

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

**Wednesday, February 21, 2018
Village Hall Board Room
40 East Center Avenue
6:00 P.M.**

A G E N D A

1. Call to Order and Roll Call

2. 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.

3. Consideration of the January 17, 2018 PCZBA Meeting Minutes

4. Consideration of the November 18, 2017 PCZBA Special Meeting Minutes (Van Tour)

5. Comprehensive Plan Workshop

- **Open Space, Parks, and Recreation**

6. A Public Hearing for 501 E. Center Ave. and 517 E. Center Ave. to consider (1) approval of both a tentative and final plat of resubdivision pursuant to Chapter 11 of the Village Code; (2) a variation from Section 10-5-6 (Floor Area Ratio) of the Zoning Regulations to allow the resubdivision despite an existing floor area non-conformity (3) a variation from Section 10-5G-2 (Yards) of the Zoning Regulations to allow the resubdivision despite existing rear yard and side yard non-conformities; (4) a variation from Section 10-5-3 (Yards) of the Zoning Regulations to allow the resubdivision to create a corner lot side yard nonconformity; and (5) any other zoning relief as required to allow the resubdivision.

(No Final Action by PCZBA in February)

7. Adjournment

The Village of Lake Bluff is subject to the requirements of the Americans with Disabilities Act. Individuals with who require accommodations in order to allow them to observe and/or participate in this meeting, may contact Glen Cole, Assistant to the Village Administrator, at (847) 283-6889 or TDD number (847) 234-2153 in advance to allow the Village of Lake Bluff to make reasonable accommodations.

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

JANUARY 17, 2018

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, January 17, 2018, 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
David Burns
Mary Collins
Elliot Miller
Gary Peters
Steven Kraus, Chair

Also Present: Ben Schuster, Village Attorney
Glen Cole, Assistant to the Village Administrator (AVA)

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

Chair Kraus stated the PCZBA allocates 15 minutes during this item for those individuals who would like the opportunity to address the PCZBA on any matter not listed on the agenda. Each person addressing the PCZBA is asked to limit their comments to a maximum of three minutes.

There were no requests to address the PCZBA.

3. Approval of the November 15, 2017 PCZBA Regular Meeting Minutes

Member Bishop moved to approve the November 15, 2017 PCZBA Regular Meeting Minutes as amended. Member Burns seconded the motion. The motion passed on a unanimous voice vote.

4. Approval of the October 26, 2017 PCZBA Special Meeting Minutes

Following a brief discussion, Chair Kraus moved to defer consideration of the October 26, 2017 PCZBA Special Meeting Minutes until the February 21, 2018 PCZBA Meeting. There were no objections from the PCZBA.

5. Chair Kraus Administered the Oath to Those Participating in the Public Hearings.

Chair Kraus administered the oath to those individuals present to testify.

6. Public Hearing for a Text Amendment

Chair Kraus introduced the item and requested an update from Staff. AVA Cole said this request is for the type of use for the Central Business District (CBD) and as requested a draft text amendment has been provided.

AVA Cole provided background information on the former Lake Bluff Pilates Studio and stated one of the previous instructors now desires to operate a smaller Pilates Studio in the CBD. Currently all “Physical Fitness Facilities” regardless of their size, are designated as a special use in the L-1 District and the CBD. The applicant Mr. Rob Douglass of Lake Effect Holdings is requesting a change to the Zoning Code to allow Personalized Pilates to occupy a 480 square foot office space in Block One of the CBD. AVA Cole said the request was broaden to allow the PCZBA an option to consider the same change for the CBD and L-1 District, expand it to all fitness facilities, or set a different limit on square footage. Currently, there are six physical fitness facilities located within the Village and there have been no reported complaints. AVA Cole reviewed the documents provided to the PCZBA for consideration.

Chair Kraus said as he recalls, the detailed discussion regarding permitted use focused on the size of the fitness facility. There was no distinction for a single person or single room type of studio. From his perspective, the PCZBA chose to keep it as a special use because of parking concerns. Chair Kraus said there are several physical fitness facilities, which are part of the fabric of the community, operating throughout the Village. The draft text amendment does not define a type of studio but limits the square footage not to exceed 500 square feet which addressed his concern on how parking would be impacted by larger classes.

Member Collins commented on why she requested the draft text amendment language be prepared for the PCZBA. She does not have a problem with the physical facility being permitted as of right because it seems reasonable. She expressed her concern regarding class size and asked if there should be a footnote limiting groups and classes to a specific size. A discussion followed.

Chair Kraus said he would prefer that draft text amendments be prepared for review by the PCZBA before it is submitted to the Village Board.

Member Burns said he is okay with size limitation but not limitations on the number of individuals. He commented on other CBD permitted uses noting the majority of the facilities can accommodate many patrons and it would be unfair to limit a Pilates Studio to one person.

Member Miller asked if there was a way of limiting, besides size, the number of instructors or type of equipment so small personal fitness uses would not have to come before the PCZBA.

Member Badger asked if parking was the primary reason for considering size limitations. He understands the size restriction but he is not sure if the Village wants to restrict people from utilizing downtown spaces.

Chair Kraus discussed the distinctions in permitted and special uses and said he is fine with 500 square feet as a permitted use. This would make an easier transition for a starting business that most likely would be approved. A discussion followed.

Member Bishop said if it is a permitted use then there would be no limit on how many can open downtown. It seems recently there have been quite a few request for this type of use in the L-1 District and she asked how many of these facilities should be allowed downtown.

Village Attorney Ben Schuster said he would caution viewing this as the management of competition among private businesses. The legal distinction between a permitted and special use

is that a special use is something you are permitting but because of certain side effects you would want to review it. You would not be able to review it for any reason, only that authority provided by the State. He said limiting these types of facilities to a number or to protect incumbents is not within the PCZBA purview.

Chair Kraus opened the floor for comments.

Mr. Rob Douglass of Lake Effect Holdings LLC, said a 500 square feet fitness facility is reasonable because that is in spirit with two other business expansions. He said they want businesses to be successful and if there is a restriction applied that allows the business to gain momentum and potentially growth. Should the business exceed the allowed 500 square feet then the business would be subject to a special use review because of the potential impact on parking. Mr. Douglass said Focus Results is approximately 1,100 square feet and train approximately three patron at its facility but there have been no complaints received regarding the facility. Mr. Douglass commented on his conversation with Mr. Ron Osterlein noting he informed him that he never received any complaints regarding the former Pilates Studio. This seems to be quite passive as it relates to a fitness facility but he thinks it is about giving a business a starting point without getting burdened with expenditures for special use permits. Mr. Douglass commented on the building permit process noting an upfront retainer fee is required to move ahead. This is disproportion for small businesses but should it expand a special use permit would be applicable. Mr. Douglass provided background information on Ms. Heather Marsch of Personalized Pilates, LLC. He said from a managerial perspective there will not be another Pilates Studio downtown because it would compete with an existing tenant and possibly create other issues.

Chair Kraus said the way the text amendment is drafted this would be a special use in the L-1 District. He asked if the PCZBA was comfortable with the 500 square feet limitation. Member Miller said he thinks anything else is arbitrary and he would prefer to go with what is out there and expand if need in the future.

Member Peters moved to recommend the Village Board approve the special use text amendment with the physical fitness facility, 500 square feet or less, being identified as a permitted use in both the CBD and L-1 District. Member Badger seconded the motion. The motion passed on the following roll call vote:

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

In response to a question from Mr. Douglass, AVA Cole said a copy of the draft text amendment will be provided to the applicant prior to consideration by the Village Board and requested the applicant submit a letter requesting waiver of second reading.

7. Concept RIO (Institutional) Zoning Workshop

Chair Kraus introduced the agenda item and requested an update from Staff. AVA Cole said at the last meeting the PCZBA had an informative workshop with Mr. Ron Salski Executive Director of the Lake Bluff Park District. Since that time Mr. Salski have provided additional (hypothetical) examples of the types of changes that may be subject to the triggering conditions of institutional zoning.

AVA Cole provided information regarding upcoming projects such as the roadway project which the School District had no objections. He said tonight the objective is to review the concept, identify any specific issues that may need further review or proceed with a text amendment to establish the district.

Chair Kraus said the underlying zoning for property used by governmental entities (Lake Bluff Park District and School District) as well as non-profit organizations and Churches within the Village is residential. The School District previously submitted relief requests for both of their campuses which was difficult because the underlying zoning was residential. Chair Kraus said if the PCZBA desires to move forward the recommendations should include 1) create a concept of institutional zoning for specific properties and there no operational changes for the governmental entities, 2) if there is a minor change or rehabilitation to a structure on a parcel operated by a governmental entity, they would be allowed to streamline their process as long as there is no significant change and 3) if there is a significant change in use or alternation to a specific structure within a parcel, that would trigger a review.

Chair Kraus said RIO Districts would be established to make it easier for governmental entities and non-profit organizations to upkeep their property, make minor changes, and provide protection in the form of PCZBA and Village Board having more scrutiny over significant changes especially change in use. Chair Kraus said the review would not be based on the underlying zoning but on what is being proposed and regulations regarding the use.

Member Miller asked if a change in use is only based on principal structures or should it be a separate category.

Member Collins commented on previous controversial use changes such as the Grace United Nursery School, Park District Driving Range Net, Park District Tent, and Park District Paddle Tennis Facility. She said allowed uses should be defined for each site explicitly so you know when a change in use is triggered. If the new district is established it would be beneficial for a request to be presented during an outside district's planning stages. The new section should accomplish some good in addition to making it easier. To her, it is a little messy when there are variances being done to a residential district. She said there needs to be stricter code requirements regarding setbacks and impervious surfaces should be included for anything greater than 5%.

Member Burns asked if the idea was to provide the PCZBA with things that should be considered or be concerned about those things not coming before the PCZBA. It seems that all the uses on the list would come before the PCZBA even if RIO Zoning was established. A discussion regarding changes in use/changes requiring review followed.

In response to a question from Member Burns, AVA Cole said the rear setback were taken from the R-4 District and not intended to be applied to every situation. Member Burns asked why there should be concern if someone deleted a principal structure and expressed his opinion the review should be removed.

Member Collins said she does not think the PCZBA should feel pressured. The plan should be to make the code neater but she does not believe that the push should be to let other agencies do what they want without going through the PCZBA's process. A discussion followed.

Chair Kraus commented on the Park District review process and noted if they decide to move forward the proposed plans must go through the PCZBA's process. He thinks one solution could be to have the PCZBA review the zoning aspects during the development phase of their master plan. A discussion followed.

Chair Kraus shared his view on how the concept should be done. The PCZBA should be included in the planning process not the final process. Chair Kraus said he is worried about, not with any specific parcel or entity, if there is a significant change in use proposed for open space not owned by the Village. There needs to be a mechanism for a Village wide review for significant change in use.

Member Miller asked what would happen if RIO Districts were established and a government entity wants to sell some of their property. He asked would they have to come back to the PCZBA to seek residential zoning. Chair Kraus confirmed that a review would be required because underlying zoning is institutional and when changed to a different use it has to be rezoned.

AVA Cole said rezoning is a discretionary matter because there are no standards compelling the Village to rezone.

Chair Kraus said governmental entities and non-profit organizations should continue current use of their property without difficulty, but should they desire a significant change in use there needs to be a Village wide review.

Member Bishop asked who is responsible for the cost to submit plans twice to the PCZBA. Village Attorney Schuster said it is a minimal cost depending on when the plans are submitted for review. The Village does not charge a fee for applicants to submit their ideas. Member Bishop said we need to be careful about what we are asking for. A discussion followed.

In response to a question from Chair Kraus, Village Attorney Schuster said the next step would be to put the concept into code language and identify procedural issues. The draft ordinance would be presented to the PCZBA in a workshop or at a public hearing.

Chair Kraus asked Staff to provide the PCZBA with a draft ordinance for discussion at an upcoming workshop meeting.

Member Collins asked if there could be RIO designations for each respective entity. Chair Kraus said his concept is to identify institutional uses by categories and have a broad set of permitted uses, as of right, but then proceed to the development use plan if an entity desires to make a change. Instead of being prescriptive and saying this is the box you can fit your plan in, we could say if your plan exceeds this than we need to have a conceptual development discussion as part of their proposed change. A discussion followed.

Member Miller asked if increase in impervious surface should be a change that would require review.

Chair Kraus said it should be make clear that we are talking about change in use not just from institutional but also within the categories of institutional. Member Collins said permissible uses for each site need to be defined.

Village Attorney Schuster said the Zoning Code normally focus on principal use and he questioned how granular the PCZBA wanted to get in terms of regulating other uses.

In response to a comment from Member Collins, Village Attorney Schuster asked the PCZBA if they would like to consider ways to regulate secondary uses. A discussion followed.

8. Comprehensive Plan Workshop (Van Tour Recap/Annexation)

Chair Kraus said the purpose of the workshop is to recap the November 18th van tour of the Village and discuss the principal annexation areas expressed in the Comprehensive Plan. A discussion regarding the van tour followed.

Chair Kraus said it is appropriate to limit tonight's conversation to potential annexation areas. The PCZBA should also discussion how to deal with the undeveloped larger parcels within the Village and within the context of the Comprehensive Plan.

The annexation discussion began with AD1-1 (Shore Acres Country Club Residential Parcel). This area consists of the Shore Acres Country Club and Golf Course which is approximately 61 acres and have five single family lots. The property is surrounded by Village property but is not located within the Village boundaries. The current plan recommends pursuing annexation of the property. A discussion followed. It was the consensus of the PCZBA to recommend the Village pursue annexation conditioned the property owners agree to the annexation and there is no cost to the Village.

The discussion continued with AD1-2 (Arden Shore South Subdivision) this area is east of Green Bay Road, west of Campbell Woods Subdivision, north of the Tangle Oaks Subdivision, and south the of the EJ&E tracks. The area is approximately 35.3 acres and contains 61 residential units and 53 vacant lots. The current plan identifies certain wetland areas and drainage problems. The Village recommend pursuing annexation of the property with the condition that water and sanitary sewer services be extended and that the costs paid by the Arden Shore South property owners. Chair Kraus advised that residents in the areas being discussed are part of the Park District and School District but are not considered Lake Bluff residents. A discussion ensued. It was the consensus of the PCZBA to recommend annexation conditioned that the Village infrastructure (utilities, streets, lights, etc.) is bought up to compliance at no cost to the Village.

The discussion continued with AD1-3 (Arden Shore North Subdivision) this area is north of the EJ&E tracks, east of Green Bay Road, south of North Chicago and west of the Union Pacific commuter line. The area is approximately 31 acres and contains 47 single family residences and 53 vacant lots. The Village recommend pursuing annexation of the property with the condition that water and sanitary sewer services be extended and the costs paid by the Arden Shore North property owners. It was the consensus of the PCZBA to recommend annexation conditioned that the Village infrastructure (utilities, streets, lights, etc.) is bought up to compliance at no cost to the Village.

The discussion continued with AD1-6 (Miscellaneous Parcel) this area is north of Route 176 and adjacent to the Public Works Facility. The area is approximately 1.2 acres and currently owned by Commonwealth Edison. Member Collins suggested asking Commonwealth Edison to donate the property. A discussion ensued. It was the consensus of the PCZBA to recommend the Village pursue annexation.

The discussion continued with AD1-4 (Route 41) Eastern Corridor the unincorporated area east of Route 41, North of Route 176, South of the EJ& E Railroad, and west of the Union Pacific Freight line. There are five parcels of land two of which are owned by the Village and three that are outside the Village boundaries. The current plan recommend the Village aggressively examine incentives and pursue annexation of the area. Chair Kraus included AD1-5 (Knollwood) in the discussion noting there are three components to the conversation around potential annexation from the Village. One is the area around the Route 41/176 Interchange. There is a lot on the east side partially located in the Village, none of the west portions are located in the Village, and everything south of Route 176 is located within the Village. There was to be further consideration regarding land use if the Route 41/176 Interchange is reconfigured. It might be appropriate to identify the east and west parcels as part of a future annexation conversation that would be coincident with the ultimate development of the Route 41/176 Interchange. There should also be discussion regarding the area west of Shagbark and retail parcels north of Route 176 up to Waukegan Road. Chair Kraus said the current plan recommends incentives to encourage individual property owners to voluntarily annex into the Village. A discussion regarding annexation of the retail strip, North Chicago Boundary Agreement and Knollwood annexation ensued. It was the consensus of the PCZBA to recommend annexation of the three parcels in the eastern corridor. The opportunity for retail/commercial development within Lake Bluff is what would trigger the desire of the Village to strongly pursue annexation of those particular parcels.

Chair Kraus asked if the three parcels east of Route 41/176 should be reviewed separately and possibly state the parcels should be strongly annexed into the Village. The discussion have been regarding the retail commercial strip north of Route 176 and he inquired of the property on the west side of Route 41, north of Route 176, up to North Chicago. A discussion ensued.

Member Badger commented on why he is unclear regarding pursuing the three parcels on the east side of Route 41 and the strip of retail from Shagbark Road on the east to Waukegan Road on the west.

Member Bishop commented on the shading for Lake Forest's purview and she asked if the Village shading could be completely light blue from the east side of Route 43 to Atkinson Road. Village Attorney Schuster explained the shading as it illustrates the exterritorial subdivision authority of the various municipalities and how those areas of jurisdiction are defined by law.

Chair Kraus suggested the Village strongly pursue the circle north of Route 176 and east of Shagbark Road for area AD1-4 (Route 41). Also the retail/commercial area immediately north of Route 176 between Shagbark Road on the east and Waukegan Road on the west. The currently plan recommends the Village aggressively examine incentives which may be offered to businesses and residents to encourage annexation and redevelopment, including tax increment financing, tax rebates and other incentives. He suggested the Village strongly encourage any involuntary annexation of those particular parcels.

In response to a question from Member Collins regarding the Walgreen property. Village Attorney Schuster said the Village would have annex the first portion then continue annexing additional property as long as it is within an unincorporated area. He reviewed the different annexation techniques (forcible, voluntary, and by court petition).

Chair Kraus said currently there are four parts, instead of three, for AD1-4 (Route 41) which includes Route 176 Corridor from Shagbark Road to Waukegan Road.

The conversation shifted to AD1-5 (Knollwood) and Chair Kraus said the documents presented as well as the Village Strategic Plan suggests that the residential component of Knollwood should not be considered for annexation. However, there is no reason the plan could not have feasible retail entities for the Waukegan Road Corridor and Route 176 pursued for annexation purposes. This would give a reference to the fact that the Village is interested in that property but it is separate from the strong desire on the north side of Route 176.

Member Bishop asked how often Knollwood's water source is tested because she was informed there may be issues for that area. A discussion regarding water services/sources followed. It was the consensus of the PCZBA to keep the Knollwood annexation discussion open.

Chair Kraus said there was an annexation evaluation matrix for each parcel included in the packet and asked if the commissioners desire to review this type of information. A discussion followed.

9. Staff Report

AVA Cole reported the Village recently completed the community wide survey and the dominant issue was property taxes followed by development related issues and safety. In addition, he reported on the proposed 2018 meeting dates and he noted the proposed change to the November 21st meeting which will to be held on November 14th due to the Thanksgiving Holiday

10. Commissioner's Report

Chair Kraus reported on the upcoming PCZBA Workshop scheduled for February 1st noting it will focus on open space.

11. A Resolution Regarding the Confidentiality and Disposition of Minutes and Verbatim Recordings of Closed Meetings of the PCZBA

Chair Kraus said the question tonight is should the confidentiality of one set of the PCZBA's closed meeting minutes be maintained.

Village Attorney Schuster said there does not appear to be any risk in releasing the minutes.

Member Collins made a motion to release the minutes. Member Bishop seconded the motion. The motion passed on a unanimous voice vote.

In response to a question from Member Collins, Village Attorney Schuster said he does not know the full context of the standards for variation issue discussed in the subject minutes, but the Village's standards for variation are straight forward and common.

12. Adjournment

As there was no further business to come before the PCZBA, Member Collins moved to adjourn the meeting. Member Burns seconded the motion. The meeting adjourned at 9:16 p.m.

Joint Plan Commission & Zoning Board of Appeals
Regular Meeting Minutes – January 17, 2018

Respectfully submitted,

Glen Cole
Assistant to the Village Administrator

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

NOVEMBER 18, 2017

DRAFT MINUTES

Call to Order & Roll Call

Chair Kraus called to order a special meeting of the Joint Plan Commission and Zoning Board of Appeals (PCZBA) of the Village of Lake Bluff on Saturday, November 18, 2017, at 9:07 a.m. outside of Village Hall (40 E. Center Avenue).

The following members were present:

Members: David Burns
Leslie Bishop
Mary Collins
Elliot Miller
Steven Kraus, Chair

Absent: Sam Badger
Gary Peters

Also Present: Glen Cole, Assistant to the Village Administrator (AVA)

Non-Agenda Items and Visitors

There were no requests to address the PCZBA.

PCZBA Bus Tour

AVA Cole welcomed Chair Kraus and the committee members to the bus tour. The first location the PCZBA visited was the North Terrace. This area includes 664 Pine Court, which was recently approved for demolition and subdivision. AVA Cole explained the process for 664 Pine Court to be demolished and subdivided along with their next steps. Chair Kraus explained the zoning in this area.

AVA Cole moved to the second location, the West Terrace. He discussed the open lands east of JAWA, which consists of mostly Village-owned parcels maintained in a natural state. The West Terrace does not have as many house demolitions compared to the North Terrace.

A brief conversation started in regards to the bulk ordinance and FAR regulations within the Village.

Chair Kraus asked AVA Cole if there have been any drainage studies to mitigate the flooding areas within the Village. AVA Cole explained the drainage studies and a brief discussion commenced about causes and interventions.

Member Bishop mentioned she was at a meeting that related to flood mitigation and that one of the issues is that the Village has been planning for 20-year storm instead of a 100-year storm.

The Village has had two storms of at least 100-year severity in recent memory.

Member Burns mentioned he was curious to see how much of an effect impervious surfaces have on the flooding issues within the Village. A brief conversation ensued.

During the bus tour, the committee also looked at the Skokie River Prairie Reserve, which is just south of JAWA.

AVA Cole moved to the third location, which is the small ComEd parcel on the west side of the Public Works building. A brief discussion commenced about future uses of the parcel as it may relate to the expansion of the Public Works Facility.

AVA Cole moved to the fourth location, which consists of the three parcels on the east side of Route 41. AVA Cole stated the old USPS office is located in the first parcel. A brief discussion commenced. AVA Cole mentioned DK Organics operates in unincorporated and incorporated Lake Bluff. The property runs up against the back side of the Public Works Facility.

AVA Cole moved to the fifth location, Knollwood. AVA Cole stated Knollwood is completely unincorporated and contains the Shields Township offices. Knollwood's infrastructure would not meet Village standards; for example, due to a lack of curb and gutter on streets. A brief discussion commenced about the future development in this area.

AVA Cole moved to the sixth location, the Sanctuary. AVA Cole expressed that there no major drainage or stormwater issues in this area. AVA Cole discussed the Sanctuary's role in the Village's real estate market, including purchasers who are Abbott employees and professional athletes. A brief discussion commenced.

AVA Cole moved to the seventh location, Thorn Valley Road. This area is south of Belle Foret. AVA Cole expressed that this is the only unpaved road within the Village. Public Works is in charge of re-graveling this road periodically and has expressed desire to pave the road. AVA Cole explained why this is the only unpaved road within the Village. A brief discussion commenced.

AVA Cole moved to the eighth location, Arden Shore South. AVA Cole stated that the Village of Lake Bluff is the only municipality that can annex this area due to the North Chicago boundary agreement. The Arden Shore South area has similar infrastructure challenges to Knollwood. A brief discussion commenced.

AVA Cole moved to the ninth location, the Campbell Court neighborhood. AVA Cole expressed that this area has major stormwater issues. AVA Cole stated that Campbell Court consists of about 15 homes or so. A brief discussion commenced.

AVA Cole moved to the tenth location, Arden Shore North. AVA Cole stated again that only the Village of Lake Bluff can annex this area due to the North Chicago boundary agreement. Also, Arden Shore North has no curbs and similar infrastructure concerns. Arden Shore North has very diverse housing. AVA Cole mentioned that LBOLA has land in the most northern piece of Arden Shore North. AVA Cole explained the agreement between the Village of Lake Bluff and City of North Chicago. A brief discussion commenced.

AVA Cole moved to the eleventh location, Arbor Drive. AVA Cole explained the locations of fire hydrants in this area. AVA Cole mentioned there is no Village infrastructure out here for water and sewer and that extending services would be challenging. A brief discussion commenced.

AVA Cole moved to the twelfth location, unincorporated Shoreacres Drive. AVA Cole mentioned this area consists of the Shoreacres golf course and the former Arden Shore Child & Family Services Property. AVA Cole mentioned that this location pays the Village of Lake Bluff for both fire & police protection.

Chair Kraus mentioned how beautiful the former Arden Shore Child & Family Services Property is. Chair Kraus gave the committee some history in regards to the former Arden Shore Child & Family Services Property. A brief discussion commenced.

Member Bishop was curious as to what the committee can implement into the comprehensive plan to give the Village a voice when developers want to work with the former Arden Shore Child & Family Services Property.

AVA Cole moved to the thirteenth location, the estates along incorporated Shoreacres Drive. Chair Kraus gave some history about this location to the committee. AVA Cole mentioned that the Village is only in charge of trash for this location and nothing else. A brief discussion commenced.

AVA Cole moved to the fourteenth location, the most northern piece of the Metra parking lot located on the west side of Sheridan Road. AVA Cole mentioned that Metra may consider allowing the Village to explore higher uses and development of lot if the Village and a developer can maintain parking. Chair Kraus emphasized that this is an interesting area that is under-utilized. A brief discussion commenced.

Adjournment

As there was no further business to come before the PCZBA, a motion was made and seconded to adjourn the meeting at 11:48a.m. The meeting adjourned.

Respectfully submitted,

Glen Cole
Assistant to the Village Administrator

VILLAGE OF LAKE BLUFF

Memorandum

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

FROM: Glen Cole, Assistant to the Village Administrator
John Scopelliti, Administrative Intern

DATE: February 16, 2018

SUBJECT: **Agenda Item #5** - Comprehensive Plan Workshop

Staff recommends the PCZBA continue its discussion of the Parks and Open Space section of the Comprehensive Plan at the February 21 meeting using the materials distributed for review at the PCZBA's January workshop.

In addition to the bound copies of the Park District's Property and Land Use Advisory Committee ("PLUAC") available for check-out from Village Hall, materials illustrating the PLUAC's findings and other statistics regarding Village land use will be forthcoming prior to the meeting.

VILLAGE OF LAKE BLUFF

Memorandum

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

FROM: Glen Cole, Assistant to the Village Administrator

DATE: February 16, 2018

SUBJECT: **Agenda Item #6** - A Public Hearing for 501 E. Center Ave. and 517 E. Center Ave.

Applicant Information: D. Brooke Gottshall and Julie Gottshall;
(jointly, "Applicant") David S. Andersen, Mary C. Andersen;
Chicago Title Land Trust Company, Trust Number #8002363663

Purpose: To subdivide five existing lots into three buildable lots.

Public Notice: *Lake County News-Sun* February 6, 2018
Property Owner Letter February 6, 2018

Applicable Land Use Regulations:

Section 10-2-4	(Variations)
Section 10-5-3	(Corner Lot Side Yards)
Section 10-5-6	(Floor Area Ratio)
Section 10-5G-2	(R-4 District Side and Rear Yards)
Title 11	(Subdivision Regulations)

On January 26, 2018, the Village of Lake Bluff received a proposed plat of resubdivision by the Applicant. While the proposed subdivision would otherwise be able to proceed directly to the Village Board for consideration, the subdivision requires that the PCZBA grant variations to cure various non-conforming conditions that are not brought into conformance by the subdivision.

The Village has not received a completed Zoning Application by the Applicant identifying the variations required or addressing the standards for variation. However, the Village provided legal notice in of a public hearing in anticipation of receiving an application. Due to the absence of both a complete application and the Village Attorney at the February meeting, Staff recommends the PCZBA **continue this item without discussion** to its regular March meeting after the hearing's scheduled 7 p.m. start time.

Recommendation

After commencing the public hearing on the proposed relief, the PCZBA should take one of the following actions:

- Continue the public hearing to a date certain to allow the Petitioners to address the standards for variation relief.

Attachments

- A copy of the proposed plat of subdivision.

