

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

MARCH 21, 2018

APPROVED 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 21, 2018, at 6:00 p.m. in the Village Hall Board Room (40 E. Center Avenue).

The following members were present:

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

Also Present: Ben Schuster, Village Attorney
 Jeff Hansen, Village Engineer
 Glen Cole, Assistant to the Village Administrator (AVA)
 John Scopelliti, Administrative Intern (AI)

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.

An individual in the audience said he thinks the PCZBA is doing a good job.

3. Approval of the February 21, 2018 PCZBA Regular Meeting Minutes

Member Bishop moved to approve the February 21, 2018 PCZBA Regular Meeting Minutes as amended. Member Peters seconded the motion. The motion passed on a unanimous voice vote.

4. Approval of the February 1, 2018 PCZBA Special Meeting Minutes

Chair Kraus said the draft minutes were not distributed in the packet but must be approved at tonight's meeting pursuant to the Open Meeting Act. He recommended this agenda item be considered last and there were no objections from the PCZBA.

5. Chair Kraus Administered the Oath to Those in the Audience

6. A Public Hearing for 431 Green Bay Road

Chair Kraus introduced the item and requested an update from Staff. AI John Scopelliti said the applicant has had issues with flooding and accumulated approximately 4 ft. of stormwater as a result of the July 2017 storms. The request is for a zoning variation to reduce the front yard setback from 30 ft. to 24 ft. to allow construction of a two-car garage. The home is located in the

R-3 Zoning District and the required front yard setback is 30 ft. The proposed plan to alleviate the flooding is to enclose the current built-in garage door opening and convert it to living space, fill the driveway to grade and construction a new attached two-car garage in front of the house, install a new driveway graded to direct stormwater to the north away from the house, and construct a swale along the north side of the house to direct stormwater around the house to the rear lot line. AI John Scopelliti said the Village received letters from the applicant's architect and civil engineer stating this is the most appropriate solution to address the flooding. Also included in the packet was a letter from Village Engineer Jeff Hansen responding to a resident's letter. AI John Scopelliti said the PCZBA has the authority to approve, approve with conditions, or deny the applicant's request.

Chair Kraus said the existing south end setback is 39.87 ft. and approximately 40 ft. on the north end, consideration is for a 40 ft. setback from the existing structure, and the proposed request would move that to 24 ft. The setback requirement is 30 ft. therefore the variance request is 6 ft. but from an optic perspective the reduced setback would be 24 ft. Chair Kraus said the applicant could build out 10 ft. as a matter of right from the existing structure without a variance.

In response to a comment from Member Collins regarding inconsistencies, AVA Cole said this is a consistent error in how these were drawn, the line represents a 40 ft. setback but for this district the setback is 30 ft. from the curb.

Following a request from Member Bishop, AVA Cole reviewed the exhibits presented. The map shows one building to the north located diagonally on the lot but there is no survey to confirm this. He thinks the corner of the building furthest toward Green Bay Road has a 30 ft. setback.

In response to a question from Member Miller, AVA Cole said the maximum variance is 6 ft. and minimum is 4 ft. The requested variance is 6 ft. and the point of the furthest intrusion is where you set the variance.

Chair Kraus invited the applicant to the podium.

Shawn Purnell, the architect for the project, said the reason to pursue this design is because of the severe flooding which cannot be solved with sump pumps or storm drains. The simplest solution to correct the flooding is to convert the property back to a more typical Green Bay Road fronted home. The existing garage entry lies below a low point in Green Bay Road and unfortunately the home is located in an area which is impractical to control the stormwater. Mr. Purnell said they're requesting the minimal amount of space to construct a functional two-car garage in front of the house. There is no solution that would allow them to meet the current zoning setback requirement unless the garage is pushed back into the residence. This is a typical residential design where a two-car garage protrudes in front of the residence. Also, there would be a porch structure installed to mitigate the 20 ft. distance. He said it is important to the applicant that the design reflect the existing modern style home but alleviate the flooding issue. Mr. Purnell said Tom Miles is the engineer on the project and both of them have communicated extensively with Staff regarding the project.

Member Burns inquired of the average amount of stormwater accumulated during a lesser rainfall. Mr. Purnell said there was a significant rainfall, during the renovation of the home, immediately after the owner's took possession of the property which changed their course of action.

Edward Bogle, owner of the property, said the sump pumps and drainage was upgraded but the home still flooded as a result of the October 2017 rainfall, and repairs/replacements were needed after the flooding. His experience is limited to the time he has lived at the home, which is on or about July 2017. Since that time approximately 4 to 6 inches of stormwater accumulates in the lower level as the result of lesser storms. Mr. Bogle said this is a ranch style home and the lower level referenced is the garage but there are other rooms on that level.

Chair Kraus asked if there was a grade level difference between the two sides of the home. Mr. Purnell explained the configuration for a typical split level ranch style home noting the lower level is technically the basement and the entire area flooded.

Member Miller asked if water enters from any other areas besides the garage. Mr. Purnell said water enters from the stooped area in the rear of the home and the plan is to control or close that area in an attempt to protect the lower level.

Member Collins asked if the flooding was disclosed when the home was purchased.

Mr. Bogle said they were told there had been flooding, approximately 3 inches, when the previous owner lived in the home. Since then they have added french and gravity drains in front of the garage doors and alongside the house but this not adequate enough to deal with a significant rainfall. Mr. Bogle commented on the remediate taken after the July 2017 storms and noted the physical evidence discovered showed there had been approximately 3 inches of stormwater in the basement but the studs and other physical items beneath the drywall did not indicate prior flooding at the magnitude which they have experienced.

In response to a question from Chair Kraus, Mr. Bogle said they had approximately 4 ft. of stormwater after the July 2017 rainfall. The flooding was reported to the Lake Bluff Fire Department who informed them to stay away from the stormwater for their safety. He said there was a substantial loss of personal property and his car was totaled as a result of the flooding.

AVA Cole said the former Village Engineer mentioned the sidewalks in that area were raised approximately two years ago, in an attempt to control elevation in that area as well as provide separation between the low point on Green Bay Road and the property.

Member Burns said the stormwater was remediated for this property his concern is where the excessive stormwater will accumulate and will the surrounding properties be impacted. Village Engineer Hansen explained how the stormwater would drain. He said he thinks there have been noted drainage passive water in resident backyards, in the block behind Green Bay Road, noting there is no Village drainage system for the rear risen area ponds. The water that goes to the basement eventually gets pumped back out or gravitate to the same spot that it would go in their proposed condition.

Member Bishop commented on the shared backyard and asked if the two yards could absorb additional stormwater without flooding adjacent properties. Village Engineer Hansen said he has not reviewed the elevations for the house located behind the property but he does not think there have not been any issues. The stormwater flows to those two backyards and a little north then accumulates in kind of a low area in the joint yards. The Village previously received a letter from the house immediately to the north of 431 Green Bay Road regarding water in the back yard.

Former Village Engineer George Russell conducted an onsite inspect of the area to determine if the sidewalks could be raised but ultimately ended up lowering the curbs by West Sheridan Place, to try and give it a tipping point away before it flowed over the sidewalk, but this has not helped the issue.

In response to a comment from Member Miller regarding sunken driveways, Village Engineer Hansen said of the three addresses listed he believes one of the home did flood as a result of the July 2017 storms. The home located at Oak and Center Avenue has a sunken driveway and their basement also flooded. He cautioned the July 2017 storm was beyond the design criteria of almost everything so he try not to base his evaluations on the July 2017 rainfall. Village Engineer Hansen said the October 2017 rainfall did flood the area and he believes it is because the small drain cannot accommodate an intense rainfall therefore stormwater accumulates on Green Bay Road. He explained how stormwater flows for the home located on Moffett Avenue and Woodland Road noting both are newer homes with a decent elevation from the street.

Member Collins said a lot of homes flooded as a result of the July 2017 storm events and asked if there were any statics on how much flooding occurred throughout Lake Bluff. Village Engineer Hansen said approximately 6 basements flooded because there is a dip in the road and approximately 15 basements flooded for other reason such as grading, sump pump failure, etc.

Member Collins said Staff’s memorandum states “He does not believe a french drain would have the capacity to pass the water along the side of the house”. She shared her experience regarding commercial projects and asked if anyone has calculated the size of a trench drain. She asked if a serious civil engineering study had been done on grading. She shared information concerning grading issues on her property and asked if regrading could solve this issue. Village Engineer Hansen expressed his belief that a wider rock trench might pass the water but the stormwater flows down and accumulates at the bottom of the driveway. There are two driveways which creates a “U” shape located at 463 Green Bay Road and stormwater flows from two different directions and fills the grassy area before spilling over to the drainage area. Village Engineer Hansen said the previous owner received a permit to mud jack the sidewalk in an attempt to alleviate the flooding. He commented on the survey findings regarding the curve lines on Green Bay Road. He said he does not see a practical solution because the garage entry point is to far down and the side yard is too narrow. After conducting an onside visit, his opinion is trying to raise the entry point of the water higher was the only real full proof solution that he say but in general he does not like having one drain pipe to protect the house. He would rather have it graded in a manner that even if the pipes fail water will go around the home.

Member Collins said her initial reaction is there have not been enough engineering studies conducted to see if a combination of regrading, bigger trench, even sinking the floor of the garage to create a curb could solve the problem. Village Engineer Hansen said the trench drain in front of the garage is basically a double trench drain and larger than the normal 4 inch drain. There are alternate ways to address flooding and he prefer a grading solution because pipes clogs. A discussion followed.

Following a request from Chair Kraus, Thomas Miles, President of Infraland Consulting, said he agrees with the Village Engineer’s comments but he thinks the best solution is an overland flow route.

In response to a question from Member Collins, Mr. Miles said raising the sidewalks was not considered as work would have to be done in the public right-of-way and this could affect other properties. A discussion followed.

Chair Kraus said if the request is approved where will the excess stormwater drain and what protections have been designed to protect the neighbors to the north and east. Mr. Miles explained the stormwater drainage route and the grade along the east side of the house will be lowered, to allow the water to flow through the swale without impacting the neighboring properties.

Member Burns said it seems a fair amount of construction will be done and asked if they would consider installing a retention pipe. It is his understanding that new homeowners are required to install a 1,000 gallon retention pipe in the lowest area of the property to absorb stormwater. Member Burns said he understands this could be a burden but he does not want the stormwater to flow on adjacent properties. Mr. Miles said new development creates new impervious surface but the water flowing on this property comes from Green Bay Road. It would be a burden to the property owner to install a retention pond that would provide detention for a Village Roadway.

In response to a comment from Member Burns, Village Engineer Hansen said the Village requires almost every new homeowner, if it is of similar size to the old home, to put in a retention pipe to provide relief to the over taxed sewer systems. Member Burns shared information regarding flooding associated with his property. If there is going to change, he does not want the excess stormwater to impact the surrounding properties.

Member Bishop shared information regarding flooding associated with her property noting new construction has made a difference in the area. She is sensitive regarding the matter but there needs to be a solution which will not impact the surrounding properties.

Chair Kraus said the plan is to replace the existing concrete driveway with another drive and walk way using the same materials, and asked if they had considered another type of material that would allow for more nature absorption of water. Chair Kraus said a potential way to mitigate stormwater drain off is not allowing it to flow down a concrete driveway but have the water percolate through some kind of pervious surface. Mr. Purnell said he thinks budgeting is an issue in regards to the drainage pipes. The proposed solution does not increase the impervious surface so the only water being displaced is from the basement. The plan is to reroute the stormwater around the house to the rear in a safe manner. The homeowners are open to solutions and are willing to work with the Village to come up with a responsible solution.

Member Miller asked if orienting the garage north/south instead of east/west had been considered. Mr. Purnell said this could increase impervious surface because of the change to the driveway and required turning radius. The request is for a minimal variance to build a functional garage and the solution presented would make this possible.

In response to a comment from Member Miller, Mr. Purnell said they have roughly 10 ft. to work with in the variance and a minimum of 20 ft. is needed for a functional two-car garage.

Chair Kraus opened the floor for public comments.

Matthew Richel said how this would look going down Green Bay Road would be an issue for him because he likes how the neighborhood looks. He understands their position because he has lived

next to the property for approximately 20 years but there are other options as opposed to a new garage in front of the house. The existing driveway is higher than the garage and he believes if a sufficient french drain was installed approximately 8 ft. from the curb on the driveway, with sufficient enough drain pipes surround with gravel, the elevation would be high enough to draw the water to the rear of the property.

Carol Osada said she has lived at her current residence for 34 years and she attend tonight's meeting to get information. She said her heart goes out to this applicant because no one wants stormwater in the home. She is not in favor of constructing a two-car garage in front of the house as there are other options. She commented on the mentioning of the term "curb line". She has noticed an increase in standing water along Green Bay Road within the last several years. The current funnel configuration allows water to drain downward directly into their home. It is her believe that the resurfacing project removed the curbs along Green Bay Road and without the curbs the water seeks the lowest point which happens to be their driveway.

In response to a question from Member Peters, Ms. Osada said she lives north of 431 Green Bay Road and has observed standing water on the lawns throughout the area regardless of the amount of rainfall. There needs to be curbs along Green Bay Road to direct stormwater to the drainage system.

Michael Osada said the construction of a two-car garage in front of the existing home could negatively impact property value for the surrounding homes.

John Decker said he has lived north of the property for approximately 33 years and there was no major flooding issue before the home was occupied. He believes the source of the flooding is an inadequate drainage system underneath Green Bay Road which cannot hand the volume of stormwater which accumulates in the area. Mr. Decker said he does not believe a two-car garage will solve the problem because it could divert the water to the rear of the home and impact the surrounding homes. The build line has a purpose and needs to be respected for the aesthetics of the block.

As there were no further public comments, Chair Kraus asked Village Engineer to comment on the Green Bay Road resurfacing and curbing project. Village Engineer Hansen said there was a water break on Birkdale Road which required the street to be dug up. Since that time asphalt has been layered on the street and this could be contributing to the flooding. He explained the tipping point in relations to water flow and noted included in the next budget cycle is a design for the reconstruction of Green Bay Road to the southern end of the Village. The proposed study includes the replacement of sidewalks and will be begin in 2022.

Member Collins said she is troubled by approving a zoning variance to solve a drainage issue, because there is flooding throughout the Village. She thinks this is a special privilege and will have a huge impact on the streetscape. She was not aware the asphalt was build out so much that it impacts the curb on Green Bay Road and she feel like there needs to be more study done on this particular issue. She would not vote in favor of the variance tonight without alternate solutions.

Chair Kraus said he does not want the homeowner burdened with an enormous engineering cost unless the PCZBA specify what is needed.

Member Peters said he have noticed on numerous occasions that the area south of the petitioners home has flooded. He was not aware of the decrease in curbs but noticed flooding has increased even after some of the lesser rainfall. This raise the question if a structural change is impacting the petitioner as well as the neighborhood and there need to be more engineering insight to determine what needs to be done. Member Peters said a 6 ft. variance is significant especially if you consider the rest of the streetscape. He said it would be prudent at some point tonight to continue the public hearing to allow for more engineering research.

Member Miller agreed with Member Peters. He said if there is a temporary fix, pending a permanent fix, he thinks the Village should bring forth a plan.

Member Bishop said she could not vote in favor of the variance at this point without hearing if there are other solutions that could help the entire neighborhood.

Member Burns said although the variance is 6 ft., google map shows their house is aligned with the other homes and the variance would be very noticeable.

He is okay with a solution like this in theory but there needs to be a retention pond and he would like some sort of remediate with the excessive stormwater addressed in the proposal.

Chair Kraus asked for specific suggestion from the commissioners.

- If you are going to build we would like to have a more permanent solution to the water runoff so it is contained on property;
- Possibly see more solutions to the water in front of the home with an intrusion into the setback;
- Explore the option of installing a french drain between the sidewalk and the street;
- Explore an option, that would require no zoning relief, such as From a drainage perspective it seems that as a matter of right, if the petition decided they did not want a garage, they could fill in that area with appropriate drainage;
- Obtain some contact from the Village Staff concerning what remediation on Green Bay Road would be contemplated, and provide a tentative timeline, and temporary steps that can be taken before 2020;
- Village inform what it would take in that zone along to improve the drainage to the storm drainage on Village owned property.

Member Peters said this is a challenging issue that has been exacerbated over the last few years.

Member Collins said she thinks there could be a multiple step solution to the flooding such as a combination of retention ponds, grading, etc.

AVA Cole said there seems to be a lot of interest to investigate solutions that would not involve zoning. If the PCZBA is not interested in granting the zoning relief, even if the questions come back favorable, he advise the PCZBA to deny the request tonight.

Member Burns said thought should be given to what would it take for the PCZBA to approve the request. He does not believe a two-car garage would be good for the streetscape but the flooding has worsened and from his perspective a compromise would be a solution to retain the

stormwater. He would also like to receive dynamics from the Village about what is going on there.

Member Collins said the applicant can withdraw the petition they found a viable solution. It is her understanding if a zoning variance is denied the applicant cannot come back to the PCZBA within 12 months for the same request and this maybe a reason to continue the public hearing just in case the petitioner wants to keep the request in front of the PCZBA.

Chair Kraus summarized the discussion 1) the commissioners are not in favor of the garage in front because of streetscape issues, 2) understands fully what it is like to live in an environment of uncertainty if your living space is going to flood and 3) would like to find an alternate solution. The next step toward long/short solutions are to mitigate the necessity of having a garage in front of the home. If there are not viable solutions, he thinks that is a fact that should be considered as part of the evaluation of this petition.

Member Collins moved to continue the public hearing to the April 18, 2018 PCZBA meeting. Member Bishop seconded the motion. The motion passed on a unanimous voice vote.

7. A Continued Public Hearing for Text Amendments to the Zoning Regulations (Short-Term Rentals)

Chair Kraus said no discussion is needed for this agenda item as the PCZBA concluded the public hearing on March 19th.

In response to questions from Member Peters, Village Engineer Hansen commented on how pipe sizing affects the flow of stormwater. Also, sump pump drainage pipes can be connected to the Village sewer system but it is not required.

In response to a question from Member Burns, Village Engineer Hansen said the pipe is usually plastic but it is not perforated. A discussion followed.

Chair Kraus allowed a brief intermission to give those desiring to leave an opportunity.

8. Comprehensive Plan Workshop (Open Space, Parks, and Recreation)

Chair Kraus said he worked with Staff to prepare draft goals, objectives, and policies based on the PCZBA February discussions regarding the open space, parks, and recreation section of the Comprehensive Land Use Plan.

Member Bishop asked if this would only be considered natural environment in relation to the land as opposed to water and air. Chair Kraus said that would not be part of this conversation but can be included in another area. Typically that is not part of a comprehensive plan other than statements around not doing damage, but we do need to find a place for it. A discussion regarding water ensued.

Chair Kraus lead a discussion on the draft noting his draft had a separate definition for natural environment, parks/recreation and open space. He explained how he came up with the concept of natural environment, open space, parks and recreation.

Member Collins said to her open space is not always a natural area because open space can be an urban landscape park, etc. She said what we maybe really talking about is natural areas. Chair Kraus read the definition of open space “includes improved and unimproved public and private natural areas designated as preserves, conservancies, farms, ravines, easements, trails, out-lots and other buffers”. A discussion followed and it was the consensus of the PCZBA for purpose of discussion that everything stating open space will be natural environment, and everything stating natural environment will be open space.

Chair Kraus read the introduction/background: Lake Bluff as a community is defined by its open space. The Village serves an important role as a steward of this environment. Its natural environment/recreation system enhances the Village and connects the community by:

- Promoting a high quality of life by providing daily opportunity for play, recreation, healthy activity, and social connections among Village residents;
- Mitigating the impact of development on the open space by reducing the intensity of floods, filtering water pollutants, and preserving ecologically sensitive habitats;
- Conserving natural and scenic resources and the beauty of the Village’s setting; and
- Acting as a buffer between incompatible land uses.

Chair Kraus read the definitions:

- Open Space – consists of natural environment and the parks/recreation system;
- Parks/Recreation System – includes active and passive public facilities managed by the Lake Bluff Park District (parks, beach, ball fields, playgrounds, swimming pool, recreation center, etc.) and property/facilities designed for paid recreational uses (health and tennis clubs, golf courses, etc.);
- Natural Environment – Includes improved and unimproved public and private natural areas designated as preserves, conservancies, farms, ravines, easements, trails, out-lots and other buffers.

Member Burns asked if it made sense to say “private property/facilities”. Chair Kraus said we can say private and public facilities. A discussion regarding private facilities ensued.

Chair Kraus said the plan includes: inventory by category (description, acreage, ownership, control, maintenance, etc); maps and situational analysis – natural environment/recreation (i) Park District role; cooperation and (ii) etc.

Chair Kraus read the open space: natural space/parks and recreation goal “Preserve, oversee, activate, and invest in the maintenance of the natural environment within the Village, and coordinate with the Park District and other entities in meeting the recreational needs of Village residents”.

Member Burns asked what activate meant. Chair Kraus said it is actually your boots on the ground. If there is a parcel there is open space you want to be able to walk on it, so if it is a passive parcels just sitting there we would encourage the Village to activate use of that parcel.

AVA Cole said even if it is a passive parcel that is viewed as not walked upon, the idea was we should care about the parcel and not let it be overgrown by buckthorn. A discussion regarding activate followed.

Chair Kraus read the objectives relating to the goal: **Objective 1** – Actively manage the natural environment inventory of the Village, **Objective 2** – Connect development with the open space, **Objective 3** – Maintain and enhance the appearance of the Village and **Objective 4** – Working with the Lake Bluff Park District, other public entities and private landowners, preserve existing and encourage the continued development and maintenance of the Village’s Parks and Recreation System.

Chair Kraus read Policy 1.1 Encourage a sustainable environment through the preservation and restoration of natural areas:

- Purposefully plan for ecological sustainability, including projects to further erosion mitigation and stormwater management within the Village;
- Respect and preserve existing woodlands, prairies, wetlands, and other ecologically sensitive areas. Where possible, restore these natural features in conjunction with other development and changes in use;
- Protect ravines and bluffs through a combination of public maintenance, private investment, and development controls in sensitive areas.

Member Collins asked if something could be included about restoring the native species. Following a brief discussion it was the consensus of the PCZBA for the third bullet to say “Protect and restore”.

Chair Kraus read Policy 1.2 Activate and enhance public use and access of open space. Discourage the creation of further open space that is inaccessible to the public.

Member Burns said he would like to use more open space but would hate to call it wholesale because he would not want walking trails through every open space. Chair Kraus used the former Arden Shore Children’s Home Property as an example noting if developed it would be preservation of some of the open space. Under normal condition that would be a private development and this would suggest that it be discouraged as a private development. A discussion followed.

Member Peters said he would not want to discourage someone with a sizeable estate from making a decision at some point regarding residential use. It was the consensus of the PCZBA to reword the policy to be more encouraging.

Chair Kraus read Policy 1.3 Treat open space buffers between competing uses as a valuable category of land use. Maintain buffers actively, and aim to preserve or expand them where insufficient buffers exist. The commissioners agreed with this policy.

Chair Kraus read Policy 1.4 Develop a new public lands zoning classification incorporating property owned by the Village, Park District, School District 65, Lake County and other public entities.

Chair Kraus asked if this is where Member Bishops thought about changes in use should be added. AVA Cole said Policy 4.2 make a very similar statement.

Chair Kraus read Policy 1.5 Work to align and document ownership and maintenance responsibilities for the Village’s open space. Where private ownership of open space is contemplated, ensure ongoing private maintenance.

Member Collins expressed her concern regarding easement agreements and asked if it could be a requirement that future conservation easements be filed with the Village. Following a discussion regarding conservation easement, it was the consensus of the PCZBA to state “maintenance responsibilities for open space within the Village”.

Chair Kraus read Policy 2.1 When undeveloped land in the Village is proposed for development, ensure that complementary natural spaces and appropriate parks and recreation opportunities are central. The commissioner recommended changing the word central to “considered”.

Following a request from Chair Kraus, AVA Cole explained the history/concept for Policy 3.1 Affirm the Care of the Commons – The principle that, regardless of location or visual prominence, publicly owned lands and rights-of-way within the Village should be affirmatively kept to a standard of appearance and attractive landscaping.

Member Bishop recommended striking the word “affirmatively” and change the word to “rights-of-way”.

Chair Kraus read Policy 3.2 Create scenic open spaces that showcase our Village’s pride, sense of place, and natural setting at entrances to the Village, including Sheridan Road, Green Bay Road, Waukegan Road, Illinois Route 176 and Scranton Avenue.

- Eliminate barbed wire fencing along Sheridan Road and East Blodgett Avenue (Crab Tree Farm).

Following a discussion it was the consensus of the PCZBA to change the word “create” to “maintain”. Chair Kraus said he likes the phrase “the initial impression of the Village” and suggested replacing “pride, sense of place”. He mentioned he forgot to put in the draft that on Sheridan Road east side there is an open drainage ditch and he suggested covering the area.

Member Bishop said the barbed wire fencing should not be eliminated but replaced with a more aesthetic alternative. A discussion followed.

Chair Kraus read Policy 3.3 Develop and implement a streetscape master plan that provides a consistent approach for the addition of landscape, trees, sidewalks, bike paths and other elements. The commissioners agreed with this policy.

Chair Kraus read Policy 3.4 Work to eliminate overhead and above ground utility equipment from the Village where feasible. A discussion ensued.

Chair Kraus read Policy 4.1 Coordinate parks/recreation planning among public and private stakeholders. Proactively seek to use the Village’s regulatory authority to enable and further these outside plans where they align with the Village’s goals and interests.

Member Burns asked if 4.1 was the idea behind RIO zoning. Chair Kraus said he sees institutional zoning as a mandatory process for a change of use and this as a voluntary process using the Village offices to coordinate existing uses.

AVA Cole provided a few examples on how the second sentence could apply to subdivisions and PRDs. A discussion followed and it was suggested to make it one sentence by placing a semicolon after stakeholder “stakeholders; seek to use the Village’s regulatory authority to enable and further these plans where they align with the Village’s goals and interests”.

Chair Kraus read Policy 4.2 Where changes to the parks and recreation system are contemplated, especially changes in use, aim to retain a natural environment and promote ecological diversity. A discussion followed and it was suggested that both concepts (policies 1.4 and 4.2) be located under the same objective.

Chair Kraus read Policy 4.3 All households should have no more than a ten minute walk from a park or recreational facility via a safe walking or bicycling route. A discussion followed and it was suggest that the word “from” be changed to “to”.

Member Collins said we have materials showing the mapped out area for the Village parks and her belief the north end of Lake Bluff will never be 10 minutes away from a park. She thinks this applies to the Terrace Subdivisions.

Member Burns said it sounds good but is this what the Village wants or needs. A discussion followed.

Chair Kraus said if this section is called open space, natural environment, parks/recreation. He asked what if the concept becomes that all households are within 10 minutes of open space. The original draft version of Policy 4.4 stated “Encourage the Park District to develop an increased footprint in areas of the Village that needs additional park services including the West Terrace”. The commissioners agreed with the original terminology.

Chair Kraus said Policy 4.3 could be a general policy, 10 minutes by bike or walking to an open space is a standard and Policy 4.4 could be specific stating West Terrace should have a park.

Chair Kraus said the next step in the process would be to conduct a special meeting to discuss economic development. The April 18th PCZBA discussions would be institutional zoning and continued public hearing for 431 Green Bay Road if the applicant resubmit.

AVA Cole said a public notice must be given 15 days in advance of a public hearing. Chair Kraus asked the commissioner how comfortable where the conversation around RIO and the draft presented. He thinks the concept we agreed on is not the details is how we would define change for what the ordinance needs to address. A discussion regarding public hearing notice and meeting date followed. It was the consensus of the PCZBA not to notice the public hearing but have RIO zoning on both April agendas.

AVA Cole said the PCZBA does not have to establish the district and rezone at the same time so the new RIO district and add text to the Village Code can be discussed in April and included in the paper. The PCZBA can preserve the ability to send that recommendation to the Village Board or

wait until we got that affirmatively decided, the next meeting you can do notice the map piece for the rezoning.

Chair Kraus said this could be a two-step process, one being to enable the future rezoning into institutional zoning and the second step would be to actually rezone. A discussion followed and it was the consensus of the PCZBA to schedule a special meeting on Tuesday, April 3rd (6:00 p.m.).

9. Consideration of the February 1, 2018 PCZBA Special Meeting Minutes (Continued)

Chair Kraus allowed a brief intermission to give the commissioners time to review the draft minutes.

Member Collins moved to approve the February 1, 2018 PCZBA Special Meeting Minutes as amended. Member Peters seconded the motion. The motion passed on a unanimous voice vote.

Chair Kraus said the next meeting is scheduled for April 3rd and he would like to begin with the homework that was assigned which was anyone that has any individual open space parcels that are in the Park District big book available on online. The PCZBA needs to discuss individual parcels and if they should be treated separately. He asked Staff to resend the economic portion of the draft document prepared by Staff and asked the commissioner to review the current plan.

10. Staff Report

AVA Cole said the Village recently received two pieces of public comments, one concerning the PCZBA's study of open space parcels within the Village, and the other concerning the withdrawn application for 501 and 517 East Center Avenue.

Also, the co-chairs of the Sustainability and Community Enhancement Ad Hoc Committee invited everyone to attend the upcoming meeting which will have a presentation from a consultant regarding sustainable strategies.

In response to a question from Member Burns regarding the withdrawn application, AVA Cole said his understanding the buyer for the proposed center lot was not able to complete the transaction.

Member Peters inquired of updated information regarding the Park District meeting. Chair Kraus encourage the commissioners to view the online meeting.

Member Bishop said her husband attended the meeting and said it was a very positive meeting. The Park District Board led everyone to believe that they were very interested in leasing the golf course to a company that would actually manage the facility. They felt this could give it a change to be viable. A discussion followed.

Member Bishop asked if the conservation easements and the doctrine of merger was a Federal or State document. AVA Cole said he not fully read the document but it is his understanding that it speaks to the treatment under the IRS Code which establishes the tax deductibility of when you create things that counts as an easement. A discussion followed.

11. Adjournment

As there was no further business to come before the PCZBA, Member Burns moved to adjourn the meeting. Member Bishop seconded the motion. The meeting adjourned at 9:53 p.m.

Respectfully submitted,

Glen Cole
Assistant to the Village Administrator