



APPROVED Minutes of the **SPECIAL MEETING OF THE ZONING BOARD** held on Tuesday, January 26, 2016, in the Public Meeting Room in the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

PRESENT: Chairman Manion, Members Bichkoff, Kalina, Van de Kerckhove and Trustee Liaison McDonough (until 7:30 P.M.)

STAFF PRESENT: Steve McNellis, Community & Economic Development Director

ABSENT: Member Brady.

CALL TO ORDER: **Chairman Manion** called the meeting to order at 7:01 P.M.

1.0 ROLL CALL

The roll was called by **Community & Economic Development Director McNellis** and **Chairman Manion** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes related to the Regular Zoning Board Meeting held on Tuesday, January 12, 2016.

Chairman Manion stated he understood the minutes were not available at this time. **Director McNellis** answered affirmatively and noted that given the short turnaround, it is rare Staff can get minutes from these types of meetings to you right away. They will be available in February.

3.0 ITEMS OF GENERAL BUSINESS

3.1 Continued **PUBLIC HEARING** regarding a request for Special Use Permit to ratify operation of a public school with zoning exceptions, including a proposed 24,500 square foot building addition for Half Day school, 239 Olde Half Day Road (Lincolnshire-Prairie View School District 103)

3.2 Continued **PUBLIC HEARING** regarding a request to rezone a public school parking lot from R1 Single-Family Residence Zoning District to B1 Retail Business Zoning District for Half Day school, 239 Olde Half Day Road (Lincolnshire-Prairie View School District 103)

Chairman Manion recessed the Zoning Board meeting and reconvened the Public Hearings. **Director McNellis** reminded the audience that the Public Hearings on these issues began on January 12th and were continued to this evening. He then went on to recap the Staff report on the Half Day School project, including a summary of the four recommendations the Zoning Board had discussed at the January 12th meeting, knowing there would be further discussion this evening.

Mr. David Gassen of Wight & Company, Architects, was sworn in and noted the several members of the design team and School District representatives also present. He presented the aspects of the project related to the Special Use and Rezoning requests. He also noted he would like to comment on the chainlink fence, as that was brought up by Staff. Mr. Gassen noted there was discussion at the last meeting about fence removal around the detention pond and Staff asked that any replacement fencing be ornamental solid wood fence to comply with Village Code. He stated the fence is there primarily to protect balls from rolling into the ditch along Rt. 22. However, there's already a large berm on the southern part of the site. Since the detention pond will now make part of the south property line inaccessible to students, the District determined replacement of the fence isn't necessary. So, it is no longer proposed to be replaced.

Chairman Manion asked if anyone has questions for Dave, to which the Zoning Board responded No. He then asked if anyone from the Public would like to speak, to which there was no response. He then closed the Public Hearing and reconvened the Zoning Board. There were no further comments from the Zoning Board. **Chairman Manion** then asked Trustee Liaison McDonough if he had any comments, to which he responded he had nothing to add.

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

3.1- Member Bichkoff moved and Member Kalina seconded a motion that having made findings based on facts covered in a Public Hearing held on January 12, 2016 and continued to January 26, 2016, the Zoning Board recommends approval to the Village Board of a Special Use Permit to ratify operation of a public school with zoning exceptions and including a proposed 24,500 square foot building addition, for Half Day school located at 239 Olde Half Day Road, based on the facts in the Petitioner's Presentation Packet, dated January 8, 2016, including Staff recommendations detailed in a memorandum dated January 26, 2016, as follows:

- 1. New "Drop-off/Pick-Up Entrance" sign be added at the west driveway access to the site.*
- 2. School District 103 work with the Village Board and Village Staff to coordinate approvals for a crosswalk across Olde Half Day Road at a mutually-agreeable location.*
- 3. The proposed detention basin location, size and proposed planting plan be approved by Lake County Stormwater Management Commission (SMC).*
- 4. Approval of the seven requested Zoning Exceptions (detailed in the memorandum)*

The motion passed unanimously by voice vote.

3.2 – Member Bichkoff moved and Member Van de Kerckhove seconded a motion that having made findings based on facts covered in a Public Hearing held on January 12, 2016 and continued to January 26, 2016, the Zoning Board recommends approval to the Village Board of a Rezoning from R1 Single-Family Residence Zoning District to B1 Retail Business Zoning District for a school parking lot at the northwest corner of Half Day School located at 239 Olde Half Day Road, based on the facts in the Petitioner's Presentation Packet, dated January 8, 2016, as presented in Staff memoranda dated January 12 and January 26, of 2016.

The motion passed unanimously by voice vote.

- 3.3 Continued **PUBLIC HEARING** regarding a request for Special Use Permit to ratify operation of a public school with zoning exceptions, including a proposed 14,000 square foot building addition for Laura B. Sprague elementary school, 2425 Riverwoods Road (Lincolnshire-Prairie View School District 103)

Chairman Manion recessed the Zoning Board meeting and reconvened the Public Hearing. **Director McNellis** recapped the Staff report regarding the Special Use for both the addition and entire property for Sprague Elementary School. At the January 12th meeting, two recommendations were made, which are detailed in an attachment provided to the Zoning Board. The first recommendation relates to approval of the six zoning exceptions, which are primarily existing conditions. The second recommendation relates to the ARB review and consideration of additional evergreen trees along the south property line to protect adjacent residential properties from sun glare.. the ARB did review this and recommended a change in evergreen plantings along the south façade of the building, immediately adjacent to the building. The ARB did not recommend additional plantings along the south property line. Since that time, Staff has received two e-mails that are in the Zoning Board packet.

Mr. Gassen presented the site and design plans for the property and shared a revised Landscape Plan, with new evergreen material per the ARB recommendation. He also presented the Sun Study again, noting that the reflected light would be visible to the residences only in winter and only for an hour or less at the end of the day. He also reiterated the glass being used is not highly reflective, and a very low fraction of the site would be reflective.

Chairman Manion inquired if anyone had any questions, to which the Zoning Board and Trustee Liaison McDonough answered No. Chairman Manion then opened the floor up to the public for comment.

Dan Servi, 7 Cornell Drive, was sworn in. He noted he is here as a resident adjacent to the property and as a Village Trustee. He stated some of his neighbors had questions and concerns but didn't want to be in the spotlight. He further noted he did send an e-mail requesting a way to reduce the noise from the site. He noted he believes regardless of noise, a fence would be something the School District would want for security, especially given some recent Police action in the area. He stated his other concern is traffic. While he understands there are no current plans to increase the number of students at this school, they are adding eight classrooms and the District could decide in the future to move a grade back. So, he believes the Zoning Board should consider a stipulation where if the number of enrollees is planned to increase over some small percentage, a Traffic Impact Study should be required.

Mr. Derek Gilna, 19 Kings Cross, was sworn in. He noted he has lived across from Sprague Elementary School since the early 1980's, and Sprague has grown from a small school, almost doubling in size. Over the last several years, he's noticed a disturbing trend where the functions of the school have become burdensome to those in the area. He believes this is an unnecessary intrusion to the residential character of the neighborhood. He stated the School Board rep. had kindly contacted him that day, and he noted his other concern is he doesn't feel Sprague has been a good neighbor. He further noted there was a comment in the Staff memo about a drainage study, and he

wonders who knows about it. He asked about the impact of noise and if any study had been done on environmental impacts. He further noted he would ask the Zoning Board to look at it from the residents point-of-view, as they're saying don't change the footprint so drastically and alter the character of the neighborhood. Finally, he stated the Zoning Board should keep in mind that respectfully, we oppose this project.

Member Kalina asked Mr. Gilna about his assertion that Sprague has not been a good neighbor and whether or not he could cite any examples. **Mr. Gilna** responded that every time there's construction, they impact the roadways. He wondered if anyone had looked at the impact of construction on the neighborhood. He cited lighting being a problem, as well as the early morning dumping of a trash enclosure, parking issues and trash in his yard from the school. Finally, he stated this addition will take away whatever remains of the western views he has, and he doesn't believe the site supports a building of this size. **Member Van de Kerckhove** wondered how the addition could affect Mr. Gilna, given his location in relation to the addition. Mr. Gilna reiterated he would lose a large percentage of his western view.

Mr. Bill Axelson, 13 Cornell, was sworn in. He referred to the Staff memo comment that the proposed zoning exceptions had been in place for nearly 50 years without complaint and stated he disagrees. He noted he was before the Village Board ten years ago about drainage issues and it was the Village that ultimately installed a new storm sewer main in his backyard to help him. He further noted the lights there along the perimeter are unacceptable for a neighborhood and on at all times. He also mentioned an open dumpster on the property for two years and fears that an expansion will only make all these problems worse. He wondered if the lights and drainage could be addressed.

Member Kalina asked if more lights had been added in the last couple of years, to which Mr. Axelson responded affirmatively. **Director McNellis** noted that schools are a unique entity in how they are reviewed for building permits and projects. The Village is not involved in many of the issues discussed, because the State reviews some of those matters. He also noted the Zoning Exceptions Mr. Axelson referenced are not the same as the ones detailed in the Staff memo. The Zoning Board is only looking at exceptions to the Zoning Code. The Village's involvement in building this project will be somewhat limited to the site grading. However, we do have an ability to enforce other Village Codes. Staff's expectations are that we will work with the School District and their contractor to discuss Village regulations and the consequences if they're not followed. As far as the trash enclosure, we can look into it, but its unclear as to our authority versus the State.

Mr. Axelson asked why a construction entrance off Riverwoods Road isn't being considered. **Director McNellis** noted no one had said it isn't being considered. It's not in the purview of the Zoning Board to determine construction roads and for most projects that is not decided until later when construction documents are under review for a permit. Staff's expectation is we would work with the School District on this. **Chairman Manion** noted issues mentioned at this meeting are pertinent but many are best discussed with the school.

Ms. Kathy Bedward, 21 Kings Cross, was sworn in. She noted she and her husband are opposed to the addition, mostly because they believe its not necessary and construction would be a nightmare, with cars parked up and down the street for 7-8 months. She noted she also believes there will be drainage issues as the field is already always saturated. She noted Sprague has not been a good neighbor in the twenty years

they've lived here and their lights are bright like a "field of dreams". **Chairman Manion** noted the Zoning Board is here to look at Zoning issues and he recommends Ms. Bedward talk to the School Superintendent about these issues. Ms. Bedward inquired as to why its ok for impervious surfaces to go beyond what the Village limits? **Director McNellis** answered that impervious surface is a zoning exception up for consideration. The percentage is already over 40%, and is going up to approximately 47%. With proper drainage, that increase shouldn't be a problem. Lake County Stormwater Management Commission determines whether or not a detention pond is necessary, and in their review they have stated it isn't. As far as grading, that will be reviewed by the Village preliminarily.

Ms, Bedward asked if the Drainage Study was available, to which Director McNellis noted there is no Drainage Study, there is confirmation from lake County SMC in their review that no pond is necessary. That is all there would typically be at this point. **Director McNellis** further stated he had not heard of the drainage issues brought up tonight and wondered if that information had ever been presented to the Village. He further noted the Village Staff could certainly discuss this with the School District. **Ms> Bedward** asked if that meant the Village is going to decide on permitting more impervious surface without a Drainage Study. **Mr. Gassen** noted they had studied the drainage for the new building addition only. They're complying with everything they can and ultimately a review will be done by lake County SMC.

Mr. Gary Gordon, 29 Brunswick lane and School Board President, was sworn in. he stated that in terms of good neighbors, he hadn't heard any of tonight's complaints before. He further stated the Superintendent is in the audience tonight and that he and the Superintendent would be glad to provide any resident their contact information and respond to any questions. He noted they take the resident's issues seriously. As to parking during construction during the school year, he noted the District had reached out to the Swim Club, who are receptive to permitting construction traffic to stage at their location.

Dr. Scott Warren, Superintendent of School District 103, was sworn in. He noted he would like to reiterate they're trying to be good neighbors and that they'll sit down with anyone and go through the plans. He also noted the District would be glad to talk about how they can minimize construction impacts.

Mr. Tom Caldwell, 12 Buckingham, was sworn in. He asked about construction hours and delivery hours and how they can be enforced, performance guarantees, and will there be continued access to the Riverwoods Road bike path during construction. He also inquired if the playground would be accessible in the Summer. He noted he is concerned that landscaping proposed won't be enough to stop disruptive glare at his home and requested there be landscape screening at the property line, as the ARB requested. **Director McNellis** noted there may be some confusion about the ARB's recommendation, which was only to change plant material immediately adjacent to the building.

Mr. Caldwell also noted he is concerned about overflow parking at the 3:30 pick-up. Can cars turnaround with the new site plan, as they currently do? **Director McNellis** stated there would be a turnaround space available at the small loading area on the south side of the new building addition. He further stated that as for performance guarantees, that's between the State, the School Board and the residents. **Chairman**

Manion noted the Zoning Board wants to leave latitude, as they recognize people have real concerns.

Ms. Bedward noted that with a prior construction project at Sprague, construction started early, she called the Police and was told there was nothing the Village could do. **Director McNellis** stated that in speaking with the Village Attorney, he stated Village Ordinances can be applied and the Village can enforce this.

Chairman Manion closed the Public Hearing, hearing no further comments, and reconvened the Zoning Board meeting.

Member Van de Kerckhove noted there are a number of issues, many of which aren't zoning-based, but are governed by Village Ordinances. He stated there was not much the Zoning Board could do on those issues. **Director McNellis** stated he would not necessarily agree with that statement, as there are certain areas the Zoning Board has purview. **Member Bichkoff** noted many or most of the Zoning Exceptions are existing conditions, and he hoped the residents can connect with the School District on their concerns.

Mr. Servi noted that as far as protocol, he wanted to note the Zoning Board is a recommending body, so there's always another opportunity to express these concerns in front of the Village Board, to which Director McNellis agreed and stated the final determination is with the Village Board. He also provided the contractor construction hours, as detailed in the Village Code.

Member Kalina noted he feels bad for residents with genuine concerns, but also noted the schools are an important part of the community. He further stated there is nothing here that suggests this shouldn't move forward. **Chairman Manion** noted this construction will take several months, but it looks like the building addition is approximately 22% of the overall square footage of the current building. He felt it seemed reasonable from a strict Zoning standpoint.

Member Kalina inquired if the Zoning Board should talk about the fence and stormwater study issues. **Chairman Manion** asked if the Zoning Board could add a condition that the School District should work with the residents? **Director McNellis** answered affirmatively and noted the Zoning Board can encourage that. He further noted that statement and the minutes stating the several residents who spoke reinforces the message that this is important, to which Chairman Manion and the Zoning Board agreed they'd like to have that message sent. The Zoning Board reiterated its important these two parties work together.

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

3.3 - Member Kalina moved and Member Bichkoff seconded a motion that having made findings based on facts covered in a Public Hearing held on January 12, 2016 and continued to January 26, 2016, the Zoning Board recommends approval to the Village Board of a Special Use Permit to ratify operation of a public school with zoning exceptions and including a proposed 14,000 square foot building addition, for Laura B. Sprague Elementary School located at 2425 Riverwoods Road, based on the facts in the Petitioner's Presentation Packet, dated January 8, 2016, including Staff recommendations detailed in a memorandum dated January 26, 2016, as follows: 1)

Approval of the six requested Zoning Exceptions (detailed in the memorandum), and further subject to the Village Board taking into consideration all of the potential issues and the School District working with the neighbors in the surrounding area to address those other issues.

Chairman Manion requested a roll call vote:
Ayes – Manion, Bichkoff, Kalina, Van de Kerckhove
Nays – None

The Motion passed unanimously. **Chairman Manion** thanked the audience and Zoning Board for their comments. **Director McNellis** noted for the audience that this matter is currently proposed to be on the February 8th Committee of the Whole agenda, but any interested party should check the Village website on February 5th to confirm that date.

- 4.0 UNFINISHED BUSINESS (None)**
- 5.0 NEW BUSINESS (None)**
- 6.0 CITIZENS COMMENTS (None)**
- 7.0 ADJOURNMENT**

There being no further business, **Chairman Manion** sought a motion for adjournment. **Member Kalina** moved, and **Member Bichkoff** seconded the motion to adjourn. The meeting adjourned at 8:35 P.M.

Minutes submitted by Steve McNellis, Community & Economic Development Director.