

APPROVED Minutes of the **REGULAR MEETING OF THE ZONING BOARD** held on Tuesday, January 10, 2012, in the Public Meeting Room in the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

PRESENT: Chairman Manion, Members Rubinstein, Soifer, Leider, and Kalina (7:05).

ABSENT: Trustee Liaison Brandt and Alternate Van de Kerckhove.

ALSO PRESENT: Steve McNellis, Director of Community of Development and Stephen Robles, Planner.

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

1.0 ROLL CALL

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

2.0 APPROVAL OF MINUTES

2.1 Approval of the Minutes of the Zoning Board Meeting held Tuesday, November 8, 2011.

Member Soifer moved and **Member Rubinstein** seconded the motion to approve the minutes of the Regular Meeting of the Zoning Board held Tuesday, November 8, 2011, as submitted. The motion passed unanimously by voice vote.

3.0 ITEMS OF GENERAL BUSINESS:

3.1 **PUBLIC HEARING** regarding the Update 2012 Plan updating the Village's Comprehensive Plan (Village of Lincolnshire)

Chairman Manion recessed the Zoning Board meeting and opened the Public Hearing for the update to the Comprehensive Plan request, which was properly noticed in the December 22, 2011, issue of the *Lincolnshire Review*.

Stephen Robles, Planner, summarized Staff's memorandum dated January 6, 2012 and noted that as the current Comprehensive Plan, Update 2000, has approached the 12 year mark since its creation, the Village Board assigned Staff the goal of updating this Plan. A comp plan is the official statement of a local government's legislative body for future development and conservation. It sets forth goals, analyzes existing conditions and trends, describes and illustrates a vision for the physical, social, and economic characteristics of the community in the years ahead, and outlines policies and guidelines intended to implement that vision. He further noted that an update to the Village's Comp Plan was necessary due to the amount of development that has occurred since the 2000 Update and the need for a revised Plan that provides direction for the future growth and

development of the Village. The update process began in June 2011 with the Village Board's review and support of Staff's proposed Update Framework, which outlined the direction for the 2012 update and Staff's initial commentary on revisions that were evident at that time. The Framework was then introduced to the Zoning Board at the July 12th meeting which began the Zoning Board's involvement in the update process to date. **Planner Robles** pointed out that there was a summary of meetings and events regarding the update process in the Staff memorandum.

Planner Robles continued his presentation with **Chapter 1** of the Update which is the introductory chapter that has been condensed and updated to include information about Lincolnshire's history and development, the purpose of a comp plan and existing character/development trends since the last update. **Chapter 2** contains an overview of the methodology of the update process. That chapter also explains the guiding principles of the update referred to as Comprehensive Planning Goals and the mission statement of the Update 2012 Plan. The chapter concludes with detailed descriptions of the Future Land Use Classifications that are used throughout the plan update. **Chapter 3** begins the Sector Areas where the update focuses on specific land areas within three sectors of the Village, referred to as the East Sector, South Sector and Village Core Sector. Within each of the three Sectors are detailed descriptions of each Critical Area and the future land use recommendations for all areas identified. **Chapter 3A** consisted of the East Sector, which is the area of the Village east of the Des Plaines River that has historically been the natural dividing line between the residential and commercial areas of the Village. The land areas that have been developed since the 2000 Update have been removed as they are no longer needed, while Staff included new critical areas to the Sector based on changes in development patterns and/or pressures that are expected. As result, a total of seven focus areas have been assigned to the East Sector that were selected based on their potential impacts to the established character of this area of the Village. **Planner Robles** questioned the Zoning Board if they preferred to discuss each Critical Area in detail, as it was his intention to simply illustrate each of the parcels included in the Sectors. **Chairman Manion** clarified if the information being presented was the same as that which has been discussed amongst the Zoning Board over the past few months and, foregoing updates, the same basic concepts. **Planner Robles** confirmed and noted that such information was being presented for the purposes of the public hearing. **Planner Robles** continued his presentation with **Chapter 3B** that represents the South Sector, which is the area west of the Des Plaines River and south of Route 22. Again, **Planner Robles** noted that this Sector has been updated from the 2000 Plan and includes eleven critical areas that have been closely evaluated for future land use recommendations in keeping with their surrounds. **Chapter 3C** included the Village Core Sector, which broadly encompasses the area identified as the Village's core area. Seven focus areas were selected based on their high development and redevelopment potential, and equally high visibility within the Village's core.

Planner Robles proceeded with Chapter 4 of the Update 2012 Plan which is the Community Facilities Plan that includes the physical representations of the

Village and other quasi-public services. In order to gauge those facilities that are lacking in the Village, an assessment of the existing facilities occurred. Those included Village facilities such as the Village Hall, Public Works buildings, and Village parks. Additionally, the school, library, and fire protection districts were evaluated. Finally, public utility facilities, such as water, sanitary waste, and electrical services were analyzed. Based on that assessment, Staff was able to recommend facilities that would provide a balanced and well-rounded service community. The stand-out facility/service that was lacking was that of a grocery store. Additionally, a medical office campus was noted as missing from the community. **Planner Robles** clarified that this was not to be interpreted that there are no medical services in the Village, however, such services that are located in one convenient location would be beneficial to residents of all ages and needs. Lastly, Village-wide improvements to cellular phone service were discussed in further detail later in the presentation. Next, **Planner Robles** proceeded with **Chapter 5**, the Housing Plan, that assessed the current stock of housing types and projects future housing needs based on the goals identified therein. **Chapter 6** is the Transportation Plan developed to guide improvements to the transportation network to improve the Village's mobility, accessibility, and quality of life. An assessment of the Village's current system also occurred to determine where improvements were needed. From that assessment, Staff was able to propose recommended improvements to address the goals established for this plan. **Chapter 7** is the Economic Development Plan, which outlines the Village's role in the region's economy, as well as its role in sustaining existing businesses and directing new development to the Village. **Planner Robles** continued with **Chapter 8**, the Critical and Sensitive Areas Plan element, which defines the areas of Lincolnshire that are environmentally sensitive so that they can be safeguarded from inappropriate or excessive development that could diminish or eradicate their existence. Three watersheds have been identified within the Village, the Indian Creek Watershed, Des Plaines River watershed and the West Fork of the North Branch of the Chicago River watershed. From the Critical and Sensitive Areas Map that was displayed, **Planner Robles** noted that almost 100% of Village parcels impact at least one of the three watersheds. **Chapter 9** is the Implementation Chapter that provides the direction from which the Village should monitor future growth to ensure land use compatibility and consistency with the Update 2012 Plan.

Planner Robles then presented the Maps of the Update 2012 Plan, starting with the Future Land Use Map. He noted that the Future Land Use Map would be the most used map of the plan, as it forecast future land use classifications for all parcels in the Village and within the 1.5 mile planning area. The map has been updated to reflect changes in development patterns that have occurred since the 2000 update and are expected to occur in the future. The next map was the Transportation Map that illustrates the future roadway extension, existing and future bike paths, and the road classifications for all Village arterials included in multiple improvement plans. The Critical and Sensitive Areas Map identifies the three watersheds within the Village and the parcels that impact the watersheds. Lastly was the Cellular Facilities Map that was referenced earlier in **Planner Robles'** presentation of the Community Facilities Plan Element (Chapter 4). The

Cellular Facilities Map identifies existing cellular facilities in the Village and includes areas of the Village that display potential for the installation of new cellular antennas. Both Village parcels and private parcels were included in the map.

Planner Robles concluded that the Final Draft of the Update 2012 Plan was prepared based on the guidance of the Zoning Board and input from the Planning Staff. Pending further comments from the Zoning Board, and the public, Staff was seeking the Zoning Board's support of the Final Draft of the Update 2012 Plan for recommendation to the Village Board.

Chairman Manion sought any questions or comments from the members of the Zoning Board following the presentation. **Member Leider** acknowledged the amount of work that had gone into the preparation of the Final Draft and sought ways in which the Update 2012 plan could be leveraged to become a document used beyond Community Development. **Director McNellis** commented that the document is a good planning tool to be used by the Village in assessing developments as they are proposed. Additionally, the Village is required to review the Comp Plan when considering special use and variation requests and how such relate to the comprehensive plan. He also concurred with **Member Leider's** comment for means in which to put the Update out into the public realm. **Member Leider** noted that there are sections of the Update Plan that are appropriate to use to market the community. He also questioned if the Update Plan could also have some value with local realtors as well, and acknowledged that the whole document may not be appropriate for different audiences due to the amount of detail, but different sections of the Update Plan could be very helpful. **Member Leider** continued that he would like to see it used in the school systems as a learning tool as children who live in the community should know more about it. **Director McNellis** concurred with **Member Leider's** comments and noted that Staff and members of the Zoning Board could be available to make presentations to the schools about the Comp Plan. **Member Rubinstein** expressed the thoroughness of the Update Plan and that it presents the matters discussed at the previous Zoning Board meetings on this topic, and noted his support.

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

3.2 Consideration and discussion regarding the Update 2012 Plan updating the Village's Comprehensive Plan (Village of Lincolnshire)

There was a consensus among the members for this issue and the following motion was read:

Member Kalina moved and Member Leider seconded the motion to approve, and recommend to the Village Board for their approval, extensive updates to the Lincolnshire Comprehensive Plan as prepared in the Update 20102 Plan, as presented in Staff's memorandum dated January 6, 2012, and further subject to minor graphic and wording modifications.

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** adjourned the meeting at 7:25 p.m.

Minutes Submitted by Stephen Robles, Planner