application from SB-WRA, LLC (Petitioner), property owner of 225 W. Center Avenue, seeking zoning relief from the Village's R-3 Residence District minimum front yard setback regulations to allow for the conversion of an open carport to a fully enclosed two car garage. The house is an existing legal nonconforming structure that currently encroaches into the required minimum front yard setback of 30 feet by 11.50 feet. The Petitioner is seeking zoning relief because the conversion of the open carport to a fully enclosed garage is considered to increase the degree of the existing nonconformity; however, enclosing the carport will not increase the existing encroachment into the required minimum front yard setback. She further reported at its meeting on July 20<sup>th</sup> the Joint Plan Commission and Zoning Board of Appeals (PCZBA) conducted a public hearing and unanimously recommended the Village Board approve:

- A variation from the R-3 Residence District minimum front yard setback regulations of 30 feet to allow a proposed two car garage to encroach into the front yard setback by 11.50 feet (or a 38.30% variation).

As there were no comments from the Board, Trustee Ankenman moved to approve first reading of the ordinance. Trustee Meyer seconded the motion. The motion passed on a unanimous voice vote.

**17. ITEM #17 – AN ORDINANCE GRANTING A SPECIAL USE PERMIT TO LYFT HEALTH AND FITNESS, LLC TO OPERATE A PHYSICAL FITNESS FACILITY AT 960 NORTH SHORE DRIVE, UNIT #6 IN THE VILLAGE'S L-1 LIGHT INDUSTRY DISTRICT**

President O'Hara reported on June 24, 2016 the Village received a zoning application from Lyft Health and Fitness, LLC (Petitioner), requesting a SUP to operate a physical fitness facility at 960 North Shore Drive, Unit #6 (Property). The Petitioner will offer physical fitness services in small groups (10 to 15 people) and offer personal training, specialty training, sport specific training and youth athletic training services as well. At the conclusion of the public hearing on July 20<sup>th</sup> the PCZBA unanimously recommended the Village Board approve the request for a SUP to allow the Petitioner to operate a physical fitness facility at the Property pursuant to operations outlined in the zoning application. She further reported earlier this year the Village Board approved an amendment to the Zoning Code allowing physical fitness facilities as a special use in the L-1 Zoning District and granted a SUP to a Vlad's Gym, a personal trainer operating at 910 Sherwood Drive.

As there were no questions from the Board, Trustee Christensen moved to approve first reading of the ordinance. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

**18. ITEM #15 – AN ORDINANCE AMENDING THE COMPREHENSIVE PLAN OF THE VILLAGE OF LAKE BLUFF BY ADOPTING CENTRAL BUSINESS DISTRICT PLANNING PRINCIPLES**

President O'Hara expressed her concern regarding comments to the PCZBA and the publication in the *Daily North Shore* from the Concerned Citizens of Lake Bluff. President O'Hara read quotes from a memorandum regarding the proposed PMD Ordinance and noted the statements are not true. The article written in the 2016 edition of *On the Bluff* was meant to explain how the review process will proceed and not serve as a predetermined outcome. She stated the accusation was insulting to the Village's advisory boards. President O'Hara stated the review process, which allows for public input, is ongoing and the PCZBA will make a recommendation to the Village Board and the Village Board will make the final decision on any development proposal; the President does not vote except in the case of a tie vote.

President O'Hara stated there have been comments made in regards to maintaining Lake Bluff's character and the character of Lake Bluff is a place where differences are respected.

President O'Hara reported in the first half of 2015 the COW and Staff discussed the potential for redevelopment of the Central Business District (CBD) Blocks Two (bounded by Scranton/Oak/North/Walnut) and Three (bounded by Scranton/Oak/Evanston). To best prepare for potential downtown redevelopment, the Village engaged Teska Associates, Inc. (Consultant), a land use planning firm, to perform a visual preference survey of both CBD Blocks Two and Three, and using input from the community, prepare Design Guidelines. President O'Hara further reported in October 2015 the Village Board received a report from the Village Administrator concerning the draft Downtown Sub-Area Visioning Report (Report) with Design Guidelines and the Village Board referred the matter to the PCZBA and the ABR for finalization. The ABR has concluded its review of the Design Guidelines, and as part of its consideration, the PCZBA conducted a public hearing on May 18 and June 8, 2016 and recommended the Village Board amend the Village's Comprehensive Plan by (i) adopting the Ten Planning Principles for CBD Blocks Two and Three that are identified in the Report; (ii) amending the Village's Future Land Use Plan to reflect the Ten Planning Principles and an update that reflects existing conditions; and (iii) amending the Village's Long Range Downtown Public Parking Plan for consistency with the aforementioned documents.

A to the VA Brandon Stanick presented information regarding the PCZBA's recommendation to amend the Comprehensive Plan. He advised the recommendation includes the adoption of the Ten Planning Principles that are a result of the Downtown Sub-Area Visioning Project. He reviewed the proposed changes to the Downtown Future Land Use Plan and the Long Range Downtown Parking Plan.

Village Administrator Irvin stated the Comprehensive Plan is a long range land use planning tool which does not change existing zoning classifications or property ownership.

President O'Hara opened the floor for public comment.

Ms. Robin McAfee (resident) stated she is saddened by President O'Hara's comments. She expressed her opinion that comments from North Avenue residents regarding the proposed redevelopment are being portrayed in a negative manner. She stated the comments made during the previous PCZBA meetings do not make the residents feel good about the process and she is hopeful the atmosphere will turn around as this is an important matter.

Mr. Tom McAfee (resident) expressed his concern the proposed map gives the impression the area between North and Washington Avenues is existing multi-family, but it is currently single-family. He stated it appears the aspiration is to create higher density around the CBD and he asked that multi-family land use be distributed throughout the Village. Mr. McAfee expressed his concern regarding the public hearing process as the public's comments regarding density and height have not been discussed. He expressed his concern regarding high density developments which are not transitional to the surrounding neighborhood.

Mr. Mark Stolzenburg (resident) thanked the Village Board for their service to the community. He commented on the various PCZBA and ABR workshop meetings conducted regarding the proposed Comprehensive Plan amendments related to the Ten Planning Principles. The residents expressed their preference for the Village to maintain its character and ensure that any development does not overpower the small town charm that sets Lake Bluff apart from other communities. There have been additional

comments submitted to the Village proposing revisions to the Planning Principles which include a statement of purpose, additional protections for residents and green space. He stated no revisions proposed by the neighbors have been accepted. Mr. Stolzenberg asked the Village Board to remand the proposed amendments to the Comprehensive Plan back to the PCZBA for continued revision to include more protection for the Village's character and adoption of the revisions proposed by the neighbors.

Mr. Rick Lesser (resident) expressed his agreement with President O'Hara's comments regarding humility and expressed his apologies for any inappropriate statements in the memorandum. He stated this is an important issue for the Village, but residents feel their comments are not important when public comments is taken behind the developer in the review process. Mr. Lesser stated he is not opposed to redevelopment of CBD Blocks Two and Three. It is important that any proposed development be transitional and not intrude into the single-family residential area. He stated the Village has had success in the CBD and he hopes this process can continue in a constructive manner.

Mr. Lee Nysted (resident) stated Block Three is an important transitional block and residents are concerned for allowing greater height and density. He commented on the three story Block One development expressing his belief the third floor has never been occupied. Mr. Nysted expressed his concern regarding the proposed three story development because it does not serve as a transition to the residential neighborhood. He asked that developers stay within the established zoning guidelines and expressed his concern for residents not being involved in the process.

Trustee Meyer expressed his understanding the Board is voting on first reading of the ordinance. He asked if the proposed Planning Principles enforce any zoning laws and inquired of their function. Village Administrator Irvin stated the proposed Planning Principles are aspirational goals and many of the comments regarding density and height are regulated by the Zoning Code. Village Administrator Irvin stated the PCZBA continues to review a draft Planned Mixed-Use Development Ordinance which would include those types of regulations.

Village Attorney Peter Friedman stated these are Village documents adopted by ordinance setting land use policies, goals and aspirations and do not have the force of law as zoning regulations.

Ms. Maureen Chamberlain (resident) asked if the area was changed to multi-family would developers be allowed to build up to 36 ft. Village Administrator Irvin stated the Zoning Code specifies regulations and that is not the purpose of the Planning Principles. He noted should the draft PMD ordinance be adopted and used to redevelop Block Three the underlying zoning classification would not change. A discussion regarding zoning ensued.

Ms. Chamberlain asked if the multi-family zoning along North Avenue could ever be changed to single-family zoning. Village Administrator Irvin stated the PCZBA decided not to change the existing multi-family zoning, but did express an intention to revisit that discussion. He stated from a best practices approach it is best to have higher density developments adjacent to public transportation facilities.

As there were no further comments from the Board, Trustee Ankenman moved to approve first reading of the ordinance. Trustee Grenier seconded the motion. The motion passed on a unanimous voice vote.

## **19. ITEM #18 – TRUSTEE'S REPORT**

There was no Trustee's report.

**20. ITEM #20 – ADJOURNMENT**

Trustee Grenier moved to adjourn the regular meeting. Trustee Christensen seconded the motion and the motion passed on a unanimous voice vote. The meeting adjourned at 8:34 p.m.

Respectfully Submitted,

---

R. Drew Irvin  
Village Administrator

---

Aaron Towle  
Village Clerk