AGENDA
June 15, 2020 at 7:30 p.m.
This will be a Virtual Meeting

1. Call to order
2. Roll call
3. Approval of the May 18, 2020 Planning and Zoning Commission meeting minutes
4. New business—None
5. Old business—Melody Living—Amended Final Plat of Resubdivision
6. Items for discussion—None
7. Staff report
   a. May 2020 Board of Trustees meeting
8. Audience participation
9. Trustee liaison report
10. Next meeting is scheduled for July 13, 2020
11. Adjournment

MEETING LOCATION: Due to the Governor’s order restricting gatherings of people, and in an effort to minimize the potential spread of COVID19, this meeting will take place remotely using GoToMeeting.com.

To join this meeting from your computer, tablet or smartphone, please click the link below. For members of the public that wish to join the meeting and to access the audio portion of it, you will need to download the App once you click on the link and access the meeting through it. If you want to access the meeting’s audio through your computer and not through the App, you then you will need to call in at the phone number below using your telephone. When you join the meeting, please announce yourself as a member of the public. If you wish to comment, you will be allowed to do so during the public comment portion of the meeting.

Please join the meeting from your computer, tablet or smartphone by clicking on the link below.

https://global.gotomeeting.com/join/543416949

You can also dial in using your phone. (For supported devices, tap a one-touch number below to join instantly.)


Those who cannot access the meeting and wish to make a public comment to the Commission can provide a written statement by email to lpekovic@lith.org or drop it off in person by 4:00 p.m. on June 15, 2020 to the drop box located at the Village Hall parking lot, located at 600 Harvest Gate, Lake in the Hills, IL 60156.

Everyone is encouraged to participate in this public forum. However, please help us keep this meeting productive by heeding the following guides.

1. Mute the microphone on your computer or phone unless you need to speak. Microphones are sensitive and pick up everything, including background noises. The background noises sometimes lock out someone else unintentionally.
2. When you need to ask a question or make a statement, unmute your device, wait for an opening, and state your name and “I have a question (statement)”. Wait for the chairperson to recognize you before proceeding.

The Village of Lake in the Hills is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village’s facilities, should contact the Village’s ADA Coordinator at 847-960-7414 (TDD 847-658-4511) promptly to allow the Village to make reasonable accommodations for those persons.

Posted by: Laura Pekovic      Date: June 12, 2020      Time: 5:00 p.m.
Chairman DeMay called to order at 7:30 p.m. the meeting of the Lake in the Hills Planning and Zoning Commission. This was a virtual meeting. The agenda for this virtual meeting informed the public that they could attend and gave directions on how they could access it online or via telephone.

ROLL CALL
Chairman Joe DeMay and Commissioners Brent Borkgren, Greg Walker, Michael Esposito, and John Murphy were present. Commissioner Siakle was absent. Also in attendance were Community Services Director Fred Mullard, Village Trustee Bill Dustin, Assistant Community Development Director Ann Marie Hess, and Administrative Specialist Laura Pekovic.

APPROVAL OF MEETING MINUTES
Commissioner Borkgren made a motion to approve the Commission meeting minutes of April 13, 2020, and Commissioner Esposito seconded. Motion carried 5-0.

NEW BUSINESS--
1. **Public Hearing for a Variation to the Zoning Ordinance, Section 15.31.B the Zoning Ordinance, Permitted Fencing at 971 Brandt Drive**

Chairman DeMay convened the public hearing at 7:32 p.m. All commissioners that answered roll call were present. Staff confirmed that the petitioner correctly completed notices of public hearing.

Staff Report
Community Services Director Mullard reviewed the Request for Public Hearing and Commission Action dated May 18, 2020.

Presentation by Petitioner and Questions and Comments by Planning and Zoning Commission
The applicants, Scott and Cindi Brazelton, stated they would like this variation to maximize their family’s yard space. Michelle Schultz of 961 Brandt spoke, and lent her support of the Brazelton’s request. There were no questions or any discussion among the Commission.

Motion to grant a variation to Section 15.3-1.B of the Zoning Ordinance, Permitted Fencing, at 971 Brandt Drive, was made by Commissioner Esposito and seconded by Commissioner Borkgren. On a roll call vote Commissioners, Esposito, Borkgren, Walker, Murphy, and Chairman DeMay voted Aye. Motion carried 5-0.
2. **Melody Living--Amended Final Plat of ReSubdivision**

**Staff Report**
Community Services Director Fred Mullard reviewed the Request for Commission Action dated May 18, 2020.

**Discussion and Comments by Staff and The Planning and Zoning Commission**
Melody Living has submitted an amended plat of resubdivision for acceptance by the Village. They plan to split the development into two lots to financially separate the construction efforts. This was considered and allowed for in the ordinance accepting the final plat approved by the Village Board July 27, 2017. The amended plat was reviewed by staff and the Village Attorney.

Also considered in July 2017 was the ability of Melody Living to adjust the number and mix of unit styles. As they moved forward with design, they plan to change the unit mix and footprint of the independent living building. Staff reviewed the proposal and found the changes within the scope of the July 2017 ordinance.

Trustee Dustin expressed concern that this is being done for financial reasons. Director Mullard confirmed that this project is not receiving government subsidies, that the developer appears to be financially stable, and they have approached the Village with preliminary designs for the next building.

Commissioner Borkgren indicated that this request shows a substantial amount of units are increasing, yet the amount of bedrooms are decreasing. Director Mullard explained that the change is due to the popularity of independent living one-bedroom units and there is still adequate parking in the design to accommodate this change. There was a brief discussion about the one-bedroom size, the location of the new building, the preapproval of this development being split into two lots, and the adding of more units. Commissioner Borkgren suggested that this item be tabled until the developer provides more information and the use mix issue can be addressed. Director Mullard indicated that this could delay the project.

Motion to continue the Amended Final Plat of ReSubdivision to the next Planning & Zoning Meeting was made by Commissioner Borkgren and seconded by Commissioner Walker. On a roll call vote Commissioners, Esposito, Borkgren, Walker, Murphy, and Chairman DeMay voted Aye. Motion carried 5-0.

**OLD BUSINESS**—None

**ITEM FOR DISCUSSION**—Sign Ordinance Changes

Director Mullard opened the discussion with Mr. Darrel Garrison from Planning Resources. The purpose of tonight’s discussion was how to best convey the recommended changes in the new ordinance layout and have it to be easier to read and understood by everyone who reads it.
Mr. Garrison recommended that the new ordinance table format be sectioned by zoning classifications, display sign graphics/imagery to make it easier to understand, and have clarification of the zoning districts, sign size, heights and notes.

Commissioner Borkgren requested that the Commission’s final draft show the content changes in red so they know what has changed, that the graphics be a representative of the sign types, and there be a details reference for the sign types. Overall feedback from the Commission was that they liked the changes to the ordinance that Mr. Garrison proposed.

Director Mullard confirmed with Trustee Dustin and the Commission that local businesses will have an opportunity to review and comment on the new sign ordinance. Also, that any existing signs would be allowed as legal, non-conforming.

**STAFF REPORT** — Director Mullard stated that the Village Board of Trustees had no Planning & Zoning items last month.

**AUDIENCE PARTICIPATION** — None

**TRUSTEE LIAISON REPORT** — None

Commissioner Esposito made a motion to adjourn the meeting and was seconded by Commissioner Walker. All in favor voted Aye. Chairman DeMay adjourned the meeting at 8:28 p.m.

The next Lake in the Hills Planning and Zoning Commission meeting is scheduled for Monday, June 15, 2020 at 7:30 p.m.

*Laura Pekovic*
Administrative Specialist I
REQUEST FOR COMMISION ACTION

PLANNING AND ZONING COMMISION

MEETING DATE: May 18, 2020
DEPARTMENT: Community Services
SUBJECT: Amended Plat of Resubdivision for Melody Living

EXECUTIVE SUMMARY

This item was carried over from the May meeting of the Commission to present further details about the changes to the individual units.

Melody Living has submitted an amended plat of resubdivision for acceptance by the Village. They are going to split the development into two lots to financially separate the construction efforts. This was considered and allowed for in the ordinance accepting the final plat approved by the Village Board July 27, 2017. The amended plat was reviewed by staff and the Village Attorney.

Also considered in the July 2017 was the ability of Melody Living to adjust the number and mix of unit styles. As they moved forward with design they will also be changing the unit mix and footprint of the independent living building. Attached is a summary of the changes and new footprint proposed. Staff reviewed the proposal and finds no reason and finds the changes within the scope of the July 2017 ordinance.

Representatives of Melody Living will be in attendance to answer questions as necessary.

ATTACHMENTS

1. Amended Plat
2. Summary of Unit Mix
3. Changes to Building Footprint
4. Revised Unit Layouts
5. Changes to First Floor Layout
6. Changes to Second Floor Layout
7. Changes to Third Floor Layout
8. Changes to Fourth Floor Layout
9. Landscaping Plan for Phase 2
10. Revised North and West Elevations
11. Revised East and South Elevations

RECOMMENDED ACTION

Commission recommend approval to the Village Board to accept the amended plat of resubdivision for Melody Living and approved changes to unit mix and footprint of the independent living building.
AMENDED FINAL PLAT
OF RESUBDIVISION OF MELODY LIVING
OF LAKE IN THE HILLS

LOCATION MAP

LEGEND

Underlying Subdivision Lot No.
New Subdivision Lot No.
Exterior Boundary Line
Set Concrete Subdivision Monument
Property Corner set with 1/2" iron pipe

SURVEYOR NOTES

1. THE SURVEY WAS PERFORMED USING A GEODETIC CONTROL NETWORK BASED ON AID 5649-1491-14.08
2. ALL DISTANCES AND ANGLES ARE Approximations Based On Field Measurements
3. ALL SURVEY LOCATIONS ARE BASED ON THE 1983 NORTH AMERICAN COORDINATE SYSTEM (NAD 83)

Scale: 1" = 50'

ALCONQUIN ROAD (COUNTY HIGHWAY 32)
Melody Living Phase II Independent Living
Revised 3/23/20

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PREVIOUS APPROVED SF. = 113,000 SF

PREVIOUS APPROVED # OF UNITS = 77

PREVIOUS APPROVED # OF BEDROOMS = 138

PREVIOUS BUILDING HEIGHT 59'-0" TO MID POINT OF ROOF

PROPOSED SF. = 111,203 SF

PROPOSED # OF UNITS = 96

PROPOSED # OF BEDROOMS = 108

PROPOSED BUILDING HEIGHT 51'-4" TO MID POINT OF ROOF