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**Village of Gurnee
Planning and Zoning Board Minutes
November 16, 2016**

1. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m.

Planning and Zoning Board Members present: Chairman James Sula, Brian Baugh, Karyn Crawford, Richard McFarlane, Edwin Paff, and Josh Pejsach

Planning and Zoning Members Absent: David Nordentoft

Other Officials present: Tracy Velkover, Planning Manager; Clara Schopf, Associate Planner; David Ziegler, Director of Community Development; and Joseph Menges, Acting Village Attorney

2. Pledge of Allegiance

Mr. Sula took a moment to welcome the new Associate Planner, Clara Schopf.

3. Public Comment

Mr. Sula asked if anyone from the public has any questions or comments regarding anything not on the evening's agenda. As there were no responses, Mr. Sula closed the floor to the public.

4. Approval of the October 5, 2016 PZB Meeting Minutes

Mr. Paff motioned, seconded by Mr. Baugh, to approve the minutes for the October 5, 2016 meeting.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

5. Minor Sign Exception: Prologis (1810-1850 Northwestern Avenue)

Prologis is seeking a minor sign exception to allow a new ground mounted sign to be setback two feet from the Northwestern Avenue right-of-way instead of the required 10 feet.

Ms. Velkover stated that Prologis is located at 1810-1850 Northwestern Avenue. They are seeking a Minor Sign Exception to allow a reduction to the

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required ground sign setback from 10 feet to 2 feet. The PZB is authorized to approve minor sign exceptions if the members find that the number, size design, and placement of the sign is consistent with the stated purpose of the sign regulations. She stated that the purpose statement from the sign regulations were included in the PZB's information packet. She also noted that the applicant's sign contractor is present to explain the request and the reasoning for the request.

Mr. Bill Holley, with Bright Light Sign Company, reiterated the request, explaining that, to meet ordinance, the sign would have to be placed at the south end of the driveway; the tall grass and trees in that location would obstruct view of the sign, especially since most of the traffic comes from the south. The request is to accommodate plans to place the sign at a landscaped area at the north end of the drive, and about seven-and-a-half feet further from the road than the current sign, as placing it to meet the 10-foot setback on that north end would find it on rather unlevel ground.

Mr. Sula confirmed with Ms. Velkover that the sign would be located on private property and not within the right-of-way, as the current sign is.

Mr. McFarlane confirmed with Mr. Holley the exact location in question as documented on the plans provided.

Mr. Paff confirmed with Mr. Holley where the current sign is located.

Mr. Sula noted that approving this request would bring the sign on to private property and off public property.

Mr. McFarlane motioned, seconded by Mr. Paff, to approve a minor sign exception for Prologis, located at 1810-1850 Northwestern Avenue, to allow a ground sign to be setback a minimum of 2 feet from the Northwestern right-of-way instead of the 10-foot requirement.

Roll Call Vote:

Ayes: Baugh, Crawford, McFarlane, Paff, Pejsach, and Sula

Nays: none

Abstain: none

Motion carried: 6-0-0

6. Continued Public Hearing: Village of Gurnee Special Use Permit petition for a Wireless Antenna Facility on property located at 4548 Old Grand Avenue

The Village of Gurnee is requesting a Special Use Permit to allow the establishment of a 190-foot tall monopole with a nine-foot tall lightning rod for the purpose of locating wireless antenna facilities. The structure would replace the existing water tower

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structure, which currently houses the antennas of two cellular carriers (AT&T and Verizon) and is slated for removal at some time in the near future. An existing ground shelter building and related support equipment is to remain.

Ms. Velkover introduced the item, explaining that the Village of Gurnee is seeking a Special Use permit to allow the construction of a wireless antenna facility consisting of a new 190-foot tall monopole tower, with a 9-foot tall lightning rod, on property located at 4548 Old Grand Avenue. The subject property is zoned P, Public, and is improved with a 165-foot tall water tower that provides support for two existing cellular companies antennas (AT&T and Verizon). New monopoles for cellular antennas require a special use permit. The Village's regulations for Wireless Telecommunications Facilities seek to minimize the adverse visual impacts of these towers and antennas, as well as promoting public health, safety and welfare, by prioritizing locations by zoning districts, promoting stealth design and co-location, ensuring maintenance and removal of abandoned facilities, and requiring certification by a professional engineer regarding the manner in which the proposed structure will fall.

Mr. Ziegler, Community Development Director with the Village of Gurnee, stated that, as Ms. Velkover indicated, the Village is looking to remove the 200,000 gallon elevated water storage tank at 4548 Old Grand Avenue. The water tower was built in 1958-59 when the Village's initial water system was installed. It served a population of approximately 1,700 and was more than adequate. However, with the currently population of the Village of Gurnee, the water tower's small size, and its the location in the valley of the community, it isn't needed and doesn't make financial sense for the Village to maintain. The Village would like to remove this water tower, however it is providing support for two cellular carrier's antennas. In the past, it has provided support for three carriers, but one of the carriers recently removed their antennas. The Village is obligated, via lease agreements to provide the existing carriers' mounting on the existing water tower. At this point in time, the water tower is due for maintenance which is costly. Also, when additional carriers seek a location on the tower or change out their existing antennas, it results in structural issues with the water tower for which the carriers must make adjustments (i.e., weights added to the legs of the water tower, additional cross-bracing, etc.). Mr. Ziegler said that the Village has discussed with Vogue Towers the replacement of the water tower with a new 190-foot tall monopole with a 9-foot tall lightning rod on top to provide support for the two existing carriers' antennas. Vogue would install the tower and move the existing antennas and wiring and the Village would remove the existing water tower. As for the location of the new monopole, Mr. Ziegler stated that the existing water tower is north of the existing equipment shelter buildings/platform. The new monopole would be located to the south of the existing shelter building/platform; approximately 80 feet south of the existing water tower. He also noted that the tower will shift approximately 20 feet further to the west; away from the home located to the east.

Mr. McFarlane stated that the tower will then be to the west of the existing platform.

Mr. Ziegler clarified that the tower will be to the south of the existing platform; at the southwest corner of the platform.

Mr. McFarlane asked about landscaping.

Mr. Ziegler stated that the Village would be installing landscaping to screen the equipment shelter area.

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Mr. McFarlane stated that this monopole should be less intrusive (i.e., less of a visual effect) as the mass of a monopole is significantly less than the mass of a 200,000 gallon water tower.

Mr. Sula agreed with Mr. McFarlane's statement.

Mr. Baugh asked for clarification as to who will own the new monopole.

Mr. Ziegler stated that the Village will own the new monopole.

Mr. Baugh asked if the two existing carriers were consulted about what height they needed on the tower.

Mr. Ziegler stated that staff has been in communication with the existing carriers and that they are being transferred over to heights that are comparable to what they currently have (2nd and 4th positions on the tower). Mr. Ziegler stated that the monopole will have space for 5 potential carriers' antennas, which meets a requirement of the Village's ordinance to provide for co-location opportunities when installing new monopoles.

Mr. McFarlane clarified with Mr. Ziegler that the gate to the fenced area surrounding the monopole will be relocated to be away from the residential to the east.

After asking if there were any more questions from members of the Board, Mr. Sula opened the floor to the public.

After being sworn in, Mr. Patrick Edwards stated that he owns the property immediately to the east (4528 Old Grand Avenue). As for the location of the gate, he stated that it was his suggestion to relocate but that he isn't sure that just locating it 90 degrees is great. He suggested the gate be placed on the west end, right next to the monopole might be best. However, he noted that this wasn't his big concern. His big concern is over the location of the monopole. He referred back to the discussion for East Grand, which is to remove the power lines and improve the appearance of the district. He stated that the Village has an opportunity to locate the proposed monopole somewhere that will make less of an impact on local residences, business, the church and school. He noted one of three places where the monopole could be located; in-between the current water tower and the equipment area, north of the current water tower, or where the water tower is currently situated. He stated that it is his opinion that the proposed location is the location that will have the maximum impact on the adjacent area. Mr. Edwards expressed concerned that the current landscaping will be negatively impacted and questioned whether trees removed/moved will be replaced. He questioned the need for a 10-foot tall fence where there is currently no fence. He stated that he understands the fence will be a wrought iron style fence, similar to the one around the monopole at the Police Station site. However, he stated that the fence around the Police Station monopole isn't even visible because of plantings. He stated that he doesn't see any plan to replace the plant material noted on the plan for removal. This concerns him. He also questioned the need for an ice bridge, and whether it needed to be above ground. He stated that he's seen other monopoles with cabling comping into the tower above grade and it looks bad. He questioned whether this could be completed in another way. He asked if there is some way to get the plan the best for the neighborhood.

Mr. Sula then closed the floor to the public.

In response to Mr. Edward's concerns, Mr. Ziegler stated that the landscape plan does reflect the location or replacements. He explained that many of the existing trees in this area are in distress and that they will be replaced. In regards to the 10-foot tall wrought-iron fence around

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the monopole is proposed for security. The new landscaping should screen this fence similar to how the fence is screened at the Police Station site. As for the need for the ice-bridge, Mr. Ziegler explained that the cabling for the existing antennas run down the outside of the existing water tower legs and then go underground before coming up to connect to the equipment in the equipment shelter/platform area. For a monopole, there is a solid concrete base for the monopole (for its structural integrity). The cabling cannot be extended through this concrete foundation and therefore exits the monopole at a specific height and is then carried across an ice-bridge to connect into the equipment. The plan is to bring the cabling out at about the height of the existing platform/buildings and take it across and connect into the equipment.

Mr. Sula asked if the cabling needs to be above ground because of the floodplain.

Mr. Ziegler stated that the cabling is all water proof so that it not really a concern. He did note that any work needed for upgrading equipment that impacts the cabling would be much easier to work with when above ground than below ground.

After Mr. Sula re-opened the floor to the public, Mr. Edwards once again questioned—based on the amount of space within the current tower—why the monopole could not be placed in the same current location of the water tower. He also asked what is shown on the plans where wiring angles up to the top of the existing equipment storage buildings.

Mr. Sula then closed the floor to the public once again.

Mr. Ziegler stated that this is where the wiring enters the building. It comes across at the base of the building/platform and then enters near the top. Burying the cabling would only amount to it being underground for about 6-8 feet as it takes distance to transition the cabling into and out of the ground. As for the other potential locations for the monopole, the suggested location between the existing water tower and the equipment shelter is going to be extremely tight and will significantly impact the cost of removing the water tower, as it becomes far more difficult. As expected, the replacement of the monopole in the exact location where the water tower is at also significantly impacts the cost of the project as temporary tower(s) must be installed, the antennas and equipment transferred to the temporary tower(s), and then transferred again once the permanent monopole is constructed. As for moving the monopole north of the existing water tower, the cabling run increases significantly which increases cost, cable size (which impacts aesthetics), and results in maintenance concerns with increased cable runs.

Mr. McFarlane asked how large the footings of the current water tower are.

Mr. Ziegler answered that he was not entirely sure, due to the age of the tower and lack of records.

Mr. Pejsach asked if the water tower, after being removed, would eventually be replaced.

Mr. Ziegler responded that there really isn't a need to do so at this time, as other water towers in place more aptly serve the community's needs.

Mr. Pejsach then asked who bears the costs of this project.

Mr. Sula advised that such concern was not the Board's purview, however, since this is a village project he will not object to this line of questioning.

Mr. Ziegler responded that the cost was being covered under a revenue sharing agreement.

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Mr. Sula reminded that, while such information was appreciated, it should not be considered when making any decisions regarding the matter at hand. He asked if there were any more questions, and suggested that—if not—a motion would be in order.

Mr. McFarlane motioned, seconded by Mr. Paff, to forward a favorable recommendation to the Village Board on the Village's petition for a Special Use Permit to allow the construction of a wireless antenna facility consisting of a new 190-foot tall monopole tower, with a 9-foot tall lightning rod, on property located at 4548 Old Grand Avenue as presented this evening.

Mr. Sula asked if there were any questions regarding the motion.

Roll Call Vote:

Ayes: Baugh, Crawford, McFarlane, Paff, Pejsach, and Sula

Nays: none

Abstain: none

Motion carried: 6-0-0

7. Planning & Zoning Board's 2017 Meeting Schedule

Ms. Velkover stated that a draft of dates for the PZB's meetings in 2017 has been provided for the Board to review. Staff tried to avoid holidays, but stated that staff is open to any additional changes that the members may feel are appropriate.

Mr. Sula asked about March 1st as it is Ash Wednesday.

Ms. Velkover stated that, in the past, PZB meetings have fallen on Ash Wednesday and the PZB had indicated no concerns with holding a meeting on this day. If the current board feels differently, then the meeting date can be adjusted.

Mr. Sula stated that he feels the July 5th date should be shifted to July 12th, as many people are off work and/or out of town during this holiday week. Other members agreed on this change.

Mr. McFarlane motioned, seconded by Mr. Pejsach, to approve the 2017 PZB meeting schedule, as drafted, subject to the July 5th date changing to July 12th.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

8. Next Meeting Date: December 7, 2016

Ms. Velkover stated that there may be several non-public hearing items (final subdivision plat and minor sign exception) on the December 7th meeting. She also

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noted that there is a slight chance that a public hearing for a special use permit might be scheduled for this meeting.

9. Adjournment

Mr. Paff motioned, seconded by Mr. Pejsach, to adjourn the meeting.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

The meeting was adjourned at 8:10 p.m.

Respectfully Submitted,

Joann Metzger
Recording Secretary, Planning and Zoning Board