

**MINUTES OF THE REGULAR MEETING
OF THE GURNEE VILLAGE BOARD**

**GURNEE VILLAGE HALL
FEBRUARY 5, 2018**

Call to Order

Mayor Kovarik called the meeting to order at 7:14 p.m.

Other Officials in Attendance

Patrick Muetz, Village Administrator; David Ziegler, Assistant Village Administrator/Community Development Director; Bryan Winter, Village Attorney; Brian Gosnell, Finance Director; Christine Palmieri, Director of Human Resources; Tom Rigwood, Director of Public Works; John Kavanagh, Fire Chief; Kevin Woodside, Police Chief; Tracy Velkover, Planning Manager; Ellen Dean, Economic Development Director, Jack Linehan, Assistant to the Administrator

Roll Call

PRESENT: 6-Thorstenson, Jacobs, Ross, Garner, Balmes, Hood
ABSENT: 0-None

Pledge of Allegiance

Mayor Kovarik led the Pledge of Allegiance.

A. PUBLIC COMMENT

None.

B. APPROVAL OF CONSENT AGENDA

It was moved by Trustee Jacobs, seconded by Trustee Balmes to approve the Consent Agenda as presented.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

C. CONSENT AGENDA / OMNIBUS VOTE

The Village Administrator read the consent agenda for an omnibus vote as follows:

1. Approval of minutes from the January 22, 2018 meeting.
2. Approval of Ord. 2018 - 05 authorizing the approval of a contract with RJN Group for professional engineering services.
3. Approval of Ord. 2018 - 06 accepting a utility easement in the southeast corner of Washington Street and Greenleaf Street.
4. Approval of Res. 2018 - 01 authorizing the Village Administrator to approve a contract with the lowest cost electricity provider for the provision of electricity for water pump stations as obtained through the Northern Illinois Municipal Electric Cooperative (NIMEC).
5. Approval of awarding the 2017 Highland Avenue Water Main and Sanitary Improvement Project to the low bidder, Campanella & Sons, at a cost of \$363,715.78.
6. Approval of a Supplemental Resolution for maintenance of streets and highways by municipality under the Illinois Highway Code (2015 Motor Fuel Tax Program Closeout).
7. Approval of setting a bid date of February 23, 2018 for Fire Station #1 garage door replacement project.
8. Approval of Payroll for period ending January 19, 2018 in the amount of \$781,140.46.
9. Approval of Bills for the period ending February 5, 2018 in the amount of \$269,746.04.

It was moved by Trustee Garner, seconded by Trustee Jacobs to approve the Consent Agenda for an omnibus vote as read.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

D. PETITIONS AND COMMUNICATIONS

1. Approval of a Proclamation designating February 4 – 10, 2018 as Future Business Leaders of America-Phi Beta Lambda (FBLA-PBL) Week in the Village of Gurnee.

Mayor Kovarik read proclamation into record.

It was moved by Trustee Ross, seconded by Trustee Balmes to approve of a Proclamation designating February 4 – 10, 2018 as Future Business Leaders of America-Phi Beta Lambda (FBLA-PBL) Week in the Village of Gurnee.

Voice Vote: ALL AYE: Motion Carried.

E. REPORTS

None.

F. OLD BUSINESS

None.

G. NEW BUSINESS

1. Approval of Ord. 2018 - 07 approving a Redevelopment Agreement between the Village of Gurnee and Mall at Gurnee Mills, LLC. to renovate tenant space for use as radio stations by Alpha Media.

Public Hearing item.

It was moved by Trustee Ross, seconded by Trustee Jacobs to approve of Ord. 2018 - 07 approving a Redevelopment Agreement between the Village of Gurnee and Mall at Gurnee Mills, LLC. to renovate tenant space for use as radio stations by Alpha Media.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

2. Approval of Ord. 2018 - 08 approving a trade agreement between the Village of Gurnee and Alpha Media for local broadcast services.

Public Hearing item.

It was moved by Trustee Jacobs, seconded by Trustee Thorstenson to approve of Ord. 2018 - 08 approving a trade agreement between the Village of Gurnee and Alpha Media for local broadcast services.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

3. Approval of Ord. 2018 - 09 providing relief to the Village of Gurnee Municipal Code as it relates to the property at 1333 Northwestern Avenue – Kloss Distributors.

Mr. Muetz said Kloss Distributing on Northwestern Avenue is expanding its facility by 65,000 sq.ft. Those familiar with the current facility know that trucks utilizes the street for maneuvering into the loading docks. The facility was constructed in 1978 and at that time on-street maneuvering was allowed. Today, current codes require these movements to be internal to the site. Staff has previously allowed Kloss an exception to this requirement in 2013 when it received approval to have the driveway width set at 250'. The expansion plans call for 4 new docks at the north end of the facility, as well as removal of a section of turf along the drives on the south end. As a result, Kloss is requesting relief from the Municipal Code and requesting its driveway width be expanded to 450' as measured at the property line. Staff has reviewed the request and while not ideal, is not opposed to it. The facility and on-street maneuvering has been in play for over 40 years without substantial impact to the

surrounding area.

It was moved by Trustee Balmes, seconded by Trustee Jacobs to approve of Ord. 2018 - 09 providing relief to the Village of Gurnee Municipal Code as it relates to the property at 1333 Northwestern Avenue – Kloss Distributors.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

4. Approval of Ord. 2018 - 10 amending Chapter 78, Section 78-105 Subsection (d), of the Gurnee Municipal Code to prohibit parking on Swanson Court, west side, adjoining Lot 2 of Maura's Resubdivision.

Mr. Muetz said we discussed this issue back in October and staff thought it had a good solution. The background on this issue is deliveries for Little Lady Foods were parking on the street awaiting their turn, this was impacting the ability of 2001/2011. Staff recommended, and the Board approved, a 130' portion of Swanson Court be designated No Parking. Unfortunately, this solution did not resolve the issue. As a result, staff went back and met with the parties involved and have a modification to the parking restriction that should resolve the issue. The modification is expanding the No Parking area beyond 130' and implement a time restriction. Engineering staff met all the parties involved and they agreed this solution should be feasible. In addition, Little Lady Foods has provided surrounding businesses with direct contact information to key personnel should an issue arise.

It was moved by Trustee Ross, seconded by Trustee Garner to approve of Ord. 2018 - 10 amending Chapter 78, Section 78-105 Subsection (d), of the Gurnee Municipal Code to prohibit parking on Swanson Court, west side, adjoining Lot 2 of Maura's Resubdivision.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

5. Approval of Ord. 2018 - 11 granting a Zoning Text Amendment to Article 11.1 "Location of Off-Street Parking Spaces" of the Gurnee Zoning Ordinance to address requirements for the C-6 Regional Commercial District.

Mr. Muetz said Planning Manager Tracy Velkover will review the next three items which are amendments to the Zoning Ordinance.

Ms. Velkover said when the Zoning Ordinance (ZO) was adopted in 2015, the Special Use Permit (SUP) that regulated Gurnee Mills was repealed and the property was rezoned to C-6. The development standards in the SUP were incorporated into the C-6 district. However, several regulations were either overlooked or incorporated into the ZO in a conflicting manner. A conflict exists in the parking code in the C-6 District. Specifically, 11.3.4.d.2 requires that in the C-6 district, "Subject to Zoning Administrator approval, only 80% of the required parking needs be provided on the lot or building parcel on which any specific use is located so long as the remainder of the required parking is located within 400 feet walking distance from such lot or building parcel and the overall parking ratio is not reduced below that required." However, section 11.1.2.a indicates that "All required off-street parking areas for non-residential uses must be located on the same lot as the use served, with the exception of the C-6 District, where required off-street parking areas for non-residential uses may be located within 600 feet of the use served, with the exception of valet parking." The original Gurnee Mills SUP allowed off-site parking at a distance of 400 feet. Staff is proposing to remedy these conflicting sections, and re-establish the regulation as it existed in the original Gurnee Mills SUP, by making the following change to 11.1.2.a. "All required off-street parking areas for non-residential uses must be located on the same lot as

the use served, with the exception of the C-6 District, which is subject to 11.3.4.d.2. The ability for valet parking is not lost, since it is covered by 11.1.2.b, which states "a non-residential use may provide valet service to a parking facility with no distance restriction". The amendment was reviewed by the Planning & Zoning Board on January 3rd and received a unanimous favorable recommendation.

It was moved by Trustee Ross, seconded by Trustee Jacobs to approve of Ord. 2018 - 11 granting a Zoning Text Amendment to Article 11.1 "Location of Off-Street Parking Spaces" of the Gurnee Zoning Ordinance to address requirements for the C-6 Regional Commercial District.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

6. Approval of Ord. 2018 - 12 granting a Zoning Text Amendment to Article 5.3.2 "C-6 District Specific Development Standards" of the Gurnee Zoning Ordinance to address requirements for the C-6 Regional Commercial District.

Ms. Velkover said staff is proposing to re-establish the 25-foot parking and building setbacks to the private roadways that were in the original Gurnee Mills SUP. The parking and building setbacks internal to the site, adjacent to private roadways, were not incorporated into the ZO because these setbacks weren't in the Gurnee Mills SUP, but instead, in a separate Peripheral Parcel Development Standards document. It wasn't until recently that staff noticed that these setback standards were missing. The proposed amendment adds #5 to Article 5.3.2.c of the ZO, to require "25 feet from all internal private streets." The amendment was reviewed by the Planning & Zoning Board on January 3rd and received a unanimous favorable recommendation.

It was moved by Trustee Jacobs, seconded by Trustee Balmes to approve of Ord. 2018 - 12 granting a Zoning Text Amendment to Article 5.3.2 "C-6 District Specific Development Standards" of the Gurnee Zoning Ordinance to address requirements for the C-6 Regional Commercial District.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

7. Approval of Ord. 2018 - 13 granting a Zoning Text Amendment to Article 11.2 "Off-Street Parking Design Standards" of the Gurnee Zoning Ordinance to address U-Shaped Driveways for single-family and two-family dwellings.

Under the new Zoning Ordinance, there are no provisions for U-shaped driveways, making those already existing within the Village "legal nonconforming", which has created an issue for residents looking to replace these driveways. Staff is proposing to add the following language to address U-shaped driveways:

For driveways with two curb cuts (U-shaped driveways), the portion of the driveway providing the most direct access from the public right-of-way or private street or access drive to the garage must adhere to the standards for driveways leading to attached or detached garages. Any section of the U-shaped driveway other than this portion is limited to 12 feet in width. In addition, lots with U-shaped driveways are not allowed a parking pad in the front yard.

The provision that prohibits parcels with U-shaped driveways the ability to obtain a parking pad in the front yard was incorporated because: 1) the amount of pavement in the front yard associated with a U-shaped driveway almost certainly already exceeds the pavement allowed in a front yard with a typical driveway and a separate parking pad; and 2) that portion of the U-shaped driveway in excess of that which provides the most direct access to the

garage from the public right-of-way or private street or access drive can be used as a parking pad. The amendment was reviewed by the Planning & Zoning Board on January 3rd and received a unanimous favorable recommendation. It is now ready for your consideration.

Trustee Ross asked about circle driveways and if space in the front of the garage would be considered a pad.

Ms. Velkover said it depends on the width and staff would have to analyze each situation.

Trustee Ross asked what if the circle drive doesn't come up to the garage.

Ms. Velkover said sit would be allowed as it must provide access to the garage.

Trustee Thorstenson asked if we have any not in conformance and will this bring them more into conformance or less.

Ms. Velkover said this will bring them more into conformance.

It was moved by Trustee Balmes, seconded by Trustee Jacobs to approve of Ord. 2018 - 13 granting a Zoning Text Amendment to Article 11.2 "Off-Street Parking Design Standards" of the Gurnee Zoning Ordinance to address U-Shaped Driveways for single-family and two-family dwellings.

Roll call,

AYE: 6- Thorstenson, Jacobs, Ross, Garner, Balmes, Hood

NAY: 0- None

ABSENT: 0- None

Motion Carried.

H. PUBLIC COMMENT

None.

Adjournment

It was moved by Trustee Balmes, seconded by Trustee Jacobs to adjourn the meeting.

Voice Vote: ALL AYE: Motion Carried.

Mayor Kovarik adjourned the meeting at 7:35 p.m.

**Andrew Harris,
Village Clerk**