

**VILLAGE OF BANNOCKBURN  
PLAN COMMISSION & ZONING BOARD OF APPEALS  
JUNE 5, 2017  
MEETING MINUTES**

1. 01-06/05: **Call To Order.** Chairman James McShane called the meeting of the Plan Commission & Zoning Board of Appeals to order at 7:00PM.

Chairman: James McShane

Commissioners Present: David Elston, Louise Feeney, Gerald Laures, Glenn Morris

Commissioners Absent: John Ryan

Also Present: Village Manager Maria Lasday, Village Counsel Betsy Gates, and Assistant to Village Manager Ryan Mentkowski

Visitors: John Streetz (Doyle Signs), Adam Findlay (O'Donnell Haddad), Bob Gerber (NGE)

2. 02-06/05: **Pledge of Allegiance.** Chairman McShane led everyone in reciting the Pledge of Allegiance.
3. 03-06/05: **Visitor's Business.**  
No visitors spoke.

4. 04-06/05: **Approval of the May 1, 2017 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes.**

Commissioner Elston moved, seconded by Commissioner Morris, to approve the May 1, 2017 Plan Commission & Zoning Board of Appeals Regular Meeting Minutes, as amended. On a voice vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

5. 05-06/05: **Continued Public Hearing for the Consideration of Zoning Code Text Amendment(s) to the Bannockburn Zoning Code, Amendments to Existing Special Use Permits, Granting of New Special Use Permits, Variations, and/or Any Other Zoning Relief to Permit the Installation of New Signage for Bentley's Pet Stuff in the Existing Bannockburn Green Retail Center on the Property Located at 1111 Half Day Road, Bannockburn, Illinois, Submitted by Bentley's Pet Stuff and AP POB Bannockburn, LLC.**  
Bentley's Pet Stuff's attorney, Adam Findlay, following the continuation of the public hearing from May 1, 2017, requested a recommendation of approval from the PCZBA for proposed exterior window signage at their store front at Bannockburn Green Retail Center ("BGRC"). He noted they are no longer proposing signage on the interior of the property and they have revised the image facing Half Day to tone down the activity of the renderings. He noted they made one singular image versus a number of different images which he noted was illustrated on page 5 of

the Staff report. He noted they broke the image into 6 different panes of glass but it is just one image. He noted they have reduced the size of the signage and provided less colors.

One or more of the Commissioners noted the following discussion related to this subject:

- Whether the proposed window signs were more zoning compliant than the originally proposed signs. Staff noted that the proposed window signs included less square footage than the originally proposed signs. (The total square footage of all of the new, existing and recently approved signage at Bentley's Pet Stuff will be 194.1 square feet, which is zoning compliant pursuant to from Section 9-106.I.4.c of the Village of Bannockburn Zoning Code.)
- Staff noted that the proposed window signs included less colors.
- Village Counsel noted that the definition of "Functional Type" did not need to be amended.
- The Commissioners noted that perhaps a special use permit granted for this particular location is more appropriate than a variation.
- The Commissioners did not feel that Architectural Review Commissioner approval should be required.

Commissioner Morris moved, seconded by Commissioner Laures, to recommend approval of the text amendment and special use consistent with the Plan Commission discussion to recommend allowance of the installation of six new permanent business window signs on six windows that face Half Day Road at Bentley's Pet Stuff located at 1111 Half Day Road, contingent on the review by Chairman McShane and Commissioner Elston of the recommended language for consistency with the PCZBA discussion before preparation of the recommendation to the Board. On a roll call vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

6. **06-06/05: Public Hearing for the Consideration of Zoning Map Amendments, Zoning Code Text Amendment(s) to the Bannockburn Zoning Code, Amendments to Existing Special Use Permits, Granting of New Special Use Permits, Variations, and/or Any Other Zoning Relief to Permit the Installation and maintenance of New temporary signage, including the amount, location, size, height, duration, and design of such proposed temporary signage, at the property commonly known as 23443 North Illinois Route 43 (Mariano's Grocery Store Development), Bannockburn, Illinois, Submitted by Continental Beeson Corner LLC.**

The applicant, John Streetz from Doyle Signs, and representing the owner, noted that the Mariano's Grocery Store is requesting a recommendation of approval of an amendment to the special use permit to install temporary signs at the property. He generally noted that Mariano's is requesting temporary signage to facilitate their opening of the grocery store this fall. He noted the "Coming Soon" signs will be installed upon approval and all of the remaining temporary signs will be installed the morning before the opening of the store and will remain on the property for at least 30 days. He explained that there would be 10 flags at the top of the building on the west elevation and 1 or 2 flags at the southern elevation. He additionally explained that there would be two temporary ground signs.

Commissioner Elston moved, seconded by Commissioner Feeney, to recommend approval of an amendment to the existing Special Use Permit to allow the installation and maintenance of new temporary signage, including the amount, location, size, height, duration, and design of such proposed temporary signage, at the property commonly known as 23443 North Illinois Route 43 /

2999 Waukegan Road (Mariano's Grocery Store Development), Bannockburn, Illinois, Submitted by Continental Beeson Corner LLC, conditioned on: the signs coming down no later than 30 days after opening; there are up to 10 flags on the western building elevation and 1 or 2 at the southern building elevation; the "coming soon" and "now open" shall not be installed at the same time; and the Village Engineer shall approve the location of the temporary ground signs. On a roll call vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

7. **07-06/05: Discuss a Referral by the Village Board of Trustees of Modifications to the Village's Tree Regulations.**

Commissioner Elston moved, seconded by Commissioner Laures, to postpone this item to the September meeting. On a roll call vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

Commissioner Elston noted that if he had time, he could prepare a draft of issues relating to the Village's Tree regulations and the Village's current regulations pertaining to triggers to the bufferyard and landscape requirements for the PCZBA's review. No action was taken, but the general consensus was that Commissioner Elston should attempt to prepare a draft. Commissioner Elston also suggested that Village Manager Lasday attempt to bring in a speaker to the Commission to discuss buckthorn (specifically the problems with buckthorn). No action was taken, but the general consensus was to try to bring the speaker in for a future meeting to talk to the Commission.

8. **08-06/05: Public Hearing for the Consideration of Potential Zoning Code Text Amendment(s) to the Bannockburn Zoning Code Regarding the Architectural Review of Developments within the Village, including (i) Such Regulations Relating to the Requirements for Architectural Review; (ii) the Scope, Procedures, and Standards Applicable to Architectural Review; and (iii) the Jurisdiction, Authority, and Procedures of the Architectural Review Commission.**

Village Manager Lasday noted that the Village Board would like to streamline the architectural review process. She noted that the Village Board requested that the PCZBA consider eliminating Architectural Review Commission ("ARC") review for many of the residential matters but keeping non-residential ARC reviews (college, retail and office district reviews). Most residential matters other than new homes and additions would trigger a Level 1 review by the Village Manager with a consultation with the Building Commissioner and ARC chairman. Staff would confirm zoning compliance for residential matters not requiring a Level 2 review. She noted that any new regulations limiting the ARC's review should include a requirement of a Certificate of Zoning Compliance for new exterior changes to existing residential homes. In addition, a pre-application meeting with the Building Commissioner, Village Manager, a member of the ARC, and possibly the PCZBA, should be required for new homes and new additions to existing homes.

One or more of the Commissioners noted the following discussion related to this subject:

- Would like a list provided to them of all the things that require Architectural Review Commission approval.
- Make sure that neighbors are notified of changes that would affect them.
- Requested language that is simplified and not written by an attorney.

- Suggested that the regulations include a level 2 review for 400 square foot changes to existing residential properties, as well as for any new fences.
- Suggested that the Village President send an email to the residents to let them know the matter was being considered.

Commissioner Elston moved, seconded by Commissioner Feeney, to continue the Public Hearing for the Consideration of Potential Zoning Code Text Amendment(s) to the Bannockburn Zoning Code Regarding the Architectural Review of Developments within the Village, including (i) Such Regulations Relating to the Requirements for Architectural Review; (ii) the Scope, Procedures, and Standards Applicable to Architectural Review; and (iii) the Jurisdiction, Authority, and Procedures of the Architectural Review Commission to the July 10, 2017 meeting. On a roll call vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

**Adjournment.**

Commissioner Morris moved, seconded by Commissioner Laures, to adjourn the meeting. On a voice vote, the motion was approved. Ayes: Five (Elston, Feeney, Laures, McShane, Morris); Nays: None; Absent: One (Ryan).

The meeting was adjourned at 8:44PM.