

**VILLAGE OF BANNOCKBURN  
PLAN COMMISSION/ZONING BOARD OF APPEALS  
FEBRUARY 3, 2014  
MEETING MINUTES**

1. 01-02/03: **Call To Order.** Chairman McShane called the meeting of the Plan Commission and Zoning Board of Appeals to order at 7:00 p.m.

Chairman: James McShane

Commissioners Present: Robert Borden, Louise Feeney, Susan Knaack, William Montgomery, Richard Peters

Commissioners Absent: David Elston

Also Present: Village Manager Maria Lasday, Village Attorney Hart Passman, Assistant to Village Manager Ryan Mentkowski

Visitors: Nick Patera (Teska Associates), Blair Nagel (Metro Storage LLC), Marshall Skibbs (Northwestern Engineering Consultants), Bob Heilman (Metro Storage, LLC), David Meek (Becker Gurian), Bruce & Susan Nelson (1665 Meadow Lane)

2. 02-02/03: **Pledge of Allegiance.** Chairman McShane led everyone in reciting the Pledge of Allegiance.

3. 03-02/03: **Approval of the January 8, 2014 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes.**

Commissioner Knaack moved, seconded by Commissioner Borden, to approve the January 8, 2014 meeting minutes. On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston).

4. 04-02/03: **Continued Public Hearing for the Consideration of Proposed Zoning Code Text Amendments, Special Use Permits, Variations, and any other Zoning Relief Necessary in Connection with the Proposed Establishment of a Self-Storage/ Mini-Warehouse Facility on the Property Commonly Known as 1951 Waukegan Road, Bannockburn, Submitted by Metro Storage LLC and Sears, Roebuck & Co.**

Chairman McShane opened the continued Public Hearing at 7:02 pm for the Proposed Zoning Code Text Amendments, Special Use Permits, Variations, and any other Zoning Relief Necessary in Connection with the Proposed Establishment of a Self-Storage/ Mini-Warehouse Facility on the Property Commonly Known as 1951 Waukegan Road, Bannockburn, Submitted by Metro Storage LLC and Sears, Roebuck & Co. Commissioner McShane swore in David Meek (attorney for Metro Self Storage), Blair Nagel (CEO of

Metro Storage), Bob Heilman (Architect) and the Marshall Skibby (Engineer) and Nick Patera (Landscape Architect) on behalf of Metro Storage LLC.

Mr. David Meek, described the project and requested a recommendation of approval of the following zoning relief for the establishment of a Self-Storage/Mini-Warehouse Facility at the Subject Property: (1) Zoning Code Text Amendment of the Village of Bannockburn Zoning Code Section 5-106 to allow self-storage and mini-warehouse facilities as a special use in the Office District; (2) A Special Use Permit to allow storage use and retail sales in the Office District at the Subject Property; and (3) a Variation from Section 9-107 of the Village of Bannockburn Zoning Code to allow a variance from the landscape bufferyard requirements at the east property line.

Mr. Blair Nagel, explained that the facility will be a Class A facility since it will be climate controlled. He also noted that the facility will be single story facility. He noted that the facility will be located on an unusual 7 acre site. He noted that storage facility competitors are 90% occupied in the area. He noted that there is demand in Bannockburn and surrounding communities for a storage facility. He noted that the facility will be maintained extremely well and be a very clean and secure facility. He lastly noted that the facility will be heated and air-conditioned at all times (a climate controlled facility).

Commissioner Borden asked if the space in the storage area can be used as an extra garage.

Mr. Nagel stated that yes, the space can be used for cars or an extra garage. He also noted that 70-80% percent of the consumers will be residential users.

Commissioner Feeney asked if there will be screening and if there is screening, will it cause a hazard since you won't be able to see what people are doing inside the buildings.

Mr. Nagel noted the facility will be screened with two 6 foot wood fences, which will enclose the buildings. There will be two gates for access. However, there will not be a problem. He noted that the lease people will sign has restrictions regarding contraband, hazardous materials, and similar types of materials. He noted the facility will be secure as Metro Storage employees will be conducting security walks to look for hazardous situations.

Chairman McShane asked what the hours of operation for the facility are.

Mr. Nagel noted that they were open 6:00 a.m. 10:00 p.m., 7 days a week but there will not be 24 hour access to the facility.

Commissioner Knaack asked how the facility is staffed.

Mr. Nagel noted that the staff will be full time and lean or a full time equivalent (FTE) of 1.8 to 1.9 people. The staff will rotate shifts 7 days a week and will have a property manager.

Chairman McShane asked if there will be security cameras and sprinklers with this proposal.

Mr. Bob Heilman stated that cameras will be installed on the property. He also noted that sprinklers will be installed in the buildings. He noted that the wet sprinkler systems will be installed in the heated buildings and a dry sprinkler system will be installed in the non-heated buildings, but they have not met with the Fire Marshal to go over the specific requirements as of the date of the ARC meeting.

Mr. Heilman, noted additional details about the proposed project. He described the amount of parking and access into the buildings, as well as the buildings' layout and their appearance. He noted the front building (Building A) will remain structurally the same but will get a face lift and the 2 back buildings (Buildings B and C) will have a metal facade along the perimeter overhead doors. He noted the garage doors will be made of fiberglass and will be the color green. He noted the metal panels on the exterior of 2 of the buildings will be white. He then noted there will be a reduction of impervious surface with the proposed use (50%). Following this statement about impervious surface, Village Staff confirmed the applicant made significant efforts to be compliant with the Village's 50% impervious surface zoning regulation. He noted there will be 24 hour security and that cameras will be monitoring during the days and there will be special locks at the facility for security. He noted that a new water line will be installed. He noted that the facility will be marketed to neighboring communities (3-4 mile radius). He noted that the height of the main building (existing) will remain the same at 21 feet. The height of the other buildings will be 14 feet, as staff deemed them accessory structures with a maximum height allowance of 15 feet.

Commissioner Peters asked what happens if someone arrives at 9:55 p.m. and whether they have to leave at 10:00 p.m. when the facility closes.

Mr. Nagel noted that there is no way to police that gap in time. Metro Storage will not be able to kick them out, but they also cannot get back in after 10:00 p.m. if they were to leave the building.

Mr. Marshall Skibby described some of the civil work that was done for the project, including that a new watermain, grading, and sanitary sewer would be replaced. He further clarified the stormwater detention location on the property which is in the front yard and rear yard of the property and that the proposal is not reducing the amount of stormwater detention.

Mr. Nick Patera described the extensive clean up, the existing tree inventory, as well as the landscaping to be planted and noted that the Village's bufferyard requirements were met except for the rear yard (east property line). It was noted that a bio-swale would be provided on the south side of the lot. He also noted they are unable to install landscaping in the rear yard due to the Village's 319 project. Village staff noted that the Village Forester Todd Sinn

and Village Engineer David Gewalt have recommended a variation from the Village's bufferyard requirement for the rear yard of the property.

Seeing no additional comments, Chairman McShane closed the public hearing.

Manager Lasday noted that the fence that has been proposed needs more details and will have to be provided to the Architectural Review Committee for approval with the rest of the project.

Chairman McShane inquired as to whether Metro Storage would be amenable to use a different material for 2 of the buildings (Building B and C) to match the principal building better. He noted that he did not feel that metal on the exterior fit the image of Bannockburn and did not want to encourage this type of building in the community.

Mr. Nagel noted that Metro Storage will work with the Architectural Review Commission to propose a different material for the 2 proposed metal buildings.

Commissioner Feeney moved, seconded by Commissioner Borden, to recommend approval of the Zoning Code Text Amendment to the Village of Bannockburn Zoning Code Section 5-106 to allow a Self-Storage/ Mini-Warehouse Facility as a Special Use in the Office District. On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston).

Commissioner Peters moved, seconded by Commissioner Borden, to recommend approval of a Special Use Permit to allow a storage use and retail sales in the Office District pursuant to a site plan based on multiple principal buildings subject to the following conditions:

1. Applicants comply with the zoning regulations in Article 8 of the Village of Bannockburn.
2. Applicant obtains final engineering verification as a condition of the final certificate of occupancy for the project. All modifications must satisfy the Illinois Environmental Protection Agency and Lake County Stormwater Management Commission requirements. Restoration plantings must be made using approved seed mixes previously installed under the 319 Grant Best Management Practices construction for the Subject Property.
3. Site Utilities:
  - Sewer: The existing building is served via an existing 12" diameter sanitary sewer running to the north of the property line. This sanitary sewer is being replaced with a new building sanitary sewer, because a portion of the existing sewer is under the proposed building. This new sanitary should be identified as a private sanitary sewer and the existing Village of Bannockburn easement should be vacated under the proposed building, but should extend onto this site at least 20 feet; and
  - Water: There is a watermain that services one fire hydrant at the southeast corner of the existing building. This line should also be abandoned and replaced with a new line to serve the new complex of three buildings. The proposed water service will run from

Waukegan Road to the front of Building A (as noted in the Applicant's application materials) and provide new fire hydrants surrounding the buildings to meet fire department requirements.

4. The stormwater detention storage within the front yard landscaped area should be retained or expanded. The area could be turned into a rain garden to achieve landscape interest. In addition, the Waukegan Road bufferyard landscaping should be planned so as not to encroach into this detention area.
5. 319 Grant Storm water Best Management Practices Easement: The January 8, 2014 site plan will need to modify the proposed access for the Village easements in order to maintain the planting requirements of the Illinois Environmental Protection Agency 319 Grant Best Management Practices Agreement. The east fence gates should be moved to the south end of the east driveway.
6. An access easement to the east and south must be provided prior to occupancy to facilitate maintenance and inspection by the Village.
7. Applicant provide adequate access to the drainage swales and complying with the requirements of the 319 Grant Maintenance Program for the property.
8. Applicant work with the Architectural Review Commission to include a different material (other than the proposed metal material) for 2 of the buildings (Buildings B and C) to match the principal building better.

On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston).

Commissioner Knaack moved, seconded by Commissioner Montgomery, to recommend approval of a Variance from the landscape bufferyard requirements (Section 9-107 of the Village of Bannockburn Zoning Regulations) at the east property line (rear lot line) as presented in Applicant's plan and subject to the following conditions:

1. Applicants comply with the zoning regulations in Article 8 of the Village of Bannockburn.
2. Applicant obtains final engineering verification as a condition of the final certificate of occupancy for the project. All modifications must satisfy the Illinois Environmental Protection Agency and Lake County Stormwater Management Commission requirements. Restoration plantings must be made using approved seed mixes previously installed under the 319 Grant Best Management Practices construction for the Subject Property.
3. Site Utilities:  
Sewer: The existing building is served via an existing 12" diameter sanitary sewer running to the north of the property line. This sanitary sewer is being replaced with a new building sanitary sewer, because a portion of the existing sewer is under the proposed building. This new sanitary should be identified as a private sanitary sewer and the existing Village of Bannockburn easement should be vacated under the proposed building, but should extend onto this site at least 20 feet; and  
Water: There is a watermain that services one fire hydrant at the southeast corner of the existing building. This line should also be abandoned and replaced with a new line to serve the new complex of three buildings. The proposed water service will run from

Waukegan Road to the front of Building A (as noted in the Applicant's application materials) and provide new fire hydrants surrounding the buildings to meet fire department requirements.

4. The stormwater detention storage within the front yard landscaped area should be retained or expanded. The area could be turned into a rain garden to achieve landscape interest. In addition, the Waukegan Road bufferyard landscaping should be planned so as not to encroach into this detention area.
5. 319 Grant Storm water Best Management Practices Easement: The January 8, 2014 site plan will need to modify the proposed access for the Village easements in order to maintain the planting requirements of the Illinois Environmental Protection Agency 319 Grant Best Management Practices Agreement. The east fence gates should be moved to the south end of the east driveway.
6. An access easement to the east and south must be provided prior to occupancy to facilitate maintenance and inspection by the Village.
7. Applicant provide adequate access to the drainage swales and complying with the requirements of the 319 Grant Maintenance Program for the property.
8. Applicant work with the Architectural Review Commission to include a different material (other than the proposed metal material) for 2 of the buildings (Buildings B and C) to match the principal building better.

On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston).

5. **05-02/03: Public Hearing for the Consideration of a Proposed Update and Amendments to the Comprehensive Plan for the Village of Bannockburn.**

Chairman McShane opened the Public Hearing for the Consideration of a Proposed Update and Amendments to the Comprehensive Plan for the Village of Bannockburn at 8:22 p.m.

Manager Lasday noted that the draft 2014 Comprehensive Plan was available for public inspection at Village Hall and via the Village's website since January 16, 2014. She noted that the only residents to contact the Village about the document were Bruce and Susan Nelson from 1665 Meadow Lane.

Residents Bruce and Susan Nelson noted that there were problems with the Comprehensive Plan and the new plan was merely an updated version of the old plan. They noted the plan did not deal with zoning issues pertaining to subdivisions that include small residential lots. They noted the Village's current regulations are top down (large lots to small lots).

Bruce Nelson noted that the bulk regulations are treated differently in the different residential lots. He noted the bulk regulations are too onerous for existing small lots in the Village of Bannockburn. He felt that it was time that the Board looked at what needs to be changed in the Comprehensive Plan regarding smaller lots. He also indicated that there were problems with some of the dates noted in the plan. In 1930, the Village had one acre and 1/2 acre lots. He noted per his research that in 1960, things changed regarding the lot sizes, not in 1978. He noted plat lines and ownership of lots changed in 1960. He noted that

people bought multiple lots and combined them between 1927-1960. He indicated that according to the Plat Act, it doesn't matter how land was first platted once the Village required 2 acre lots in 1960, which was confirmed by Village Counsel Hart Passman. He noted that in 1946, the Village instituted regulations for 2 and 4 acre lots and in 1960, residents could no longer build on small lots.

Mr. and Mrs. Nelson noted that the bulk regulations are too onerous. They noted that they can only build 3,500 square feet on his lot. They also noted that the side yard requirement of 25 feet on each side takes half of his width. They would like changes noted in the Comprehensive Plan on how small lots will be treated in Bannockburn when the existing homes are proposed to be torn down and for the Village Board to propose new regulations for these occurrences. He noted that presently, his understanding of the code is that the smaller lots are legal non-conforming.

No other residents formally spoke at the public hearing.

Chairman McShane further questioned what could be built on a 1/2 acre lot, to look into the history regarding the dates discussed and suggested that Mr. Nelson put his suggested changes in an email to Staff so they could be considered.

Commissioner Montgomery moved, seconded by Commissioner Knaack, to continue the Public Hearing to the March 3, 2014 PCZBA meeting. On a voice vote, the motion was unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston).

**Adjournment.**

Commissioner Peters moved, seconded by Commissioner Feeney, to adjourn the meeting. On a voice vote, the motion was unanimously approved. Ayes: Five (Borden, Feeney, Knaack, Montgomery, Peters); Nays: None; Absent: One (Elston). The meeting was adjourned at 9:06 PM.