



APPROVED Minutes of the **REGULAR MEETING OF THE ZONING BOARD** held on Tuesday, August 9, 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, Udoni, and Alternate Hersh

STAFF PRESENT: Tonya Zozulya, Economic Development Coordinator and Adam Letendre, Assistant Village Manager/Director of Community & Economic Development

ABSENT: Trustee Liaison 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 **Economic Development Coordinator Zozulya** and **Chairman Manion** declared a quorum to be present.

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes for the Regularly Scheduled Zoning Board Meeting held on Tuesday, May 10, 2016.

Member Van de Kerckhove moved and **Member Kalina** 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

Chairman Manion expressed his appreciation in welcoming new members, Chris Udoni and Bryan Hersh to the ARB Board, along with Adam Letendre as the new Assistant Village Manager and Director of Community and Economic Development.

Chairman Manion recessed the Zoning Board meeting and opened the following Public Hearing:

3.1 **PUBLIC HEARING** Regarding a Request for a Special Use Permit to Establish and Operate a Children's Daycare Center, 250 Barclay Boulevard (The Gardner School/Viking Development, LLC)

Tonya Zozulya, Economic Development Coordinator, noted The Gardner School/Viking Development LLC, is the contract purchaser of the vacant subject property immediately south of Noah's Event Venue and the Staybridge Suites Hotel, and seeks a Special Use permit to establish and operate a daycare center at 250 Barclay Blvd. The property is a little over two acres in size and located in the O/Ic Office/Industrial Zoning District which permits daycare centers as a Special Use providing a service to support corporate center employees. As far as the site planning, the site is in compliance with all the zoning regulations in terms of bulk and setbacks, and everything else has been met.

The Petitioner is in the process of speaking with LCSMC regarding whether or not any additional detention will be necessary. They do not believe it will be the case because all of the detention is provided for the entire corporate center as a whole, however, that confirmation will be forthcoming prior to the Village Board's decision on this request. Staff also noted that daycare centers in Illinois are regulated by the Department of Children and Family Services (DCFS). One of the conditions is DCFS must sign off on this specific use, the site planning, and building related items. With regard to parking, the Petitioner is compliant with the parking requirements of the code. Not only do they meet, but they also exceed, all the Village code required ratios for this size of building, which is based on the proposed square footage. Circulation-wise, in working with Staff, the Petitioner has revised their site plan to provide for one-way circulation for safety purposes, using the northernmost point as the entrance and the southernmost point will be the exit. A designated drop-off area is proposed near the building entrance. The proposed hours of operation are 6:30 a.m. to 6:30 p.m. Monday through Friday. The school expects the majority of drop-offs to occur between 7-9 a.m. and pick-ups between 4 and 6 p.m. Staff does not believe there will be any hardship placed on the Barclay Blvd. traffic conditions due to the operation of this school. Further, in conjunction with the 15,000 sq. ft. building, there will also be an attached playground area on the southern end of the property which will be fully enclosed per DCFS standards. In conclusion, Staff is in support of granting a Special Use permit to this daycare center with the two conditions itemized on page two of Staff's memorandum dated August 9, 2016.

Jon Grzywa, with Woolpert Civil Engineers for the project, and on behalf of the Petitioner, The Gardner School, was sworn in by **Chairman Manion**, and presented the site plan showing the parking/circulation which includes four designated drop-off lanes. He noted the drop-off times are staggered within the 7-9 a.m. hours and traffic congestion would not be an issue. Also displayed on the site plan were the sidewalks and fencing, along with the designated detention area.

Jay Joiner, representing The Gardner School in Brentwood, TN, was sworn in by **Chairman Manion**, and provided an overview of the school noting the Lincolnshire facility will have a capacity of 206 children, with the highest expected enrollment being 190 due to the fact that there will always be turnover, graduation, relocation, etc. However, it could take up to three years to ramp up to that number of enrollment. At full enrollment there will be a total staff of 35, including administration and kitchen staff. The 42 proposed parking spaces exceed the Code required amount by 10 spaces. The Fall Festival is our one "special event" held on-site each year, and if necessary, arrangements would be made to shuttle guests from an overflow parking area. The school's graduation, and any other events during the year, would be held off-site. **Mr. Joiner** explained the determining factors in their decision to choose Lincolnshire, as highlighted in his letter of introduction and Power Point presentation that included a Competitive Analysis and a Demographic Profile of the surrounding areas. The Gardner School has 13 facilities within the mid-section of the United States, with five in the Chicagoland area at this time. In doing his research, **Mr. Joiner** noted that Lincolnshire has strong demographics with regard to income, number of day-time population, children and households, as well as there is a high demand for academically-focused child care. He concluded the location choice for the school is in a visually appealing area and, along with the proposed attractive building with excellent curb appeal, the school will bring value to the community.

Member Bickhoff expressed concern for the parking during drop-off/pick-up times, to

which **Mr. Joiner** explained since there is not a designated start time, the parking usually is not an issue, as parents travel to and from work at various times. Also, most people prefer to escort their children into the school, albeit he is not opposed having Staff available to assist. **Member Kalina** inquired as to the number of classrooms and the number of Staff, to which **Mr. Joiner** noted there are 12 classrooms with a 20:1 ratio for the older 4-5 year old children and an average ratio of 8:1 for infants and younger children. The maximum staff is proposed to be 35.

Mr. Grzywa referred to the Findings of Fact for Special Use and **Chairman Manion** inquired if the Petitioner would like these entered into the record and made part of this meeting, to which **Mr. Grzywa** affirmed.

Chairman Manion inquired if the two conditions with regard to enrollment and DCFS approval met with the Petitioner's approval, to which the response was affirmative. There being no further questions from the Zoning Board and the public, **Chairman Manion** closed the Public Hearing and reconvened the Zoning Board meeting.

Member Kalina commented that the school is a phenomenal product and it is needed in our community, yet he expressed concern for a potential parking shortage since there is a proposed maximum staff of 35 and could this create a bottleneck of traffic going north on Barclay Blvd. **Mr. Joiner** responded that the school if open 12 hours and no one works a full 12-hour day. There is an approximate staff of 8 or so in the morning and afternoon hours, which would serve to alleviate some of the parking issues. He also explained most of their facilities are in business parks, with similarities of prototype, building elevations, and there have not been any parking issues from the other locations. **Member Van de Kerckhove** inquired as to the locations of their other facilities, to which **Mr. Joiner** stated there are 13 total schools with four schools in Nashville, TN; one school each in Louisville, KY; Cincinnati, OH and Columbus, OH. There are five schools in the Chicagoland area with two in Chicago, and one each in Warrenville, Oak Brook Terrace, and Glenview. A new school in Lincoln Park will open soon.

There being no further discussion, **Chairman Manion** requested a motion from the Zoning Board:

Having made findings based on facts covered in a Public Hearing held on August 9, 2016, Member Kalina moved and Member Van de Kerckhove seconded a motion to recommend approval to the Village Board of a Special Use to permit the establishment and operation of a daycare center at 250 Barclay Blvd, as presented in the petitioner's presentation packet date stamped received August 4, 2016, and as presented in Staff's memorandum dated August 9, 2016, and further subject to the following conditions:

- 1. The Gardner School must obtain all applicable approvals for daycare facility and playground areas from Illinois Department of Children & Family Services (DCFS) and other appropriate licensing authorities prior to building occupancy.***
- 2. Any increase in daycare enrollment beyond 206 children and any changes to the playground area location or other site plan changes shall be approved only by Special Use amendment.***

The motion passed unanimously by voice vote.

3.2 Consideration of a Preliminary Plat of Subdivision for a Proposed Manors of Whytegate Single-Family Residential Subdivision, 1700 Riverwoods Road (Arthur J. Greene Construction).

Economic Development Coordinator Zozulya noted Arthur J. Green Construction Company seeks approval of a Preliminary Plat of Subdivision for a 15-lot Manors of Whytegate single-family residential subdivision on approximately 15 acres located at 1700 Riverwoods Road and commonly known as the “Mon’s Property”. The property currently contains a vacant single-family residential home. At the May 21, 2015 meeting during the Policy Phase, the Zoning Board provided a recommendation on the proposed zoning change to the R2A District, based upon conceptual subdivisions plans for 17 lots. At the May 9, 2016 meeting, the Village Board approved an ordinance rezoning the property from R1 Single-Family Residential to R2A Single-Family Residential for 15 lots. Subsequent to the Zoning Board recommendations, the developer reduced the number of lots in response to the Village Board’s density concerns. The proposed Technical Phase involves a Preliminary Plat of Subdivision and Final Plat of Subdivision reviews by the Zoning Board. The Petitioner/developer has prepared same along with engineering plans depicting 15 lots for review and recommendation to the Village Board. Staff has included a chart depicting the code-permitted and proposed lot size and density figures demonstrating the proposed development complies with the R2A zoning requirements. The plat shows a 10’ bike path easement dedicated to the Village along Riverwoods Rd. for the entire frontage of the property, as well as an additional 10’ easement dedicated along Riverwoods Rd. to the County for future road and bike path improvements at the County’s discretion. The Plat also depicts a bioswale easement provided in the rear of the lots. **Economic Development Coordinator Zozulya** further noted the R2A Zoning District was established to encourage a creative approach to land planning through preserving natural vegetation, conserving forested areas, water bodies and natural vegetation. The developer has agreed to preserve the environmental features in this proposed subdivision. There is a single vehicular entrance from Riverwoods Rd., terminating in a cul-de-sac, as illustrated in the plans. This follows a similar development pattern as Whytegate Unit III (immediately north). In addition, a subdivision code variation has been requested to increase the maximum permitted 800’ length to 1,100’ long. Although cul-de-sacs of this length are relatively common along both sides of Riverwoods Rd. north of Half Day Rd., a variation from the subdivision regulations is required. The Petitioner stated in their cover letter the longer than allowable length maintains a subdivision design consistent with adjoining subdivisions to the north and south and accommodates the Village’s request of not providing a connection to Brampton Lane due to traffic concerns. This variance does not require a Public Hearing since cul-de-sac dimensions are a Subdivision Code requirement and not required by the Zoning Code. Upon the Preliminary Plat approval, the developer will submit a Final Plat for the Zoning Board’s review and recommendation, with approval at the Village Board.

Economic Development Coordinator Zozulya stated Staff is in support of the proposal with the following conditions:

1. An existing tree survey shall be provided to staff prior to the Final Plat of Subdivision approval.
2. The existing perimeter chain link fence shall be removed prior to Village acceptance of public improvements.
3. A Lake County Stormwater Management permit shall be obtained prior to issuance of any Village permits for this development.

Tim Golota, on behalf of the Petitioner, Arthur J. Green Construction Co., opened the presentation by noting the Preliminary Plat of Subdivision incorporated the reduction to a 15-lot subdivision and the application of enhancements as recommended by the Zoning Board. **Chairman Manion** noted the increase in lot size, and square footage of the proposed homes, to which **Mr. Golota** affirmed and added the distance has increased to 40' between the houses on the lots.

Glenn Christensen, Sr. Planner with Manhard Consulting LTD, whose firm has provided the land planning, engineering and landscape architecture for this project, presented an overview of the site/landscaping plan. He noted that at the request of the Village Board the pedestrian access to the northwest has been eliminated since there is a pedestrian connection along the roadway. They have been able to maintain the easements for the utilities, however, the trails have been shifted due to engineering considerations in the area. He pointed out the subdivision entrance is in alignment with Briarwood Ln. and they are in the process of obtaining the necessary permits from Lake County Stormwater Management Commission and Lake County Department of Transportation. The tree survey has been completed and will be provided to Staff. Also, the chain link fence will be retained as a construction fence and removed prior to Village acceptance of public improvements. **Mr. Golota** added they are hopeful to acquire all subdivision and the necessary permit approvals in order to break ground during the winter months.

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

Member Kalina moved and Member Van de Kerckhove seconded a motion to recommend to the Village Board approval of a Preliminary Plat of Subdivision for the Manors of Whytegate single-family residential subdivision, with a subdivision code variation for a longer than permitted cul-de-sac length, as depicted in the petitioner's presentation packet, dated August 4, 2016, date stamped received August 4, 2016, subject to the conditions presented in Staff's memorandum, and further subject to the following conditions:

- 1. An existing tree survey shall be provided to staff prior to the Final Plat of Subdivision approval.**
- 2. The existing perimeter chain link fence shall be removed prior to Village acceptance of public improvements.**
- 3. A Lake County Stormwater Management permit shall be obtained prior to issuance of any Village permits for this development.**

The motion passed unanimously by voice vote.

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 Van de Kerckhove** moved, and **Member Bichkoff** seconded the motion to adjourn. The meeting adjourned at 7:44 P.M.

Minutes submitted by Linda Jones, Administrative Assistant, Community & Economic Development Department