

**MINUTES OF THE PLAN COMMISSION**  
**October 22, 2012**

The regular meeting of the Plan Commission was called to order by Acting Chairman William Cotey at 7:00 p.m. at the Village Hall.

Members present: Acting Chairman William Cotey, Scott Adams, Dan Donahue, and David Semmelman.

Members absent: Chairman Mark Moore, Walter Oakley, and Kurt Schultz.

A quorum was established.

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

Commissioner Donahue moved, seconded by Commissioner Semmelman, to approve the September 24, 2012, Plan Commission meeting minutes.

Motion carried 4 - 0.

**OLD BUSINESS:**

**PC 12-02      Glenkirk, Applicant  
                  903 Bedford Lane**

**Request is for a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a single family home in an R-5, Single Family Residential District.**

**PC 12-03      Glenkirk, Applicant  
                  1717 Nathan Lane**

**Request is for a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a single family home in an R-5, Single Family Residential District.**

**PC 12-04      Glenkirk, Applicant  
                  1332 Trinity Place**

**Request is for a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a single family home in an R-5, Single Family Residential District.**

Mr. David Smith, Senior Planner, stated that the petitioner, Glenkirk, was before the Plan Commission on March 19, 2012 and again on April 23, 2012, requesting a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a

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single family home in an R-5, Single Family Residential District located 1717 Nathan Lane and 1332 Trinity Place.

Mr. Smith stated that the petitioner had sought approval to increase the maximum permitted number of residential occupants from five (5) to eight (8). He stated that between the March 19th and April 23rd public hearings, the petitioner amended their request to seek the increase in residential occupants from five (5) to six (6). He stated that at the conclusion of the April 23rd hearing, the Plan Commission made a motion to continue this request to their October 22, 2012, agenda in order to provide the petitioner an opportunity to revise their petition materials and address concerns by the residential neighbors.

Mr. Smith stated that the revised application materials include a letter that outlines the Glenkirk operations that take place in the residential homes, hours of operation, number of staff on duty, and their training and the services provided to their residential clients that they serve.

Mr. Smith stated that other petition materials include a revised narrative that identifies improvements instituted such as "Good Neighbor Policy", the establishment of neighborhood contact people for all three houses, Glenkirk vehicle parking policy, driveway replacement for the Trinity house, and that future tree trimming and driveway replacement is scheduled for the Bedford house.

Acting Chairman Cotey stated that during the last public hearing on this case, there was the mentioning of addressing street parking concerns with the Streets Committee.

Mr. John Spoden, Director of Community Development, stated that Staff can follow up with the Streets Committee relative to the street parking regulations.

Ms. Kori Larson, Executive Director, stated that their request for the Bedford house is withdrawn and they will not seek to increase the number of residents in that house. She stated that they still intend to replace and expand the driveway for better vehicle maneuverability. She stated that they have removed the fallen tree limbs on that property.

Ms. Cara Feinman, Associate Vice President for Individual Services for Glenkirk, stated that she has walked through the Bedford house neighborhood and knocked on doors throughout in order to educate the community of the Glenkirk facility and what they are attempting to do. She stated that for those people that she actually spoke to during her neighborhood tour, there were no objections to the services that Glenkirk provides.

Ms. Feinman stated that the driveway for the Trinity house has been replaced. She stated that the Glenkirk staff has been observed driving their agency vehicles at least twice a week in order to monitor their driving behavior. She stated that the neighbors have been encouraged to contact Glenkirk if they have any questions or concerns. She stated that they are requesting approval to add only one more resident for the Trinity and Nathan houses.

Mr. Greg Franz, 912 Bedford, stated that he applauds Glenkirk for the changes that they have made and for canvassing the neighborhood. He stated that Glenkirk should take it a step further

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and build a community within a community. He stated that Glenkirk should leave informative flyers in the doors of the neighbors as well and continue to reach out.

Mr. Patrick Klunder, 1117 Deborah, stated that he lives near the Glenkirk Nathan Lane house. He stated that he is concerned about the increase in density. He stated that he has not had any problems with Glenkirk since they took occupancy of the Nathan house.

Ms. Larson stated that the residents under their supervision are monitored 24 hours per day. She stated that the Glenkirk residents must be at least 18 years of age. She stated that the residential staff must receive over 120 hours of training and undergo a criminal background check. She stated that Glenkirk must be licensed by the Illinois Department of Human Services. She stated that Administrative Staff visit the homes at least three to four times per week.

Mr. Alfred Montag, 1326 Trinity, stated that he is grateful for the driveway apron that Glenkirk replaced for him. He stated that he rarely sees the Glenkirk residents outside unless they are loading on to their agency van. He stated that he is concerned that Glenkirk continues to park in front of their home. He stated that Glenkirk should consider parking vehicles across the street. He stated that he is concerned about the winter and the salt that gets put on the driveway. He stated that Glenkirk should consider providing him the direct phone number of the Glenkirk house Staff so that he can contact them directly if there are problems in the future.

Commissioner Adams asked if overnight parking is permitted on the street. Mr. Spoden stated that he did not believe that parking is permitted overnight on the public streets.

Mr. Gerald Winter, 905 Bedford, stated that he applauds Glenkirk for the improvements that they have made since the last public hearing, but that it took too long. He stated that he is still against the increase in residents for the Trinity and Nathan homes.

Mr. Joseph He, 1329 Trinity, stated that he has four children, one is in high school. He stated that the Glenkirk staff shift change seems to be around 10:30 p.m. and during that time the noise from vehicles coming and going is a nuisance as it wakes up his dog who then barks. He asked if Glenkirk would consider moving up the shift change time. Ms. Larson stated that she and her staff will review the shift schedule and give consideration to amending the shift change.

Ms. Arlene Liberty, 1338 Trinity, stated that she objects to the request to increase the number of permitted house residents for the Glenkirk homes. She stated that the increase in density will increase the pressure on the Village services.

Mr. Bill Koperny, 1109 Deborah, stated that he is concerned about the increase in the number of residents in the Glenkirk homes. He stated that the Village should be looking out for its residents, not the corporation.

Mr. Montag stated that some of the Glenkirk staff do not care about how they park.

Ms. Feinman stated that the residents are encouraged to contact Glenkirk to report any violations conducted by their staff. She stated that she is on call 24/7.

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Mr. Montag stated that he has made three or four call attempts before his call is answered.

Mr. Franz stated it should be the responsibility of Glenkirk to build credibility by soliciting its neighbors. He stated that it should be Glenkirk who reaches out to the neighbors and not vice versa.

Ms. Feinman stated that Glenkirk has made an obvious effort to reach out.

Commissioner Donahue asked for clarification regarding Glenkirk's licensing requirements. Ms. Larson stated that they are licensed by the State and that the number of residents that they are permitted to have by the State is partially conditioned on the number of bedrooms that the house has. She stated that they are currently licensed by the State to have eight (8) residents in each house.

Commissioner Semmelman stated that the staff won't increase even if the residents are increased so there should not be a noticeable impact regarding the vehicular traffic.

Commissioner Adams stated that it appears to be more of a problem of communication and that the burden should fall on Glenkirk to improve the communication and its relationship to the neighborhoods that they are located in.

Commissioner Donahue asked if there is a potential precedent being set. Mr. David Pardys, Village Attorney, stated that each circumstance is a case by case basis and unique to each property.

Acting Chairman Cotey stated in an effort to improve the communication between Glenkirk and the neighborhoods they are located in, they should provide semi-annual newsletters for the next two years to the neighbors. He stated that Staff should give consideration to revising the street parking regulations and signage. He stated that Glenkirk should give consideration to requiring their staff to park vehicles across the street from the Trinity house.

Ms. Judy Winter, 905 Bedford, asked what the consequences would be if Glenkirk does not comply with the Village requirements. Mr. Pardys stated that if there is a violation of the conditions of the Special Use Permit, there could then be a court process involved.

Mr. He and Mr. Montag discussed possible parking locations relative to the location of their homes.

Mr. Ron Liberty, 1338 Trinity, asked if the Glenkirk van could be pulled off of the street into the driveway in order to load or unload the Glenkirk residents. Ms. Feinman stated that there would be a practical and logistical difficulty of pulling the van into the house's driveway as there are already vehicles in the driveway. She stated that it would be a safety issue for the residents.

Acting Chairman Cotey asked the petitioner what they would like for the Plan Commission to do at this point regarding their request for a Special Use Permit for the Trinity and Nathan houses.

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Ms. Larson stated that they are ready for the Plan Commission to give their recommendation to the Village Board.

*In the matter of PC 12-03, Commissioner Semmelman moved, seconded by Commissioner Donahue, to recommend the Village Board of Trustees approve a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a single family home in an R-5, Single Family Residential District, with the following conditions:*

- 1) That fence replacement or repairs be completed within six (6) months of the adoption of the ordinance for this Special Use Permit.*
- 2) That the Glenkirk Staff shall be restricted shall be restricted to park personal or agency vehicles on the street directly in front of the Glenkirk house and that all vehicles be parked in the driveway after 8:00 p.m.*
- 3) That Glenkirk distribute a semi-annual newsletter to the neighboring residents to include Glenkirk agency updates, agency contact email addresses and phone numbers.*

*Motion failed 2 - 2.*

*Ayes: Cotey, Semmelman*  
*Nays: Adams, Donahue*  
*Absent: Moore, Oakley, Schultz*

*In the matter of PC 12-04, Commissioner Semmelman moved, seconded by Commissioner Donahue, to recommend the Village Board of Trustees approve a Special Use Permit for Congregate Housing in order to increase the maximum permitted number of residents in a single family home in an R-5, Single Family Residential District, with the following conditions:*

- 1) That fence replacement or repairs be completed within six (6) months of the adoption of the ordinance for this Special Use Permit.*
- 2) That the Glenkirk Staff shall be restricted shall be restricted to park personal or agency vehicles on the street directly in front of the Glenkirk house and that all vehicles be parked in the driveway after 8:00 p.m.*
- 3) That Glenkirk distribute a semi-annual newsletter to the neighboring residents to include Glenkirk agency updates, agency contact email addresses and phone numbers.*

*Motion failed 2 - 2.*

*Ayes: Cotey, Semmelman*  
*Nays: Adams, Donahue*  
*Absent: Moore, Oakley, Schultz*

**NEW BUSINESS:** None.

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**COMMUNICATIONS AND DISCUSSION:**

Mr. John Spoden, Director of Community Development, announced that the Lake County Government Master Plan, the requested Zoning Map Amendment for 339 N. Milwaukee Avenue and the variation request to increase the recreational light poles at the Butler Lake Park football fields will be on the Village Board agenda tomorrow, October 23, 2012.

Commissioner Donahue Adams, seconded by Commissioner Donahue, to adjourn the Plan Commission meeting.

Motion carried 4 - 0.

Meeting adjourned at 8:21 p.m.