

MINUTES OF THE PLAN COMMISSION
February 8, 2010

The Special Workshop 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, Robert Guarnaccio, Terry Howard, and Andy Robinson.

Members absent: Walter Oakley.

A quorum was established.

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

WORKSHOP DISCUSSION:

Mr. John Spoden, Community Development Director, presented future Comprehensive Plan Update meeting agenda items. He stated that the intent is to bring in other departments from the Village and outside agencies such as the school district representatives.

Commissioner Adams asked if the school representatives should include both the public and private area schools.

Commissioner Guarnaccio stated that the school superintendent needs to have the school board feedback.

Commissioner Robinson stated that a list of questions should be prepared for the outside agencies such as the representatives from the school district. He asked if Staff could present a list of questions at the March 8, 2010 Plan Commission meeting. He asked if the Village Board should be invited to provide feedback as well.

Mr. Spoden stated that the board recently approved the formation of two new committees. They are the Marketing Committee and the Historic Preservation Commission.

Commissioner Cotey asked if the Economic Development Commission should be brought in to speak at one of the future Comp Plan update sessions. Mr. Spoden suggested that as the Plan Commission reviews each sub-area plan that the departments or outside agencies that have a role or an impact for a certain sub-area be brought in at that time.

Commissioner Adams asked if it made sense to bring in MainStreet with the Historic Preservation Committee together for a session. Mr. Spoden stated that it is up to the Plan Commission to help decide which outside agencies are brought in.

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Commissioner Robinson asked what the status is for the Affordable Housing Ordinance. Mr. Spoden stated that consideration could be given to inviting the agency Lake County United who has been a strong advocate for affordable housing in the Village of Libertyville.

Commissioner Cotey stated that participation by the private school sector might be appropriate.

Chairman Moore stated that the Comp Plan Update meetings are open to the public.

Mr. Spoden stated that the Village's website has a link to the Comp Plan Update meeting dates.

Commissioner Cotey asked if a direct link to the Comp Plan meeting dates can be installed on the Village's website home page.

Chairman Moore asked if an update session should be devoted solely to the Mundelein Seminary property. Mr. Spoden stated that the Mundelein Seminary property is currently undergoing a public hearing.

Commissioner Howard stated that a final resolution has not been reached yet for the proposed Mundelein Seminary proposal.

Commissioner Robinson asked if the Plan Commission can continue with the Mundelein Seminary case without updating the Comp Plan for that area. Commissioner Guarnaccio stated that it is a timing issue for the applicant.

Mr. Spoden stated that the Mundelein Seminary case has been continued to the mid-month meeting in April.

Chairman Moore stated that land use impact questions can be explored without being specific to the Mundelein Seminary.

Commissioner Adams stated that the impact that a residential development at the Mundelein Seminary may have on the school system is important to discuss.

Commissioner Cotey stated that these questions should be explored during the Comp Plan Update.

Chairman Moore stated that questions regarding the future land use for the Mundelein Seminary are important.

Commissioner Robinson stated that the future impact should be discussed.

Chairman Moore stated that agencies that should participate in the Comp Plan Update discussions should include representative from the school district, Engineering Division, economic development representative, and MainStreet.

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Chairman Moore asked if the Historic Preservation Committee should be included as a group to participate in the Comp Plan Update discussions. Mr. Spoden stated that they are a very new group and are still developing their roles and responsibilities. He stated that the Comp Plan Update should not wait on the development of the Historic Preservation Committee.

Chairman Moore asked what is the best way to approach the discussion regarding the school district topic. He asked if the discussion should be site by site throughout the Village.

Commissioner Adams stated that the Commission should prioritize discussion items.

Chairman Moore asked if there will be public hearing agenda for future Comp Plan discussion meetings. Mr. Spoden stated that the agenda for future meetings has been drafted for the Plan Commission review. He stated that one of the logistical points was to format meeting agendas to either address areas of the Village or to have key Village players/community citizens come and speak at the Comp Plan Update Plan Commission meetings.

Commissioner Robinson stated that representatives from the school system need to come and address the Plan Commission.

Commissioner Howard stated that the representatives from the school system should be able to discuss what their capacity levels are.

Mr. Spoden stated that Staff can invite community representatives to any future Comp Plan Update meeting.

Commissioner Cotey stated that consideration should be given to discussing the school system as it pertains to sub-areas in the Village Comp Plan. He stated that the school system could have input on specific areas in the Village.

Mr. Spoden stated that the Trimm Property is one example where the population density may increase from a future development. He stated that Staff can forward a list of questions to the various community representatives scheduled to address the Plan Commission as it relates to the Comp Plan Update discussions.

Commissioner Cotey stated that the Village should consider obtaining data from the Lake County Department of Transportation.

Mr. Spoden stated that the Engineering Division may already have County transportation data as well as water shed data. He stated that he met with Les Pollock, Camiros, the Village's Comp Plan Update consultant from 2005 to discuss the progress of projects completed that are in line with the Comp Plan implementation strategies.

Commissioner Robinson asked what the progress status is for the Miller Kruger site. Mr. Spoden replied with a brief description of the development progress for the Miller Kruger site.

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Commissioner Cotey stated that he has received compliments from various residents about the commercial development at the Miller Kruger site.

Mr. Spoden stated that the owner of the Miller Kruger site has submitted a subsequent application showing further landscaping improvements to that subject site.

Commissioner Howard asked for clarification for the Comp Plan term of Downtown Core Area. Mr. Spoden replied by defining the boundary of the Downtown Core Area.

Commissioner Howard asked if there has been improvement with the businesses along Milwaukee Avenue.

Chairman Moore stated that the recently constructed parking deck should enhance the accessibility to the downtown core businesses.

Commissioner Howard stated that the rear of the buildings and the adjacent parking area along the east side of Milwaukee Avenue in the downtown area are in poor condition are poorly maintained and poorly lit.

Chairman Moore stated that the East Side Area is woven into the Downtown Core Area.

Mr. Spoden stated that it has been an ongoing endeavor to bring in the Downtown East Side property owners to discuss alternative plans to improve parking and maintenance. He stated that deciding where an east side parking deck is critical.

Commissioner Howard asked how a new parking deck for the east would be paid for. Mr. Spoden stated that TIF District has been extended with the intent to use those funds for parking improvements on the east side.

Commissioner Cotey stated that the east side area seems substantially confined and may be a challenge to construct a parking deck.

Commissioner Guarnaccio stated that the movie theater parking lot could be utilized for a future parking deck.

Chairman Moore asked if the Harris Bank parking lot could be considered for a parking deck.

Commissioner Howard asked if there are intermediate steps that could be taken right now to address the poor condition of the rear of the buildings and the parking lot on the east side of Milwaukee Avenue in the downtown area. Mr. Spoden stated that there are implementation tools or programs that can be explored.

Commissioner Adams stated that the business owners might be more responsive if there are long term implementation tools made available.

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Commissioner Howard stated that building owners and the business owners are more often two separate entities.

Commissioner Cotey referred to Page 19 of the current Comp Plan regarding the gateway into the Village community that might be relative to Commissioner Howard's concern.

Commissioner Howard asked if an ordinance can be enacted in the near term that would require the rear of those buildings to be cleaned up. He stated that the rear area feels unsafe and that area is poorly lit.

Commissioner Cotey stated that if the future east side parking deck is constructed further south, it may force people to look at the backs of the buildings that Commissioner Howard is referring to.

Commissioner Guarnaccio asked what the trigger mechanism should be to require improvement to those properties because any investment will be expensive to those property owners.

Commissioner Adams asked if I.D.O.T. can get involved with the planning or development of the future parking deck. Mr. Spoden stated that I.D.O.T. has a strong interest in eliminating downtown street parking.

Commissioner Howard asked for clarification of the mentioned 'design guidelines' referred to on Page 12 of the current Comp Plan Update. Chairman Moore stated that certain design elements were requested for the School Street project.

Commissioner Howard asked what mechanisms can be utilized to bring help identify bus locations in an aesthetic way. Mr. Spoden stated that consideration to incorporating a 'way-finding' sign program could be given in any of the sub-area plans within the Comp Plan Update.

Commissioner Howard asked if consideration could be given to widening the sidewalk downtown. Mr. Spoden stated that sidewalk widening in the downtown may have an impact on the existing street parking.

Commissioner Guarnaccio asked if there are any other parcels of land owned by the school district that they are intending to sell or other property swap opportunities. Mr. Spoden stated that it is not known at this time.

Commissioner Cotey moved and Commissioner Guarnaccio seconded a motion to adjourn.

Motion carried 6 - 0.

Meeting adjourned at 8:44 p.m.