



AGENDA
COMMITTEE OF THE WHOLE MEETING
Village Hall – Community Room
Monday, July 27, 2015
Immediately following Regular Village Board Meeting

Reasonable accommodations / auxiliary aids will be provided to enable persons with disabilities to effectively participate in any public meetings of the Board. Please contact the Village Administrative Office (847.883.8600) 48 hours in advance if you need special accommodations to attend.

The Committee of the Whole will not proceed past 10:30 p.m. unless there is a consensus of the majority of the Trustees to do so. Citizens wishing to address the Board on agenda items may speak when the agenda item is open, prior to Board discussion.

CALL TO ORDER

1.0 ROLL CALL

2.0 APPROVAL OF MINUTES

- 2.1 Acceptance of the July 13, 2015 Committee of the Whole Meeting Minutes

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Continued Preliminary Evaluation of proposed annexation of 19.71 acres, Rezoning from the R1 to R4 Single-Family Residential Zoning District, and Special Use for a Planned Unit Development (PUD) for a proposed 44-unit townhome development at 14600 Riverside Road (KZF Stack, LLC).

3.12 Consideration and discussion of a Zoning Board recommendation regarding text amendments to Chapter 10, PD Planned Development District, and associated code sections and references, in Title 6 – Zoning of the Lincolnshire Village Code to revise and update specific code regulations related to an existing office campus district (Village of Lincolnshire).

3.13 Preliminary Evaluation of a request for Special Use Permit to establish and operate a dance studio at 300 Village Green, Village Green of Lincolnshire (Center for Ballroom & Dance LLC).

3.2 Finance and Administration

3.21 Mid-Year Update on Fiscal Year 2015 Budget and Village Goals and Objectives for 2015

3.3 Public Works

3.4 Public Safety

3.41 Consideration and Discussion of Recent Amendments to the Illinois Liquor Control Act (Village of Lincolnshire)

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 **UNFINISHED BUSINESS**

4.11 Analysis of Residential Lighting Ordinances

5.0 **NEW BUSINESS**

6.0 **EXECUTIVE SESSION**

7.0 **ADJOURNMENT**



**MINUTES
COMMITTEE OF THE WHOLE MEETING
Monday, July 13, 2015**

Present:

Mayor Brandt	Trustee Feldman
Trustee Grujanac	Trustee Hancock
Trustee McDonough	Trustee Servi
Trustee McAllister-	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Chief of Police Kinsey	Treasurer/Finance Director Peterson
Public Works Director Woodbury	Community & Economic Development
Village Planner Robles	Director McNellis

ROLL CALL

Mayor Brandt called the meeting to order at 7:46 p.m. and Village Clerk Mastandrea called the Roll.

2.0 APPROVAL OF MINUTES

2.1 Acceptance of the June 22, 2015 Committee of the Whole Minutes

The minutes of the June 22, 2015 Committee of the Whole Meeting were approved as submitted.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Planning, Zoning and Land Use

3.11 Continued discussion of a Preliminary Development Plan related to a Planned Unit Development (PUD) for a proposed townhome community (Pulte Homes)

Village Planner Robles summarized the request by Pulte Homes for a Preliminary Development Plan related to a Planned Unit Development for a proposed townhome community.

Mr. Mark Mastrorocco, representing Pulte Homes provided a summary of the revisions addressing density and school impacts based on Village Board comments at the May 26, 2015 and the June 22, 2015 Committee of the Whole meetings.

Mr. Chuck Hanlon with WBK Associates, Land Planner for the proposed project provided a presentation detailing further changes made to the proposed plan based on Board comments. The changes made relate to reducing density, strategy to address the school district boundary lines, curvilinear design and further "loosening" up the plan.

Mayor Brandt asked if Pulte had a breakdown of higher priced units' verses lower priced units now that the density has been decreased to 88 units. Mr. Mastrorocco noted there are now 44 Villas or higher priced units and 40 less expensive townhomes. Mayor Brandt asked about the unit type per school district based on the new unit breakdown of 88 units. Mr. Mastrorocco provided information on the distribution of each type of proposed townhome unit to be constructed within each district's boundary and price points of the units. Trustee Hancock asked if Pulte increased the price of the units since the density went down. Mr. Hanlon stated the price point did increase due to the density change and increased number of premium units due to more open space. Trustee Hancock asked how Pulte made this a viable plan with the density change. Mr. Mastrorocco noted Pulte had to renegotiate their land purchase offer with Senior Care in order to address all the Board's concerns to come up with a viable plan that would still work while keeping a good product. Mr. Mastrorocco noted this would be the least dense project in the Village of Lincolnshire.

Mr. Greg Sagen, Landscape Architect for the proposed project provided a presentation related to the landscape plan, parks and open space.

Mr. Mastrorocco provided information relative to school impact, tax revenue for the schools, student projections, and projected consumers. Mr. Mastrorocco presented school district breakdown comparisons from other developments in the Village.

Trustee McDonough asked if there were any discussions when meeting with Districts 102 & 103 for one of the districts to take over the entire subdivision. Mr. Mastrorocco noted during discussions with the school districts, neither district indicated any interest in adjusting the school district boundary line. Trustee McDonough asked if the Conway Farms lawsuits were brought up in discussions. Mr. Mastrorocco stated the situation of the lawsuit never came up during discussions with the school districts, and he was unaware of the lawsuits referenced.

Trustee Hancock asked how Pulte would plan to market the school districts since their target market was empty nesters. Mr. Mastrorocco suggested going on the Pulte website to view their marketing strategies for empty nesters and in this case Pulte would simply list the school districts. Trustee Hancock asked if Pulte ever entered into a contract where impact fees were paid based on the actual number of students given his concern of higher student population than Pulte's forecast. Pulte has never had a situation like this and will be paying impact fees for every unit regardless if there are students or not.

Trustee McDonough asked if Pulte had information related to the bus issue brought up at the previous meetings. Mr. Mastrorocco noted he met with the various school district transportation directors. Mr. Hanlon provided a plan with proposed bus stops which is a result of the

meetings with the school district transportation directors. Mr. Mastrococco provided additional information regarding the proposed bus stops and number of buses based on the estimated amount of children for the proposed subdivision.

Trustees McDonough and McAllister stated their appreciation for Pulte taking time and addressing all their concerns.

Trustee Hancock noted the proposed subdivision would benefit the commercial industry in the Village, but if the estimated number of children was incorrect this could be a negative impact on the schools.

A discussion regarding next steps for the proposed development followed. Mr. Mastrococco noted since some of the Trustees were absent from the Committee of the Whole meeting, Pulte would like their feedback prior to being placed on the Regular Village Board agenda. Mayor Brandt noted the absent Trustees did receive the information and suggested Pulte meet with these Trustees.

Mayor Brandt stated she was at the 10th Anniversary of Sedgebrook where a large number of the residents requested pedestrian connections to other areas of the Village and asked if Pulte would be willing to extend the path along Milwaukee Ave. Mr. Mastrococco noted it is already part of the plan to connect to Sedgebrook.

It was the consensus of the Board for Pulte to meet with the absent Trustees individually or two Trustees at a time prior to the August 10, 2015 Regular Village Board meeting to get feedback regarding the proposed project changes presented.

3.12 Consideration and discussion of the Southern Sector of the Annexation Feasibility Study (Village of Lincolnshire)

Village Planner Robles provided a presentation regarding the southern sector of the Annexation Feasibility Study. Six focus areas were originally identified as possible areas to annex. Area six was discussed at length since KZF Stack, LLC is requesting annexation for construction of a townhome development on this property at this time. Planner Robles provided information on the benefits to annex area six at this time, and noted the only one disadvantage resulting from annexation would be the Village taking on maintenance of the entire length of Riverside Road.

Mayor Brandt asked what the estimated annual cost would be to maintain Riverside Road. Village Planner Robles stated the estimated annual cost to maintain Riverside Road would not result in an increased budget impact and such expenses would be incorporated into the existing streets maintenance budget.

Trustee McDonough noted he did not support staffs recommendation regarding annexing sector three of area six. Trustee McDonough suggested having a meeting with the land owners of sector three prior to making a decision.

A brief discussion followed regarding the absent Trustees being able to review the proposal prior to deciding whether or not to take action on annexations.

A discussion regarding the process for annexation followed.

It was the consensus of the Board to meet with the land owners of sector three, area six within the next two weeks and put this item on the Regular Village Board for further discussion at the July 27, 2015 Village Board Meeting.

3.13 Continued Preliminary Evaluation of proposed annexation of 19.71 acres, Rezoning from the R1 to R4 Single-Family Residential District, and Special Use for a Planned Unit Development (PUD) for a proposed 46-unit townhome development at 14600 Riverside Road (KZF Stack, LLC)

Village Planner Robles provided a summary of the continued preliminary evaluation of proposed annexation of 19.71 acres, rezoning and special use for a planned unit development for a proposed 46-unit townhome development by KZF Stack, LLC. Village Planner Robles noted at the May 26, 2015 Committee of the Whole meeting the Board requested various items be addressed.

Mr. Jeff Rothbart, representing KZF Stack, LLC highlighted changes to the proposed townhome development to address the Boards concerns from the May 26, 2015 Committee of the Whole meeting.

Mayor Brandt updated Trustee Hancock on information from previous meetings KZF Stack, LLC presented and requested staff provide previous information related to this proposed project to Trustee Hancock for his reference. Mr. Larry Friedman and Mr. Daniel Zivin, representing KZF Stack, LLC provided information regarding the types of townhomes, site plan, and price range of the proposed project.

Mr. Rothbart provided information regarding the expected student count based on other KZF Stack, LLC. projects relative to the proposed product type.

Trustee McDonough noted areas where he thought density could be further addressed and suggested possibly removing additional units. Mr. Friedman noted KZF Stack, LLC will look into the density further. Trustee McAllister noted his agreement with Trustee McDonough regarding density.

It was the consensus of the Board for KZF Stack, LLC to further address density and present the proposed project to the Board at the Committee of the Whole on July 27, 2015.

3.2 Finance and Administration

3.21 Consideration and Discussion of a Letter of Support Regarding Illinois Route 53/120 Project

Mayor Brandt noted Aaron Lawler, Lake County Board President contacted her regarding a request for letter of support for Route 53 expansion. Mayor Brandt stated she did not feel it was her decision alone to support or not support Route 53 and wanted to bring this before the Board for discussion.

Trustee McDonough noted his opinion was this project is in need of funds to proceed any further and letters of support from local municipalities will have little effect until the funding for the project is secured. Trustee McDonough was not in favor of sending a letter of support at this time.

Mayor Brandt stated it was her opinion the support should come from Villages and residents that would be most directly affected by Route 53.

Trustee Hancock noted he was not familiar enough with what residents and businesses desired to support a letter at this time.

It was the consensus of the Board not to send a letter at this time for support of Route 53.

3.22 Consideration and Discussion of Approval of Certain Closed Session Minutes and Authorizing the Village Clerk to Make Certain Meeting Minutes Available for Public Inspection Second Review 2015 and Authorizing the Destruction of Certain Audio Recordings of Closed Session Minutes (Village of Lincolnshire)

Village Manager Burke noted in accordance with the Open Meetings Act, staff presents executive session minutes to the Board twice a year for review and approval.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.3 Public Works

3.31 Approval of Membership in the HGAC Buy Joint Purchasing Co-op (Village of Lincolnshire)

Public Works Director Woodbury provided a summary of the request for Membership in the HGAC Buy Joint Purchasing Co-op. Participating in the membership would allow the Village to reduce the cost of purchasing equipment and there is no cost to participate.

Trustee McAllister asked if this was a non-profit group and how does HGAC benefit. Public Works Director Woodbury stated the costs are passed on to the contractors providing the products.

Trustee Hancock asked if there was any downside to joining. Public Works Director Woodbury noted he did not know of any downside adding the Village's purchases through the co-op would be limited. Public Works Director Woodbury stated the Village can enter into the membership and not purchase anything; there is no obligation.

There was a consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board Meeting.

3.32 Consideration and Discussion of Lincolnshire 10-Year Capital Plan and 5-Year Financial Forecast (Village of Lincolnshire)

Public Works Director Woodbury provided a brief presentation related to the annual updates to the Lincolnshire 10-year Capital Plan.

Village Manager Burke provided additional information regarding the 10-year Capital Plan and 5-Year Financial Forecast noting this is a plan document and all information will be presented in the budget process including more detail on the actual capital projects proposed for Fiscal Year 2016.

Trustee Hancock asked how much of the forecast is based on commercial and residential development. Village Manager Burke stated a percentage assumption is put into the plan, but the plan does not include forecasts for projects currently in the planning process and not yet approved.

A brief conversation regarding forecasting for water & sewer operating revenues and expenditures followed.

3.4 Public Safety

3.5 Parks and Recreation

3.6 Judiciary and Personnel

4.0 UNFINISHED BUSINESS

4.11 ~~Analysis of Residential Lighting Ordinances~~

Mayor Brandt pulled this item from the agenda due to the late time and it will be placed for discussion on the July 27, 2015 Committee of the Whole meeting.

Trustee Hancock asked if the Village has a securities attorney review the SSA bonds discussed in the Regular Village Board Meeting. Village Attorney Simon noted all the documents say the only thing the Village can be compelled to do is

to tax the Special Service Area; it does not say anything about the Village being compelled to raise taxes to pay the bonds. The Village is required to update the market regarding the development of the site.

5.0 NEW BUSINESS

6.0 EXECUTIVE SESSION

7.0 ADJOURNMENT

Trustee McDonough moved and Trustee McAllister seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 10:20 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk

**REQUEST FOR BOARD ACTION
Committee of the Whole
July 27, 2015**

Subject:	Riverside Road Townhomes - PUD Proposal
Action Requested:	CONTINUED Preliminary Evaluation of proposed Annexation of 19.71 acres, Rezoning from the R1 to R4 Single-Family Residential Zoning District, and Special Use for a Planned Unit Development (PUD) for a proposed 44-unit townhome development located at 14600 Riverside Road
Petitioner:	KZF Stack, LLC
Originated By/Contact:	Stephen Robles, Village Planner Department of Community & Economic Development
Advisory Board Review:	Village Board, Architectural Review Board

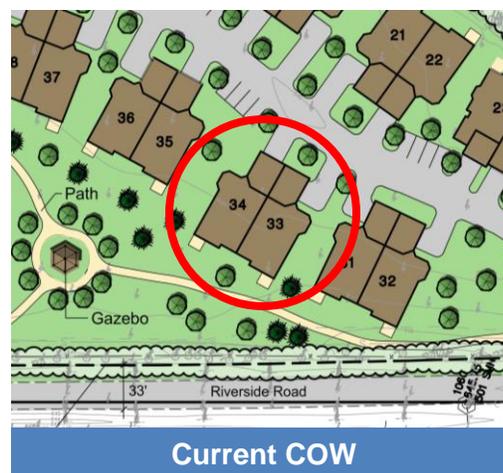
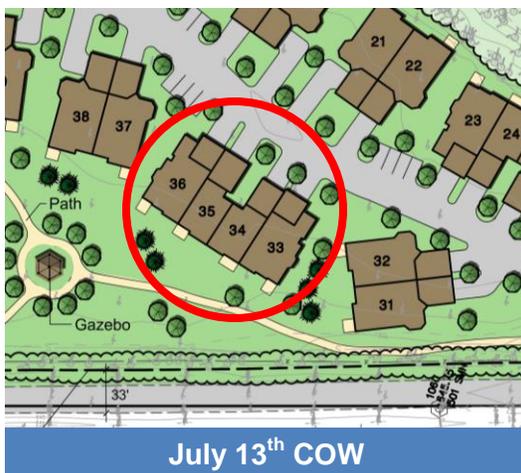
Background:

- At the July 13th Committee of the Whole, the Board continued their evaluation of a request to annex a 19.71 acre parcel along the north side of Riverside Road, immediately east of the Rivershire residential community, to develop a (then) 46-unit townhome community, and requested the following be addressed prior to further evaluation:
 - Explore further density reductions and loosening of the tight site plan configuration by replacing a 4-unit building with a 2-unit building.
 - Provide photograph samples of landscape treatments implemented in the Developer's other projects.

Preliminary Evaluation Summary:

Following is a summary of the developer's responses to the Board requests noted above:

- Item 1 – Density Reduction/Loosening of Plan:** The Petitioner revised the conceptual site layout (see attachment) to further decrease dwelling unit count by replacing a previously proposed 4-unit building with a 2-unit building (see inset photos). As result, the density has been revised and redistributed as follows:



Meeting	Number of Units	Developable Land Area (acres)	Density (units/acre)
April 22 nd Preliminary Evaluation	52	6.8	7.6
May 26 th Preliminary Evaluation	48	6.8	7.05
July 13 th Preliminary Evaluation	46	6.8	6.76
Current Preliminary Evaluation	44	6.8	6.47

Although the density has been further reduced, Staff believes the site plan does not fully address Trustee McDonough's request to loosen the plan/increase building separation. This design related matter can be addressed during Development Review Team and ARB consideration prior to returning to the Board for the PUD public hearing.

- **Item 2 – Photograph Samples of Landscape Treatments:** The attached photographs illustrate the landscape treatments at the Petitioner's Meadow Ridge townhome development (Northbrook), which the Petitioner states is indicative of the level of quality envisioned for this proposal.

Zoning Process – Upon referral, the zoning process will be as follows:

1. Development Review Team (Staff) review of Preliminary Development Plans.
2. Architectural Review Board consideration of Preliminary Development Plans.
3. Public Hearing at the Committee of the Whole of the following:
 - a. Annexation of land into the Village, which may also include an Annexation Agreement.
 - b. Rezoning from R1 Single-Family District to R4 Single-Family Attached District.
 - c. Special Use for a Planned Unit Development (PUD) for the subject parcel.

Recommendation:

Preliminary Evaluation feedback from the Village Board prior to ARB review of Preliminary Development Plans and further Staff analysis of land use and school impact considerations prior to Public Hearing with the Village Board.

Reports and Documents Attached:

- Revised Presentation Packet, prepared by KZF Stack LLC, received July 20, 2015.

Meeting History	
Village Board Evaluation (COW):	April 13, 2015
Village Board Evaluation (COW):	May 26, 2015
Village Board Evaluation (COW):	July 13, 2015
Current Village Board Evaluation (COW):	July 27, 2015

July 20, 2015

1400 Techny Road
Northbrook, IL 60062

www.kzfdev.com
www.stackre.com

VIA ELECTRONIC MAIL

Ms. Elizabeth Brandt, Mayor
Village Board of Trustees
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

RE: 14600 Riverside Road, Lincolnshire, IL (the "Property")

Dear Ms. Mayor and Village Trustees:

In response to our meeting on July 13th, we have prepared this updated submittal.

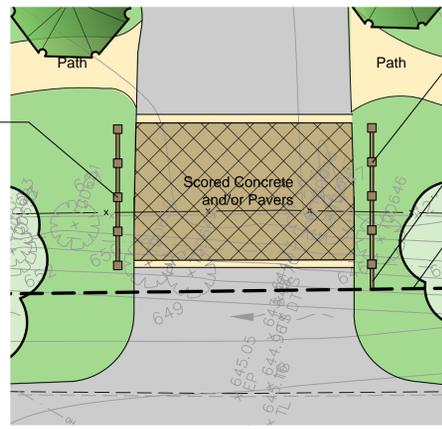
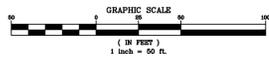
Attached please find (i) a revised site plan showing a reduced unit density to 44 units and (ii) pictures from Meadow Ridge showing property landscaping and unit buffering.

Thank you for your time in reviewing this revised proposal. We look forward to discussing the development with you further on July 27, 2015.

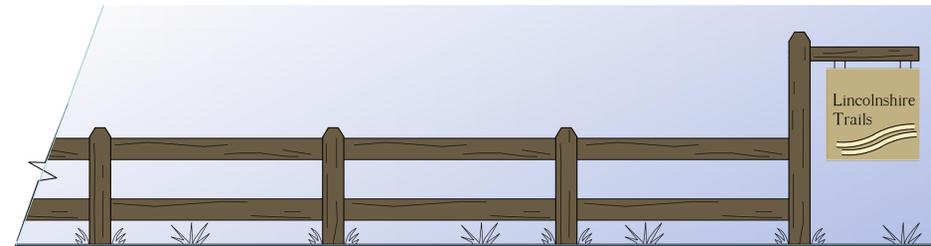
Sincerely,



Jeff Rothbart



Entrance Bridge Feature and Entry Sign
Scale: 1"=10'



Conceptual Elevation Detail of Bridge Posts and Entry Sign



Date Name: P:\KZF\01\KZF\Lincolnshire\Lincolnshire\Concept Plan rev. 7-15-15.dwg Updated By: kshahoff
 July 20, 2015 - 11:46

DATE	REVISIONS
7-20-15	REVISED PER CLIENT COMMENTS
7-17-15	REVISED PER CLIENT COMMENTS

Manhard
CONSULTING LTD

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 Construction Managers • Environmental Scientists • Landscape Architects • Planners

KZF DEVELOPMENT
 LINCOLNSHIRE, ILLINOIS
 CONCEPT PLAN

PROJ. MGR: WJH
 PROJ. ASSOC: GJC1
 DRAWN BY: JBD
 DATE: 6-24-15
 SCALE: 1"=50'

SHEET
1 of 1
 KZFLN101



Meadow Ridge



Meadow Ridge



Meadow Ridge

7/18/2015



Meadow Ridge



Meadow Ridge

7/18/2015



Meadow Ridge

7/18/2015





Meadow Ridge



Meadow Ridge

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Meadow Ridge



Meadow Ridge

7/18/2015



MEADOW RIDGE
A PRIVATE RESIDENTIAL COMMUNITY

MR
THANK YOU FOR
VISITING
MEADOW
RIDGE
PLEASE EXIT WITH
CAUTION

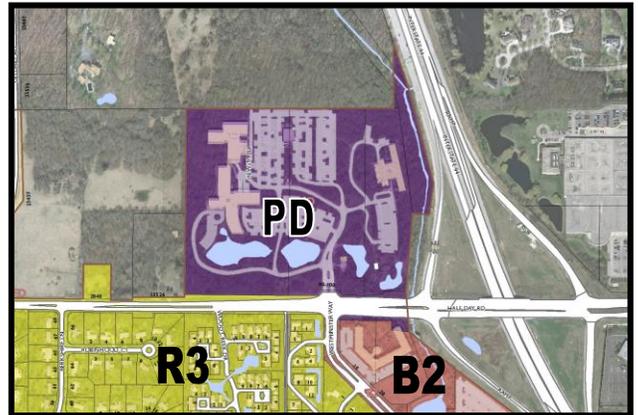


**REQUEST FOR BOARD ACTION
Committee of the Whole
July 27, 2015**

Subject:	Text Amendments to Planned Development (PD) Zoning District
Action Requested:	Consideration and discussion of a Zoning Board recommendation regarding Text Amendments to Chapter 10, PD Planned Development District, and associated code sections and cross-references, in Title 6 - Zoning of the Lincolnshire Village Code, to revise and update specific code regulations.
Originated By/Contact:	Stephen Robles, Village Planner Department of Community & Economic Development
Advisory Board Review:	Zoning Board

Background:

- The PD Planned Development Zoning District was established in 1973, for a 22-acre property at the northwest corner of Rt.22 and Illinois Tollway 94. That property was originally owned by Trans Union, subsequently by Hewitt Associates (where it was increased to over 40 total acres), and now by Medline Industries (see inset map).
- In the past 40+ years, no other property has been designated as a PD District in the Village.
- Due to out-dated code language and new-owner Medline's request for two specific revisions (see attached letter), Staff prioritized this update to the PD District.
- On July 14, 2015, the Zoning Board unanimously recommended approval of text Amendments to Chapter 10, PD Planned Development District, and associated code sections and cross-references of the Lincolnshire Zoning Code, for comprehensive revisions to the PD Zoning District.



Project Summary:

- Following, is a summary of major areas incorporated into the attached Draft Code (see *attachment for specific details*):

Item 1 - District name: The "PD – Planned Development District" title often creates confusion with "PUD's" (Planned Unit Developments) amongst the development community and does not accurately reflect the purpose of the District.

Revision 1: The Zoning Board recommends renaming this District to the "OC – Office Campus".

Item 2 – Purpose: The General Section (6-10-1) is a blend of purpose statement and general regulations, which has remained since 1975. Additionally, the inclusion of "single-family detached dwellings" to support mixed-use development is no longer consistent with the Village's vision for this area.

Revision 2: This Section has been retitled to “Intent and Scope of Regulations” to align with the format of the recent amendments to other zoning districts and revised to reflect the intended purpose of the OC District (formerly PD).

Item 3 - Permitted Uses: The existing list in the Permitted Uses Section (6-10-2) includes uses (single-family detached dwellings) and restrictions (limitation on multi-tenant office buildings) contradictory to the OC District purpose. As the Village has relaxed restrictions elsewhere on multi-tenant office/warehouse buildings, it is counter-productive to continue such restrictions here.

Revision 3: The Permitted Uses Section has been revised to include uses aligned with the intended purpose of this District. The existing permitted use of “research laboratories” is proposed to become a Special Use based on the Zoning Board’s recommendation to require Village review of any proposed research/testing operations (Medline stated they are not seeking such use on their property). The Draft Code includes a definition change (Section 6-10-2) as follows (underline text = new text, ~~stricken text~~ = removed text):

RESEARCH AND
DEVELOPMENT
LABORATORY

A building or group of buildings ~~in which are located~~ with facilities for providing scientific, medical, or product research, investigation, testing, or experimentation, but ~~no~~ exclude facilities for ~~manufacture~~ manufacturing or sale of products.

Item 4 - Lot Area: Section 6-10-1 identifies property in the PD District as “not exceeding 25 acres...” However, the land in this zoning district is greater than 40 acres. Medline seeks to remove the 25 acre limitation since it does not reflect the actual acreage within this Zoning District.

Revision 4: To eliminate inconsistencies, the 25-acre lot size limitation has been removed. The existing 400,000 square foot (9.2 acres) *minimum* lot size and *minimum* 500’ lot width have been retained (see proposed Section 6-10-3: Lot Size).

Item 5 - Building Height: Medline also seeks increasing the current height limitation of two (2) stories or 40 feet (whichever is lower) to 5 stories.

Revision 5: The existing height limitation is obsolete with modern office/headquarters buildings, especially along high visibility corridors. Further, two of the three existing buildings on the property exceed this limitation (at 3-stories, approximately 45’ in height). Lincolnshire office buildings taller than this height limitation include:

Building	Height
Tri-State Tollway Office center	4-stories (65’ tall)
System of America, 557 Aptaksic Rd	4-stories (68’)
Zebra Headquarters, 3 Overlook Pt	6-stories (83’)
AonHewitt Headquarters, 4 Overlook Pt	6-stories (85’)

The Zoning Board requested Staff research other major corporate offices with Tollway frontage in the Northern Suburbs, including:

Building	Height
Current CDW Office Tower, Mettawa	6-stories
Abbvie Corporate Headquarters, Mettawa	5-stories
Takeda Pharmaceuticals Headquarters, Deerfield	5-stories
Astellas Pharmaceuticals Headquarters, Northbrook	5-stories
CVS Caremark Office Tower, Northbrook	6-stories
Allstate Insurance Headquarters, Northbrook	10-stories

The maximum building height has been placed into a new stand-alone Section 6-10-6 to align with current zoning code format and revised as follows:

- A. The maximum building height shall be (5) stories or seventy-five feet (75'), including rooftop equipment and screening.
- B. Attached or detached structured parking garages building height shall be subordinate to the principal structure to which it serves.

Item 6 – Setbacks: Currently, a minimum 100' side yard building setback is required, and increased to 150' when abutting a street or residential zoning district. This is greater than setbacks of other similar office zoning districts which permit building heights up to 6 stories (85' maximum height).

Revision 6: Building setbacks have been moved to Section 6-10-5 and retitled "Building Setbacks" for consistency with recent zoning code revisions. The side yard setback has been fixed at 100' which provides more than adequate separation of any future land uses west and north of this District, as well as screening. The front and rear yard building setbacks remain unchanged and a "corner side setback" of 150 feet has been included.

- **Cross-Referencing:** Additional clean-up of this District includes updating cross-references to other Zoning Code Sections which have changed due to recent code amendments.

Recommendation:

Consideration of text amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of Title 6 - Zoning of the Lincolnshire Zoning Code and placement on the August 10th Consent Agenda for approval.

Reports and Documents Attached:

- Request letter from William J. Abrams of Medline, dated April 27, 2015.
- Draft Ordinance, Prepared by Village Attorney Simon
- Draft Code - Tracked Edits, prepared by Staff.
- Existing Chapter 10, PD Planned Development District, of the Lincolnshire Zoning Code.
- Staff Memoranda and Approved and Unapproved Minutes of the Zoning Board.

Meeting History	
Preliminary Evaluation (COW):	May 11, 2015
Zoning Board Public Hearing:	June 9, 2015
Continued Zoning Board Public Hearing:	July 14, 2015
Current COW Discussion:	July 27, 2015



Medline Industries, Inc.
One Medline Place
Mundelein, IL 60060-4486

1.847.949.5500
1.800.MEDLINE (633.5463)

medline.com

April 27, 2015

Mayor and Village Board of Trustees
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

**RE: 90, 98, 100 Half Day Road, Lincolnshire
PD Planned Development District**

Dear Mayor and Village Board,

With Medline's recent purchase of the subject property, we request the Village's consideration to allow an amendment of the PD Planned Development District, specifically Title 6, Chapter 10.

Consistent with the development today, Medline's vision for this property is to create a suitable work environment for its corporate office employees. To allow for Medline's steady growth, expansion on this property is inevitable. To achieve that in the most efficient way possible, there are two (2) specific items which should be considered for text amendment.

6-10-1 GENERAL. Deletion of the text in the fifth line beginning with "on parcels not exceeding twenty five (25) acres."

This property happens to be comprised of twelve (12) small parcels. While it is Medline's intention to modify that, those plans are still under development. We are confident this deletion will have no negative impact on the development and in fact allow for a more cohesive campus plan.

6-10-3 LOT AREA, SETBACK AND HEIGHT REQUIREMENTS, C. Modify the allowable building height from 2 to 5 stories.

Commensurate with other developments up and down the toll way we request permission for the ability to construct greater than 2 stories. Today's standards of corporate office space are well illustrated both north and south along the I-94 corridor and allowing for like expansion on this campus is of critical importance to Medline. Further, the natural landscape that exists around this campus allows for premium screening in all directions.

We sincerely appreciate the Village's consideration of the update to this PD Planned Development District. We are phenomenally excited about the possibilities here for Medline and we are grateful for your support and partnership in this improvement project.

Sincerely,



William J. Abrams

VILLAGE OF LINCOLNSHIRE

ORDINANCE NO. _____

**AN ORDINANCE AMENDING
TITLE 6 (ZONING), CHAPTER 10 (OFFICE CAMPUS)
OF THE VILLAGE OF LINCOLNSHIRE MUNICIPAL CODE**

WHEREAS, the Village of Lincolnshire, an Illinois home rule municipal corporation, has the authority to adopt ordinances and promulgate rules and regulations that pertain to its government and affairs, including the coordination and operation of various activities and structures within its boundaries, and to protect the public health, safety, and welfare of its citizens; and

WHEREAS, the Corporate Authorities of the Village of Lincolnshire find it necessary for the promotion and preservation of the public health, safety and welfare of the Village that the regulation of coordinated and integrated corporate office campuses be reviewed for legality, efficiency and predictability;

WHEREAS, the Board of Trustees referred to the Zoning Board (“Zoning Board”) a petition to research, consider and prepare proposed text amendments to the Zoning Code to clarify and amend the regulation of coordinated and integrated corporate office campuses; and

WHEREAS, following due publication of notice in the Pioneer Press Lake Edition on May 21, 2015, a public hearing concerning the proposed amendments to the Zoning Code of the Village was convened by the Zoning Board on June 9, 2015, and finally adjourned on July 14, 2015; and

WHEREAS, following deliberation and consideration on the evidence and testimony elicited during the public hearing and the recommendation of the Zoning Board, the Village

Board desires for the Zoning Code to be amended as proposed by Staff to improve the Zoning Code regulations affecting coordinated and integrated corporate office campuses; and

WHEREAS, the Village hereby finds that it is in the best interest of the Village and the public to amend its Zoning Code to promote the economic health and welfare of the Village.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Board of Trustees of the Village Of Lincolnshire, Lake County, Illinois, in exercise of its home rule powers, as follows:

SECTION ONE: The facts and statements contained in the preambles to this Ordinance are found to be true and correct and are hereby adopted as part of this Ordinance as though fully set forth herein. The findings of the Zoning Board of the Village of Lincolnshire, attached hereto as **Exhibit A**, are herein incorporated by reference as the findings of the Village Board to the same effect as if fully recited herein at length. All references in the Zoning Board’s findings are made the references of the Mayor and Board of Trustees of the Village of Lincolnshire.

SECTION TWO: Title 6 of the Village of Lincolnshire Municipal Code (“Zoning”) is hereby amended by repealing Chapter 10 (Planned District) in its entirety and replacing and renaming it with a new Chapter 10 (Office Campus) in the form described in **Exhibit B**, attached hereto and incorporated as though fully set forth herein.

SECTION THREE: Title 6, Chapter 2, Section 2 (Definitions) of the Village Code is hereby amended by revising the definition of “Research Laboratory” as follows:

Research and
Development Laboratory

A building or group of buildings ~~in which are located~~ with facilities providing ~~for~~ scientific, medical or product research, investigation, testing, or experimentation, but ~~no~~ excluding ~~facilities for~~ manufactureing or sale of products.

SECTION FOUR: If any section, subsection, sentence, clause, phrase or application of this Ordinance, or any regulations adopted hereby, is for any reason held invalid or

unconstitutional by any court of competent jurisdiction, either facially or as applied, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof or any other application under which such provision is deemed permitted.

SECTION FIVE: All prior Ordinances in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION SIX: This Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

SO ORDAINED this _____th Day of _____, 2015, at Lincolnshire,
Lake County, Illinois.

AYES:

NAYS:

ABSENT:

APPROVED:

Elizabeth Brandt, Mayor

DATE: _____

ATTEST:

Barbara Mastandrea, Village Clerk

EXHIBIT A

ZONING BOARD FINDINGS OF FACT

FINDINGS OF FACT TEXT AMENDMENT PD Planned Development District Amendments

1. *The request for an amendment shall serve the purpose of promoting the public health, safety, and general welfare.*

The proposed text amendments will establish appropriate regulations for the use and development of land within the PD District to maintain the public health, safety and general welfare.

2. *The request for an amendment shall conserve the value of property throughout the community.*

The proposed text amendments will modernize out-dated zoning requirements for properties within the PD District to facilitate development aligned with current professional office development trends and foster redevelopment of such properties to avoid long-term inactivity of land use.

3. *The request for an amendment shall lessen or avoid congestion in the public streets and highways.*

The proposed text amendments will not alter other Village Codes regarding the provisions for adequate off-street parking facilities and/or right-of-way improvements.

Prepared by:

Stephen Robles, Village Planner
Community & Economic Development
Village of Lincolnshire
One Olde Half Day Road
Lincolnshire, IL 60069

EXHIBIT B

TITLE 6, CHAPTER 10

OFFICE CAMPUS

TITLE: 6
CHAPTER 10: Office Campus



Sections:

- 6-10-1: Intent and Scope of Regulations
- 6-10-2: Permitted Uses
- 6-10-3: Lot Size
- 6-10-4: Floor Area Ratio (FAR)
- 6-10-5: Building Setbacks
- 6-10-6: Building Height
- 6-10-7: Signs
- 6-10-8: Off-Street Parking and Loading
- 6-10-9: Landscaping

6-10-1: Intent and Scope of Regulations

The OC District is intended primarily to provide large, planned corporate campus sites immediately adjacent to interstates or within one thousand five hundred feet (1,500') thereof, for professional office centers and research laboratories. These developments are to be conceived and implemented as comprehensive and unified developments, through conscientious preservation/enhancement of existing high quality natural environment and/or buffering of surrounding residential neighborhoods.

6-10-2: Uses

Uses permitted in the OP Office Park District are identified in the table below:

Uses	P = Permitted	SU = Special Use
Accessory uses and structures	P	
Attached or detached structured parking garages (accessory to principal use)	P	
Office; business, professional and corporate headquarters	P	
Research and development laboratory		SU

6-10-3: Lot Size

- A. Lot Area shall not be less than four hundred thousand (400,000) square feet.
- B. Lot Width shall not be less than five hundred feet (500').

6-10-4: Floor Area Ratio (FAR)

The maximum allowable floor area ratio (FAR), including all accessory buildings, shall be 0.50 of the gross lot area.

6-10-5: Building Setbacks

Front	Side	Corner Side	Rear
150 ft.	100 ft.	150 ft.	100 ft.

6-10-6: Building Height

- A. The maximum building height shall be (5) stories or seventy-five feet (75'), including rooftop equipment and screening.
- B. Attached or detached structured parking garages building height shall be subordinate to the principal structure to which it serves.

6-10-7: Signs

Signs shall be subject to the regulations contained in Title 12 of this Code.

6-10-8: Off-Street Parking & Loading

Off-street parking and loading facilities shall be provided as required in Chapter 11 of this Title.

6-10-9: Landscaping

Landscaping shall be subject to the regulations contained in Title 13 of this Code.

Title: 6

CHAPTER 10:

~~Planned Development District~~ Office Park Office Campus (OC)

SECTION:

6-10-1: ~~General Requirements~~ Intent and Scope of Regulations

6-10-2: Permitted Uses

6-10-3: Lot ~~Area~~ Size, Setback and Height Requirements

6-10-4: ~~Yards~~ Floor Area Ratio (FAR)

6-10-5: Building Setbacks

6-10-6: Building Height

6-10-7: Signs

6-10-~~8~~: Off-Street Parking and Loading

6-10-9: Landscaping

6-10-1: ~~GENERAL:~~ Intent and Scope of Regulations

The ~~Planned Development~~OP_OC District is ~~established~~ intended primarily to provide large, ~~landscaped planned corporate campus~~ sites, ~~either open or with natural features preserved,~~ immediately adjacent to ~~tollways~~interstates; or within one thousand five hundred feet (1,500') thereof, for ~~"showplace" operations such as~~ professional office ~~centers~~ and research laboratories These developments are to be, ~~and including single-family detached dwellings, with the developments being~~ conceived and implemented as comprehensive and ~~cohesive~~ unified projects ~~developments,~~ on parcels not exceeding twenty five (25) acres and under single ownership, ~~with~~ through conscientious every possible assurance that the preservation/enhancement of existing high quality ~~of the natural~~ environment ~~will be maintained within the district and/or buffering in of the~~ surrounding residential ~~districts upon which the Planned Development District may~~ abut ~~neighborhoods.~~ (Ord. 75-408-38)

6-10-2: ~~PERMITTED USES:~~ Uses

Uses permitted in the ~~OP~~ Office Park OC District are identified in the table below:

Uses	<u>P = Permitted</u>
	<u>SU = Special Use</u>
Office; ; business, professional and corporate headquarters	<u>P</u>
Research and development laboratories iesy	<u>SU</u>
Accessory uses and buildings structures	<u>P</u>
<u>Attached or detached structured parking garages (accessory to principal use)</u>	<u>P</u>

~~A. Executive offices - business and professional.~~

~~B. Research laboratories.~~

~~C. Single-family detached dwellings. Single-family detached dwellings shall be permitted only under, and governed by, the provisions and conditions contained in the R-3 Single-Family Residence District classification under this Zoning Code.~~

- ~~D. Accessory uses and buildings incidental to and on the same lot as a permitted use.~~
- ~~E. A combination of single-family detached dwellings and either an office building or research laboratory. (Ord. 73-309-24)~~
- ~~F. Except as permitted in subsection (E) above, multiple uses in a single building are not permitted unless such multiple uses are made by a single business entity (user).~~

~~A business entity shall be construed to include any parent company and any related companies which fall within the definition of "affiliated group" as defined in section 1504(a) of the Internal Revenue Code of 1954 as amended, and any parent company and any related companies which fall within the definition of "affiliated service group" as defined in section 414(m) of the Internal Revenue Code of 1954 as amended. (Ord. 83-764-18)~~

~~6-10-3: LOT AREA, SETBACK AND HEIGHT REQUIREMENTS: Lot Size~~

- ~~A. Lot Area for Offices and Research Laboratories: The area of a lot shall not be less than four hundred thousand (400,000) square feet.~~
- ~~B. Lot Width for Offices and Research Laboratories: The average width of the lot shall not be less than five hundred feet (500').~~
- ~~C. Building Height for Offices and Research Laboratories: No building shall exceed two (2) stories or forty feet (40') in height, whichever is lower.~~
- ~~D. Floor Area Ratio for Offices and Research Laboratories: The combined floor area ratio for any principal building together with all accessory buildings shall not exceed five-tenths (.50).~~
- ~~CE. Ground Floor Area for Offices and Research Laboratories: The lot area covered by all buildings shall not exceed thirty percent (30%) of the total area of the lot.~~

6-10-4: Floor Area Ratio (FAR)

The maximum allowable floor area ratio (FAR), including all accessory buildings, shall be 0.50 of the gross lot area.

~~6-10-45: YARDS: Building Setbacks~~

- ~~A. Front Yard for Offices and Research Laboratories: The front yard shall not be less than one hundred fifty feet (150') deep.~~
- ~~B. Side Yard for Offices and Research Laboratories: The side yard shall not be less than one hundred feet (100') wide except that on a side which abuts a street or a residential district the side yard shall not be less than one hundred fifty feet (150') wide.~~

~~C. Rear Yard for Offices and Research Laboratories: The rear yard shall not be less than one hundred feet (100') deep.~~

Front	Side	Corner Side	Rear
150 ft.	100 ft.	150 ft.	100 ft.

6-10-6: Building Height

A. The maximum building height shall be (5) stories or seventy-five feet (75'), including rooftop equipment and screening.

B. Attached or detached structured parking garages building height shall be subordinate to the principal structure to which it serves.

6-10-7: Signs

Signs shall be subject to the regulations contained in Title 12 of this Code.

~~6-10-58:~~ **OFF-STREET PARKING AND LOADING: Off-Street Parking & Loading**
Off-street parking and loading facilities shall be provided as required in Chapter 11 of this Title.

~~A. Off-Street Parking:~~

~~A. 1. Off-street parking spaces, open to the sky, shall not be located in the front yard or a side yard abutting a residential district. Enclosed buildings and other structures containing off-street parking shall be subject to applicable yard requirements.~~

~~B.~~

~~A. 2. Office (business or professional): One parking space shall be provided for eachper four hundred (400) square feet of gross floor area except for single-family detached dwellings.~~

~~C. B. 3. Except as provided in subsections A and B above, All other uses: Off-street parking and loading shall be in accordance with the provisions set forth provided as required in Section 6-11-3 2 of this Zoning Code.~~

~~D. C. B. Off-Street Loading: Off-street loading shall be provided in accordance with the provisions set forth as required in Section 6-11-23 of this Zoning Code. (Ord. 73-309-24)~~

6-10-9: Landscaping

Landscaping shall be subject to the regulations contained in Title 13 of this Code.

TITLE 6

CHAPTER 10

PD PLANNED DEVELOPMENT DISTRICT

SECTION:

- 6-10-1: General Requirements**
- 6-10-2: Permitted Uses**
- 6-10-3: Lot Area, Setback and Height Requirements**
- 6-10-4: Yards**
- 6-10-5: Off-Street Parking and Loading**

6-10-1: GENERAL: The Planned Development District is established to provide large, landscaped sites, either open or with natural features preserved, immediately adjacent to tollways, or within one thousand five hundred feet (1,500') thereof, for "showplace" operations such as offices and research laboratories, and including single-family detached dwellings, with the developments being conceived and implemented as comprehensive and cohesive unified projects, on parcels not exceeding twenty five (25) acres and under single ownership, with every possible assurance that the high quality of the environment will be maintained within the district and in the surrounding residential districts upon which the Planned Development District may abut. (Ord. 75-408-38)

6-10-2: PERMITTED USES:

- A. Executive offices - business and professional.
- B. Research laboratories.
- C. Single-family detached dwellings. Single-family detached dwellings shall be permitted only under, and governed by, the provisions and conditions contained in the R-3 Single-Family Residence District classification under this Zoning Code.
- D. Accessory uses and buildings incidental to and on the same lot as a permitted use.
- E. A combination of single-family detached dwellings and either an office building or research laboratory. (Ord. 73-309-24)
- F. Except as permitted in subsection (E) above, multiple uses in a single building are not permitted unless such multiple uses are made by a single business entity (user).

A business entity shall be construed to include any parent company and any related companies which fall within the definition of "affiliated group" as defined in section 1504(a) of the Internal Revenue Code of 1954 as amended, and any parent company and any related companies which fall within the definition of "affiliated service group" as defined in section 414(m) of the Internal Revenue Code of 1954 as amended. (Ord. 83-764-18)

6-10-3: LOT AREA, SETBACK AND HEIGHT REQUIREMENTS:

- A. Lot Area for Offices and Research Laboratories: The area of a lot shall not be less than four hundred thousand (400,000) square feet.
- B. Lot Width for Offices and Research Laboratories: The average width of the lot shall not be less than five hundred feet (500').
- C. Building Height for Offices and Research Laboratories: No building shall exceed two (2) stories or forty feet (40') in height, whichever is lower.
- D. Floor Area Ratio for Offices and Research Laboratories: The combined floor area ratio for any principal building together with all accessory buildings shall not exceed five-tenths (.50).
- E. Ground Floor Area for Offices and Research Laboratories: The lot area covered by all buildings shall not exceed thirty percent (30%) of the total area of the lot.

6-10-4: YARDS:

- A. Front Yard for Offices and Research Laboratories: The front yard shall not be less than one hundred fifty feet (150') deep.
- B. Side Yard for Offices and Research Laboratories: The side yard shall not be less than one hundred feet (100') wide except that on a side which abuts a street or a residential district the side yard shall not be less than one hundred fifty feet (150') wide.
- C. Rear Yard for Offices and Research Laboratories: The rear yard shall not be less than one hundred feet (100') deep.

6-10-5: OFF-STREET PARKING AND LOADING:

- A. Off-Street Parking:
 - 1. Off-street parking spaces, open to the sky, shall not be located in the front yard or a side yard abutting a residential district. Enclosed buildings and other structures containing off-street parking shall be subject to applicable yard requirements.
 - 2. One parking space shall be provided for each four hundred (400) square feet of floor area except for single-family detached dwellings.
 - 3. Except as provided in subsections A and B above, off-street parking shall be in accordance with the provisions set forth in Section 6-11-3 of this Zoning Code.
- B. Off-Street Loading: Off-street loading shall be in accordance with the provisions set forth in Section 6-11-2 of this Zoning Code. (Ord. 73-309-24)

REQUEST FOR BOARD ACTION
Zoning Board
June 9, 2015

Subject:	Text Amendments to Planned Development (PD) Zoning District
Action Requested:	Public Hearing of Text Amendments to Chapter 10, PD Planned Development District, and associated code sections and cross-references, in Title 6 - Zoning of the Lincolnshire Village Code, to revise and update specific code regulations.
Originated By/Contact:	Stephen Robles, Village Planner Department of Community & Economic Development
Advisory Board Review:	Zoning Board

Background:

- The PD Planned Development Zoning District was established in 1973, in conjunction with annexation of a 22-acre property at the northwest corner of Rt.22 and Illinois Tollway 94. That property was originally owned by Trans Union, subsequently by Hewitt Associates (where it was increased to over 40 total acres), and now by Medline Industries (see inset map).
- The PD Zoning District was designed specifically for this property, and references “showplace” office and research laboratories adjacent to the Tollway.
- In the past 40+ years, no other property has been designated as a PD District.
- Medline’s recent purchase of this property and their discussions with Staff regarding outdated requirements in this District, results in the presented comprehensive text amendments for consideration.
- Medline has requested two specific revisions to the PD zoning district (see attached letter), which Staff believes are appropriate for discussion in conjunction with additional Staff proposed updates.



Project Summary:

Following, is a summary of major areas incorporated into the attached Draft Code Language for Zoning Board review and consideration (*for specific detail, please see attached Draft Code*):

- **Problem 1 - District name:** The “PD – Planned Development District” title often creates confusion with “PUD’s” (Planned Unit Developments) amongst the development community. The name of this district should more accurately reflect the purpose of the District (unified office developments).

Solution 1: Staff seeks the Zoning Board’s input on the following new naming options proposed by Staff:

Option 1: OC – Office Campus.

Option 2: OP – Office Park (used in the attached Draft Code as “place holder”).

Option 3: UOC – Unified Office Campus.

Option 4: UOP – Unified Office Park.

Option 5: UO – Unified Office

- **Problem 2 – Purpose:** The General Section (6-10-1) is a blend of purpose statement and general regulations, which has not changed since the last revision in 1975. Additionally, the current inclusion of “single-family detached dwellings” to support mixed-use development is no longer consistent with the Village’s vision, as described in the Updated Comprehensive Plan.

Solution 2: This Section has been retitled to “Intent and Scope of Regulations” to align with the format of the other zoning districts within the Zoning Code and revised to reflect the intended purpose of the PD District.

- **Problem 3 - Permitted Uses:** The current list in the Permitted Uses Section (6-10-2) includes uses (single-family detached dwellings) and restrictions (limitation on multi-tenant office buildings) which are contradictory to the PD District purpose. As the Village has relaxed restrictions on multi-tenant office/warehouse buildings, it seems counter-productive to continue such restrictions in office developments.

Solution 3: The permitted uses Section has been revised to include uses aligned with the intended purpose of this District, as follows:

Uses

Accessory uses and buildings

Attached or detached structured parking garages (accessory to principal use)

Office; business, professional and corporate headquarters

Research and development laboratories

- **Problem 4 - Lot Area:** Section 6-10-1 describes property in the PD District as “not exceeding 25 acres...” However, the land encompassed in this zoning district is greater than 40 acres. The current property owner seeks to remove the 25 acre limitation since it does not reflect the actual acreage within this Zoning District.

Solution 4: Staff feels this request is appropriate, as there is no valid reason for limiting the size of this zoning district. Therefore, Section 6-10-3 (Lot Size) of the Draft Code has been revised to retain the current 400,000 square foot **minimum** lot size. The existing minimum 500’ lot width has also been retained. The lot area and width establish minimum lot size criterion, while maintaining consistency with the current property within this District.

- **Problem 5 - Building Height:** The second request of the property owner is to increase the current height limitation in this district of two (2) stories or 40 feet (whichever is lower). The height limitation is obsolete with modern office buildings (especially along high visibility corridors, such as the Tollway) and is also lower than two of the three existing buildings on the property (both buildings are three-stories, approximately 45’ in height). Multiple office buildings in the O/I district and along the Tollway exceed this height, such as:

Building	Height
Tri-State Tollway Office center	Up to 4-stories (65' tall)
System of America, 557 Aptaksic Rd	4-stories (68')
Zebra Headquarters, 3 Overlook Pt	6-stories (83')
AonHewitt Headquarters, 4 Overlook Pt	6-stories (85')

Solution 5: Given the height of the existing woodland forest on this campus, as well as the height of signature “headquarters-style” buildings elsewhere in the Village, building heights of up to 5-stories, as requested in Medline’s attached letter, are not unreasonable. Staff has revised the minimum building height requirements by pulling out such requirements (previously located within Sec. 6-10-3) and placing into a new stand-alone Section 6-10-6 to align with current zoning code format. Permitted building heights have been revised as follows:

- A. The maximum building height shall be (5) stories or seventy-five feet (75’), including rooftop equipment and screening.
 - B. Attached or detached structured parking garages building height shall be subordinate to the principal structure to which it serves.
- **Problem 6 – Setbacks:** Currently, Section 6-10-4 (Yards) requires a minimum 100’ side yard building setback, with an increase to 150’ when abutting a street or residential zoning district. Such regulation is greater than setbacks permitted in other Office/Industrial zoning districts which permit building heights of up to 6 stories (85’ maximum height). In addition, the property in this District is unique from other office zoning districts since it is forested with 60-80’ tall trees providing a substantial screen from surrounding properties.

Solution 6: With the other formatting revisions to this District, building setbacks have been moved to Section 6-10-5 and retitled “Building Setbacks” for consistency with current zoning code format. The side yard setback has been fixed at 100’ for consistency as such setback provides more than adequate separation of any future land uses west and north of this District, as well as screening. The front and rear yard building setbacks remain unchanged and a “corner side setback” of 150 feet has been included.

- **Cross-Referencing:** Additional clean-up of this District includes updating cross-references to other Zoning Code Sections which have changed due to recent code amendments.
- **Definition:** Proposed revisions to permitted uses (Section 6-10-2) includes a name change from “Research Laboratory” to “Research and Development Laboratory”. As a result, Chapter 2, Definitions, of the Zoning Code has been amended to reflect the name change and cleanup of the definition, as follows:

**RESEARCH AND
DEVELOPMENT
LABORATORY**

A building or group of buildings ~~in which are located with facilities for providing scientific, medical, or product research, investigation, testing, or experimentation, but no exclude facilities for manufacture manufacturing or sale of products.~~

Recommendation:

Approval of text amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of Title 6 - Zoning of the Lincolnshire Village Code to revise and update specific code regulations.

Motion:

Having made findings based on facts covered in a Public Hearing held on June 9, 2015, the Zoning Board recommends approval to the Village Board of amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of the Lincolnshire Zoning Code, as presented in a Draft Code to revise and update specific code regulations, and further subject to. . . .

{Insert any additional conditions or modification desired by the Zoning Board}

Reports and Documents Attached:

- Request letter from William J. Abrams of Medline, dated April 27, 2015.
- Chapter 10, PD Planned Development District, of the Lincolnshire Zoning Code.
- Draft Chapter 10 Code, tracked edits and clean version, prepared by Staff.

Meeting History	
Preliminary Evaluation (COW):	May 11, 2015
Current Zoning Board Public Hearing:	June 9, 2015



APPROVED Minutes of the **REGULAR MEETING OF THE ZONING BOARD** held on Tuesday, June 9, 2015, in the Public Meeting Room in the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

PRESENT: Chairman Manion, Members Leider, Van de Kerckhove, and Bichkoff.

STAFF PRESENT: Stephen Robles, Village Planner.

ABSENT: Member Kalina and Trustee McDonough.

CALL TO ORDER: **Chairman Manion** called the meeting to order at 7:00 p.m.

1.0 ROLL CALL

The roll was called by **Village Planner Robles** and **Chairman Manion** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes related to the Zoning Board Meeting held on Thursday, May 21, 2015.

Member Van de Kerckhove moved and **Member Leider** seconded the motion to approve the minutes of the Regular Meeting of the Zoning Board, as submitted. The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS



3.1 PUBLIC HEARING regarding text amendments to Chapter 10, PD Planned Development District, and any associated code sections and cross-references, in Title 6-Zoning of the Lincolnshire Village Code to revise and update regulations of the Planned Development (PD) Zoning District (Village of Lincolnshire).

Chairman Manion recessed the Zoning Board meeting and opened the Public Hearing.

Village Planner Robles presented Staff's memorandum and explained the The PD Planned Development Zoning District was established in 1973, in conjunction with annexation of the property commonly known as the Hewitt Half Day campus, and was recently purchased by Medline Industries. The PD Zoning District was designed specifically for that property, where the code referenced showplace office and research laboratories adjacent to the Tollway. Medline's purchase of the property led to discussions with Staff on the out-dated requirements of the PD District, and resulted in the proposed comprehensive text amendments. He continued, Medline had requested two specific revisions to the PD zoning district which were noted in their attached letter, and Staff believed were appropriate for discussion along with the additional Staff proposed updates.

Village Planner Robles presented Problem 1 of the existing PD District, and explained that the PD – Planned Development District name was often confused with "PUD's",

Planned Unit Developments, amongst the development community where the name should accurately reflect its purpose. The proposed solution was to rename the District based on the five options presented. Minor discussion ensued regarding the appropriate zoning title, with the Zoning Board reaching a consensus of the OC - Office Campus title.

Village Planner Robles continued with Problem 2, the General Section 6-10-1 was a blend of purpose statement and general regulations, and also included single-family detached dwellings land uses to support mixed-use development, which was no longer consistent with the Village's vision for this property. The proposed solution was to rename the Section to "Intent and Scope of Regulations" to follow the other zoning districts and further revised to reflect the intended purpose of the PD District. The Zoning Board was in agreement with the Staff proposed revisions.

Problem 3 was identified by **Village Planner Robles** that the current Permitted Uses Section 6-10-2 included uses such as single-family dwellings and restrictions such as limitation on multi-tenant office buildings that were contradictory to the District's purpose. Since the Village had recently relaxed restrictions on multi-tenant office/warehouse buildings, he noted it was counter-productive to continue that restriction in office developments. The proposed solution was to revise the permitted uses section to follow the intended purpose of the District. **Member Leider** expressed concern with the research and development laboratories land use and noted his preference to prevent chemical testing. **Village Planner Robles** clarified that the research use was a current use of the existing PD District and the update was simply a name change for consistency with other zoning district that permitted the same use. He noted Staff could further revise the definition to include a prohibition on chemical testing. **Member Bichkoff** sought clarification on whether the research and development use permitted medical testing. **Village Planner Robles** explained as defined, medical testing would be permitted. Minor discussion ensued regarding concerns over the potential of research and development of hazardous materials, and the Zoning Board concluded the Research and Development Laboratories land use should be permitted by Special Use Permit, rather than a Permitted Use.

Village Planner Robles continued with Problem 4 and described that Section 6-10-1 required property in the PD District must not exceed 25 acres. However, he explained the land in the zoning district was greater than 40 acres. Medline sought to remove the 25 acre limitation since it did not reflect the actual acreage within the Zoning District. **Village Planner Robles** expressed that the request was appropriate since there was no valid reason for limiting the size of this zoning district. The proposed solution was to revise Section 6-10-3 to keep the current 400,000 square foot minimum lot size and the existing minimum 500' lot width, and remove the 25 acre limitation. **Member Bichkoff** questioned what would happen if another business purchased the property within the zoning district and expanded the district. **Village Planner Robles** explained under that scenario, the new owner would be required to rezone the additional land to the same zoning district, which would be subject to a public hearing to determine compatibility with the Village's Update 2012 Comprehensive Plan. **Member Leider** questioned should the 400,000 square foot minimum lot area be increased to prevent the carving of land into smaller lots. **Village Planner Robles** noted that provided the minimum lot area and frontage were achieved, the property could be further subdivided into smaller lots, which is common with all other zoning districts in the Village. However, based on conversations with Medline representatives, it was Medline's intent to use the entirety of the site for their purposes. **Member Leider** requested the amount of linear frontage of the current

properties within the PD Districts, as well as the adjacent lot to the west, and the current property owners for further review.

Problem 5 was identified by **Village Planner Robles** as the second request of Medline to increase the current building height limitation in the PD District which was 2 stories or 40 feet whichever was lower. He continued, the height limitation was obsolete with modern office buildings especially along high visibility corridors, such as the Tollway and was also lower than two of the three existing buildings on the property at 3-stories. **Village Planner Robles** presented the solution that building heights of up to 5-stories were not unreasonable based on the height of the existing woodland forest on the campus, as well as the height of signature headquarters-style buildings elsewhere in the Village. Therefore, the minimum building height requirements were proposed to be placed into a new stand-alone Section 6-10-6 to follow the current zoning code format and to increase the maximum building height to five stories or seventy-five feet, including rooftop equipment and screening. Building height for attached and detached structured parking garages were proposed to be subordinate to the principal structure. **Chairman Manion** sought clarification on the current height of the AONHewitt building located at 4 Overlook Point in the Village. **Village Planner Robles** noted that building height at 6-stories. **Member Leider** questioned the building heights for the office buildings located within the Tri-State International Office Center across Route 22. **Village Planner Robles** identified the building heights of 4-stories, but noted that height was not reflective of modern day office buildings, especially along the Tollway. **Chairman Manion** expressed his support for 5-story building heights. **Member Leider** expressed his preference for 4-story building heights as being more reasonable. Minor discussion ensued regarding the difference between building heights at 4-stories and 5-stories and the existing woodland forest on the property. The Zoning Board requested Staff seek Medline's desire for 5-story building heights and whether 4-stories would be acceptable.

Village Planner Robles proceeded with Problem 6, where Section 6-10-4 required a minimum 100 foot side yard setback, which increased to 150 feet when abutting a street or residential zoning district. Such setback was greater than other Office/Industrial zoning districts that permit building heights of up to 6 stories. In addition, the property was described as unique since it is forested with 60-80 foot tall trees that provided a substantial screen from surrounding properties. The proposed solution was to relocate building setback requirements to Section 6-10-5 and cap the side yard setback at 100 feet which would provide more than adequate separation of any future land uses west and north of this District. The front and rear yard building setbacks remained unchanged and a corner side setback of 150 feet was added. **Chairman Manion** questioned the potential for residential development west of the PD District and if the proposed building setbacks would be sufficient. **Village Planner Robles** noted the future land use of the adjacent property was identified for residential per the Village's Comprehensive Plan and the proposed setbacks were far more substantial than any other zoning district in the Village. Following a minor discussion regarding setbacks, the Zoning Board unanimously agreed with the Staff proposed revisions.

Village Planner Robles presented the Findings of Fact for the proposed text amendments and requested to be entered in the public record.

There being no further public comments, **Chairman Manion** closed the public hearing and reconvened the Zoning Board meeting and sought comments from the Zoning Board.

Additional discussion ensued regarding the proposed text amendments. At the conclusion, the Zoning Board requested the public hearing be continued for Staff to return with additional information.

Chairman Manion closed the Zoning Board meeting and reconvened the Public Hearing, and continued the public hearing in order for Staff to return with the following additional information:

1. Linear frontage of the property within the PD District and property ownership information of the adjacent parcels to the west.
2. Confirm with Medline Industries representatives if 5-story building heights are necessary or if 4-stories would be acceptable.

4.0 UNFINISHED BUSINESS (None)

5.0 NEW BUSINESS

Village Planner Robles updated the Zoning Board on the reappointment of **Member Van de Kerckhove** and the appointment of new Zoning Board **Member Scott Brady** who would be attending the next regularly scheduled Zoning Board meeting.

6.0 CITIZENS COMMENTS

Member Leider questioned the status of the subdivision request for the property located at 1700 Riverwoods Road. **Village Planner Robles** updated the Zoning Board that the applicant was in the process of revising their rezoning request based on the Zoning Board's comments and anticipated presented to the Committee of the Whole at the end of July or August.

7.0 ADJOURNMENT

There being no further business, **Chairman Manion** sought a motion for adjournment. **Member Van de Kerckhove** moved, and **Member Bickkoff** seconded the motion to adjourn. The meeting adjourned at 8:20 p.m.

Minutes Submitted by Stephen Robles, Village Planner

**REQUEST FOR BOARD ACTION
Zoning Board
July 14, 2015**

Subject:	Text Amendments to Planned Development (PD) Zoning District
Action Requested:	Continued Public Hearing of Text Amendments to Chapter 10, PD Planned Development District, and associated code sections and cross-references, in Title 6 - Zoning of the Lincolnshire Village Code, to revise and update specific code regulations.
Originated By/Contact:	Steve McNellis, Director Stephen Robles, Village Planner Department of Community & Economic Development
Advisory Board Review:	Zoning Board

Background:

At the June 9th Public Hearing, the Zoning Board directed Staff to provide a more in-depth analysis of the following, and return to the July regularly-scheduled meeting:

- Half Day Road frontage of Medline property and unincorporated parcel to the west.
- Ownership of unincorporated west parcel.
- Urgency of five-story height request.
- Office Building heights along Tollway.
- Various Code Language revisions.



Staff Analysis:

Following, is a summary of Staff's findings in researching the Zoning Board's feedback/questions:

- **Half Day Road Frontage:** The Half Day Road frontage of the Medline campus is 1,556', and is 328' for the lot immediately west of the campus. Should there be a future request to subdivide the Medline campus, the maximum number of lots that could be created would be three, assuming a 500' frontage requirement, as currently proposed. It is highly unlikely IDOT would permit additional full access points to Half Day Road for additional lots, meaning any subdivision would require cross access easements to the current single full access point on Half Day Road
- **Ownership of Unincorporated West Parcel:** The western 4.1 acre property (referenced above) is owned by the Florsheim estate, as is the remaining 107 acres surrounding the Medline campus to the north and west.
- **Urgency of five-story height request:** Staff discussed the necessity for a future five-story building on this property with the owner, Medline Industries. Medline stated "5 stories is going to be critical" if they are to move forward with building out their campus here. As previously noted by Staff, any reduction in building height would mean a corresponding increase in impervious surface coverage, as the campus would spread-out horizontally. Given the current trend of maximizing available square footage within office buildings, it will

be necessary to build parking garage(s) on this campus as it grows. Shorter buildings would consume available space for these parking garages.

- **Office Building heights along the Tollway:** Major Corporate offices, located on Tollway frontage in the Northern Suburbs, include:

Building	Height
Current CDW Office Tower, Mettawa	6-stories
Abbvie Corporate Headquarters, Mettawa	5-stories
Takeda Pharmaceuticals Headquarters, Deerfield	5-stories
Astellas Pharmaceuticals Headquarters, Northbrook	5-stories
CVS Caremark Office Tower, Northbrook	6-stories
Allstate Insurance Headquarters, Northbrook	10-stories

- **Various Code Language Revisions:** Per Zoning Board direction, Staff has made revisions to the attached Draft ordinance language, including; changing “Research & Development” uses from Permitted to a Special Use, and revising the name of the District to OC – Office Campus.

Recommendation:

Approval of text amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of Title 6 - Zoning of the Lincolnshire Village Code to revise and update specific code regulations.

Motion:

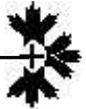
Having made findings based on facts covered in a Public Hearing held on June 9, 2015, and July 14, 2015, the Zoning Board recommends approval to the Village Board of amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of the Lincolnshire Zoning Code, as presented in a Draft Code to revise and update specific code regulations, and further subject to. . . .

{Insert any additional conditions or modification desired by the Zoning Board}

Reports and Documents Attached:

- Request letter from William J. Abrams of Medline, dated April 27, 2015.
- Chapter 10, PD Planned Development District, of the Lincolnshire Zoning Code.
- Revised Draft Chapter 10 Code, tracked edits and clean version, prepared by Staff.
- Text Amendment Findings of Fact, prepared by Staff.
- Staff Memorandum, dated June 9, 2015

Meeting History	
Preliminary Evaluation (COW):	May 11, 2015
Zoning Board Public Hearing:	June 9, 2015
Continued Zoning Board Public Hearing:	July 14, 2015



- UNAPPROVED** Minutes of the **REGULAR MEETING OF THE ZONING BOARD** held on Tuesday, July 14, 2015, in the Public Meeting Room in the Village Hall, One Olde Half Day Road, Lincolnshire, IL.
- PRESENT:** Chairman Manion, Members Leider, Van de Kerckhove, Bichkoff, and Brady.
- STAFF PRESENT:** Stephen Robles, Village Planner.
- ABSENT:** Member Kalina and Trustee McDonough.

CALL TO ORDER: **Chairman Manion** called the meeting to order at 7:00 p.m.

1.0 ROLL CALL

The roll was called by **Village Planner Robles** and **Chairman Manion** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

- 2.1 Approval of the Minutes related to the Zoning Board Meeting held on Thursday, June 9, 2015.

Member Van de Kerckhove moved and **Member Leider** seconded the motion to approve the minutes of the Regular Meeting of the Zoning Board, as submitted. The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS

-  3.1 Continued PUBLIC HEARING regarding text amendments to Chapter 10, PD Planned Development District, and any associated code sections and cross-references, in Title 6-Zoning of the Lincolnshire Village Code to revise and update regulations of the Planned Development (PD) Zoning District (Village of Lincolnshire).

Chairman Manion recessed the Zoning Board meeting and opened the Public Hearing.

Village Planner Robles presented Staff's memorandum and noted that at last month's Zoning Board meeting, Staff introduced comprehensive text amendments to the PD Planned Development Zoning District to address out-dated requirements. The PD Zoning District was designed specifically for the office campus located along the Tollway and Route 22, formerly occupied by Hewitt Associates and was now owned by Medline Industries. The PD zoning was intended for "showplace" office campus and research laboratories adjacent to the Tollway. **Village Planner Robles** explained the Zoning Board directed Staff to provide a more in-depth analysis of the following items; 1) Half Day Road frontage of Medline property and unincorporated parcel to the west; 2) ownership of unincorporated west parcel; 3) urgency of the five-story building height request by Medline; 4) office building heights along the Tollway; and 5) various Code language revisions directed by the Zoning Board.

Village Planner Robles addressed Item 1 and identified that the Half Day Road frontage of the Medline campus measured 1,556 feet and 328 feet for the lot immediately west. If there were any future requests to subdivide the Medline campus, the maximum number of lots that could be created would be three, based on a 500-foot frontage requirement.

He continued with Item 2 and noted the western 4.1 acre parcel was owned by the Florsheim estate. In regards to Item 3, Staff discussed the necessity for 5-story buildings compared to 4-story building heights with Medline Industries. Medline stated that 5-story building heights were critical in order to move forward with building out their campus at the Lincolnshire location. Staff continued to recommend increasing the maximum building height from 2-stories or 40 feet to 5-stories or 75 feet. As previously presented, based on the height of the existing woodland forest at the campus, as well as the height of signature headquarter buildings elsewhere in the Village, building heights of up to 5-stories were appropriate.

Village Planner Robles moved to Item 4 where Staff conducted an analysis of major corporate offices along the Tollway where the CDW Office Tower in Mettawa was 6-stories in building height, the Abbvie Corporate Headquarters, also in Mettawa, was 5-stories, Takeda Pharmaceuticals Headquarters in Deerfield was 5-stories, Astellas Pharmaceuticals Headquarters also in Northbrook was 5-stories, CVS Caremark Office Tower in Northbrook was 6-stories, and the Allstate Insurance Headquarters in Northbrook was 10-stories. Lastly, based on the Zoning Board's direction, Staff revised the provided Draft ordinance, which changed Research & Development uses from Permitted to a Special Use, and revised the name of the District to OC – Office Campus.

Member Leider questioned the building heights along the Tollway and Route 22. **Village Planner Robles** identified the office buildings in the Tri-State Tollway Office Center were 4-stories in height. **Member Leider** also inquired as to the building height of a recently constructed office building in Bannockburn, east of the Tollway. **Village Planner Robles** explained that Staff was not aware of that building's height and could conduct additional research for the Zoning Board. **Member Leider** noted it was his recollection the Bannockburn building was 4-stories in height. **Member Leider** questioned the building heights at Overlook Point. **Village Planner Robles** noted the Zebra Headquarters building at 3 Overlook Point was 6 stories and the AonHewitt Headquarters building at 4 Overlook Point was also 6-stories in height. **Member Leider** expressed his comfort with the proposed text amendment to increase the building height to 5-stories based on similar office headquarters buildings along the Tollway and of the taller office buildings within the Village.

There being no further public comments, **Chairman Manion** closed the public hearing and reconvened the Zoning Board meeting and sought comments from the Zoning Board.

Additional discussion ensued regarding the proposed 5-story building height increase, where the Zoning Board expressed their support for the increased building height.

There being no further comments, **Chairman Manion** sought a motion from the Zoning Board.

Community & Economic Director McNellis noted that **Alternate Member Brady** was able to provide a vote due to the absence of **Member Kalina**.

Member Bichkoff moved and **Member Van De Kerckhove** seconded a motion to recommend approval to the Village Board, based on facts covered in a Public Hearing held on June 9, 2015, and July 14, 2015, of amendments to Chapter 2, Definitions, and Chapter 10, formerly PD Planned Development District, of the Lincolnshire Zoning Code, as presented in a Draft Code to revise and update specific code regulations.

The roll call vote was as follows:

Ayes: Chairman Manion, Members Leider, Van de Kerckhove, Bichkoff, and Brady.
Nays: None.

4.0 UNFINISHED BUSINESS (None)
5.0 NEW BUSINESS

Member Bichkoff welcomed new Zoning Board **Member Scott Brady** to the Zoning Board.

6.0 CITIZENS COMMENTS

Member Leider sought an update of the subdivision request for the property located at 1700 Riverwoods Road. **Village Planner Robles** updated the Zoning Board that the applicant was in the process of revising their rezoning request based on the Zoning Board's comments and anticipated presenting to the Committee of the Whole in August.

Community & Economic Director McNellis noted there will be two public hearings scheduled for the August Zoning Board meeting and expressed the need for a quorum. He also informed the Zoning Board of a site meeting with the Village Board scheduled for July 27, 2015 regarding an item that will be on August's meeting agenda.

Member Leider sought a status update on the events center that was approved in the Corporate Center. **Village Planner Robles** provided an update that Noah's Event Center opened in April and has been hosting events since their grand opening.

Chairman Manion identified that the Village's website had not been updated to include the budget plan for Village road reconstruction. **Community & Economic Director McNellis** was aware of the missing information on the Village's website and explained that due to a loss of the Staff member responsible for that update, the information has been delayed.

7.0 ADJOURNMENT

There being no further business, **Chairman Manion** sought a motion for adjournment. **Member Van de Kerckhove** moved, and **Member Leider** seconded the motion to adjourn. The meeting adjourned at 7:33 p.m.

Minutes Submitted by Stephen Robles, Village Planner

REQUEST FOR BOARD ACTION
Committee of the Whole
July 27, 2015

Subject: Center for Ballroom and Dance, 300 Village Green

Action Requested: Preliminary Evaluation of a request for Special Use Permit to Establish and Operate a Dance Studio

Petitioner: Michael Berman/Center for Ballroom and Dance

Originated By/Contact: Tonya Zozulya, Economic Development Coordinator
Department of Community and Economic Development

Referred To: Zoning Board

Preliminary Evaluation Summary:

- The proposal is for a 3,337-square foot dance studio at 300 Village Green, Suite 130 (immediately north of the Village Green Cleaners). This space was most recently occupied by Deb-Betts Clothing & Accessories and has remained vacant for a number of years.
- The studio will offer various types of dance styles in private and group class settings.
- The prospective student population would be primarily adults, age 18 to 30, attending as couples and foursomes. The Petitioner anticipates an initial enrollment of 61 students, projected to grow to 100 after the studio is established in the area, with 4 instructors.
- Proposed hours of operation are 12-9 p.m. on weekdays and 9 a.m.-3 p.m. on Saturday. The studio is closed on Sunday. Once a month the studio plans to hold free dance parties, extending the regular hours to 9:30 p.m.
- Private classes, held Monday through Saturday, will have up to 8 students at any given time. A maximum of 10 students is anticipated for Monday group classes and 30 students for monthly dance parties, as detailed in the attached request letter.
- The studio anticipates using a maximum of 10 parking spaces, at its peak operation on special event nights.
- Dance studios require a Special Use Permit, per the Village Green Planned Unit Development Ordinance (see attached). This requires a Public Hearing at the Zoning Board.

Staff Comments:

At the Special Use Public Hearing, Staff intends to raise and discuss the following:

- Parking - The maximum required number of parking spaces of 10 can be sufficiently accommodated on-site for the studio's students and instructors during peak times. With projected peak parking demand in the evenings, the highest parking generation use at 300 Village Green (Egg Harbor) is closed.
- Similar Uses - The proposed use has minimal impact, similar to the recently-approved Fresh Green Light Driving School (operating) and Too Hot Yoga studio (closed). No parking issues have been observed for those businesses. In addition, Arthur Murray Dance Academy, across the street at 175 Olde Half Day Road (Spectrum Office Centre), has operated in its current location since 2008 without any parking issues.

Staff Recommendation:

Preliminary Board feedback and Referral of a requested Special Use to the Zoning Board for a Public Hearing.

Reports and Documents Attached:

- Center for Ballroom and Dance Letter of Request, prepared by Michael Berman, dated July 14, 2015.
- Location Map.
- Excerpt from the Village Green PUD Ordinance #95-1401-31 regarding dance studios.

Meeting History	
Referral to Village Board (COW):	July 27, 2015

July 14, 2015

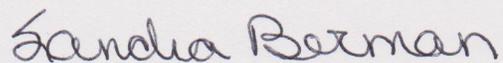
To Your Honor Mayor Elizabeth Brandt and Village Board of Trustees

Hello my name is Michael Berman along with my partners Sandra Berman, Sergey Chyslov and Dasha Chyslova we are the current owners and operators of Center for Ballroom and Dance. The studio has been located in Deer Park for the past five years, however due to strong growth we have currently outgrown our location of approximately 2800 sq ft. Our enrollment has increased from 11 students to over 61. The majority of our students are between 18 and 30, however we have some students as young as 4 and as old as 74. We teach a variety of dances that include waltz, Tango, Foxtrot, Viennese Waltz, Quick step, Argentine Tango, Cha Cha, Rumba, Swing, Jive, Paso Doble, Bolero, Samba, Salsa and group formations. Most of our lessons are taught as privates one on one and we would have an average on the dance floor of four people at a time. With a larger location and subsequent larger floor we will be adding two new instructors for a total of 4 teachers. With this addition we will have an average between 4 to 6 students and a maximum of 8 students at a time. The approximate space we need is around 3400 sq ft. to this end we are looking at the 300 building suites 125 and 130 in the Village Green Center. Our studio regular hours are 12:00 pm to 9:00 pm Monday thru Friday and Saturday from 9:00 am to 3:00 pm. Once per week on Monday nights we have a free group class that is attended by average of 4 to 6 students and a maximum of 10 students. This class runs from 8:00 pm to 8:45 pm. In addition once per month we have a free dance party from 8:00 pm to 9:30 pm which has an average between 10 to 15 people with a maximum of 30 people. Most customers come together as couples and sometimes foursomes so parking spaces needed would be somewhere in the 7 to 10 range on heavy traffic nights. The most people we have ever had was 35 on our Grand Holiday Party night which happens the week before Christmas. With the continued growth of our company we expect our enrollment to continue to climb from where we are now at 61 to 100 or more since the preponderance of our lessons are private parking space issues will not be a problem. With our vision of an elegant and resplendent ballroom we believe we are on our way to becoming the prominent studio in the Midwest.

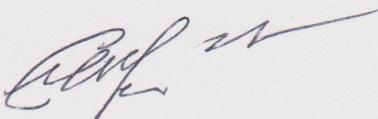
Thank You,



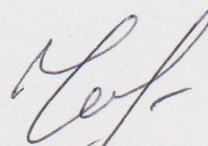
Michael Berman



Sandra Berman



Sergey Chyslov



Dasha Chyslova

Proposed Center for Ballroom and Dance - 300 Village Green



**REQUEST FOR BOARD ACTION
JULY 27, 2015 COMMITTEE-OF-THE-WHOLE MEETING****Subject:** Liquor Control Act Amendments**Action Requested:** Consideration and Discussion of Recent Amendments to the Illinois Liquor Control Act (Village of Lincolnshire)**Originated
By/Contact:** Peter D. Kinsey, Chief of Police**Referred To:** Village Board**Summary / Background:**

On July 15, 2015 Governor Rauner signed into law Public Act #99-0046 which amended several provisions of the Illinois Liquor Control Act of 1934 (235 ILCS 5/1-1 et al). Some of the more significant amendments are as follows:

- Happy Hours – Liquor licensees may now discount the price of alcoholic beverages for up to four (4) hours per day (but not after 10pm), and not more than 15 hours per week, provided the schedule of prices is published at least 7 days in advance.
- Hotels – The State of Illinois will begin issuing a single liquor license for all premises from which a hotel sells alcoholic beverages so long as they are all under common ownership.
- Infusions – Retail licensees may now sell homemade alcoholic beverages created by “infusing” natural flavors into spirits with fruits, spices, and/or nuts, for consumption on the premises. For example, a bar could open and mix several bottles of vodka with fruit, age it for up to 14 days, and sell it by the glass for up to 21 days. While the ingredients need to be labeled, the proof (percentage of alcohol content) does not need to be identified.
- BASSET Training – All servers of alcoholic beverages are now required to obtain a Beverage Alcohol Sellers and Servers Education and Training (BASSET) certificate by July 1, 2016, or within 120 days of the first day of work, whichever is later. A BASSET training certificate is transferable with the employee between licensees, but cannot be transferred between employees.

The Village has the authority to elect to implement the State legislation as drafted or elect to impose stricter regulations than afforded by statute. Direction from the Village Board regarding whether or not they would like to implement the provisions of the new Liquor Control Act rules and regulations is requested. A summary of staff’s thoughts regarding an approach to these changes can be found as follows.

Law enforcement was a strong supporter of the legislation that banned happy hour drink specials in 1989 to combat excessive drinking and drunken driving. The discounting of alcoholic beverages during happy hour promotions only encourages patrons to consume more alcohol than they might normally consume, and in a shorter period of time, increasing the opportunities for negative consequences. The concept of happy hour is a marketing strategy employed to attract patrons to a business and increase sales, but it can have tragic results. A better strategy

might be to discount food or other services during happy hours (such as Kona Grill's half price appetizers on Wednesdays). Currently, Lincolnshire Village Code prohibits happy hours. It is staff's recommendation to leave the Village's prohibition of happy hours in place.

There are currently six hotels in the Village, five of which have liquor licenses. Three of the hotels have multiple local licenses – Courtyard by Marriott (3), Marriott's Lincolnshire Resort (8), and Springhill Suites by Marriott (2). Reduction to a single license for each hotel will certainly result in a reduction in fees collected by the Village and will require some considerable recodification of the Liquor Code. Continuing the requirement for additional licenses for each area where alcoholic liquor is to be sold affords the opportunity for the Village to better monitor alcohol sales and ensure the hotels are in compliance with all applicable building and zoning codes, ordinances and regulations. Staff recommends maintaining current local licensing requirements.

Currently, Village Code does not address the issue of creating homemade alcoholic beverages through infusion of fruits, spices, or nuts. Staff is not aware of any Village license holders that may be contemplating introducing such a product line to their operations. Staff recommends Village Code remain silent on this issue and allow state statute to be the guiding regulation.

Staff recommends the Village Board amend Village Code to require BASSET training for all servers of alcoholic beverages, similar to state statute. Some of the Village's current liquor license holders already voluntarily require their employees to be BASSET trained. In addition, the Village Board recently created a Class Q license for taverns, and a requirement of that license class is that all servers be BASSET trained. Amending Village Code to require BASSET training for all servers of alcoholic beverages will make Village Code consistent with state statute, with which all licensees will have to comply by July 1, 2016 anyway.

Budget Impact:

Should the Village Board elect to modify licensing requirements for hotels to mirror state statute (i.e., one license for the entire premises), without changing the license fee structure, the loss of revenue would be about \$5,000. None of the other issues directly affect the budget.

Service Delivery Impact:

Not Applicable.

Recommendation:

In summary, staff recommends leaving current Village Liquor Code regulations concerning the prohibition of happy hour drink specials and hotel licensing in place. Staff recommends allowing statutory requirements regarding infusion drinks stand alone and recommends amending Village Code to require BASSET training for all servers of alcoholic beverages.

Reports and Documents Attached:

- None

Meeting History	
Initial Referral to Village Board (COW):	July 27, 2015
Regular Village Board Meeting:	

**REQUEST FOR BOARD ACTION
Committee of the Whole
July 13, 2015**

Subject:	Outdoor Residential Lighting
Action Requested:	Analysis of Residential Lighting Ordinances
Petitioner:	Village of Lincolnshire
Originated By/Contact:	Tonya Zozulya, Economic Development Coordinator Department of Community & Economic Development
Advisory Board Review:	Zoning Board

Background:

- At the June 8, 2015, meeting, a Village Trustee requested Staff research the Bannockburn Lighting Ordinance, review past research on residential lighting and return with staff findings and analysis.
- Most recently, Staff conducted similar research in 2008 at the Board's direction. At that time, the Board declined a code amendment, determining it best to allow property owners to resolve these types of issues. Staff found common problems/concerns involved bulb wattage levels and visible bulbs in light fixtures. In at least two previous Board discussions since the late 1990's, these concerns and the Board's decision not to regulate residential lighting have been consistent.
- Lincolnshire's only current lighting requirement in Residential Districts (see attached) limits light intensity for non-residential uses (e.g., churches, parks, Swim Club, Tennis Club) to 0.5 foot candles at the property line.

Staff Research:**Bannockburn:**

Bannockburn's Lighting Code (attached), enacted in 2004 and revised in 2005, is extensive in its coverage, as well as technical specifications. A summary of requirements is as follows:

- Light intensity must not exceed 0.5 foot-candles at property lines (technical specifications regarding how to utilize a light meter are included).
- Requires measurement of light cut-offs at specific angles, and regulates based on a cutoff, no cutoff or partial cutoff.
- Lights are not permitted in "buffer yards" (setbacks) unless immediately adjacent to a driveway or on a pedestrian walkway.
- Flickering or flashing lights are prohibited.
- Permitted residential lighting types include: floodlights, landscape lighting or coach lights.
- Floodlights are regulated based on the distance of the lightspread from its source, a cap on the amount of time a motion sensor floodlight can remain on (5 minutes), shielding requirements, etc.
- Landscape lighting must prevent glare, be directed based upon the opacity of landscaping, maintain spacing requirements and be off between Midnight and 7 A.M.
- Coach lights have mounting height requirements, must consist of textured or frosted glass, and have time limitations overall and for motion-sensors.

Additional Community Regulations:

Staff surveyed the residential lighting requirements of four additional surrounding communities: Deerfield, Lake Forest, Highland Park and Winnetka, and found the following:

- Deerfield does not have any residential lighting code requirements.
- Winnetka has vague requirements in their Property Maintenance Code which prohibits glare toward any private house (the light limit is not defined).
- Lake Forest has guidelines for exterior residential lighting (see attached). The City requires permits for exterior building lighting. A summary of requirements is as follows:
 - Light intensity must not exceed 0.5 foot-candles at property lines.
 - Requires all light fixtures be incandescent and have a matte, non-reflective interior wall and lockable mechanism.
 - All lights, except for security and entrance door, must be set on timers that go off by 11 P.M.
 - Limits the location (away from property lines).
 - Number of lights in front of the house may not exceed 10.
 - Security lighting must be activated by the alarm system or a "panic" button.
- Highland Park regulates residential lighting provisions by Code. A summary of requirements is as follows:
 - Light intensity must not exceed 0.5 foot-candles at property lines.
 - Light bulbs must be shielded and aimed inside the property line.
 - The maximum light pole height is 7.5' and the maximum light fixture height is 20.'
 - Motion-activated lights can be activated only by movement on the subject property.
 - High and low pressure sodium and mercury vapor lights are prohibited.

Staff Analysis:

- Review of the above-referenced codes indicates the following common areas of regulation in the above communities: (1) Maximum light level at the property line, (2) Light shielding (to prevent direct visibility of the light source), (3) Location requirements, and (4) Light direction.
- Staff contacted Bannockburn, Lake Forest, and Highland Park staff with follow-up questions regarding enforcement and availability of light measuring tools. Highland Park and Bannockburn indicated they enforce their lighting regulations only by complaint or through the Architectural Review Commission. Bannockburn does not have a light meter to measure light readings (despite maintaining detailed specifications). Most communities have their police departments review complaints as lights are visible after-hours only. Bannockburn staff noted some local communities (e.g., Gurnee) hire outside consultants with specialized light measuring tools under certain circumstances. Lake Forest did not respond to staff's follow-up inquiry.
- Based on discussions with fellow professionals in the above-referenced communities, Staff finds enforcement of lighting regulations can be problematic. It requires the involvement of police personnel who witness the light concern and follow-up and enforcement from other departments to measure the technical aspects of the Code.

- Staff’s research also shows codes such as Bannockburn are designed primarily to address the legal aspects of any potential problem that may arise, rather than a set of regulations or guidelines for residents to use. The technical nature of the Code language makes it all but impossible for a resident to know whether or not they or their neighbor are in compliance.
- Staff would caution against the adoption of strict overarching regulations, given a small number and scope of complaints received. In addition, residential areas in the Village are not currently overly lit in the absence of street lights. Exterior lighting on private properties is an essential safety/security component. Bannockburn states their regulations are designed to “preserve and enhance the “dark at night” character of the Village” in keeping with principles of the dark sky movement (darksky.org). This is a different concept than protecting against a neighbor with an especially bright light which may create a nuisance.

Staff Recommendations:

Staff recommends we continue to monitor lighting concerns and revisit regulations should lighting trends change and present significant problems.

If the Board determines Lincolnshire’s residential lighting code should be further expanded now, staff recommends regulation be limited to requiring light fixtures be shielded so the light source is not visible off-site, and points downward. The Board could also consider extending the current 0.5 foot candle light intensity limit to all properties (residential and non-residential) in all residential zones.

This code revision would be considered at the Zoning Board and presented to the Village Board for final determination.

Reports and Documents Attached:

- Current Lincolnshire Code Outdoor Lighting regulations.
- Bannockburn, Highland Park and Lake Forest outdoor residential lighting requirements.
- 2008 staff memorandum to the Village Board regarding residential lighting research.

Meeting History	
Current Village Board Evaluation (COW):	July 13, 2015

6-3-15: OUTDOOR LIGHTING:

- A. Application: These regulations shall govern the design and operation of all outdoor luminaires in all nonresidential zoning districts and by all non-residential uses in all residential zoning districts. However, to promote safety in the ordinary and intended use of rights-of-way these regulations shall not apply to any luminaires owned and operated by a State or local highway authority for the purpose of illuminating the right-of-way.

- B. Light Intensity: Any permitted outdoor luminaire shall be so designed, arranged and operated so as to mitigate the amount of light and glare being cast onto any adjacent property or street. No outdoor luminaire, regardless of the zoning lot onto or from which it causes illumination, shall produce an intensity in excess of one-half (0.5) footcandles, as measured at the property line at a height of 60 inches above grade in a plane at any angle of inclination.

- C. Installed Luminaire Height: The installed height of any luminaire used for outdoor lighting on any zoning lot shall not exceed 25 feet from the established grade. (Ord. 08-3049-32, eff. 08/11/08)

- (3) Grounding. The antenna and its support structure shall be grounded to a grounding rod or such other appropriate safety device as may be approved by the Building Commissioner.
 - (4) Other Standards. The antenna support structure shall satisfy such other design and construction standards as are required in the Building Code and other applicable ordinances, codes, or regulations to ensure safe construction and maintenance of the antenna and antenna support structure.
 - (d) Setback from Street. No amateur radio facility shall be erected or maintained closer to any street than the wall of the principal building to which it is accessory that is nearest to such street.
 - (e) Setbacks from Adjacent Buildings. No amateur radio facility shall be located nearer than one-half the height of the antenna and support structure to any habitable building on any adjacent property, or in any required side yard.
 - (f) Certificate of Zoning Compliance Required. No amateur radio facility shall be constructed, erected, or altered in any manner unless a Certificate of Zoning Compliance evidencing the compliance of the proposed antenna and antenna support structure with the provisions of this Code shall have first been issued in accordance with Section 11-401 of this Code.
 - (g) Governmental Antennas. The foregoing regulations shall not apply to amateur radio facilities owned or maintained by the Village, or to amateur radio facilities owned or maintained by other governmental bodies to the extent authorized by a special use permit.
- * **10.** Exterior and Outdoor Lighting. The purpose of this Paragraph 9-101D10 is to provide regulations that preserve and enhance the “dark at night” character of the Village. Any permitted accessory lighting fixtures shall be designed, arranged, and operated so as to prevent glare and direct rays of light from being cast onto any adjacent public or private property or street and so as not to produce excessive sky-reflected glare. It is the intent of this Paragraph to provide standards for appropriate lighting practices and systems that will (i) enable individuals to view essential detail to permit them to undertake their activities at night; (ii) facilitate safety and security of persons and property; and (iii) curtail the degradation of the nighttime visual environment.
- (a) General Exterior Lighting Regulations Applicable in All Zoning Districts.

- (i) Light Measurement. For purposes of this Paragraph, illumination on any lot shall be measured by holding a light meter both parallel (directed upward) and perpendicular (directed toward the light source) to the ground at a height of three feet above ground level on any point along the lot line. In addition, the “IESNA Guide for Photometric Measurement of Parking Areas,” prepared by the Illuminating Engineering Society of North America, shall govern the measurement of lighting in parking areas. The measurement of light output for any light source shall be based on the manufacturer’s specifications of the light source, and it shall be the Owner’s obligation to maintain such manufacturer’s specifications for purposes of demonstrating compliance with these regulations.

- (ii) Property Line Illumination. No lot shall maintain or operate exterior lighting of such arrangement, intensity, or location that will permit the totality of light from such lot to exceed the following levels of illumination:
 - A. At a lot line between non-residential lots, the maximum illumination shall be 1.0 foot-candles.
 - B. At a lot line between a non-residential lot that abuts a residential lot, the maximum illumination shall be 0.5 foot-candles.
 - C. At a lot line between residential lots, the maximum illumination shall be 0.5 foot-candles.

- (iii) Maximum Illumination of the Light Source. Except for public street lights, all exterior lighting shall meet the following applicable standards:
 - A. No Cutoff. When a light source has no cutoff or its cutoff produces an angle of cutoff that is greater than or equal to 75°, as depicted in Appendix 9-101D10-App. 1 to this Code, the maximum permitted light output per luminaire and the maximum permitted luminaire height shall be as follows:

<u>Use/District</u>	<u>Maximum Light Output (in lumens)</u>	<u>Maximum Height</u>
Residential	700	10 feet
Non-residential	1400	15 feet

- B. Full Cutoff. When a light source has a cutoff that produces an angle of cutoff that is less than or equal to 30°, as depicted in Appendix 9-101D10-App. 2 to this Code, the maximum permitted light output per luminaire and the maximum permitted luminaire height shall be as follows:

<u>Use/District</u>	<u>Maximum Light Output (in lumens)</u>	<u>Maximum Height</u>
Residential	1400	20 feet
Non-residential	2800	25 feet

- C. Partial Cutoff. When a light source has a cutoff that produces an angle of cutoff that is greater than 30° but less than 75°, as depicted in Appendix 9-101D10-App. 3 to this Code, the maximum permitted light output per luminaire and the maximum permitted luminaire height shall be as follows:

<u>Use/District</u>	<u>Maximum Light Output (in lumens)</u>	<u>Maximum Height</u>
Residential	1050	15 feet
Non-residential	1900	25 feet

- (iv) No flickering or flashing lights shall be permitted.
- (v) Light sources and luminaries shall not be located within required bufferyard areas except (A) on pedestrian walkways or (B) immediately adjacent to the edge of the driveway that serves as the primary access to a lot.
- (vi) As a condition of receiving approval of any application subject to architectural review, an applicant shall be required to eliminate any nonconforming lighting unless a variation is granted to maintain such nonconforming lighting.

- (b) Exterior Lighting Regulations Applicable in the Residential Districts. In addition to the general lighting restrictions set forth in Paragraph 9-101D10(a) above, the following restrictions shall apply to all exterior lighting on any lot in a Residential District:

- (i) Floodlights. Floodlights are any light fixture or light source (including without limitation incandescent, metal

halide, sodium, or mercury vapor sources) that may incorporate a reflector or a refractor to concentrate the light output into a directed beam in a particular direction. Floodlights shall include but are not limited to security lighting, monument lighting, or other lighting commonly referred to as "dusk-to-dawn" lighting. Floodlights shall be permitted, subject to the following restrictions:

- A. If a floodlight is used as landscape lighting, the regulations contained in Paragraph 9-101D10(b)(ii) shall apply.
- B. No floodlight shall have a light source visible from beyond the property line.
- C. All floodlights shall be shielded so as to prevent glare.
- D. Floodlights may not be directed upward, but must be directed toward a building, structure, or site surface; provided, however, that no floodlight may be directed toward a vertical surface less than five feet from the light source, nor may such lighting be of such number, intensity, or arrangement so as to result in illuminating the entire façade of any building or structure (it being the intent of this provision that such lighting be employed merely to accent architectural elements of such façade).
- E. No floodlight shall be illuminated between 12:00 a.m. and 7:00 a.m. unless it is activated by a motion sensor that is triggered by activity within the lot or security alarm that is operational for no longer than five minutes per activation.

(ii) Landscape Lighting. Landscape lighting is lighting located within or directed toward a tree, shrub, or other landscaped surface, including without limitation floodlights, pedestal lights, and other exterior lights that are not coach lights. Landscape lighting shall be permitted, subject to the following restrictions:

- A. No landscape lighting shall have a light source visible from beyond the property line.
- B. All landscape lighting shall be shielded so as to prevent glare.

- C. If landscape lighting is directed toward a tree, shrub, bush, or any other natural feature that is not 100 percent opaque, the landscape lighting shall not be directed toward any neighboring property or public right-of-way, but instead must be directed toward the interior of the owner's property, the ground, or both the interior of the property and the ground.
 - D. Individual lights used for landscape lighting purposes must be appropriately spaced with at least ten feet between each individual light (it being the intent of this provision that such lighting be minimal in nature and be employed merely to accent landscaping elements).
 - E. No landscape lighting shall be illuminated between 12:00 a.m. and 7:00 a.m.
- (iii) Coach Lights. Coach lights are decorative lighting fixtures mounted on a structure, including without limitation a pole or wall. Coach lights shall be permitted, subject to the following restrictions:
- A. A coach light fixture shall not be mounted at a height exceeding eight feet, which height shall be measured from the top of the coach light fixture to grade, or if the coach light fixture is mounted on a structure adjacent to, or is mounted on, a deck or porch, the height shall be measured from the top of the coach light fixture to the deck or porch floor, or if the coach light fixture is mounted for a second floor balcony, the height shall be measured from the top of the coach light fixture to the floor of the balcony.
 - B. Coach lights shall be (i) surrounded on all sides by a textured glass or frosted glass light fixture or (ii) each bulb used in a coach light fixture shall be frosted so as to diffuse glare.
 - C. With the exception of coach lighting located immediately adjacent to the edge of the driveway that serves as the primary access to a lot, no coach lighting shall be illuminated between 12:00 a.m. and 7:00 a.m. unless it is activated by a motion sensor that is triggered by activity within a lot or security alarm that is operational for no longer than five minutes per activation.

- (iv) Governmental Lighting. Exterior lighting erected by the Village on any lot in a Residential District or any other zoning district shall not be subject to the provisions of this Section 9-101D10.

11. Uses Subject to Special Restrictions. When the district regulations of this Code require compliance with any procedures or standards with respect to a specific use, such use shall not be established as an accessory use except in compliance with those procedures and standards.

12. Tree Houses. Tree houses shall be authorized only in the residential districts of the Village in accordance with the following regulations:

- (a) Except as otherwise provided in Subparagraph 9-101D12(b), a tree house shall be permitted as an accessory structure on any zoning lot, provided that each of the following conditions are satisfied:
 - (i) The tree house has a total floor area not exceeding fifty (50) square feet;
 - (ii) The floor-to-ceiling height of the tree house shall not exceed six feet;
 - (iii) The maximum building height of the tree house does not exceed 25 feet above grade;
 - (iv) The tree house complies with the applicable rear and side yard setbacks for accessory structures (except for the limitation on maximum building height); and
 - (v) The tree house satisfies all of the requirements of Subparagraph 9-101D12(c).

No building permit or certificate of zoning compliance shall be required for any tree house that complies with each of the foregoing conditions, and such tree houses shall not be included in the calculation of maximum gross floor area allowable for such zoning lot.

- (b) Any tree house that either:
 - (i) has a total floor area exceeding 50 square feet,
 - (ii) has a floor to ceiling height exceeding six feet,
 - (iii) has a height extending more than 25 feet above grade,
 - (iv) does not comply with the applicable rear and side yard setbacks for accessory structures, or

580 Mc. - 920 Mc.	Citizens Radio	20.0 Millivolts
920 Mc. - 30,000 Mc.	UHF Television	150 Millivolts
	Various	

(1) For the purpose of determining the level of radiated electromagnetic interference, standard field strength measuring techniques shall be employed. The maximum value of the tabulation shall be considered as having exceeded if, at any frequency in the section of the spectrum being measured, the measured field strength exceeds the maximum value tabulated for this spectrum section.

(2) For purposes of determining the level of electromagnetic interference transmitted or conducted by power or telephone lines, a suitable, tunable, peak reading, radio frequency voltmeter shall be used. This instrument shall, by means of appropriate isolation coupling, be alternately connected from line to line and from line to ground during the measurement. The maximum value of the tabulation shall be considered as having been exceeded if, at any frequency in the section of the spectrum being measured, the measured peak voltage exceeds the maximum value tabulated for this spectrum section.

Sec. 150.605 Lighting.

(A) No use in any zoning district shall be operated so as to produce direct sky-reflected glare or direct illumination across the adjacent property line from a visible source of illumination in violation of the following:

		Maximum Foot-Candle Level at Property Line	Average Foot Candles	Foot-Candle Average / Minimum Uniformity Ratio	Minimum Foot Candles for Parking	Minimum Foot Candles for Walkways	Light Source Shielding Requirements	Maximum Light Pole Height from Grade	Maximum Exterior Fixture Height on Principal Structures	Maximum Exterior Fixture Height on Accessory Structures	Maximum Fixture Height in Trees
Low Density (Single Family) Residential Districts	All Lighting	0.5 foot candles within front yard setback. 0.25 foot candles behind front yard setback.	Not Applicable	Not Applicable	Not Applicable	Not Applicable	>890 lumens per fixture fully shielded when viewed from property line(1)(7)	7'6"	20'	18'	Maximum building height allowed (2)
High Density (Multi-Family) Residential Districts	Parking Lots	0.5 foot candles within front yard setback. 0.25 foot candles behind front yard setback.	Not to Exceed 1.5	4:1	0.2 foot candles	Not Applicable	Full cutoff (5)	16'	Not Applicable	15'	Not Allowed
	All Other Lighting		Not Applicable	4:1 for walkways only	Not Applicable	0.6 foot candles	>1800 lumens per fixture partially shielded. >3000 lumens per fixture fully shielded (1)(7). At individual units on upper levels >890 lumens per fixture fully shielded	14'	Not Applicable	15'	Maximum building height allowed (2)
Commercial, Industrial, Public Activity and Health Care Districts	Parking Lots	0.25 foot candles if adjacent residential 1.0 all other times(6)	Not to Exceed 1.5	4:1	0.2 foot candles	Not Applicable	Full cutoff (5)	22' in B3 & I zone. 16' other zones	Not Applicable	15'	Not Allowed
	All Other Lighting		I.E.S. Standards Shall Apply	I.E.S. Standards Shall Apply	Not Applicable	0.6 foot candles	>1800 lumens per fixture partially shielded. >3000 lumens per fixture fully shielded (1)	14'	Not Applicable	15'	Maximum building height allowed(2)

The Following Standards Supersede Those Listed above only for the Specific Use Noted

		Maximum Foot-Candle Level at Property Line	Average Foot Candles	Foot-Candle Average / Minimum Uniformity Ratio	Minimum Foot Candles for Parking	Minimum Foot Candles for Walkways	Light Source Shielding Requirements	Maximum Light Pole Height from Grade	Maximum Exterior Fixture Height / Accessory Structure	Maximum Fixture Height in Trees
Outdoor Recreation Uses	All Lighting	0.25 foot candles if adjacent residential 1.0 all other times	I.E.S. Standards Shall Apply	I.E.S. Standards Shall Apply	Not Applicable	0.6 foot candles	See footnote 4	I.E.S. Standards Shall Apply	15'	Not Allowed
Gasoline &/or Diesel Fuel Stations	Parking Areas and Approach	0.25 foot candles if adjacent to residential. All other times 2.0	Not to exceed 15	4:1	0.2 foot candles	Not Applicable	Full cutoff (5)	22'	15'	Not Allowed
	Pump Area		Not to exceed 30	3:1	Not Applicable	Not Applicable	Full cutoff (5)	22'	15'	
	All Other Lighting	at property line and 1.0 at 15 feet beyond property line(6)	I.E.S. Standards Shall Apply	4:1 for walkways only	Not Applicable	0.6 foot candles	>1800 lumens per fixture partially shielded. >3000 lumens per fixture fully shielded (1)	14'	15'	

The Following Standards Supersede Those Listed above only for the Specific Use Noted

		Maximum Foot-Candle Level at Property Line	Average Foot Candles	Foot-Candle Average / Minimum Uniformity Ratio	Minimum Foot Candles for Parking	Minimum Foot Candles for Walkways	Light Source Shielding Requirements	Maximum Light Pole Height from Grade	Maximum Exterior Fixture Height / Accessory Structure	Maximum Fixture Height in Trees
Motor Vehicle Sales	Front Row Feature Stands	0.25 foot candles if adjacent to residential. All other times 2.0 at property line and 1.0 at 15 feet beyond property line(6)	Not to exceed 50	Average/ Minimum Ratio Not Applicable Maximum to Minimum Uniformity Ratio 5:1	Not Applicable	Not Applicable	Full cutoff (3)(5)	22'	15'	Not Allowed
	General Sales Area		Not to exceed 30	Average/ Minimum Ratio Not Applicable Maximum to Minimum Uniformity Ratio 10:1	Not Applicable	Not Applicable	Full cutoff (5)			
	Within 100 feet of adjacent residential		Not to exceed 7	Average/ Minimum Ratio Not Applicable Maximum to Minimum Uniformity Ratio 12:1	.2 foot candles	.6 foot candles	Full cutoff (5)			

The Following Standards Supersede Those Listed above only for the Specific Use Noted										
		Maximum Foot-Candle Level at Property Line	Average Foot Candles	Foot-Candle Average / Minimum Uniformity Ratio	Minimum Foot Candles for Parking	Minimum Foot Candles for Walkways	Light Source Shielding Requirements	Maximum Light Pole Height from Grade	Maximum Exterior Fixture Height / Accessory Structure	Maximum Fixture Height in Trees
Religious and Educational Institutions in Single Family Residential Districts	Parking Lots	0.25 foot candles if adjacent to residential	Not to Exceed 1.5	4:1	0.2 foot candles	Not Applicable	Full cutoff (5)	16'	15'	Not Allowed
	All Other Lighting	1.0 all other times (6)	I.E.S. Standards Shall Apply	I.E.S. Standards Shall Apply	Not Applicable	0.6 foot candles	>1800 lumens per fixture partially shielded. >3000 lumens per fixture fully shielded (1)	14'	15'	Maximum building height allowed (2)

Footnotes:

- (1) Incandescent lamp - 890 lumens = 60 watts, 1800 lumens = 100 watts, 3000 lumens = 150 watts, halogen lamp - 890 lumens = 52 watts, 1800 lumens = 90 watts, 3000 lumens = 150 watts, compact fluorescent lamp - 890 lumens = 13 watts, 1800 lumens = 26 watts, 3000 lumens = 42 watts, HID lamp - 890 lumens = N/A, 1800 lumens = N/A, 3000 lumens = 39 watts
- (2) Fixtures shall be aimed directly downward and shall not to exceed 2.0 maximum foot candles measured 6 feet above ground immediately below lighting fixture.
- (3) Secondary flood lights may be added to front row poles provided mounting height

does not exceed 14 feet and aiming angle does not exceed 35 degrees (measured vertically from nadir).

- (4) Fixtures must be aimed toward interior of the property.
- (5) Written documentation must be submitted in addition to the other requirements of this section that demonstrates that the location, type, and aiming of all light fixtures will focus light on the playing fields and minimize glare and visibility from adjoining properties.
- (6) Fixtures located within 20 feet of a residential property line shall be directed toward the interior of the property and fully shielded from view of the adjacent residential property.
- (7) Where a driveway serving as ingress and/or egress bisects the property line, illumination levels at the property line shall not exceed 3 foot candles.
- (8) All flood or spot directional lights regardless of wattage shall be shielded to prevent glare from being visible at the property line.
- (9) I.E.S. standards will apply when items such as definitions, standards, measurement protocol and methodology are not addressed in this Code.

(B) Additional Requirements in single-family districts. The following requirements and provisions shall be applicable in all single-family residential districts:

1. Lighting levels at exterior building walls shall not exceed 40 foot candles at any one point and no more than 15% of foot candle readings, taken at 20-foot intervals along an exterior building wall shall exceed 5 foot candles.
2. A motion controlled fixture shall only be setoff by movement occurring on the property on which such a fixture is located. Motion occurring from off of the property on which a motion controlled fixture is located shall not cause that motion controlled fixture to illuminate.

(C) Additional Requirements in all zoning districts. The following requirements and provisions shall be applicable in all zoning districts, except that they shall not apply to streetlights or to any lighting located within a public right-of-way:

1. Use or installation of high and low pressure sodium lights or mercury vapor lights is prohibited.
2. All lighting, except for emergency and security lighting, shall not exceed seven average foot candles within 100 feet of adjacent residential land except for 24-hour gasoline service stations.
3. Exterior lights that blink or shine with an intermittent phase are prohibited; provided, however, outdoor holiday decorations are exempt from these requirements for a period of forty-five (45) days before and fifteen (15) days after the holiday for which such outdoor holiday decorations are installed.
4. Light poles in a parking lot shall be protected from vehicles by curbed landscape islands or elevated concrete pedestals.
5. Light levels shall be measured in the horizontal plane, at ground level unless I.E.S. standards dictate otherwise.
6. Lighting of outdoor recreational uses shall cease at midnight.
7. The installation of all exterior lights and fixtures operating on 120 volts or greater AC shall require a permit prior to installation. Each application for such exterior lights shall include a photometric plan demonstrating compliance with the requirements of Article VI (Performance Standards) of this chapter and shall include the following:
 - (a) All property lines, building locations, dimensions of paved areas, and location of all curbs relative to the proposed exterior light(s) and fixture(s).
 - (b) Proposed exterior light and fixture location(s)
 - (c) Details and height specifications of all proposed exterior lights and fixtures
 - (d) Photometric data at all property lines and within all parking lots at a spacing

of not greater than ten feet (10') measured at the ground. When possible, photometric data shall extend 15' beyond the property line. Photometric data shall be generated by a recognized computer program and shall include calculation of maximum foot candles, minimum foot candles, average foot candles, and average to minimum uniformity ratio.

- (e) Photometric data shall be calculated by using maintained light levels as calculated by I.E.S. standards.
- (f) Plans at a scale of not less than one inch to fifty feet (1":50').
- (g) Details of all proposed light poles and associated foundations.
- (h) Other information as required.

8. Any abandoned, non-functional exterior light or fixture, as well as all associated hardware including, without limitation, poles, bases, and wiring shall be immediately removed.

(D) Specific Authorized Variations by the Zoning Board of Appeals. Notwithstanding any other provision of this Chapter, the Zoning Board of Appeals shall have the right to grant or deny a variance for the following specific purposes, but only with respect to single-family residential land uses, and only pursuant to the procedures set forth in Section 150.605(G):

- a. To permit legal non-conforming uses, homeowners associations, community based services, recreational clubs, and similar facilities to be subject to the lighting requirements set forth in this Section 150.605 for high density residential districts.
- b. To allow an increase in maximum lighting levels and uniformity standards when needed for security purposes provided that no greater impact on the surrounding property is found. Variations may be granted in average foot candles or maximum lumens if related to an increase in foot candles.
- c. To increase the maximum light pole height from grade, provided that such an increased height provides a better alternative to meet operational requirements and does not increase the impact on surrounding property.

(E) Specific Authorized Variations by the Design Review Commission. Notwithstanding any other provision of this Chapter, the Design Review Commission shall have the right to grant or deny a variance for the following specific purposes, but only with respect to non-single-family residential land uses, and only pursuant to the procedures set forth in Section 150.605(G):

- a. To permit legal non-conforming uses, homeowners associations, community based services, recreational clubs, and similar facilities to be subject to the lighting requirements set forth in this Section 150.605 for high density residential districts.

- b. To allow an increase in maximum lighting levels and uniformity standards when needed for security purposes provided that no greater impact on the surrounding property is found. Variations may be granted in average foot candles or maximum lumens if related to an increase in foot candles.
- c. To increase the maximum light pole height from grade, provided that such an increased height provides a better alternative to meet operational requirements and does not increase the impact on surrounding property.

(F) Variations Authorized by the City Council. The City Council shall have the right to either (a) grant any variance to this Section 150.605 or (b) authorize the Zoning Board of Appeals or the Design Review Commission, as the case may be, to consider and recommend to the City Council any variance to this Section 150.605; provided that the granting of any such variance shall be in accordance with the procedures and standards set forth in Section 150.605(G).

(G) Procedures and Standards for Variations.

1. Application. If a variation is requested pursuant to Sections 150.605(D), (E), or (F), upon submittal of a completed application for such variation, the Director of Community Development shall refer the application and all other relevant documents to the Zoning Board of Appeals, the Design Review Commission, or the City Council, as the case may be, for consideration and decision in accordance with this Section 150.605(G). The application shall include sketches, drawings, or photographs of the Lot on which the proposed variation is requested; sketches, drawings, or photographs of the proposed exterior light or fixture; sketches, drawings, or photographs of the proposed location of the proposed exterior light or fixture on the Lot on which the proposed variation is requested; and a written petition explaining (i) in what manner the proposed exterior light or fixture varies from the provisions of this Section 150.605, and (ii) why a variation is requested.
2. Notice. Notice of a public meeting concerning a variation to be considered by the Zoning Board of Appeals or the City Council shall be provided in accordance with Section 150.1203 of this Code. Notice of a public meeting concerning a variation to be considered by the Design Review Commission shall be provided in accordance with Subsection 176.045(D) of this Code.
3. Meeting. The Zoning Board of Appeals, the Design Review Commission, or the City Council, as the case may be, shall consider the variation application at a public meeting commenced within 90 days after the completed application for variation is submitted to the Director of Community Development.
4. Standards. No variation from the requirements of this Section 150.605 shall be granted unless the Zoning Board of Appeals, the Design Review Commission, or the City Council, as the case may be, determines that (i) the requested variance is appropriate due to a particular hardship or special unique circumstance, and (ii) the requested variance will not defeat the fundamental purposes and intent of this Section 150.605, and (iii) the requested variation will not be detrimental

to the public welfare or injurious to property in the vicinity of the Lot for which a variance is granted.

(H) APPEALS.

1. NOTWITHSTANDING ANY OTHER PROVISION OF THIS CHAPTER, APPEALS FROM ANY DECISION UNDER THIS SECTION 150.605 SHALL BE PERMITTED ONLY PURSUANT TO THE PROCEDURES CONTAINED IN THIS SECTION 150.605(H).
2. Appeals from any decision of the Zoning Board of Appeals or Design Review Commission, as the case may be, granting or denying a variance pursuant to this Section 150.605 may be taken by the applicant or any other Person adversely affected by any such decision within 30 days after the decision. If no appeal is filed within 30 days after a decision by the Zoning Board of Appeals or Design Review Commission, as the case may be, such decision shall be final. All such appeals shall be taken to the City Council by filing a written notice of appeal with the Director of Community Development within five days following receipt or notice of the decision from which the appeal is taken. The City Council shall review the relevant variation application and any other reliable and relevant evidence, documents, or information, and may receive and consider new evidence. Within 45 days after receipt of the written notice of appeal of the decision from which the appeal is taken, the City Council shall render its written decision at a regularly scheduled meeting. The action taken by the City Council shall be final.

(I) Continuation of Legal Nonconforming Exterior Lights and Fixtures.

1. Authority to Continue. Any nonconforming exterior light or fixture may be continued so long as it otherwise remains lawful, and shall be maintained in good condition, subject to the regulations contained in this Subsection 150.605(I).

2. Ordinary Repair and Maintenance. Normal maintenance and incidental repair or replacement may be performed on any nonconforming exterior light or fixture; provided, however, that any repair or replacement shall, whenever possible, eliminate or reduce any nonconformity in the element being repaired or replaced; and, provided further that this Subsection 150.605(I) shall not be deemed to authorize any violation of this Section 150.605. Maintenance shall include the replacing, repairing, or repainting of any portion of an exterior light or fixture, including, without limitation, the renewing of any part that has been made unusable by ordinary wear and tear, weather, or accident. The replacing or repairing of an exterior light or fixture that has been damaged to an extent exceeding 50 percent of the appraised replacement cost (as determined by the Director of Community Development) shall be considered maintenance only when the exterior light or fixture conforms to all of the applicable provisions of this Article and when the damage has been caused by an act of God or violent accident.

3. Alteration; Enlargement; Moving. No nonconforming exterior light or fixture shall be:

- (a) changed or altered in any manner that would increase the degree of its

nonconformity;

(b) enlarged or expanded;

(c) structurally altered to prolong its useful life;

(d) moved in whole or in part to any other location where it would remain nonconforming; or

(e) changed to another nonconforming exterior light or fixture.

4. Change of Exterior Light or Fixture. A nonconforming exterior light or fixture that has been changed to eliminate its nonconformity, or any element of its nonconformity, shall not thereafter be changed to restore such nonconformity or nonconforming element.

5. Damage or Destruction. Any nonconforming exterior light or fixture damaged or destroyed, by any means, to an extent of 50 percent or more of its replacement cost new shall not be restored but shall be removed or brought into conformity with the provisions of this Article.

6. Termination by Abandonment. Any nonconforming exterior light or fixture, the use of which is discontinued for a period of 90 days, regardless of any intent to resume or not to abandon such use, shall be deemed to be abandoned and shall not be reestablished or resumed. Every such nonconforming sign or fixture shall be immediately removed or brought into conformity with the provisions of this Section.

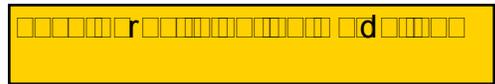
(J) COMPLIANCE OR REMOVAL.

Any nonconforming exterior light or fixture that loses its status as a legal nonconforming exterior light or fixture pursuant to this Section 150.605 shall be brought immediately into compliance with the provisions of this Section, or shall be immediately removed.

(K) VIOLATIONS.

1. It shall be unlawful and a violation of this Article for any Person to maintain any prohibited exterior light or fixture, to perform or order the performance of any act prohibited by this Section 150.605, or to fail to perform any act that is required by the provisions of this Article.
2. Any exterior light or fixture erected, altered, or maintained in violation of any of the clauses or provisions of this Section 150.605, or in violation of any of the laws or ordinances of the City or the State of Illinois, or both, are declared to be a public nuisance and subject to treatment and abatement of the nuisance. Any exterior light or fixture erected, altered, or maintained contrary to law shall be abated as a common nuisance by the Director of Community Development.

(Section 150.605 amended in its entirety by Ord. 53-05, J. 31, p. 173-181, passed 8/22/05)



Residential Lighting Guidelines

The following guidelines for exterior residential lighting were approved by the Building Review Board on September 22, 1999. Previous to that, the guidelines were last updated in 1981.

To ensure efficient processing of permits for exterior lighting, all lighting plans should include at least the following information.

1. A detailed plan showing the location of all existing and proposed exterior lighting fixtures. The total number of exterior lighting fixtures on the site should be stated on the plan.
2. The direction and aiming of each lamp should be shown on the plan with an arrow and if necessary, a written description.
3. An illustration of each type of fixture should be provided and should be keyed to the plan to ensure easy identification of the fixture proposed for each location.
4. The type of lighting shall be stated on all plans.
5. Zoning setback lines shall be shown on all lighting plans.
6. The lighting plan shall include a statement verifying "not to exceed" light levels at all property lines.

Guidelines

Plans meeting the following guidelines can be approved through an expedited, staff only, review process. Lighting plans that do not meet the following guidelines may require review and approval by the Building Review Board. A Building Review Board application may be obtained at the Community Development Department.

1. The proposed lighting fixture shall be a cylinder, cone or other similar recessed type lamp fixture with a matte, non-reflective interior wall.
2. The proposed fixture shall be the type that can be adjusted and locked into position as reflected on the approved lighting plan.
3. The direction of all light sources shall be aimed inside the property line setbacks.
4. Light fixtures shall not be located within the side yard setbacks or within the rear yard setbacks or 20 feet of the rear property line, whichever is less.



5. At all property lines, the level of light shall not exceed 0.5 foot-candles.
6. All lights on the property shall be incandescent.
7. The total number of exterior lamps located in front of the house (defined as including the front facade of the main house and extending outward to the front property line) shall be 10 lamps or less.
8. No lights shall be mounted in trees or on poles as down lighting.
9. All lighting, except security and entrance door lighting, shall be controlled by timers and shall be set to go off no later than 11 p.m.
10. Security lighting shall be controlled and activated by the security alarm system or a "panic button."

Procedures After Installation

1. An inspection of all lighting approved by the Building Review Board or by the Community Development Department staff shall occur after the City is notified by the homeowner or contractor that the installation is complete. The electrical contractor shall make all adjustments required as a result of the inspection within ten calendar days of the inspection date. A final inspection report and a copy of the final approved plans shall be kept on file in the Community Development Department.
2. A master list of all security lighting shall be maintained in the office of the Director of Building and Zoning and an annual inspection of all security lighting installations shall be conducted by the Director of Building and Zoning or his authorized representative between the months of October and February for compliance with the original plans and approvals.
3. If it is determined that any lighting reviewed and approved by the Building Review Board or by the staff has been altered and not in compliance with the approved plan, the Department of Community Development shall notify the current owner of the property and request immediate correction of the violations. Failure to make the corrections needed to bring the lighting into compliance with the approved plan may result in fines and penalties as required by law.

For more information, please contact the Community Development Department at 847-810-3520.

Village of

Lincolnshire

Memorandum

To: Mayor and Board of Trustees

Date: May 22, 2008

From: Tonya Zozulya, AICP, Planner
Department of Community Development

Subject: **EXTERIOR RESIDENTIAL & COMMERCIAL LIGHTING STANDARDS**

As the Village Board may recall, Staff recently received a lighting-related concern from a Lancaster Lane resident, regarding light fixtures installed on a neighboring (but not immediately adjacent) residential property. (This specific concern, on a specific property, appears to be generally resolved after the neighbors replaced the light bulbs with lower wattage models, as requested by Staff.)

In response to these concerns, the Board directed Staff to conduct background research regarding the potential for specific residential lighting regulations on private properties in the Village, in order to determine if residential lighting regulations are appropriate for Lincolnshire.

RESIDENTIAL LIGHTING STANDARDS:

Residential Lighting Survey

In March 2008, Staff conducted a residential lighting survey through the Northwest Municipal Conference (NWMC). Our survey was distributed to the NWMC's fifty members, represented by northwest suburban communities in the Chicago area. The survey included a number of specific questions, including whether municipalities have a residential lighting ordinance; when they review and approve proposed exterior lighting plans; whether they conduct regular inspections to ensure lighting compliance; what the penalties for violations are; and whether they offer on-going education on the lighting regulations for their residents. As part of that survey, we also requested a copy of their residential lighting ordinance for our review.

As illustrated in the attached survey response summary chart, seventeen (17) communities responded to our survey. Five (5) of them indicated that they have a residential lighting ordinance in effect (Barrington, Glencoe, Northbrook, Park Ridge, and Schaumburg), with the remainder of municipalities (Arlington Heights, Buffalo Grove, Carpentersville, Deerfield, Hanover Park, Hawthorn Woods, Hoffman Estates, Morton Grove, Northfield, Prospect Heights, Streamwood, and Vernon Hills) stating that they currently do not have a residential lighting ordinance in their communities.

In reviewing the five (5) ordinances, Staff observed that they focus primarily on 1) regulating light intensity (with light bulbs not to exceed a certain level of

wattage); 2) glare, as measured in foot candles at a certain distance above the established grade at the property line (e.g., 0.1-0.2 foot candles in Park Ridge and 0.5 foot candles in Barrington and Northbrook) and 3) requirements for cut-off and downward-pointing light fixtures and shields at a certain angle. Some communities, such as Barrington, indicated that they utilize light meters to measure light levels.

Based on the responses, it was determined that all five (5) communities with a lighting ordinance enforce it on a complaint basis only and do not conduct regular lighting inspections on residential properties. These communities have a standard system of penalties for non-compliance, with monetary fines ranging from \$10 to \$750 per occurrence, after other methods of achieving compliance have been exhausted. In addition, all of them stated that they do not offer any type of ongoing education to raise awareness about lighting regulations and minimize violations on private residential properties.

Seven (7) of the seventeen (17) responding communities (including those without a residential lighting ordinance) indicated that they review and approve exterior lighting plans at the building permit stage. However, it should be noted that those reviews are generally conducted only for commercial properties.

Village of Homer Glen's Outdoor Lighting Ordinance

In addition to conducting the residential lighting survey described above, Staff reviewed the Village of Homer Glen's Outdoor Lighting Ordinance that was adopted in 2007. This award-winning ordinance is recognized as one of the most advanced lighting ordinances in Illinois. Drafted in consultation with the International Dark-Sky Association, it addresses various zoning districts, including residential and commercial properties. The ordinance regulates the amount of light that a residence or a business can generate; requires shielding and beam-angle control; encourages motion-activated sensors; and makes provisions for non-conforming and exempt light uses (exempt categories include swimming pools, fountains, holiday and other temporary events).

Staff Comments

The responses, which we received from local communities, provide a solid cross-section of the type of residential lighting requirements and enforcement mechanisms that our neighboring municipalities (some of which have characteristics and philosophy similar to Lincolnshire's) have in place.

In addition, while we commend the Village of Homer Glen for their lighting ordinance, which would undeniably serve as a best practice model for Lincolnshire in drafting regulations, should the Board choose to do so, we believe that it is too detailed and comprehensive in scope to be appropriate for replication in Lincolnshire, in its entirety, at this time. Additionally, Staff believes that

because Homer Glen is considered a much more rural community in nature than Lincolnshire, it may warrant more restrictions to preserve its rural character. Further, in Staff's view, more detailed regulations may require significant additional Staff time and resources for their enforcement, as well as expense on the part of homeowners.

If residential lighting regulations were adopted, Staff would not propose to make random checks on private property for lighting requirements, nor would we propose any type of primary enforcement effort. Should the Board determine that moving forward with standards for residential lighting are warranted, we would propose that, similar to other communities, we enforce this code on a complaint basis. If a complaint were to occur, it would likely require an inspection during the Community Development Department's off-hours, therefore, we may request assistance from the Village's Police personnel, who are on regular duty during nighttime hours. Finally, we would note that we do currently have a hand-held light meter, to perform general inspections. A more accurate, calibrated version would cost a few thousand dollars, however, we believe that our current light meter would be able to handle general compliance issues.

COMMERCIAL LIGHTING STANDARDS:

In addition to considering residential lighting standards, Staff would propose codifying the industry standards (established by the Illuminating Engineering Society of North America (IESNA)), that we already utilize as a basis for reviewing lighting plans for commercial properties. As we already utilize these standards, it would be appropriate to consider codifying these requirements at the same time as we codify residential requirements. Additionally, Staff believes that the "glare" requirements, contained in the Office/Industrial section of the Village Code (please see attached Section 6-8-4-7), that already prohibit illumination in excess of 0.5 footcandles at the property line in those zoning districts, should be clarified and extended to all districts, commercial and residential.

STAFF RECOMMENDATIONS:

In Staff's opinion, limited residential lighting standards could be beneficial for the Village. Although we have had only 3 or 4 complaints regarding this topic in the past 10 years, there is the potential that today's larger estate-like home designs, will bring with them additional lighting to "show-off" homes creating more concerns in the future than we have had in the past. If the Board wishes to move forward with a code amendment, we would propose starting small, with the basics being covered at this time, and an opportunity to expand in the future, once we determine the affects of a code amendment on the built environment.

If the Board chooses to refer lighting code requirements, Staff would recommend that the following main areas be considered for Code text amendments, regarding residential and commercial lighting in the Village:

- 1. Focus on brightness, light cut off, and angle of a light fixture in residential districts.**
- 2. Clarify and extend the Office/Industrial Zoning District illumination requirements (Section 6-8-4-7 of the Village Code) for properties abutting residential areas to all residential and commercial properties, regardless of adjacent land use.**
- 3. Add new Code definitions, related to lighting, such as “glare,” “footcandle,” “light level” and others, as necessary.**
- 4. Codify applicable IESNA illumination guidelines for commercial districts.**
- 5. Limit the height of a luminaire in commercial zoning districts to 25’ from the established grade.**

**REQUESTED
ACTION:**

Should the Village Board determine that residential and commercial lighting standards are appropriate, Staff would request that the Board refer this matter to the Zoning Board for a Public Hearing to review appropriate code language to be inserted into the Zoning Code.

Staff will be available at Tuesday night’s meeting to discuss this request. Should you have any questions prior to that time, please feel free to contact me or Village Engineer Hughes.

- ATTACHMENTS:**
1. Northwest Municipal Conference Residential Lighting Survey Response Summary.
 2. Section 6-8-4-7, Glare, of the Village of Lincolnshire’s Code, pertaining to illumination requirements for the Office/Industrial Zoning District abutting residential districts.
 3. Excerpts from the 2007 Village of Homer Glen’s Outdoor Lighting Ordinance.