

**MINUTES
COMMITTEE OF THE WHOLE MEETING
VILLAGE OF VERNON HILLS
SEPTEMBER 19, 2016**

President Byrne called the meeting to order at 7:12p.m.

IN ATTENDANCE: President Byrne, Trustees Koch, Grieb, Marquardt, and Schultz. Trustees Hebda and Williams were absent. A quorum was established.

Also present were: Village Manager Kalmar, Assistant Village Manager Carey, Deputy Chief Davies, Finance Director Larson, Building Commissioner Atkinson, Public Works Director Brown, Attorney Brankin, and Recording Secretary DeAnda.

1. APPROVAL OF COMMITTEE OF THE WHOLE MEETING MINUTES OF SEPTEMBER 6, 2016

Motion by Trustee Marquardt, second by Trustee Schultz, to approve the Committee of the Whole Minutes for the September 6, 2016 meeting.

Roll call vote:

AYES: 4 - Grieb, Marquardt, Koch, Schultz

NAYS: 0 - None

ABSENT AND NOT VOTING: 2 - Hebda, Williams

Motion carried.

**2. REQUEST FROM BOB'S DISCOUNT FURNITURE FOR APPROVAL OF FAÇADE
RENOVATIONS AT 555 TOWNLINE ROAD (BC ATKINSON)**

Representatives of BOB'S Discount Furniture appeared before the COW to request approval of facade renovations to their future store front in Townline Commons Shopping Center. Building Commissioner Atkinson stated they will be located in the space that will be vacated by HH Gregg. The front canopy would be eliminated and the columns at each side of the main entrance would be modified. Three new windows would be installed that would include black awnings. The cornice profile will match existing profiles in the center. The sign band would be finished with Dryvit. The yellow color would be replaced with an earth tone color matching that of the existing center

Wall signage is proposed as shown on the elevation drawings. Dimensions have not been provided, however, BOB'S Discount Furniture has been advised that all signs must fully comply with the Sign Code.

A copy of the color drawings showing the proposed elevation changes along with a location map was attached to the packet.

Motion by Trustee Koch, second by Trustee Schultz, to direct staff to prepare an Ordinance approving the changes subject to the renovation being substantially in accordance with the elevation drawings prepared by Camburas & Theodore LTD, dated August 6, 2016.

Roll call vote:

AYES: 4 - Grieb, Marquardt, Koch, Schultz

NAYS: 0 - None

ABSENT AND NOT VOTING: 2 - Hebda, Williams

Motion carried.

**3. REQUEST FROM NEIL ENTERPRISES FOR APPROVAL OF SITE, LANDSCAPING AND
ARCHITECTURAL PLANS TO ALLOW CONSTRUCTION OF AN OFFICE/MANUFACTURING
FACILITY AT 1000 WOODLANDS PARKWAY (BC ATKINSON)**

Representatives from Neil Enterprises appeared before the COW to request approval of site, landscaping and architectural plans to develop a vacant parcel located in Corporate Woods. Building Commissioner Atkinson stated Neil Enterprises is a photo novelties and promotional product manufacturer that is relocating from 450 E. Bunker.

The project includes construction of a 102,100 SF Office, Manufacturing & Warehouse building on a vacant 6.96 acre parcel. The building would be approximately 39' tall and the parking lot would include 201 spaces. A 50'-0" landscape buffer would be maintained along Woodlands Parkway and Forest Edge Drive.

The building's architecture includes pre-cast concrete panels with a sand blasted surface. Double height windows with spandrel glass are proposed at the main entrance along with a metal canopy and architectural stone wall. Clerestory windows are also proposed on portions of the south and east elevations. The petitioner has submitted plans and been through the technical review process. No issues were found during our review.

The annexation agreement authorizing a Special Use for a Planned Unit Development for Corporate Woods requires approval from the Village Board for site, landscaping and architectural design, but does not require a public hearing before the Planning and Zoning Commission.

A copy of the site plan, landscape plan and location map was attached to the packet.

Motion by Trustee Schultz, second by Trustee Marquardt, to direct staff to prepare an Ordinance approving the development subject to the following.

1. Compliance with the site plan prepared by Ware-Malcomb, dated July 12, 2016.
2. Compliance with the color renderings, consisting of three pages, prepared by Ware-Malcomb, dated July 12, 2016.
3. Compliance with engineering drawings prepared by C.M. Lavoie & Associates, dated August 15, 2016 and engineering technical review comments dated September 6, 2016. Note: Final engineering is subject to review and approval by the Village Engineering Technician.
4. Compliance with landscape drawings prepared by C.M. Lavoie & Associates, dated August 15, 2016 and landscaping technical review comments dated September 6, 2016. Note: Final landscaping is subject to review and approval by the Village Landscape Technician.

Roll call vote:

AYES: 4 - Grieb, Marquardt, Koch, Schultz

NAYS: 0 - None

ABSENT AND NOT VOTING: 2- Hebda, Williams

Motion carried.

4. FORGE PARTNERS, LLC – CONSIDERATION OF REPORT AND RECOMMENDATIONS FROM THE PLANNING AND ZONING COMMISSION REGARDING VARIOUS ITEMS INCLUDING THE PROPOSED REZONING, SITE PLAN, PLAT OF SUBDIVISION, AND SPECIAL USE FOR A PUD FOR PROPERTY LOCATED AT 634 MILWAUKEE AVENUE (AVM CAREY)

Assistant Village Manager Carey stated representatives from Forge Partners, LLC appeared before the Planning & Zoning Commission on September 14, 2016 to request approval to construct a 70 unit, three-bedroom townhome development known as "The Forge," to be located at 634 South Milwaukee Avenue, being the site of the former Forge Club. Specifically, Forge Partners LLC is requesting the following:

1. Approval to amend the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property; and
2. Approval of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements.
3. Preliminary site and landscaping plan approvals
4. Preliminary and final approval of the architectural elevations
5. Preliminary approval of the Plat of Subdivision

- Side Yard Setback: Allow a 19' side yard setback instead of the required 30' to the north
- Side Yard Setback: Allow a 20' side yard setback instead of the required 30' to the south
- Rear Yard Setback: Allow a 119.5' rear yard setback instead of the required 169.6'
- Building Separation: Allow a 15' building separation instead of the required 30'
- To allow 70 units in lieu of the maximum permitted number of 66 or 67 (dependent on if IDOT requests additional ROW)

Architectural: The townhomes consist of brick and shingle siding. Brick is predominately featured on the first floor elevations of the side and rear elevations of the townhomes. The exact materials have not been identified. Box bays are incorporated into several of the townhome building elevations to generate architectural interest. A shaded glass window is depicted on the side elevations as an option. Staff has recommended additional brick be located on portions of the second and third floor to eliminate the "wedding cake" appearance. Design elements on the front elevation should, to greater extent, be incorporated onto the side and rear elevations. A variation from the masonry code will be required.

Traffic: Access into the development will come from Milwaukee Avenue. A designated left-turn and right-turn movement will be required from Milwaukee Avenue into the development. Due to the proximity to the existing traffic signal to the south on Woodlands Parkway, IDOT will not approve a traffic signal into this development. The property will provide a single lane of entry into the development and designated left and right turn lanes onto Milwaukee Avenue.

A condition of approval is to include emergency access on the southwestern portion of the property adjacent to Lifetime Fitness. Similar to the Oaks development where a gated access was created to the north of the property, a gated access could be utilized for fire personnel in the event of an emergency.

Based on staff review, the petitioner is requesting two variations from IDOT. Milwaukee Avenue is designated a SRA by IDOT. The current proposed development provides 60 feet of IDOT ROW, 15 feet short of the 75 feet required. IDOT also requires a 10 foot setback from the slope of the detention and the ROW. The petitioner is requesting 0 foot setback and which will also require a variation through IDOT.

Parking: A total of 161 parking spaces are required for this development. Based on the petitioner's submittal, a total of 161 parking spaces are proposed. This includes a total of 21 parallel parking spaces along the private roadway to be utilized for guest parking, and 140 parking spaces proposed for the townhomes.

Landscaping: Based on the current proposal, the vast majority of trees on the site are proposed to be removed. Trees are proposed to be planted within the utility easements to the south with additional plantings being proposed along the adjacent property lines.

Detention: Detention for the property is proposed to the north and south of the private roadway between Milwaukee Avenue and the townhomes. The slope of the detention begins at the IDOT right of way. Due to the southern detention basin being located 15 feet from the townhome to the south and 3 feet from the proposed sidewalk, fencing should be installed to provide separation from the townhome and the detention. The petitioner is also requesting a variation to allow 6 feet for detention bounce. A maximum of 4 is allowed by Village Code. Given the close proximity of the detention to the entranceway of the development, staff recommends installing barrier curb adjacent to the entranceway to provide additional protection.

Signage: The size, design and materials of the two Development Identification signs are subject to review and approval by the Village Board.

Public Notice: Notices were sent out to the surrounding property owners. No responses have been submitted to the Village.

The Planning and Zoning Commission reviewed the petition and made separate motions to recommend approval of the following:

1. Approval to amend the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property; and
2. Approval of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements.
3. Preliminary site and landscaping plan approvals
4. Preliminary approval of the Plat of Subdivision

With said recommendations being subject to certain Conditions of Approval as setforth below, each of the motion failed 0 ayes – 6 nays (Gorog was absent).

The Planning and Zoning Commission reviewed the petition and, on a motion to recommend preliminary and final approval of the architectural elevations, subject to certain Conditions of Approval as setforth below, the motion failed 1 (Heidner) aye – 5 nays (Gorog was absent).

The Commission members expressed their objections to the proposed project and requested rezoning for residential use. As a group, the Commissioners felt that the combination of high density, lack of green space, and isolated location of the proposed housing development surrounded by potential Business Park (BP) uses did not make the property conducive to a residential use.

The Commission members characterized the requested variations as too urban and the proposed garage dimensions as too small and incompatible with suburban developments and life styles. While one Commissioner agreed with the architecture, the remaining Commissioners did not agree with the overall quality and design of the proposed architecture. Finally, the Commission also expressed public safety concerns regarding safely gaining access onto Milwaukee Avenue.

Conditions of Approval

General Compliance with the following plans:

- Preliminary Site and Landscape Plans prepared by Gary R Weber Associates with a date of June 2, 2016 and consisting of 3 pages.
- Architectural Elevations provided by Jacobs Homes with a received date of September 8, 2016 and consisting of 9 pages.
- Preliminary Site and Engineering Plans prepared by James Anderson Company with a revised date of August 5, 2016 and consisting of 5 pages.
- Proposed Plat of Subdivision prepared by James Anderson Company with a revised date of August 5, 2016 and consisting of 1 page.

Variations - The following variations were recommended for approval

- Side Yard Setback: Allow a 19' side yard setback instead of the required 30' to the north
- Side Yard Setback: Allow a 15 side yard setback instead of the required 30' to the south
- Rear Yard Setback: Allow a 119.5' rear yard setback instead of the required 169.6'
- Building Separation: Allow a 20' building separation instead of the required 30'
- To allow 70 units in lieu of the maximum permitted number of 66 or 67 (dependent on if IDOT requests additional ROW)
- To allow a 6 feet for detention bounce

Conditions of Approval for the entire Site:

1. An exhibit locating the sales trailer and related parking lot shall be included on a separate exhibit along with the location of the model homes.
2. Development identification signage shall be identified on the approved plans and comply with the Village's sign regulations.
3. Roof covering shall be architectural random tab shingles, slate or cedar shake shingles.
4. EIFS finishes shall only be used as an accent material and limited to architectural elements such as bays, entries, or dormers.
5. All plumbing stacks and vent ducts shall be earth-tone or black in color, said color shall be approved prior to issuance of a building permit.
6. Front, side, and rear building elevations will be required to have design features of architectural significance that includes high quality exterior finished materials such as stone, brick, or masonry veneers. This would also include ornamental features such as bay and box bay windows, dormers, covered porches and architectural trims.
7. Design elements shown on the front elevation shall be incorporated into the side and rear elevations.
8. Final approval of plans by the Village Engineer and Landscape Technician prior to issuance of a building permit.
9. Compliance with the Village's Street Lighting Poles standards as set forth in the Development Ordinance.
10. Developer contributions shall be made to School Districts 125 and 103, and Vernon Hills Park District pursuant to Development Fee. Fees will be collected prior to issuance of individual building permits.
11. Compliance with all ordinance and standards of the Village except as otherwise noted.
12. Final Plat of subdivision shall be modified reviewed and approved subject to Village Attorney and Village Engineer approval.
13. The roadway is to be crowned and the mainline storm sewer is to be shifted to the south side of the street.
14. Prior to final approval of the improvement plans, the petitioner must provide a letter from IDOT which approves the detention pond setbacks from Milwaukee Avenue.
15. All sump pumps and downspouts shall be connected directly to storm sewers.
16. The Village Attorney shall review and approve the REA documents for the project and maintenance of the buildings and common area space.
17. The roads and drive aisles shall be considered privately-owned. These private roads and drive aisles shall be built to public road standards as set forth in the Development Ordinance, being Appendix B of the Code of Ordinances.
18. A letter of awareness be required to be signed by all homeowners acknowledging their property is surrounded by property zoned BP- Business Park and may be developed as office/industrial/or warehouse use.
19. Site approvals are subject to Village Engineer, I.D.O.T., LCPW, Lake County SMC and USACOE approval as appropriate.
20. The Developer shall provide an emergency access connection, paved and gated, which shall be provided from the southwest corner of the property to the adjacent property to the south, currently owned by Lifetime Fitness.

POSSIBLE ACTIONS BY THE COW

In considering the petitioner and the P&Z recommendations, the COW can take one of three actions, as follows:

1. If the COW is in support of the request, a motion could be made to direct staff to prepare the necessary ordinances granting approval to the following:
 1. Approval to amend the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property; and
 2. Approval of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements.
 3. Preliminary site and landscaping plan approvals

4. Preliminary and final approval of the architectural elevations
5. Preliminary approval of the Plat of Subdivision

The approvals would be subject to compliance with the variations and the Conditions of Approval.

2. If the COW is not in support of the request, a motion could be made to direct staff to prepare the necessary ordinances denying the following:
 1. Approval to amend the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property; and
 2. Approval of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements.
 3. Preliminary site and landscaping plan approvals
 4. Preliminary and final approval of the architectural elevations
 5. Preliminary approval of the Plat of Subdivision
3. The COW may also remand this item back to the Planning & Zoning Commission for additional review and consideration.

Two separate Ordinances will be prepared for consideration by the Village Board at the next regular meeting – one for Rezoning and one for the Special Use Permit with the associated Variations and Conditions of Approval. Due to the negative recommendations made by the P&Z, the following votes are required in order to approve the development:

1. Ordinance amending the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property
 - a. Requires 4 out of 7 members of the Village Board. The vote count includes the President and 4 affirmative votes are required regardless of quorum.
2. Ordinance approving of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements subject to certain Conditions of Approval
 - a. Requires 4 out of 6 members of the Board of Trustees. The President is not able to vote on this item and 4 affirmative votes are required regardless of quorum.

At the meeting, Keith Jacobs presented a revised preliminary plan that reduced the units from 70 to 67. Staff did not have the opportunity to review the revised preliminary plan for comment. There was a lengthy discussion.

Motion by Trustee Grieb, second by Trustee Marquardt, to direct staff to prepare the necessary ordinances granting approval to the following:

1. Approval to amend the zoning classification from B-1 General Business to R-7 Multi-family Residential PUD for the property; and
2. Approval of a Special Use Permit for a Planned Unit Development to allow development of a multi-family residential subdivision along with certain variations, including density and setback requirements.
3. Preliminary site and landscaping plan approvals
4. Preliminary and final approval of the architectural elevations
5. Preliminary approval of the Plat of Subdivision

The approvals would be subject to compliance with the variations and the Conditions of Approval.

Roll call vote:

AYES: 3 - Grieb, Marquardt, Koch

NAYS: 1 - Schultz

ABSENT AND NOT VOTING: 2 - Hebda, Williams

Motion carried.

5. POLICE AND COMMUNICATION CENTER PARKING LOTS- ELIMINATION OF THE NORTHERLY LAKEVIEW PARKWAY ACCESS (PWD BROWN)

Public Works Director Brown stated the Police Department Building Renovations have been completed and operationally, the Police Department staff has been adjusting to their newly expanded spaces. The architecture of the previous public entrance to the Police facility building was altered to encourage the general public to access the Communication Center. Although this has been successful, the parking lot resurfacing project presents an opportunity to make further improvements for the general public. Since the acquisition of the American Family Insurance building and the creation of a quasi-consolidation of the two parcels, the need for two Lakeview Parkway accesses is not required.

Staff recommends the closure of the northerly Lakeview Parkway access which would better guide our customers to the Communication Center and the parking spaces immediately adjacent to this building. Signage would direct drivers to the northerly side of the Communication Center building. Should the parking demand be exceeded adjacent to the northside of the building, overflow parking is available at the southeast corner of the Police facility building. Note: A map is included for reference.

The scope of work to effect this change would include removal of a section of the asphalt aisle and the monolithically poured concrete apron and gutter and installation of a new curb and gutter along Lakeview Parkway and internally as a header for the end of the parking lot. The Public Works Department would be responsible for the restoration between the end of the parking lot and the roadway curbing. The estimate for the additional work performed by the contractor would be \$3,100. The cost for the additional topsoil and sod is approximately \$400 which would be absorbed within the existing Public Works Department budget.

The approved FY16-17 Preventive Street Maintenance budget included \$85,000 to resurface the Police and Communication Center Parking Lots. After the refinement of the project, the Village Board on May 17, 2016 approved Resolution 2016-092 authorizing a contract to resurface these parking lots with a not to exceed amount of \$74,700. The additional contractor-performed work would increase the not to exceed amount by \$3,100 to \$77,800.

There was discussion that included upgrading the signage, traffic flow, and handicapped parking. The COW requested installation of a sidewalk extension across the frontage to be included in the scope of work.

Motion by Trustee Schultz, second by Trustee Grieb, to direct staff to prepare a Resolution amending Resolution 2016-092 to increase the not to exceed dollar amount to add closing the northerly Lakeview Parkway access and include installation of a sidewalk extension across the frontage in the scope of work. Public Works Director Brown will bring back a dollar amount.

Roll call vote:

AYES: 4 - Grieb, Marquardt, Koch, Schultz

NAYS: 0 – None

ABSENT AND NOT VOTING: 2 – Hebda, Williams

Motion carried.

6. PRESENTATION OF VERNON HILLS COMMUNITY LIVABILITY REPORT (VM KALMAR)

Village Manager Kalmar presented Key Findings from the Report to the Board. He stated the Board authorized this community-wide survey using the process provided by the National Citizen Survey “NCS.” The NCS is the only citizen survey endorsed by the International City/County Management Association (ICMA) and the National League of Cities. Within the last year, the Villages of Schaumburg, Skokie, Lake Zurich, Winnetka and Libertyville completed the NCS survey process.

The National Citizen Survey “NCS” gathered resident opinion across a range of community issues or topics. The survey was designed to measure Community Livability as a whole and was not meant to be limited only to services directly provided by the Village. As you will see, the survey also asked about services that the Village doesn’t provide such as library, parks and recreation, schools, public transportation, etc.

In addition to the Livability Report, NCS has also prepared a Dashboard Summary of Findings and the summary of the Open-Ended Responses.

Village Manager Kalmar stated the results from the report will allow resident feedback to become a key component in the discussions on updating of the Village's Strategic Plan and future budgets.

A copy of the power point presentation was attached to the packet.

7. ADJOURNMENT

Motion by Trustee Schultz, second by Trustee Koch, to adjourn the Committee of the Whole.

Roll call vote:

AYES: 4 - Koch, Grieb, Marquardt, Schultz

NAYS: 0 - None

ABSENT AND NOT VOTING: 2 – Hebda, Williams

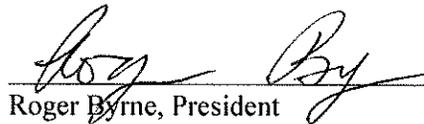
Motion carried.

Meeting adjourned at 9:04p.m.

Approved this 4th day of October 2016



John M. Kalmar, Village Clerk



Roger Byrne, President