

VILLAGE OF BANNOCKBURN
MEETING OF THE PLAN COMMISSION/ZONING BOARD OF APPEALS
JUNE 3, 2013

1. 01-06/03: **Call to Order.** Commissioner McShane called meeting of the Plan Commission/Zoning Board of Appeals to order at 7:00PM.

Chairman: James McShane

Commissioners Present: Robert Borden, David Elston, Louise Feeney, William Montgomery

Commissioners Absent: Susan Knaack, Richard Peters

Others Present: Village Manager Maria Lasday, Village Counsel Betsy Gates, Assistant to the Village Manager Ryan Mentkowski, Village Intern Andrea Litzhoff

Visitors: None.

2. 02-06/03: **Pledge of Allegiance.** Chairman McShane led everyone in reciting the Pledge of Allegiance.
3. 03-06/03: **Approval of the May 13, 2013 Plan Commission/Zoning Board of Appeals Regular Meeting Minutes.** Commissioner Elston offered corrections to the May 13, 2013 meeting minutes. Commissioner Borden moved, seconded by Commissioner Montgomery, to approve the May 13, 2013 meeting minutes as amended. On a voice vote, the motion was unanimously approved. Ayes: Four (Borden, Elston, Feeney, and Montgomery); Nays: None; Absent: Two (Knaack, Peters).
4. 04-06/03: **Work Session on Comprehensive Plan Update.** Chairman McShane noted that the Plan Commission/Zoning Board of Appeals has received Chapters 1-4 for review and asked Village Manager Lasday to give background on changes made to those chapters. Village Manager Lasday reported that she added a picture of a rain garden and the final version of the document will be in color. Chairman McShane recommended taking pictures during the summer time. Village Manager Lasday reported that Assistant to the Village Manager Mentkowski will be taking pictures in the upcoming weeks. Village Manager Lasday indicated that she will exchange the pictures of the rain garden with a new picture.

Village Manager Lasday stated that she made changes to educational statistics. Village Manager Lasday indicated she added footnotes of sources for statistics of Trinity University, Bannockburn School, and Deerfield High School. Village Manager Lasday reported that she gathered information from the Deerfield High School website and the Trinity International University website.

Commissioners continued discussion on the residential population at Trinity University. Through her Census Bureau research, Manager Lasday discovered that 611 students live on campus at Trinity International University. It was noted that the non-university Bannockburn residential population is 972 people. The total population (including Trinity students) is 1583. Commissioner Elston questioned the accuracy of census information. Manager Lasday commented that not everyone fills out census forms. Commissioners agreed that it should be stated that the total population is 1583 inclusive of 611 Trinity University students.

Commissioners reviewed Chapter 2, The Village of Bannockburn and its Community Character. Manager Lasday stated that she discussed with Village Counsel Filippini the percentages and distinctions between public and semi-public land. Chairman McShane stated that he thought it was best to leave public and semi-public land use total as approximate numbers. Commissioner Elston suggested taking before and after photos of landscaping improvements throughout the Village.

Manager Lasday asked the Commission for direction on Chapter 4, Roadways in the Village of Bannockburn, in particular she asked to discuss The Traffic Problem section. Commissioner Borden stated that the traffic section was negative, and many infrastructure improvements have been made, and opined that the section should be removed in its entirety. Chairman McShane gave background on the traffic gate. Commissioners discussed the 25 MPH speed limit on Telegraph Road, which is consistent with speeds in Deerfield. It was suggested that Chapter 4 should highlight new roads and infrastructure improvements. Other streets in the area such as Waukegan Road and Lake Cook Road have been improved, which alleviated traffic in the Village. Manager Lasday offered that the section could include stormwater management improvements including the rain gardens that have been installed. Manager Lasday explained how rain gardens absorb stormwater runoff. Commissioner Feeney asked for clarification on the traffic gate, which is present but is not being used. Chairman McShane suggested Manager Lasday gather the opinion of the Village Board on the traffic gate and Telegraph Road speed limit in order to give the Plan Commission direction. Manager Lasday indicated that she will incorporate the suggestions into the traffic, utilities, infrastructure, and roads sections. Commissioner Montgomery suggested removing the section on traffic, while Commissioner Elston suggested contrasting the past traffic problems with new improvements.

With no further discussion on the content, Chairman McShane inquired if the Commissioners would be able to attend the July 1, 2013 meeting. Noting low attendance, Manager Lasday suggested moving the meeting to July 15, 2013 or July 16, 2013 at 6PM. Commissioners agreed to hold the July meeting on July 16, 2013 at 6PM where they will discuss more Chapters of the Comprehensive Plan Update.

5. 05-06/03. Other Business. **Public Hearing for the Consideration of any Necessary Variations, Amendments to an Existing Special Use Permit (Granted Pursuant to Ordinance No. 2006-29), and/or any other Zoning Relief Necessary in Connection with the Proposed Installation of Signage on the Property Located at the Address Noticed as*

2529 Waukegan Road and Commonly Known as 2561 Half Day Road, Bannockburn, Illinois, Submitted by AP POB Bannockburn, LLC. At 7:43PM, Chairman McShane opened up a public hearing for the consideration of any necessary variations, amendments to an existing special use permit (granted pursuant to Ordinance No. 2006-29), and/or any other zoning relief necessary in connection with the proposed installation of signage on the property located at the address noticed as 2529 Waukegan Road and commonly known as 2561 Half Day Road, Bannockburn, Illinois, submitted by AP POB Bannockburn, LLC. Chairman McShane commented that the applicant was not present and information was absent from the application. Chairman McShane suggested continuing the public hearing to the July meeting. Village Counsel Gates indicated that a motion was required to continue the public hearing. Village Counsel Gates clarified that the new public hearing date needs to be entered into the minutes or noticed again. At 7:44PM Commissioner Elston moved, seconded by Commissioner Borden, to continue a public hearing for the consideration of any necessary variations, amendments to an existing special use permit (granted pursuant to Ordinance No. 2006-29), and/or any other zoning relief necessary in connection with the proposed installation of signage on the property located at the address noticed as 2529 Waukegan Road and commonly known as 2561 Half Day Road, Bannockburn, Illinois, submitted by AP POB Bannockburn, LLC to the meeting of the Plan Commission/Zoning Board of Appeals on July 16, 2013 at 6PM. On a voice vote, the motion was unanimously approved. Ayes: Four (Borden, Elston, Feeney, and Montgomery); Nays: None; Absent: Two (Knaack, Peters).

6. 06-06/03: **Adjournment.** Commissioner Borden moved, seconded by Commissioner Elston, to adjourn the meeting of the Plan Commission/Zoning Board of Appeals at 7:45PM. On a voice vote, the motion was unanimously approved. Ayes: Four (Borden, Elston, Feeney, and Montgomery); Nays: None; Absent: Two (Knaack, Peters).