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**Village of Gurnee  
Planning and Zoning Board Minutes  
September 6, 2017**

**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 Edwin Paff

Planning and Zoning Members Absent: David Nordentoft and Josh Pejsach

Other Officials Present: Tracy Velkover, Planning Manager; Clara Schopf, Associate Planner; and David Ziegler, Director of Community Development

**2. Pledge of Allegiance**

**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 Meeting Minutes: August 16, 2017**

Mr. Garrity motioned, seconded by Mr.Paff, to approve the meeting minutes for August 16, 2017.

Voice vote:

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

Motion carried: 5-0-0

**5. Special Use Permit Minor Modification: Warren Township (79 S. Delany Road)**

*In 2016, Warren Township received a Special Use Permit to allow the expansion of a government office use on property located at 79 S. Delany Road. The Township is now requesting approval of a Minor Modification to the Special Use Permit to allow the removal of an 8-foot tall fence section that was approved as a condition of the Special Use Permit*

Ms. Schopf indicated that in 2016, 79 S. Delany Road was rezoned to O-1, Restricted Office District, and was granted a Special Use Permit to allow the expansion of a government office use for purposes of a parking lot expansion. The Special Use Permit contained the condition that an 8-foot tall opaque solid wood fence be installed along the northern zoning line, for the approximately 32 foot portion of the O-1 parcel that overlaps the residential property to the north. It also contained the condition that the project be constructed in substantial conformance with the revised landscape plan submitted by the Township as part of its amended petition. The approved landscape plan included six 6-foot tall arborvitae plants in back of the 8-foot tall section of fencing. Because the resident to the north of the 8-

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foot tall fence section installed their own 6-foot tall fence, the Township requested an Administrative Modification to the Special Use Permit to allow the relocation of the six 6-foot tall arborvitae that were required to be planted behind the 8-foot tall fence. Mr. Ziegler, as Zoning Administrator, approved this request. The Township is now requesting approval for a Minor Modification to the Special Use Permit to allow the removal of the 8-foot tall fence section. Should this request be approved, the Township has indicated that they will plant the six 6-foot tall arborvitae back into the area indicated on the approved landscape plan. As this is a Minor Modification, the Planning and Zoning Board has decision making authority on this matter. The petitioner, or their representative, is in attendance to present their plans and answer any questions the board may have.

Ms. Simpson explained that all she wants to do is to remove a part of the fence so as to make the “alleyway” more aesthetically pleasing. She stated that fencing was installed by the neighbor to the north and that now their fencing creates something like an “alleyway” that she feels looks ridiculous.

Mr. Sula confirmed that all she is asking for is to remove the man-made fence and replace it with natural growth.

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

Mr. McFarlane motioned, seconded by Mr. Paff, to approve the Minor Special Use Amendment as submitted.

Mr. Sula asked if there were any questions regarding the motion. As there were no questions, a vote was taken.

Roll Call Vote:

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

Nays: none

Abstain: none

Motion carried: 5-0-0

## **6. Final Subdivision Plat: Ashbury Woods**

*Ron Gryzik is requesting Final Subdivision Plat approval for 18 single-family lots. The subject property is located at 1001 N. Hunt Club Road and consists of approximately 8.6 -acres zoned R-2 PUD, Single-Family as a Planned Unit Development. The development recently received Final PUD approval from the Village Board.*

Ms. Schopf stated that the petitioner, Mr. Ron Gryzik, is requesting Final Subdivision Plat approval for 18 single-family lots located at 1001 N. Hunt Club Road. The 8.6-acre property is zoned R-2 PUD, Single-Family as a Planned Unit Development. The property recently received Final PUD approval from the Village Board for the 18 lot development. Staff has deemed the Final Subdivision Plat to be in substantial conformance with the preliminary subdivision plat and Final PUD Plans, and has recommended its approval. The Planning and Zoning Board has advisory authority in this matter and a

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recommendation should be forwarded to the Village Board. The petitioner, or their representative, is in attendance to present their plans and answer any questions the board may have.

Mr. Sula confirmed with Ms. Velkover that, unless someone felt that the subdivision plat was not in substantial conformance with the Preliminary and Final PUD Plans, a motion to approve the final plat would be in order.

Mr. Garrity motioned, seconded by Mr. Paff, to approve the Final Subdivision Plat for Ashbury Woods, as submitted

Roll Call Vote:

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

Nays: none

Abstain: none

Motion carried: 5-0-0

#### **7. Request of Right-of-Way Vacation: Sherman Avenue east of Belle Plaine Avenue**

*Karen Rozwadowski is requesting the vacation of approximately 160 feet of the Sherman Avenue right-of-way between 1432 and 1418 Belle Plaine Avenue. The subject property is zoned R-2 and R-3, Single-Family Residential.*

Ms. Schopf stated that the Village received a petition for the vacation of approximately 160 feet of the Sherman Avenue right-of-way, between 1432 and 1418 Belle Plaine. The subject property is zoned R-2 and R-3, Single-Family Residential. Ms. Schopf stated that all Village department heads have reviewed the vacation petition and are unanimously recommending denial of the request. The Planning and Zoning Board has advisory authority on this matter. The petitioner, or their representative, is in attendance to present their plans and answer any questions the board may have.

Mr. Sula reiterated that, in addition to Planning and Engineering, all other Department Heads, including fire, police and public works, have weighed in on the requested vacation and have recommended denial.

Ms. Rozwadowski stated that she's been in her house for 30 years, has about an acre of land, and that all the houses behind hers are adjacent to the property on the dead-end street. She proceeded to assert that there is no reason the property in question, which she is interested in purchasing, shouldn't be vacated, since even if she eventually sub-divides the property the driveways will still be accessible to a public street. She pointed out that the right-of-way to the north of the park across the street has been vacated. She then elaborated that her plan is to have the property vacated so that she can make it look nicer, claiming no one maintains the property.

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

Mr. Garrity asked Ms. Rozwadowski why she is interested in the property.

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Mr. Rozwadowski state that it is non-buildable property, and that her only reason for obtaining it is to prevent hazards to the neighborhood (children, pets, and others) resulting from additional traffic should the road be built through. She noted the location of fire hydrants, and stated that the Fire Department has the access they need to the surrounding properties.

Mr. McFarlane noted the claim that, should this property be vacated, the Fire Department would have to build cul-de-sac in the area to turn a fire truck around.

Mr. Garrity commented that, after visiting the property in question, he felt it was a matter of the road needing to be installed and that problems are created when these roads aren't connected (i.e., negatively impacting emergency and non-emergency vehicular traffic, as well as future growth).

Mr. Sula added that he felt the Village Engineer was thorough in explaining why the request to vacate should be denied.

Mr. Paff asked why a cul-de-sac would be necessary, and questioned the accessibility by the Fire Department.

Mr. Ziegler responded by explaining that, since this property was annexed in the 1960s, there was no developer to ask create a cul-de-sac accommodating the area nor its potential growth. Streets are installed as part of the required public improvements, when a property owner subdivides and develops the adjacent land. A cul-de-sac was not installed in this area because this road, as well as others in this area that do not connect, are ultimately to be connected to the adjacent cross street when the adjoining properties develop. The existing condition is accepted because, at some point, the road is expected to connect to provide the ability for emergency vehicles to navigate without having to back out of the street. Currently, fire trucks and other large emergency vehicles would back would out of this roadway, but that is not an optimal situation. Should this ROW be vacated, the Village might want to install a reduced pavement cul-de-sac bulb (i.e., 60 feet of pavement) in the existing 60 foot ROW to improve the ability of emergency vehicles to maneuver. Typically, a cul-de-sac bulb is installed with about 85 feet of pavement in a 120-foot wide right-of-way.

Mr. Sula asked if there were any more questions/comments from the Board. As there were none, Mr. Sula stated that a motion was in order.

A member of the audience requested to speak.

Mr. Sula noted that this is not a Public Hearing, but that he would allow the audience member to ask a question.

Mary Barrera, 1575 Belle Plaine, expressed concern over the cut-through traffic.

Mr. Sula acknowledged what she offered, but noted that this was not really a question she was posing.

Mr. Sula asked again if there were any more questions/comments from the Board. As there were none, Mr. Sula stated that a motion was in order.

Mr. Baugh motioned, seconded by McFarlane, to forward an unfavorable recommendation on the petition of Karen Rozwadowski for the vacation of approximately 160 feet of the Sherman Avenue right-of-way between 1432 and 1418 Belle Plaine Avenue.

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Mr. Paff pointed out that the motion should probably be made in the affirmative and the Board agreed.

Therefore, Mr. Baugh motioned, seconded by Mr. McFarlane, to forward a favorable recommendation on the petition of Karen Rozwadowski for the vacation of approximately 160 feet of the Sherman Avenue right-of-way between 1432 and 1418 Belle Plaine Avenue.

Mr. Sula asked if there were any questions regarding the motion; as there were not, a vote was taken.

Roll Call Vote:

Ayes: none

Nays: Baugh, Garrity, McFarlane, Paff, and Sula

Abstain: none

Motion failed: 0-5-0

### **8. Next Meeting Date: September 27, 2017**

Mr. Sula announced that the agenda has a typo on it. The agenda reflects that the next PZB meeting is on September 20<sup>th</sup>. He noted that the next meeting is actually on September 27<sup>th</sup> and not the 20<sup>th</sup>, as the meeting was pushed back a week due to a holiday.

Ms. Schopf indicated that, at this time, there are no public hearing items scheduled for this meeting, but that there may be some non-public hearing items (i.e., subdivision plat).

### **9. Adjournment**

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

Voice vote:

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

Motion carried: 5-0-0

The meeting was adjourned at 8:00 p.m.

Respectfully Submitted,

Joann Metzger  
Recording Secretary, Planning and Zoning Board