

**Village of Gurnee
Planning and Zoning Board Minutes
August 20, 2025**

1. Call to Order and Roll Call

The meeting was called to order at 7:00 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, R. Todd Campbell, Roneida Martin, David Nordentoft, Edwin Paff and Liliana Ware

Planning and Zoning Members Absent: Dane Morgan

Other Officials Present: David Ziegler, Community Development Director; Shannon Coleman, Associate Planner, and Gretchen Neddenriep, Acting Village Attorney

2. Pledge of Allegiance

3. Public Comment (Non-Public Hearing Agenda Items)

(Per Gurnee Municipal Code Section 2-90, Public Comment at the beginning of the agenda is for agenda items only that are not subject to a public hearing. A total of 30 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)

Chairman Sula opened the floor for public comment and explained that this segment was only for non-public hearing items. The public had no comments for this portion and Chairman Sula closed the floor to the public.

4. Approval of the PZB's July 16, 2025 Meeting Minutes

Chairman Sula noted that the 1st page of the July 16th Minutes the motion stated: "Motion approved as amended", but it should have read "as submitted". Additionally, Ms. Martin noticed a typo on item 7 the word "plains" should have been "plans".

Motioned by Mr. Campbell, seconded by Mr. Nordentoft, motioned to approve the minutes as submitted.

Voice vote:

All "ayes," no "nays, and none abstaining

Motion carried: 6-0-0

5. Public Hearing SUP: North Shore Signs -EMC monument sign (File #25-0030)

Ms. Coleman introduced this item by stating the *American Legion Post 771 is proposing a complete sign overhaul. Four existing pole signs will be removed, as well as the main two-pole sign located on the corner of Grand and Milwaukee Avenue near the existing tank display. The main sign, which is currently located within the right-of-way, will be relocated onto the subject property and replaced with an Electronic Message Center sign. All Electronic Message Center*

signs require a Special Use Permit, and must comply with the Village's standard conditions such as:

- *A maximum electronic messaging viewable area of 28 sq.ft.*
- *The ground area surrounding the base must be landscaped*
- *The sign must be setback at least 10' from the property line*

The proposed electronic messaging viewable area is 14 sq.ft. which is within 28 sq.ft. maximum allowance, the ground area surrounding the base will have landscaping, and the sign will be setback 10' from the property line. Additionally, based upon the location of the sign being in the regulatory floodplain, staff has required that the sign not be a monument sign but have a decorative structural pole which will allow for water flow under the structure. Staff is also requiring that the electrical portions of the sign be elevated above the floodplain elevation, which will result in the overall sign structure being 12' tall, which is compliant in the C-2, Community Commercial district.

As this was a Public Hearing, Chairman Sula requested that anyone wishing to speak on this matter be sworn in. Mr. Laska, of North Shore Sign, was sworn in by Ms. Neddenriep, and presented his petition.

Mr. Ziegler stated that the original sign plan was for an 8' or 9' sign. However, because the sign is in the floodplain Staff required the sign to have an open base rather than a monument base. Additionally, Staff required the electrical equipment needed to be 2' above the floodplain elevation. Therefore, the sign does not meet the monument requirements, but still complies with the height requirements of the district.

Chairman Sula opened the floor to the public. No one from the audience came forward, so the floor was closed.

As there were no more questions or comments from the Board, Chairman. Sula suggested that a motion, in the form of a recommendation to the Village Board, be made.

Mr. Campbell, seconded by Mr. Paff, motioned to forward a recommendation to approve the Special Use Permit for an Electronic Message Center sign on property located at 749 Milwaukee Avenue, subject to the following conditions:

1. No portion of the image may flash, scroll, twirl, change color, or in any manner imitate movement.
2. The electronic message center sign must have an automatic dimmer and photocell to adjust sign brightness.
3. The use of bright, white backgrounds for electronic message display is prohibited.
4. All portions of the electronic image/message must have a minimum duration of 30 seconds.
5. The electronic message center shall be shut off between midnight and 6 a.m.
6. The minimum height of electronic letters/numbers shall be no less than 6 inches.
7. The transition time between messages shall be instantaneous.
8. The entire message shall be contained on one screen.
9. The electronic sign will have a resolution of 8mm.

Roll call vote:

Ayes: Campbell, Martin, Paff, Nordentoft, Ware, and Sula

Nays: None
Abstain: None

Motion carried: 6-0-0

6. Public Hearing - Liberty Point Residences Zoning Map Amendment

Ms. Coleman introduced this item by describing *that the subject property is the last parcel of undeveloped land within the Woodlake Subdivision, and Liberty Point Residences is the newest development proposal for the site. The amended 2020 Comprehensive Plan recommends continuation of multi-family residential zoning for the subdivision; however, the subject property remains O-1, Restricted Office District. There has been little to no interest in developing the site for office. Liberty Point Residences, a workforce housing development, has recently received tax credits and anticipates starting construction in January 2026. The subject property must be rezoned from O-1, Restricted Office District to R-6, Multi-Family Residential District, with a Variation to increase the maximum R-6 density of 29 dwelling units, to 40 dwelling units.* She then stated that a representative from the Gurnee Park District was in attendance to speak.

As this was a Public Hearing, Chairman Sula requested that anyone wishing to speak on this matter be sworn in. Ms. Neddenriep conducted the swearing-in.

Jake Victor, of Northpointe Development, presented his petition and stated case studies on Workforce Housing, traffic impact, common open spaces, and building materials. Mr. Victor then discussed the next steps including construction timeline of 12 months. He then opened the floor for questions.

Chairman Sula discussed the previous informal discussions and how they helped formed the design and density of the existing project.

Mr. Paff expressed a concern that there was only one entrance/exit to the parking lot.

Mr. Ziegler elucidated the one single driveway as proposed would not create a traffic flow problem.

Mr. Paff asked about the stormwater management was a change from the previous informal reviews. Mr. Victor answered yes.

Ms. Ware stated that the playground seemed a little small, and she asked about the rental amounts.

Mr. Victor answered that the most expensive unit could not exceed \$2,400.

Ms. Martin asked Mr. Victor about the occupancy rate for his other housing developments.

Mr. Victor answered 100% with a wait list.

Mr. Ziegler made a comment regarding getting a signal for Milwaukee and Woodlake.

Chairman Sula opened the floor to the public.

Ms. Martha spoke in favor of the project on behalf of the Gurnee Chapter of Affordable Housing. She stated that having more options is life changing and encouraged Gurnee to keep going.

As there were no more questions or comments from the Board, Chairman Sula suggested that a motion, in the form of a recommendation to the Village Board, would be in order.

Mr. Campbell, seconded by Mr. Paff, motioned to recommend to approve the petition and recommend the Village Board approve:

1. The Zoning Map Amendment to rezone 2.2± acres from the existing O-1, Restricted Office District, Planned Unit Development designation, to a straight R-6, Multi-Family Residential District zoning designation

Roll call vote:

Ayes: Campbell, Martin, Paff, Nordentoft, Ware, and Sula

Nays: None

Abstain: None

Motion carried: 6-0-0

Mr. Paff, seconded by Mr. Campbell motioned to recommend to approve the petition and recommend the Village Board approve:

2. Approve the Variation to increase the maximum allowable density within the proposed R-6 District to 15.81 dwelling units per acre, to accommodate Liberty Point Residences, a multi-family residential development.

Roll call vote:

Ayes: Campbell, Martin, Paff, Nordentoft, Ware, and Sula

Nays: None

Abstain: None

Motion carried: 6-0-0

9. Next Meeting Date: September 3, 2025

Mr. Ziegler stated that there are no Public Hearings scheduled for the 3rd, and that it would be cancelled.

10. Public Comment

(Per Gurnee Municipal Code Section 2-90, Public Comment at the end of the agenda is for agenda items or items that are within the Village's responsibility. A total of 60 minutes is allotted. Individuals are allowed to speak once during this Public Comment for no longer than 3 minutes. See rule posted at gurnee.il.us or in the Council Chambers for additional information.)

Chairman Sula opened the floor to the public.

Ms. Barbara Manetti spoke regarding File #25-0028 proposed rezoning of O'Plaine and Belvidere Rd (old Rosie's). Lack of transparency for calling it a convenience store. Stated that the rezoning would encroach into the existing homes in the area. Ms. Manetti stated that the eight gas pumps increased the burden on the residents.

Chairman Sula reminded Ms. Manetti about the 3-minute time limit. He then reminded Ms. Manetti that file #25-0028 was only an Informal Review, and that the Commissioners shared the same concerns.

11. Adjournment

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

Voice vote:

All "ayes," no "nays, and none abstaining

Motion carried: 6-0-0

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Shannon Coleman
Associate Planner