

**MINUTES OF THE PLAN COMMISSION**  
**August 24, 2020**

The regular meeting of the Plan Commission was conducted virtually due to public health concerns and called to order by Chairman Mark Moore at 7:07 p.m.

Members present: Chairman Mark Moore, Amy Flores, Matthew Krummick, Walter Oakley, Richard Pyter, and Eric Steffe.

Members absent: Kurt Schultz.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development, and David Smith, Senior Planner.

Commissioner Steffe moved, seconded by Commissioner Krummick, to approve the July 27, 2020, Plan Commission meeting minutes.

Motion carried 6 - 0.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**PC 20-23      Integrated Palliative and Hospice, Applicant  
151 W. Golf Road**

**Request is for a Text Amendment to Article 6 of the Libertyville Zoning Code in order to include Hospice, with Inpatient Care, as a Special Permit Use in the O-1, Professional Services Office District.**

**PC 20-24      Integrated Palliative and Hospice, Applicant  
151 W. Golf Road**

**Request is for a Special Use Permit for a Hospice, with Inpatient Care, facility for property located in an O-1, Professional Services Office District.**

Ms. Rowena Oliva, petitioner, introduced the request for the Zoning Code text amendment and the request for the Special Use Permit. Ms. Oliva stated that there has been an increased need for inpatient hospice care in the region. She stated that their Integrated Palliative and Hospice care program is to provide end-of-life comfort for patients with less than six (6) months of life expectancy.

Mr. Allan Oliva, petitioner, described the scope of work for the tenant build out of the facility located at 151 W. Golf Road. He stated that this location is advantageous for their proposed use of the building as it is adjacent to the Advocate Condell Medical Center campus. Mr. Oliva

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stated that they will address all of the Staff review comments listed in the DRC Staff Report. He stated that it is their intent to convert the building space to accommodate 10 patient beds.

Mr. James Jelke, 1049 Tamarack Lane, asked if the petitioner plans to expand the building. Mr. Oliva stated that the building size and height will remain the same.

Commissioner Pyter asked the petitioner if they have similar facilities elsewhere. Ms. Oliva stated that they do not have other inpatient hospice facilities.

Commissioner Pyter asked if the available parking will be adequate to accommodate their business and the other tenant that will remain in the building. Mr. Oliva stated that the other tenant is a medical office and they typically receive their patients in a staggered appointment format. He stated that their facility will have three to four employees per day that will park on site. He stated that families will typically visit their patients during business hours of operation and that the existing parking spaces should be able to accommodate both employees and visitors.

Commissioner Pyter asked how many building entrances are there. Mr. Oliva stated that there is only one building entrance at the northeast corner of the building.

Commissioner Steffe asked if rezoning the property to an IB District would be better than the proposed Zoning Code text amendment. Mr. John Spoden, Director of Community Development, stated that in order to rezone the subject property, it would require a new public notice.

Commissioner Steffe stated that he is concerned about a precedent being set if this text amendment were approved.

Commissioner Flores stated that this property backs up to a residential area and is concerned about the impact that deliveries might have on adjacent properties.

Mr. Oliva stated that the typical deliveries will take place in front of the building. He stated that the rear of the subject site is substantially buffered with landscaping.

Commissioner Krummick stated that he is concerned about the potential impact that a 24-hour operation might have. He asked if the lighting on site is compliant with the Village requirements. Mr. David Smith, Senior Planner, stated that the property was developed initially as a medical use and that it was required to meet lighting requirements at that time.

Commissioner Krummick stated that he is concerned about ambulance trips to the facility due to the potential for medical emergencies.

Ms. Oliva stated that the patients are transported during the day. She stated that it will be a quiet operation. She stated that it will have a calm and home like environment. She stated that their facility must comply with the State of Illinois Health Department requirements in order to operate an inpatient hospice facility. She stated they will have medical staff on site and that the nature of their operation will enable them to never have to call 911.

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Mr. Oliva stated that there will be no ambulance sirens.

Commissioner Krummick stated that this particular site is a good location for the proposed land use, but that he is concerned about other O-1 District properties and their ability to accommodate this type of land use.

Chairman Moore stated that there is the added benefit of incorporating the Special Permitted Use category to this requested text amendment. He stated that he is not concerned about opening up the flood gate for this land use type coming to Libertyville.

Commissioner Steffe stated that the IB District in the Zoning Code currently lists similar uses as Special Permit Uses. He stated that the O-1 District does not appear to be the right zoning for this proposal.

Mr. Spoden stated that the subject lot size is too small and would not meet the current Code requirement for lot size as an IB District parcel.

Chairman Moore asked the petitioner if they are ready for the Plan Commission to vote tonight. Mr. Oliva stated that they are ready for their vote tonight.

*In the matter of PC 20-23, Commissioner Flores moved, seconded by Commissioner Pyter, to recommend that the Village Board of Trustees approve a Text Amendment to Article 6 of the Libertyville Zoning Code in order to include Hospice, with Inpatient Care, as a Special Permit Use in the O-1, Professional Services Office District.*

*Motion carried 5 - 1.*

*Ayes: Moore, Flores, Krummick, Oakley, Pyter*  
*Nays: Steffe*  
*Absent: Schultz*

*In the matter of PC 20-24, Commissioner Flores moved, seconded by Commissioner Pyter, to recommend that the Village Board of Trustees approve a Special Use Permit for a Hospice, with Inpatient Care, facility for property located in an O-1, Professional Services Office District, in accordance with the plans submitted.*

*Motion carried 6 - 0.*

*Ayes: Moore, Flores, Krummick, Oakley, Pyter*  
*Nays: Steffe*  
*Absent: Schultz*

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**STAFF COMMUNICATIONS AND DISCUSSION:**

Mr. John Spoden, Director of Community Development, stated that the Comprehensive Plan Review Committee will be ready to send the draft Comprehensive Plan to the Plan Commission in October of this year for public hearing.

Commissioner Pyter asked how much longer will the Village be doing virtual meetings. Mr. Spoden stated that it has not been decided as of yet.

Commissioner Pyter moved, seconded by Commissioner Steffe, to adjourn the Plan Commission meeting.

Motion carried 6 - 0.

Meeting adjourned at 8:00 p.m.