

MINUTES OF THE PLAN COMMISSION
September 23, 2013

The regular meeting of the Plan Commission was called to order by Chairman Mark Moore at 7:04 p.m. at the Village Hall.

Members present: Chairman Mark Moore, Scott Adams, William Cotey, Dan Donahue, Walter Oakley, Kurt Schultz, and David Semmelman.

Members absent: None.

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

Commissioner Cotey moved, seconded by Commissioner Schultz, to approve the August 26, 2013, Plan Commission meeting minutes.

Motion carried 7 - 0.

OLD BUSINESS: None.

NEW BUSINESS:

**PC 13-20 The Chapel, Applicant
 1200 American Way**

Request is for an Amendment to the Special Use Permit for a Religious Organization in order to construct parking lot access improvements in an O-2, Office, Manufacturing and Distribution Park District.

**PC 13-21 The Chapel, Applicant
 1200 American Way**

Request is for an Amendment to the Site Plan Permit for a Religious Organization in order to construct parking lot access improvements in an O-2, Office, Manufacturing and Distribution Park District.

Mr. David Smith, Senior Planner, introduced the request for amendments to the Special Use Permit and Site Plan Permit. Mr. Smith stated that the petitioner is requesting an amendment to the Special Use Permit and Site Plan Permit for a Religious Organization in order to construct parking lot access improvements in an O-2, Office, Manufacturing and Distribution Park District located at 1200 American Way. Mr. Smith stated that The Chapel, previously known as Hawthorn Hills Community Church, was first granted a Special Use Permit and Site Plan Permit in 2000 in order to construct their 53,900 square foot church building and (west) parking lot comprised of 245 parking spaces. He stated that 285 parking spaces were approved, but 40 were landbanked between the church building and the Winchester Road right-of-way. Mr. Smith stated that in 2007, The Chapel came back with a plan to expand their parking lot to the east for

Minutes of the September 23, 2013, Plan Commission Meeting

Page 2 of 6

an additional 235 parking spaces (east parking lot) and was granted an amendment for Special Use Permit and Site Plan Permit to do so.

Mr. Smith stated that the petitioner is now seeking approval to construct an access driveway from the existing east parking lot to the existing Technology Way road. Mr. Smith stated that this portion of Technology Way, beginning from the north side of Winchester Road to the entrance of the Libertyville Township Soccer Complex, is privately owned by The Chapel with an existing access easement agreement to allow the Township and patrons of the Soccer Complex to enter the Soccer Complex, to allow the Village of Libertyville access to the existing municipal water tank located at the northeast corner of The Chapel property, and to allow employees driveway access into MBX Systems located on the east side of Technology Way.

Mr. Smith stated that the proposed parking lot driveway extension is from the eastern edge of The Chapel's east parking lot and extends easterly until it meets Technology Way and is intended to provide traffic movement relief and function as an exit only route for attendees of The Chapel's worship service events.

Mr. Matt Furr, petitioner, stated the intent of the proposal is to address safety concerns with two parking lots accessing American Way. He stated that somewhere between 250 and 350 cars come in and out of those parking lots at a time. He stated that they have spoken with the soccer complex to the north and they support their proposal to extend the parking lot lane to Technology Way. He stated that The Chapel's events will be scheduled in such a way as to not conflict with the soccer complex when their events are at their busiest peak. He stated that The Chapel and the soccer complex can mutually benefit from a shared parking arrangement. He stated that the proposed extended lane to Technology Way will be used as an exit only.

Mr. Jesse Conrad, consulting engineer for The Chapel, stated that they will agree to all of the Village Engineering Division review comments except for the concrete curb and gutter request. Mr. Conrad stated that they can instead install asphalt roll curbs along the parking lot drive extension.

Commissioner Schultz asked about the church service schedule. Mr. Furr stated that there are four weekend services which include three on Sunday at 8:30 a.m., 10:00 a.m., and 11:30 a.m.; and one on Saturday at 5:00 p.m.

Commissioner Schultz asked if the existing parking lots are sufficient to meet The Chapel's parking needs. Mr. Furr stated that the parking lots typically have between 150 to 300 cars per service and that the parking lots are large enough to accommodate them.

Commissioner Schultz asked if the industrial neighbor to the east, MBX, has been contacted about the proposal. Mr. Roger Afman, The Chapel Facilities Manager, stated that they have spoken to MBX and they have no concerns.

Commissioner Schultz asked if it is possible to expand Technology Way. Mr. John Spoden, Director of Community Development, stated that Winchester Road is under the jurisdiction of Lake County.

Minutes of the September 23, 2013, Plan Commission Meeting

Page 3 of 6

Commissioner Schultz stated that he is concerned about the increase of traffic onto Technology Way. He asked if consideration could be given to moving the proposed connection of the parking lot drive to Technology Way further south in order to reduce possible traffic conflicts.

Mr. Afman stated that the existing intersection of Technology Way and the existing soccer complex drive to the north is controlled by stop signs. He stated that the proposal is intended to be an exit only so they do not anticipate traffic movement conflicts in that area.

Mr. Furr stated that by installing asphalt roll curbs in lieu of concrete curb and gutters makes it less expensive to relocate the proposed drive further to the south if necessary.

Commissioner Cotey asked how the proposed parking lot driveway extension relates to the community garden plots. Mr. Afman stated that a substantial number of garden plot users are senior citizens. He stated that the proposed driveway extension may afford some garden plot users easier access to the garden plots. He stated that Village Staff recommended that the driveway be a minimum of 24 feet wide. He stated that this may enable some garden plot users to park along the driveway side and be closer to the garden plots.

Commissioner Cotey stated that he is concerned that the asphalt roll curbs may wear away quickly.

Mr. Conrad stated that the asphalt curbs are typically durable and that they are also proposing that there be curb cuts along the drive in order to provide drainage.

Commissioner Cotey suggested that the petitioner give consideration to asphalt alternatives that are more environmentally friendly.

Commissioner Oakley stated that the Engineering Division review comments suggest that Village Staff is requiring additional information.

Mr. Conrad stated that the requested calculations will be provided.

Chairman Moore stated that consideration should be given to installing a stop sign at the new intersection of the proposed driveway extension and Technology Way.

Mr. Afman agreed that they could install a stop sign at that location.

Chairman Moore stated that the petitioner may have to address traffic cutting through their parking lot in order to avoid backed up traffic exiting onto Winchester Road from Technology Way.

Mr. Afman stated that they have given cut through traffic consideration.

Commissioner Schultz stated that he supports the asphalt roll curbs along the proposed driveway extension. He stated that he would like to see the intersection at Technology Way and Winchester Road widened.

Minutes of the September 23, 2013, Plan Commission Meeting

Page 4 of 6

Chairman Moore asked the petitioner what they would like for the Plan Commission to do tonight. Mr. Furr stated that he would like for the Plan Commission to give their recommendation of approval to the Village Board for their requests.

In the matter of PC 13-20, Commissioner Oakley moved, seconded by Commissioner Cotey, to recommend the Village Board of Trustees approve an Amendment to the Special Use Permit for a Religious Organization in order to construct parking lot access improvements in an O-2, Office, Manufacturing and Distribution Park District, subject to the following conditions:

1. *That five (5) Green Mountain Sugar Maple trees be maintained along the north side of the proposed driveway extension in accordance to Certified Arborist Best Management Practices and in accordance to the April 2, 2007, 3 D Design Studio Landscape Plan approved for The Chapel's Amendment for Special Use Permit and Amendment for Site Plan Permit approved by the Village Board in June 2007.*
2. *That the pavement width shall be minimum 24 feet wide from face of curb to face of curb and all other Village of Libertyville Subdivision Code Engineering Design Standards shall apply.*
3. *That all proposed improvements be subject to the updated provisions of the Watershed Development Ordinance (WDO), effective June 11, 2013.*
4. *That plans shall be revised to clearly identify all required setbacks and buffer areas as called for by the Libertyville Zoning Code and the Lake County WDO.*
5. *That revised plans identify existing and proposed surface drainage patterns, and direct flows to minimize the potential for increased flooding or erosion on adjacent properties.*
6. *That additional submittal materials are required to be submitted to include stormwater detention calculations used to size the pond. These calculations shall determine the volume and water quality requirements and shall be verified as compliant with the Watershed Development Ordinance guidelines.*
7. *To allow an asphalt roll curb within the land extension.*
8. *That preliminary storm sewer plan shall be revised to show a reduction and consolidation of the number of direct discharges to the detention facilities. Plans shall locate the inflow lines in relation to the outlet structure to maximize flow attenuation. Plans shall incorporate detention pond design features to maximize the water quality treatment characteristics of the facilities.*

Motion carried 7 - 0.

*Ayes: Moore, Adams, Cotey, Donahue, Oakley, Schultz, Semmelman
Nays: None
Absent: None*

Minutes of the September 23, 2013, Plan Commission Meeting
Page 5 of 6

In the matter of PC 13-21, Commissioner Semmelman moved, seconded by Commissioner Adams, to recommend the Village Board of Trustees approve an Amendment to the Site Plan Permit for a Religious Organization in order to construct parking lot access improvements in an O-2, Office, Manufacturing and Distribution Park District, subject to the following conditions:

- 1. That five (5) Green Mountain Sugar Maple trees be maintained along the north side of the proposed driveway extension in accordance to Certified Arborist Best Management Practices and in accordance to the April 2, 2007, 3 D Design Studio Landscape Plan approved for The Chapel's Amendment for Special Use Permit and Amendment for Site Plan Permit approved by the Village Board in June 2007.*
- 2. That the pavement width shall be minimum 24 feet wide from face of curb to face of curb and all other Village of Libertyville Subdivision Code Engineering Design Standards shall apply.*
- 3. That all proposed improvements be subject to the updated provisions of the Watershed Development Ordinance (WDO), effective June 11, 2013.*
- 4. That plans shall be revised to clearly identify all required setbacks and buffer areas as called for by the Libertyville Zoning Code and the Lake County WDO.*
- 5. That revised plans identify existing and proposed surface drainage patterns, and direct flows to minimize the potential for increased flooding or erosion on adjacent properties.*
- 6. That additional submittal materials are required to be submitted to include stormwater detention calculations used to size the pond. These calculations shall determine the volume and water quality requirements and shall be verified as compliant with the Watershed Development Ordinance guidelines.*
- 7. To allow an asphalt roll curb within the land extension.*
- 8. That preliminary storm sewer plan shall be revised to show a reduction and consolidation of the number of direct discharges to the detention facilities. Plans shall locate the inflow lines in relation to the outlet structure to maximize flow attenuation. Plans shall incorporate detention pond design features to maximize the water quality treatment characteristics of the facilities.*

Motion carried 7 - 0.

Ayes: Moore, Adams, Cotey, Donahue, Oakley, Schultz, Semmelman
Nays: None
Absent: None

Minutes of the September 23, 2013, Plan Commission Meeting
Page 6 of 6

COMMUNICATIONS AND DISCUSSION:

Commissioner Oakley moved, seconded by Commissioner Schultz, to adjourn the Plan Commission meeting.

Motion carried 7 - 0.

Meeting adjourned at 8:08 p.m.