

Approved

Village of Gurnee
Planning and Zoning Board Minutes
December 5, 2018

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, Tim Garrity, Richard McFarlane, and David Nordentoft

Planning and Zoning Members Absent: Josh Pejsach and Edwin Paff

Other Officials Present: Tracy Velkover, Planning Manager; Clara Schopf, Associate Planner; and Bryan Winter, Village Attorney

2. Pledge of Allegiance

3. Approval of Meeting Minutes: November 7, 2018

Mr. Sula asked if there were any questions/comments regarding the minutes.

Mr. McFarlane motioned, seconded by Mr. Nordentoft, to approve the meeting minutes for November 7, 2018.

Voice vote:

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

Motion carried: 5-0-0

4. Final Subdivision Plat: 1001 Tri-State Parkway

CenterPoint Properties is seeking to consolidate 12 existing sliver lots within the Grand Tri-State Business Park, which will include the vacation of a water main easement and dedication of a new water main easement.

Ms. Schopf introduced the item by stating that CenterPoint Properties is seeking to consolidate 12 existing sliver lots within the Grand Tri-State Business Park, which will include the vacation of a water main easement and dedication of a new water main easement. The subject property includes lots 35 through 46 in the Tri-State Business Park - Unit 1 and consists of approximately 9.9 acres zoned I-2, General Industrial, with a Special Use Permit for an Office Industrial Park. All public improvements are either in place or will be installed as part of this subdivision and therefore, no relief is requested. The Engineering Department is recommending approval of this Final Plat.

Mr. Sula asked if there were any questions/comments from members of the Board.

Mr. McFarlane asked if the site is vacant.

Ms. Velkover responded that it is under construction.

Mr. Sula clarified with Ms. Schopf that the PZB is to make a recommendation on this matter.

Mr. Sula then asked if there were any more questions/comments from the Board, and stated that—if not—a motion would be in order.

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Mr. Nordentoft motioned, seconded by Mr. Baugh, to forward a favorable recommendation to approve the re-subdivision as stated.

Mr. Sula then asked if there was any discussion on the motion. As there was not, a vote was taken.

Roll Call Vote:

Ayes: Baugh, Garrity, McFarlane, Nordentoft, and Sula

Nays: none

Abstain: none

Motion carried: 5-0-0

5. Public Hearing: Special Use Permit for Christian Fellowship Flock

Christian Fellowship Flock-Waukegan is seeking a Special Use Permit to allow the establishment of a Place of Worship at 3900 Washington Street, Suite L. The subject property is zoned I-2 and C-2 PUD, General Industrial and Community Commercial as a Planned Unit Development. A Special Use Permit is required for a place of worship.

Ms. Schopf introduced the item by stating that Christian Fellowship Flock-Waukegan is seeking a Special Use Permit to allow the establishment of a Place of Worship at 3900 Washington Street, Suite L. The subject property is zoned I-2 and C-2 PUD, General Industrial and Community Commercial as a Planned Unit Development. A Special Use Permit is required for a Place of Worship to occupy the approximately 5,200 sq. ft. space within the multi-tenant Washington Crossing building (in total, the building contains 28,051 sq. ft. of space). As a Multi-Tenant Commercial Development, the Village's parking code requires this site to have 140 parking spaces and the site currently has 156. If parking was determined by breaking up each individual use within the building, then a "Lodge/Meeting Hall" (assembly) use of this size would require 86 parking spaces alone.

Ms. Schopf noted that the number of required parking spaces can be modified should it be determined that, in the particular case, the nature of the use would justify such action. She also stated that, as with all Special Use Permit petitions, the Planning and Zoning Board will make a recommendation that will be forwarded to the Village Board for their determination. The petitioner and his representatives are in attendance to present their plans and answer any questions the board may have.

As this was a Public Hearing, Mr. Sula asked anyone wishing to speak be sworn in. Mr. Winter conducted the swearing-in.

Mr. Sula asked the Petitioner if there was anything more he would like to add.

Jesus Gerena, Pastor at Christian Fellowship Flock-Waukegan, explained that the Church is looking to move to Gurnee in order to gain more space, as the congregation has outgrown the current location. He added that most activity at the church would be on Sundays, between the hours of 11:00 am and 1:30 pm, for services. During the week, there would be no office hours at that location, but there would be music classes and youth activities as well as the occasional special event on a Friday or Saturday.

Mr. Sula asked how many people typically attend the services on Sundays.

Pastor Gerena stated that there are usually about 90 adults, and—with children—about 150 present (with the exception of higher attendance on Christmas and Easter).

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Mr. Sula then asked if there were any questions/comments from members of the Board.

Mr. Garrity asked how many services the Church holds.

Pastor Gerena stated that the Church holds only one service and that service is on Sunday.

Mr. McFarlane noted that there was only one other tenant on the property that would also be holding any hours on Sundays.

Mr. Garrity added that parking lot usage by a church on days other than Sunday would only be at about 10-15 percent during the week, and—as concurred by Mr. McFarlane—likely in the evenings.

Mr. Sula asked how drop-offs/pick-ups worked during religious classes.

Pastor Gerena explained that ushers would escort families into the building as they arrive and depart. He noted that religious instruction occurs at the same time as the religious service on Sunday morning.

At this time, Mr. Sula opened the floor to the public. As there was no one from the public to speak in response to the application, he then closed the floor to the public.

Mr. Nordentoft stated that this request is not unprecedented and meets the standards for a Special Use.

Mr. Sula concurred, noting the lack of overlap in usage of the parking lot during the hours the Church would be most active.

Mr. Sula then asked if there were any more questions/comments from the Board, and stated that—if not—a motion would be in order.

Mr. Garrity motioned, seconded by Mr. Nordentoft, to forward a favorable recommendation to the Village Board on the petition of Christian Fellowship Flock to allow the establishment and operation of a Place of Worship on property located at 3900 Washington Street Suite L.

Mr. Sula asked if there was any discussion on the motion. As there was not, a vote was taken.

Roll Call Vote:

Ayes: Baugh, Garrity, McFarlane, Nordentoft, Sula

Nays: none

Abstain: none

Motion carried: 5-0-0

6. Next Meeting Date: December 19, 2018

Ms. Schopf states that there is a Public Hearing on the agenda for December 19.

7. Public Comment

There were no public comments made at this meeting

8. Adjournment

Mr. Nordentoft motioned, seconded by Mr. McFarlane, to adjourn the meeting.

Voice vote:

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

Motion carried: 5-0-0

Approved

The meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Joann Metzger,
Recording Secretary, Planning and Zoning Board