

**VILLAGE OF BANNOCKBURN
PLAN COMMISSION/ZONING BOARD OF APPEALS
NOVEMBER 4, 2013
MEETING MINUTES**

1. 01-11/04: **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, David Elston, Louise Feeney, Susan Knaack

Commissioners Absent: Richard Peters, William Montgomery

Also Present: Village Manager Maria Lasday, Village Attorney Betsy Gates

Visitors: None

2. 02-11/04: **Pledge of Allegiance.** Chairman McShane led everyone in reciting the Pledge of Allegiance.

3. 03-11/04: **Approval of the October 7, 2013 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes.**

The Commission suggested modifications to the October 7, 2013 Minutes. Line 55 should be modified to “would be helpful”. Line 97 needs a question mark at the end of the sentence. Line 134 should be modified to read “section 13”. Commissioner Borden moved, seconded by Commissioner Knaack, to approve the October 7, 2013 minutes as amended. On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Elston, Feeney, Knaack, McShane); Nays: None; Absent: Two (Montgomery, Peters).

4. 04-11/04: **Work Session on Comprehensive Plan Update.**

Village Manager Lasday thanked Commissioner’s Elston and Peters for their assistance in reviewing the Comprehensive Plan in detail. She noted that the picture of Deerfield High School had been changed. In chapter 2 “green” has been changed to “environmentally sensitive” community. The language and footnotes in Chapter 2 have had some additional minor grammatical changes. On page 26 a new picture will be taken in the spring and will replace the picture currently shown in the plan. There are some minor changes on page 30 as noted in the document, and pictures of Bannockburn to be taken this spring will also be inserted on page 32 and replace the current pictures. The picture on page 33 will be deleted. On page 36 and page 40 the pictures have been changed to pictures that are better representative of Bannockburn. She lastly noted that although other pictures had been taken, they did not turn out well due to poor lighting and therefore new pictures will be taken in the spring. It was suggested that a picture of the building that McShane Construction is currently working on be included when complete (2275 Half Day Road) if possible as it would be representative of the Half Day Road area.

On page 49 Village Manager Lasday noted the language has been changed from “Beeson’s Nursery” to “unincorporated property”. Some language was taken out on page 54. She also stated that maps are still being updated. On page 62 there were a lot of changes in language, with the result being more positive and upbeat and she stated that hours were spent modifying language in the Comprehensive Plan to make it as more positive. Chapter 5 talks about water service and that there is no flooding in Bannockburn. Chapter 6 has significant changes, including that Bannockburn contracts out a majority of its workers and is AAA credit rated. It was noted that there were not significant changes in substance, but the format of the chapter has been modified.

Village Manager Lasday asked if there were any changes that Commissioners felt needed to be made after further examination of the document that those changes are sent to her as the Public Hearing is tentatively scheduled for January. She will send a “clean copy” of the document (including the revised maps) to the Commissioners when the maps become available. She noted that the maps should be done within the next 2 weeks.

Village Manager Lasday stated that Chapter 7 has been revised to clean up the language and also modified to clarify that there is only one river that impacts Bannockburn, the north branch of the Chicago River. According to Village Manager Lasday, Village Engineer Gewalt stated that the Des Plaines River does not impact Bannockburn. There was discussion among the Commissioners about this subject and they would like further clarification because it seems at odds with previous statements by the Village Engineer. Village Manager Lasday stated that Chapter 7 has also been modified to illustrate that although Lake and Cook counties face challenges, Bannockburn as a community has those challenges under control. There was discussion among the Commissioners that some individual homeowners may not clean out the bio-swales appropriately to control storm water, however that does not belong in the Comprehensive Plan as that is not reflective of the status of the Village as a whole. Village Manager Lasday noted that during heavy rains last summer, Bannockburn was the only community in the area without flooding. The Comprehensive Plan is to be reflective of the current status of Bannockburn in regard to this issue so the language within the document is accurate. A couple of minor grammatical type changes will be sent to Village Manager Lasday by the Commissioners.

Lastly the Commissioners noted that berms are discussed in the Comprehensive Plan. There was discussion whether berms are still considered an option for property owners in Bannockburn. Village Manager Lasday advised that the challenges with the berms on one particular property within the Village is because of unique aspects of that particular property, and that may not impact the installation of berms in other situations or properties around the Village. Lastly she noted that on page 84 the language regarding the berms will be reviewed to determine accuracy and that it is reflective of current standards for Bannockburn.

5. **05-11/04: Consider Approval of a 2014 Calendar Year Schedule for the Plan Commission & Zoning Board of Appeals Meetings.**

There was discussion among the Commissioners of the proposed January meeting dates, and the 8th was the best date for the majority of the Commissioners. The schedule required for

the Public Hearings was discussed and the impact of that schedule on the calendar year schedule, with several options for dates of the Public Hearing on the Comprehensive Plan being considered. Village Manager Lasday reviewed the emails sent to her from absent Commissioners regarding available dates and advised January 8th and February 3rd seemed to be the best dates for those Commissioners. Overall the proposed schedule is acceptable for the majority of the Commissioners. Additionally, the Commissioners agreed to cancel the December meeting.

There was further discussion among the Commissioners regarding the requirements for Public Hearings and the impact of that on the schedule. Village Manager Lasday asked if the Comprehensive Plan could be brought to Public Hearing if some changes to the pictures could not be made until the spring because conditions will be more favorable at that time for appropriate photographs to be taken. Village Attorney Gates advised that the text was of the most importance and the pictures could be changed without substantially changing the document. The meeting in January will set the Public Hearing dates. After the Public Hearing dates the PCZBA will have to forward a recommendation on the Comprehensive Plan to the Village Board.

Commissioner Borden moved, seconded by Commissioner Elston, to approve the 2014 Calendar Year Schedule for the Plan Commission and Zoning Board of Appeals Meetings as amended. On a roll call vote, motion unanimously approved. Ayes: Five (Borden, Elston, Feeney, Knaack, McShane); Nays: None; Absent: Two (Montgomery, Peters).

6. **06-11/04: Other Business. 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.**

The Public Hearing was opened at 6:43 PM. Commissioner Elston moved, seconded by Commissioner Borden, to continue the Public Hearing until the January 8, 2014 Plan Commission / Zoning Board of Appeals meeting. On a roll call vote, motion approved. Ayes: Five (Borden, Elston, Feeney, Knaack, McShane); Nays: None; Absent: Two (Montgomery, Peters).

7. **Adjournment.**

Commissioner Borden motioned, seconded by Commissioner Feeney, to adjourn the meeting. On a voice vote, the motion was unanimously approved. Ayes: Five (Borden, Elston, Feeney, Knaack, McShane); Nays: None; Absent: Two (Montgomery, Peters). The meeting was adjourned at 7:46 PM.