



**AGENDA**  
**COMMITTEE OF THE WHOLE MEETING**  
**Village Hall - Public Meeting Room**  
**Tuesday May 27, 2014**  
**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 May 12, 2014 Committee of the Whole Meeting Minutes.

**3.0 ITEMS OF GENERAL BUSINESS**

3.1 Planning, Zoning and Land Use

3.11 Consideration and Discussion of a Zoning Board recommendation regarding Text Amendments to Section 2 of Chapter 15, Fences & Screens, of the Zoning Code to revise and clarify requirements regarding permitted yard fence locations (Village of Lincolnshire).

3.2 Finance and Administration

3.3 Public Works

3.4 Public Safety

3.5 Parks and Recreation

3.51 Consideration and Discussion of Park Board Recommendation Regarding Proposed Eagle Scout Project Consisting of Removal of Whytegate Park Volleyball Court and Replanting Area as Garden (Village of Lincolnshire)

3.52 Consideration and Discussion of North Park Baseball Diamond Improvement Project in Partnership with Lincolnshire Sports Association (LSA) (Village of Lincolnshire)

3.6 Judiciary and Personnel

**4.0 UNFINISHED BUSINESS**

**5.0 NEW BUSINESS**

**6.0 EXECUTIVE SESSION**

**7.0 ADJOURNMENT**



**MINUTES**  
**COMMITTEE OF THE WHOLE MEETING**  
**Monday, May 12, 2014**

Present:

Mayor Blomberg	Trustee Brandt
Trustee Feldman	Trustee Grujanac
Trustee McDonough	Trustee Servi
Trustee McAllister	<del>Village Clerk Mastandrea</del>
<del>Village Treasurer Curtis</del>	Village Attorney Simon
Village Manager Burke	Chief of Police Kinsey
Finance Director Peterson	Director of Public Works Woodbury
Community & Economic Development	Engineering Supervisor Horne
Director McNellis	

**ROLL CALL**

Mayor Blomberg called the meeting to order at 7:23 p.m. and Village Manager Burke called the Roll.

**2.0 APPROVAL OF MINUTES**

**2.1 Acceptance of April 28, 2014 Committee of the Whole Meeting Minutes.**

The minutes of the April 28, 2014 Committee of the Whole Meeting were approved as submitted.

**3.0 ITEMS OF GENERAL BUSINESS**

3.1 Planning, Zoning and Land Use

3.2 Finance and Administration

3.3 Public Works

**3.31 Consideration and Discussion of Awarding a Contract to Insituform Technology, Chesterfield, Missouri for the 2014 Storm Sewer Lining Project in an Amount not to Exceed \$20,286 (Village of Lincolnshire)**

Engineering Supervisor Horne provided a summary of the contract for the storm sewer lining project which is a joint

partnering project coordinated among a number of area municipalities.

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 Awarding a Contract to JA Johnson Paving Company for the 2014 Pavement Patching Project in an Amount not to Exceed \$80,000 (Village of Lincolnshire)**

Engineering Supervisor Horne provided a summary of the contract for the pavement patching project and noted the contractor has worked with the Village previously

Trustee McDonough noted last year there was some extended time between the grinding and the second phase of the job and asked that the Village request a better timeline between the phases. Engineering Supervisor Horne noted the contract states nothing is to be left open at the end of the workday, and explained that there cannot be more than 10 working days between when one specific phase of work is completed and the next specific phase begins.

Mayor Blomberg asked if any of the projects will be completed before the 4<sup>th</sup> of July. Engineering Supervisor Horne noted a request has been made to the MFT contractor for patching and resurfacing of Oxford Drive prior to the 4<sup>th</sup> of July. A brief discussion followed regarding the streets involved in the 4<sup>th</sup> of July parade route and either scheduling the resurfacings and patching prior to the parade or waiting until after the 4<sup>th</sup> of July. Staff will work with the contractor on scheduling.

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

3.4 Public Safety

3.5 Parks and Recreation

**3.51 Consideration and Discussion of the Lincolnshire Community Association's Request to use Village Streets for Annual Fourth of July Parade and Race and Granting a Waiver of the Village Street Usage Policy Cash Bond Requirement (Lincolnshire Community Association)**

Director of Public Works Woodbury summarized the request from Lincolnshire Community Association to waive the Village Street Usage Policy cash bond requirement which is requested and approved annually.

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

3.6 Judiciary and Personnel

5.0 **UNFINISHED BUSINESS**

6.0 **NEW BUSINESS**

7.0 **EXECUTIVE SESSION**

8.0 **ADJOURNMENT**

Trustee Grujanac moved and Trustee McAllister seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Blomberg declared the meeting adjourned at 7:35 p.m.

Respectfully submitted,

**VILLAGE OF LINCOLNSHIRE**

Barbara Mastandrea  
Village Clerk

**REQUEST FOR BOARD ACTION  
Committee of the Whole  
May 27, 2014**

<b>Subject:</b>	Chapter 15, Fences & Screens, of Title 6, Zoning, of the Village Code
<b>Action Requested:</b>	Consideration & Discussion of proposed text amendments regarding permitted yard fence locations
<b>Originated By/Contact:</b>	Tonya Zozulya, Economic Development Coordinator Department of Community & Economic Development
<b>Referred To:</b>	Zoning Board

**Background:**

On May 13, 2014, the Zoning Board held a Public Hearing and unanimously recommended approval of proposed text amendments to Chapter 15, Fences & Screens, of the Zoning Code, to revise and clarify permissible yard fence locations.

**Summary:**

Attached are proposed code changes, depicted in red, addressing the following three areas:

1. **Fence Location (Setbacks):** Permit yard fences to encroach into required 20' corner side yard setbacks.
2. **Fence Location (Conservancy Areas):** Clarify no fences are allowed in designated conservancy areas/easements that run continuously between lot lines.
3. **Fence Height/Opacity:** Permit 6' tall solid yard fences along corner side yards parallel to Half Day Road or Riverwoods Road.

**Recommendation:**

Consideration and discussion of proposed text amendments to the Lincolnshire Zoning Code, and placement on the June 9, 2014 Consent Agenda for approval.

**Reports and Documents Attached:**

- Proposed code changes to Chapter 15.
- Draft Ordinance, prepared by Village Attorney and Staff.
- Staff Memorandum to the May 13, 2014 Zoning Board.
- Unapproved Minutes of the May 13, 2014 Zoning Board.

<b>Meeting History</b>	
Referral to Village Board (COW)	April 14, 2014
Zoning Board Public Hearing	May 13, 2014
Current Consideration & Discussion (COW)	May 27, 2014

**CHAPTER 15**  
**FENCES AND SCREENS**

**PROPOSED REVISIONS ARE IN RED**

**SECTION**

**6-15-1: Intent and Purpose**

**6-15-2: General Requirements**

**6-15-3: Specific Requirements by Type**

**6-15-4: Permits, Variations and Exceptions**

**6-15-1: INTENT AND PURPOSE:** This Chapter is intended to regulate the location, appearance and construction of residential and non-residential fences and screens that may be constructed in the Village. The purpose of these regulations is to maintain the public health, safety and welfare, to define boundaries, to protect the property values and economic well-being of the Village, and to promote the openness of residential yards in the Village.

**6-15-2: GENERAL REQUIREMENTS:**

**A. Location:**

**1. General:**

- a.** Fences and screens (except underground electronic fences) shall not be located within a required front or corner side yard setback and shall not extend beyond the front façade of a primary structure. If the front façade of a primary structure is located within a required front or corner side yard setback, constructed fences or screens shall not extend into that required setback.
  - b.** Any owner desiring to locate a fence in, over, upon or across an easement shall be required to submit a waiver on a form supplied by the Village of Lincolnshire.
- 2. Floodway:** No fence shall be located within the Floodway except to the extent permitted by the Lake County Watershed Development Ordinance, as amended. By way of example but not permission, a fence may be permitted in the floodway if it is associated with a recreational facility, such as playing fields or trail systems, and is designed to be 50% open when viewed from any one direction and parallel to the direction of flood flows.

**B. Appearance:**

1. **Color:** All fences and screens shall be of a color which blends with the natural surroundings or is complementary to a color used in the primary structure on the lot. All metallic fences permitted by the provisions of this Chapter shall be a pre-finished white, black, dark brown or dark green color. Permitted chain link fences may be vinyl coated in above colors.
2. **Height:** The overall standing fence height may be increased by no more than 4” to accommodate decorative fence elements such as caps. Fences shall not be placed on constructed earthen berms or mounds, unless the Village Board has granted a variation to the fence height requirements.
3. **Materials:** Fences shall be constructed of a non-metallic or ornamental metal material and must be of the open type with a finished side facing outward, unless otherwise specified in the provisions of this title. Chain link, barbed wire and other non-self supporting fences are prohibited, except where they are specifically permitted by this Code. Metal screens are prohibited.

**C. Construction Requirements:** All fences and screens in the Village require a building permit issued by the Village. All fences and screens shall be constructed of materials and in a manner which meets or exceeds the requirements of all adopted codes. Fence posts shall be designed of a decay or corrosion resistant material and shall be embedded into tamped earth, compactable gravel or concrete, to a depth which will ensure structural stability.

**6-15-3: SPECIFIC REQUIREMENTS BY TYPE**

The following requirements are supplemental to the General Requirements described in Section 6-15-2, and where there is a conflict between the General Requirements and Specific Requirements set forth below, the Specific Requirements shall take precedence and control.

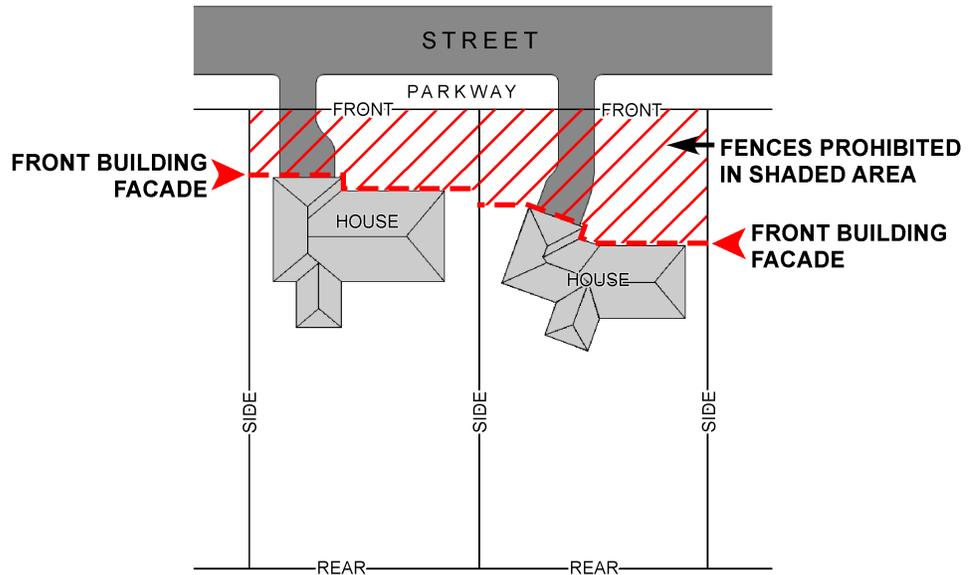
**A. Fences:**

**1. Yard Fences:**

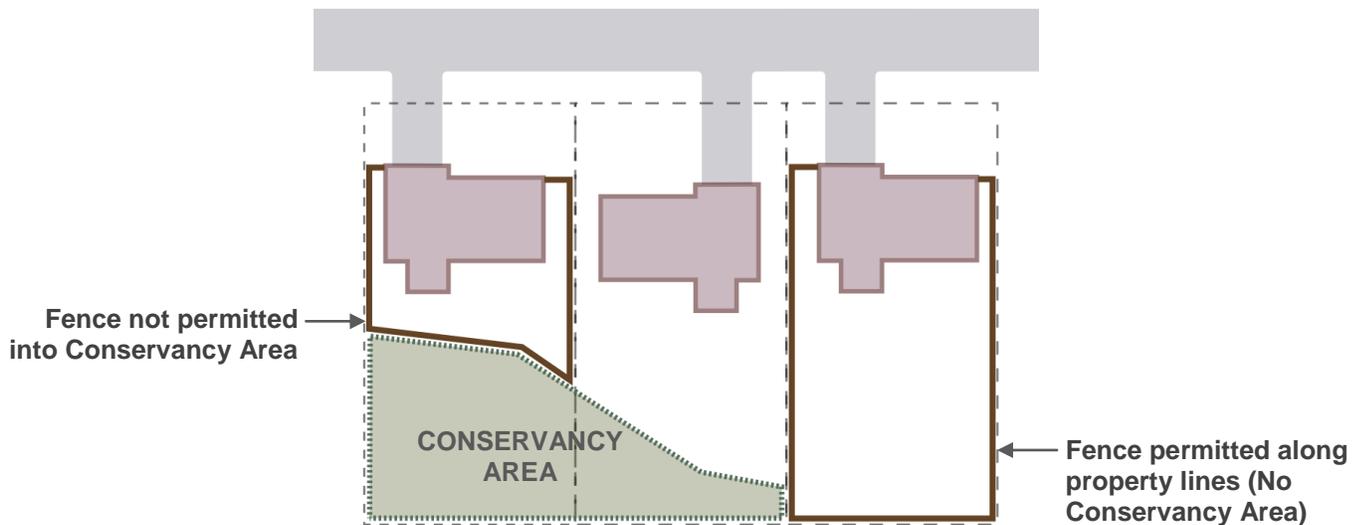
**a. Location:**

- (i) Fences shall not be located within a required front or corner side yard setback and shall not extend beyond the front façade of a primary structure. **However, fences shall be permitted to be located within a required corner side yard setback on lots with a corner side yard adjacent to Half Day Road or Riverwoods Road.** If the front façade of a primary structure is located within a required front or corner side yard setback, a fence shall not extend into that required setback. Fences in adjacent interior side yards which abut Half Day Road are required to be

constructed so that such fences are aligned horizontally, unless such alignment conflicts with other regulations of this Section. **No portion of a fence shall be constructed within a dedicated conservancy area or conservancy easement that runs continuously between adjacent lot lines.**



*Illustration for 6-15-3-A-1(a)(i)*



*Illustration for 6-15-3-A-1(a)(i)*

- (ii) A yard fence may be constructed on a vacant residential lot contiguous to a lot improved with a primary structure, provided that the two lots are under the same ownership and said fence encloses both lots so as not to

create a physical barrier between the two lots. The authority herein granted shall expire within one (1) year following the date on which ownership of the adjacent lots is separated, unless the new owner receives a building permit and initiates construction of a primary structure on the vacant lot during that term.

**b. Opacity:**

Fences and gates shall contain no greater than 60% opaque materials, as measured horizontally along each foot of the length of the fence facing each yard, unless further modified in this Section below:

- (i) Lots with primary structures which have a front yard on Half Day Road or Riverwoods Road may have solid fences, provided that such fences are located no further from either arterial road than the rear façade of the primary structure.
- (ii) Lots with primary structures which have rear yards on Half Day Road or Riverwoods Road may have solid fences, provided that such fences are located along the rear property line that is adjacent to Half Day Road or Riverwoods Road.
- (iii) Lots with primary structures which have a corner side yard on Half Day Road or Riverwoods Road may have solid fences provided they are along the corner side property line.
- (iv) Lots with primary structures that are adjacent to an incompatible land use may have solid fences.

**c. Height:**

- (i) Yard fences that are constructed of a non-metallic or ornamental metal material shall not exceed four feet (4') in height, except that yard fences designed of an ornamental metal material on lots in the R1 and R2 Single-Family Residence Zoning Districts shall not exceed six feet (6') in height.
- (ii) That portion of a fence that is parallel to the right-of-way and is located on a lot with a primary structure which has a front yard on Half Day Road or Riverwoods Road and that is located no further from either arterial road than the rear façade of the primary structure shall not exceed six feet (6') in height.

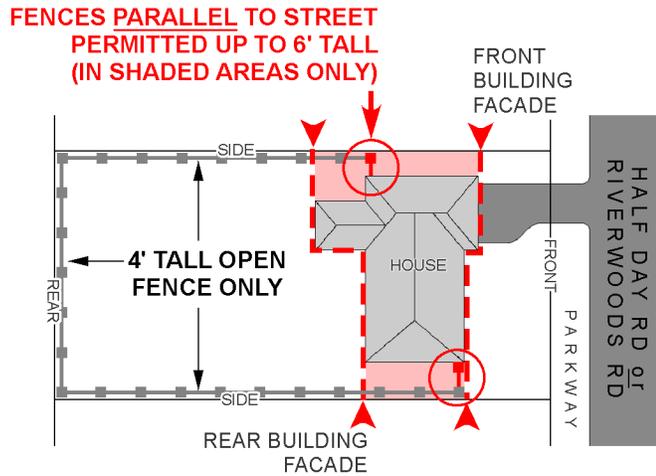


Illustration for 6-15-3-A-1(c)(ii)

- (iii) Fences along the rear property line of a lot that has a primary structure which has a rear yard adjacent to Half Day Road or Riverwoods Road shall not exceed six (6') in height.

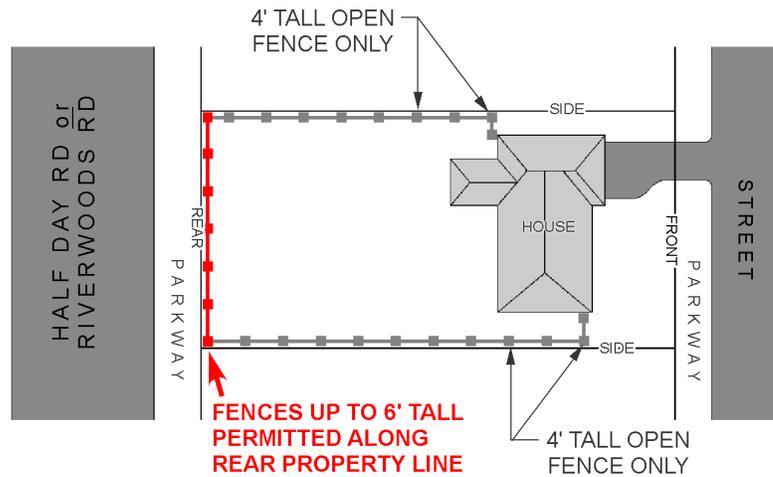
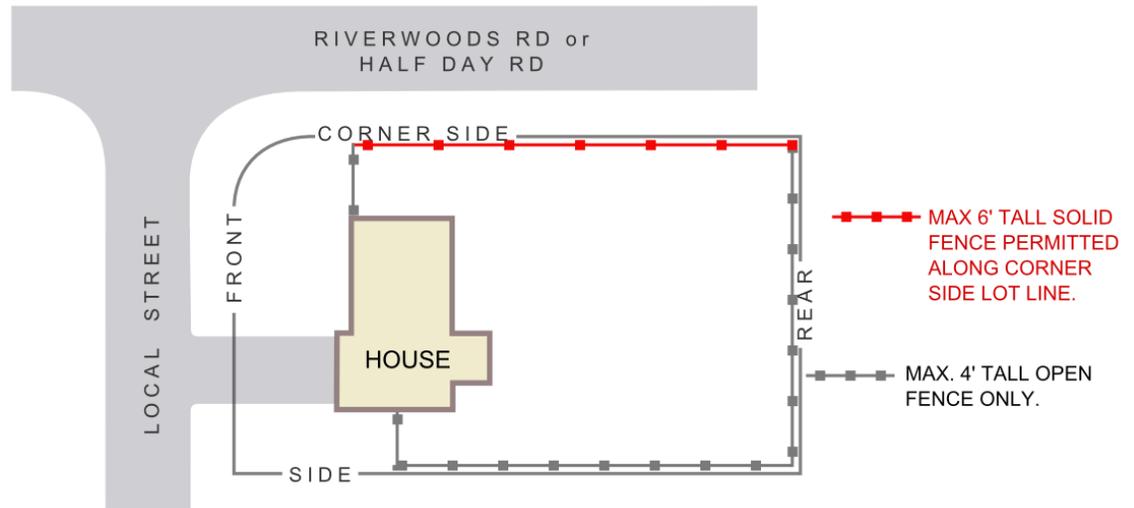


Illustration for 6-15-3-A-1(c)(iii)

- (iv) Lots with a corner side yard adjacent to Half Day Road or Riverwoods Road shall be permitted to have a fence along the corner side property line not exceeding six (6') in height.



*Illustration for 6-15-3-A-1(c)(iv)*

- (v) Fences that are provided for the purpose of separating residential properties from an incompatible land use shall not exceed eight feet (8') in height.

**d. Materials; Appearance:**

**(i) Materials:**

Subject to subparagraphs (ii) and (iii), yard fences shall be constructed of non-metallic or ornamental metal materials. All fences taller than four feet (4') adjacent to Riverwoods Road shall be designed of non-metallic materials only.

**(ii) Half Day Road Fences:**

Fences taller than four feet (4') located on lots on Half Day Road shall be constructed of wood with a natural wood finish. All solid fences shall be designed based on the following design concepts:

1. A traditional style solid wood fence with post end caps.
2. A traditional style solid wood fence with square lattice on top and post end caps.
3. A traditional style solid wood fence with diagonal lattice on top and post end caps.
4. A traditional Board and Batten style solid wood fence with post end caps.



**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE  
AMENDING CHAPTER 15 (FENCES AND SCREENS)  
OF TITLE 6 (ZONING)  
OF THE VILLAGE CODE  
OF LINCOLNSHIRE, ILLINOIS**

**WHEREAS**, the Village of Lincolnshire (the “Village”) is an Illinois home-rule municipal corporation organized and operating under the Illinois Municipal Code and the Constitution of the State of Illinois;

**WHEREAS**, the Mayor and Board of Trustees (the “Corporate Authorities”) finds that the location, materials and appearance of fences and screens have a material impact on the aesthetic and economic values of the Village;

**WHEREAS**, the Corporate Authorities referred certain amendments of the Zoning Code to the Zoning Board for the purpose of regulating the location, materials and appearance of fences and screens;

**WHEREAS**, the Zoning Board has provided all requisite notice and conducted all required public hearings regarding the proposed amendments to the Zoning Code in accordance with the Village Code; and

**WHEREAS**, the Zoning Board has submitted to the Corporate Authorities its favorable recommendation of the amendments to the Zoning Code set forth in this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND BOARD OF TRUSTEES OF THE VILLAGE OF LINCOLNSHIRE, LAKE COUNTY, ILLINOIS, IN THE EXERCISE OF ITS HOME RULE POWERS**, as follows:

**SECTION 1:** The foregoing recitals are incorporated as though fully set forth herein and represent the Village Board's purpose and intent for enacting this Ordinance. It is the Village Board's desire for the Code sections enacted hereby to be interpreted and applied liberally to accomplish the purpose and intent so described.

The findings of fact of the Zoning Board on this application are hereby made the findings of fact of the Village Board the same as though they were fully set forth herein.

**SECTION 2:** Section 6-15-3(A)(1) of Chapter 15 (Fences and Screens) of Title 6 (Zoning) of the Lincolnshire Village Code is hereby amended as follows:

Add (in bold):

(a)(i) Fences shall not be located within a required front or corner side yard setback and shall not extend beyond the front façade of a primary structure. **However, fences shall be permitted to be located within a required corner side yard setback on lots with a corner side yard adjacent to Half Day Road or Riverwoods Road.** If the front façade of a primary structure is located within a required front or corner side yard setback, a fence shall not extend into that required setback. Fences in adjacent interior side yards which abut Half Day Road are required to be constructed so that fences are aligned horizontally, unless such alignment conflicts with other regulations of this Section. **No portion of a fence shall be constructed within a dedicated conservancy area or conservancy easement that runs continuously between adjacent lot lines.**

Add new (b)(iii):

**Lots with primary structures which have a corner side yard on Half Day Road or Riverwoods Road may have solid fences provided they are along the corner side property line.**

Renumber existing (b.)(iii) to (b.)(iv)

Add new (c)(iv):

Lots with a corner side yard adjacent to Half Day Road or Riverwoods Road shall be permitted to have a fence along the corner side property line not exceeding six feet (6') in height.

Renumber existing (c)(iv) to (c)(v).

**SECTION 5:** In the event any provision or application of this ordinance or the provisions enacted hereby is found unenforceable by a court of competent jurisdiction, such finding shall not affect any other application or the remaining provisions of this ordinance to the maximum extent permitted by law.

**SECTION 6:** That this ordinance shall be in full force and effect from and after its adoption, approval and publication in pamphlet form.

**PASSED** this \_\_\_\_ day of June, 2014, by the Corporate Authorities of the Village of Lincolnshire on a roll call vote as follows:

**AYES:**

**NAYS:**

**ABSENT:**

**APPROVED** this \_\_\_\_\_ day of June\_\_\_\_ , 2014.

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Brett Blomberg, Mayor

**ATTEST:**

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Barbara Mastandrea, Village Clerk

**REQUEST FOR BOARD ACTION**  
**Zoning Board**  
**May 13, 2014**

**Subject:** Chapter 15, Fences & Screens, of Title 6, Zoning, of the Village Code

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**Action Requested:** PUBLIC HEARING & Consideration & Discussion of a Text Amendment regarding Permitted Yard Fence Locations

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**Petitioner:** Village of Lincolnshire

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

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**Referred To:** Zoning Board

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**Background:**

- The Village Board approved comprehensive amendments to the Fences & Screens Chapter of the Zoning Code in January, 2012.
- The amendments clarified regulations for various fence types and made the code more user-friendly through the use of graphics and charts.
- Since adoption of the amended Fence Code requirements, Staff has reviewed how the revised Code is applied in practice. As with any new code, revisions are often necessary in order to eliminate gaps and resolve inconsistencies.
- The Village Board referred this proposed text amendment, clarifying permissible fence locations/types, to the Zoning Board at its April 14, 2014 meeting.
- A public notice for the proposed text amendment was published in the April 24, 2014 Lincolnshire Review, as required by Code. No personal notices to adjacent owners are required for text amendments.
- (Note the history of the arterial fence permissibility prior to the 2012 code change).

**Text Amendment Summary:****1) Permissibility of fences along Corner Side Yards adjacent to Riverwoods Road and Half Day Road:**

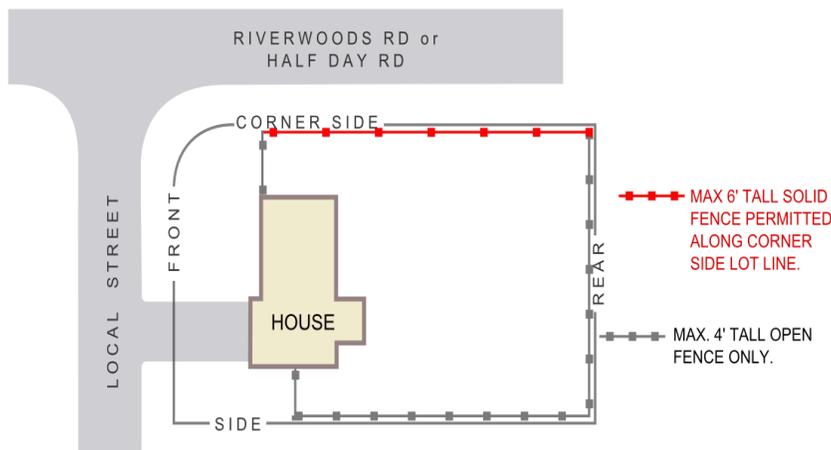
- a) Fence Height/Opacity:** Revise Code to permit 6' tall solid yard fences along corner side yards parallel to Half Day Road or Riverwoods Road. Current Code permits 6' tall solid fences only if a property has a front or rear yard parallel to these two arterials (see attached Code excerpts). Corner side yards are not addressed and are, therefore, prohibited from having 6' tall solid fences. Staff believes this prohibition is an unintended consequence of the 2012 Code Amendment.

Staff has identified 5 corner side yard properties along Half Day Road (3 with existing fences along the corner side property line) and 26 corner side yard properties along Riverwoods Road (12 with existing fences along the corner side property line), in which this scenario applies. We believe corner properties adjacent to Half Day Road and Riverwoods Road should have the same rights with regard to fence height and opacity as other properties abutting these arterials for privacy and

screening. Another consideration is there are existing Code-compliant 6' solid fences that enclose rear yards along Riverwoods Road. Therefore, the character of the road would not be altered with the permissibility of corner side yard fences.

- b) Fence Location:** Revise Code to permit yard fences to encroach into required 20' corner side yard setbacks (see attached Fence Location exhibit). Current code stipulates fences must be placed behind the required 20' corner side yard setback in all zoning districts. This proposed change would allow property owners to maximize their corner side yard space, by placing their fence as close to the roadway as their property line. As with the proposed revision referenced above, Staff believes this prohibition is an unintended consequence of the 2012 Code Amendment.

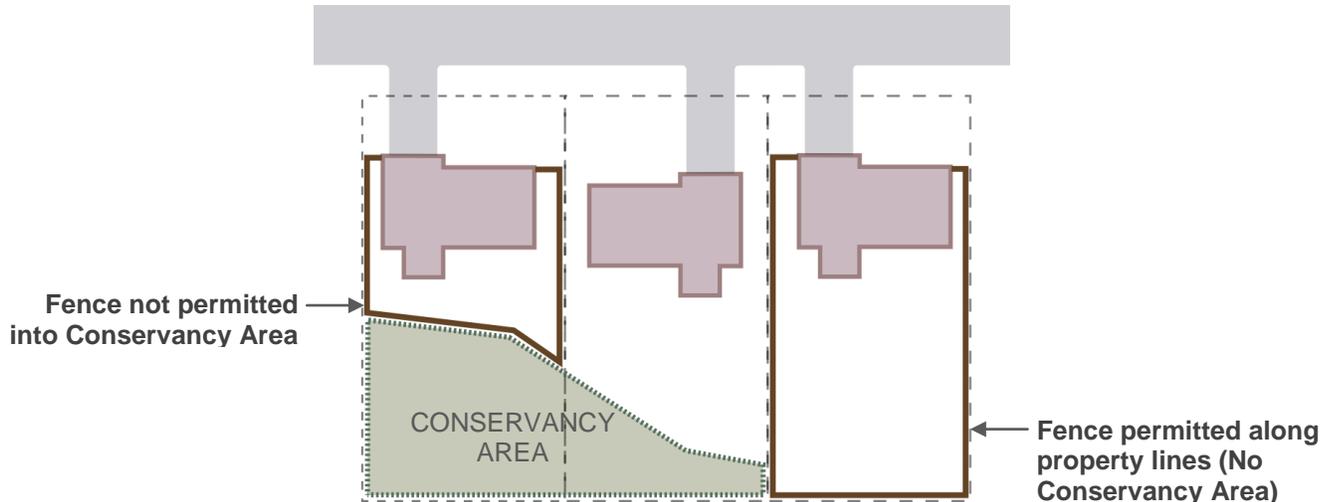
Staff has identified a number of existing Code-compliant corner side yard fences along Riverwoods Road and Half Day Road that were installed on or adjacent to the property line, within the 20' corner side setback. Therefore, requiring new fences to be set back 20' from the corner side property line would disrupt the established rhythm along those arterials. Note a corner side yard fence will be required to terminate at the front plane of a house, as per existing regulations.



Additionally, the text amendment would allow properties with conservancy areas extending to the corner property line to install a fence along the corner side property line, on the outer edge of the conservancy area (4 properties with conservancy areas along Riverwoods Road, north of Half Day Road, may benefit from this code change).

## 2) Permissibility of Fences in Conservancy Areas:

**Fence location:** The proposed text amendment clarifies no fences are allowed in designated conservancy areas/easements that run continuously between lot lines. This would mirror an existing requirement in the Accessory Structures chapter of the Village Code, and is proposed to be placed here simply for consistency and cross-referencing. The graphic on the next page will be inserted into the Code to illustrate this.



**Recommendation:**

Approval of text amendments to Chapter 15, Fences & Screens, of the Lincolnshire Zoning Code to revise and clarify requirements regarding permitted yard fence locations.

**Motion:**

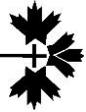
*Having made findings based on facts covered in a Public Hearing held on May 13, 2014, the Zoning Board recommends approval to the Village Board of amendments to Section 2 of Chapter 15, Fences & Screens, of the Lincolnshire Zoning Code, to revise and clarify requirements regarding permitted yard fence locations, as presented in Staff's memorandum, and further subject to. . . .*

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

**Reports and Documents Attached:**

- Proposed Code Amendment language, prepared by Staff.
- Excerpts from the current Fences & Screens Code regarding permitted yard fence locations.
- Map of identified residential lots with corner side yards, prepared by Staff.

<b>Meeting History</b>	
<b>Referral to Village Board (COW)</b>	April 14, 2014
<b>Current Zoning Board Public Hearing</b>	May 13, 2014



**UNAPPROVED** Minutes of the **REGULAR MEETING OF THE ZONING BOARD** held on Tuesday, May 13, 2014, in the Public Meeting Room in the Village Hall, One Olde Half Day Road, Lincolnshire, IL.

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

**ALSO PRESENT:** Stephen Robles, Village Planner and Tonya Zozulya, Economic Development Coordinator.

**ABSENT:** Trustee Liaison Brandt and Member Leider.

**CALL TO ORDER:** **Chairman Manion** called the meeting to order at 7:01 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 of the Zoning Board Meeting held Tuesday, April 8, 2014.

**Member Van de Kerckhove** moved and **Member Bichkoff** seconded the motion to approve the minutes of the Regular Meeting of the Zoning Board held Tuesday, April 8, 2014, as submitted. The motion passed unanimously by voice vote.

**3.0 ITEMS OF GENERAL BUSINESS:**

3.1 PUBLIC HEARING and Consideration & Discussion of a Text Amendment to Section 2 of Chapter 15 of the Zoning Code to revise and clarify requirements regarding permitted yard fence locations (Village of Lincolnshire).

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

**Economic Development Coordinator Zozulya** stated The Village Board approved comprehensive amendments to the Fences & Screens Chapter of the Zoning Code in January, 2012. The amendments clarified regulations for various fence types and made the code more user-friendly through the use of graphics and charts. She stated since adoption of the amended Fence Code requirements, Staff has reviewed how the revised Code is applied in practice. As with any new code, revisions are often necessary in order to eliminate gaps and resolve inconsistencies. Staff recently identified several instances of code regulations that were not intended by the 2012 amendments and developed proposed revisions. The Village Board referred this proposed text amendment, clarifying permissible fence locations/types, to the Zoning Board at its April 14, 2014 meeting. A public notice for the proposed text amendment was published in the April 24, 2014 Lincolnshire Review, as required by Code. **Economic Development Coordinator Zozulya** stated the proposed revisions address three changes for yard fences along Half Day Road and Riverwoods Road only to provide those homeowners with greater flexibility in siting their fences in corner yards for screening and noise reduction

purposes: allowing corner side yard fences to encroach into the required 20' setback area; clarifying no fences are permitted in conservancy areas that run continuously between properties; and allowing 6' tall solid fences along Half Day Road and Riverwoods Road. She asked the Zoning Board to refer to the handouts and color graphics provided to the Zoning Board.

**Member Van de Kerckhove** inquired whether or not there will be a situation where corner side yard fences create the appearance of a continuous "wall" of fences due to their adjoining location. **Member Bichkoff** pointed out several corner side yard properties along Riverwoods Road on the fence map where there is a potential for two adjoining corner side yard fences installed.

**Economic Development Coordinator Zozulya** stated the Zoning Board needs to keep in mind there are existing rear yard fences along Riverwoods Road which are not depicted on the map provided by Staff. She stated Staff believes the existing character of the properties would not change with the corner side yard fence permissibility.

**Member Bichkoff** inquired how existing fences along Half Day Road and Riverwoods Road were previously permitted. **Economic Development Coordinator Zozulya** stated the previous code was ambiguous with regard to "adjacency" to those arterials.

**Chairman Manion** inquired as to the height of existing fences along Half Day Road and Riverwoods Road. **Economic Development Coordinator Zozulya** stated the majority of them are 6' solid fences; however, there are some that are shorter fences of an open type.

**Chairman Manion** closed the Public Hearing and reconvened the Zoning Board meeting.

There was a consensus among the members in support of this request and the following motion was read:

*Member Kalina moved and Member Van de Kerckhove seconded a motion, based on facts covered in a Public Hearing held on May 13, 2014, to recommend approval to the Village Board of a Text Amendment to Section 2 of Chapter 15 of the Zoning Code to revise and clarify requirements regarding permitted yard fence locations.*

*The motion passed unanimously by voice vote.*

**REQUEST FOR BOARD ACTION  
COMMITTEE OF THE WHOLE MEETING  
May 27, 2014**

**Subject:** Consideration and Discussion of Park Board Recommendation Regarding Proposed Eagle Scout Project Consisting of Removal of Whytgate Park Volleyball Court and Replanting Area as a Garden (Village of Lincolnshire)

**Action Requested:** Approval of the Park Board Recommendation

**Originated By/Contact:** Bradford H. Woodbury, Director of Public Works  
D. Scott Pippen, Superintendent of Administration, Fleet Services and Facilities

**Referred To:** Village Board

**Summary / Background:**

At the April 28 Committee of the Whole meeting, the Village Board referred this proposed project to the Park Board for review and recommendation. On May 19, 2014, the Park Board met Ben Brandt at Whytgate Park as part of the annual Park Board Park tours. Mr. Brandt presented a design concept for his proposed Eagle Scout project to remove the volleyball court and replace it with a garden.

After a brief discussion, the Park Board voted to forward a favorable recommendation to the Village Board to approve Ben Brandt's Eagle Scout project to remove the volleyball court and replace it with a garden. The Park Board recommending final design of the garden to be worked out with Village Staff and presented to the Village Board with any funding requests at a future Committee of the Whole meeting.

**Budget Impact:**

No funds were included in the current year's budget for this project. The Village contribution to this project is undetermined at this time. However, Staff has identified potential funds in the Park Development Fund that could be allocated towards this project.

**Recommendation:**

Staff requests Village Board approval of the Park Board recommendation and direction to continue to work with Mr. Brandt on the removal of the volleyball court along with development of a final design and budget for his Eagle Scout project. The final budget and design will be brought back to the Village Board for approval once developed.

**Reports and Documents Attached:** None

<b>Meeting History</b>	
<b>Initial Referral to Village Board (COW):</b>	<b>April 28, 2014</b>
<b>Park Board</b>	<b>May 19, 2014</b>
<b>Recommendation to Village Board (COW)</b>	<b>May 27, 2014</b>
<b>Regular Village Board Meeting</b>	<b>TBD</b>

**REQUEST FOR BOARD ACTION  
COMMITTEE OF THE WHOLE MEETING  
May 27, 2014**

**Subject:** Consideration and Discussion of North Park Baseball Diamond Improvement Project in Partnership with Lincolnshire Sports Association (LSA) (Village of Lincolnshire)

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**Action Requested:** Consideration, Discussion, and Direction Regarding Proposed Baseball Diamond Improvement Project

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**Originated By/Contact:** Scott Phippen, Supt. of Administration, Fleet Services & Facilities

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**Referred To:** Village Board

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**Summary / Background:** This Spring, staff identified serious deterioration of the condition of the baseball and soccer fields at North Park. The baseball fields have developed “lips” around the edges causing the skinned areas to hold water and create unpredictable ball bounces affecting playability and player safety. The home plate and pitchers mounds have become depressed due to wear. The skinned areas of the fields are in need of grading to even the infield surface.

Due to the extreme winter weather and cold weather that has extended well into the spring sports season, there are several areas on the soccer fields where grass has been completely worn away and widespread areas where the turf has been worn very thin. These conditions have been brought about and continue due to the challenging weather conditions over the past 12 months as well as a high level of usage this Spring.

Staff met with Ken Mrock, Chicago Bears Head Groundskeeper to view the conditions at North Park. Mr. Mrock consulted with the Village on the original construction of the park and assisted with setting up the athletic field maintenance program. Mr. Mrock provided recommendations on how to repair and restore the fields. Implementing Mr. Mrock’s suggestions will require \$8,000.00-\$10,000.00 in materials and can be completed in-house. The purchase of these materials are accounted for in the 2014 budget, however there may be an overage due to the increased quantities needed to repair the fields. Staff will make adjustments, if possible, to the maintenance program for the rest of the year to try to offset this overage.

Staff also met with Van’s Enterprises, an athletic field construction and renovation company, to solicit a quote for the needed repairs to the baseball fields. Their quote for the ball diamond renovation is \$18,260.00. Staff is pursuing additional competitive pricing for this work.

On Friday, May 16, Staff met with the LSA President, Soccer Director, Baseball Director, and the Baseball Tournament Director and walked the fields at the Park. There was agreement by all parties that the fields were in distress and needed increased attention to restore them to their best condition. LSA agreed to look at limiting their use of the soccer fields as much as possible to allow the restoration work to occur and take hold. LSA expressed concerns regarding the conditions of the baseball fields pending their upcoming tournament in June, and expressed a willingness to assist with the financial cost of the restoration work.

At the May 19<sup>th</sup> LSA Board meeting, LSA approved an expenditure of \$20,000 for the Village to utilize for the baseball and soccer fields. LSA’s expectation is that this will allow the Village to

move forward with the field renovations in a time line that will best fit LSA's scheduling needs. In light of this donation to assist in baseball field maintenance, LSA proposes to keep the profits from the baseball tournament but will plan on sharing the financial numbers with the Village for future reference.

Staff believes the proposed renovation work will assist with getting the fields back to a state where an annual contractual tune-up will keep the fields in good condition for many years.

**Budget Impact:** The baseball diamond work was not accounted for in the Village's 2014 budget. A portion of the needed commodities can be covered in the Park's Operating Budget. There is no line item for athletic field maintenance and renovation for this type of contractual work. These expenditures may create a substantial overage in the Parks Budget that could require a supplemental appropriation at the end of the fiscal year to offset. However, LSA's \$20,000 donation would be used to offset this overage. To address this need in future budgets, a line item will be added to the Parks Budget for contractual athletic field maintenance and repair, and the commodities accounts will be adjusted to partially offset this additional expense.

**Service Delivery Impact:** The upcoming inaugural LSA baseball tournament is an event that LSA hopes to continue annually. If the proposed field improvement work is not completed, the fields will not be in optimum condition for this event. The soccer fields will need rest and recovery time this summer minimizing the available use of field space for LSA and other events until mid-August.

**Recommendation:** Staff requests direction from the Village Board to move forward with expending approximately \$18,000 to repair the baseball diamonds, and the acceptance of a \$20,000.00 donation from LSA to defray the cost.

**Reports and Documents Attached:**

- Van's Enterprises Quote

<b>Meeting History</b>	
<b>Initial Referral to Village Board (COW):</b>	<b>May 27,2014</b>
<b>Regular Village Board Meeting:</b>	



90 Le Baron St.  
Waukegan, IL 60085

Village of Lincolnshire  
Attn: Scott Pippen  
1 Old Half Day Rd  
Lincolnshire, IL 60069

May 17, 2014

## PROPOSAL

**Job Site:** North Park  
**Project:** Infields #1, #2, #3. & #4 Skinned Infield Maintenance

1. Lay out to the correct dimensions each infield. Park Staff responsible for marking all irrigation heads and boxes.
2. Trim all grass edges and remove weeds present in skinned area and track **\*\*Park Staff responsible for spraying weeds 1 week prior to our commencing work\*\***. Spoil hauled on site with Toro Workmans.
3. Supply **5** ( approx. 25 ton each) semi-loads of 70/30 blended infield mix. Haul material with Toro Workmans to infields as needed and spread onto infields.
4. **\*\*Park to provide warning track aggregate for entry ways\*\***. Van's will haul and grade materials provided.
5. Finish grade with a light weight motor grader having a belly-mounted articulated blade to proper crown and compaction.
6. Apply **2** tons Pro's Choice Soilmaster to each infield (8 tons total). Install Batters BLOX to the pitching stride area, batters boxes on fields #1 & #2. Install Batters BLOX to the batters boxes on fields #3 & #4.

**Proposal Price:** **\$ 18,260.00**

\*\*Price good for 3 weeks, may fluctuate due to fuel prices

Please select the desired additional item(s) when accepting proposal.

Please read, complete and sign the reverse side if accepting this proposal, and include a copy of your purchase order, when sending us our signed copy of the contract.

Respectfully submitted,

Marc Van Landuyt  
President