



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING October 23, 2023

Present:

Mayor Brandt	Trustee Grujanac
Trustee Kelly	Trustee Mitchell
Trustee Pantelis	Trustee Raizin
Trustee Wright	Village Clerk Mastandrea
Village Attorney Simon	Village Manager Burke
Village Treasurer/Finance Director Rossi	Chief of Police Leonas
Public Works Director Woodbury	Assistant Village Manager/Community & Economic Development Director Roesler
Planning & Development Manager Zozulya	Assistant Public Works Director/Village Engineer Dittrich
Utilities Superintendent Geib	Management Analyst McLaughlin

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:25 p.m., and Village Clerk Mastandrea called the roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning, and Land Use

2.11 Consideration of an Ordinance Regarding a Text Amendment to Title 6 (Zoning), Chapter 2 (Zoning Definitions), Chapter 3 (General Zoning Regulations), Chapter 5 (Residence Districts), and Chapter 13 (Nonconforming Uses, Structures & Lots) of the Lincolnshire Village Code (Village of Lincolnshire)

Planning & Development Manager Zozulya summarized the Ordinance regarding a Text Amendment to Title 6 (Zoning), Chapter 2 (Zoning Definitions), Chapter 3 (General Zoning Regulations), Chapter 5 (Residence Districts), and Chapter 13 (Nonconforming Uses, Structures & Lots) of the Lincolnshire Village Code. The Zoning Board requested staff relay they believe these rental regulations are appropriate as proposed by staff and as previously discussed, with the Village Board. The Zoning Board requested Village Board consideration for one single lease as well as the ability for the property owner's family to remain in the house with any tenant or tenants under that one lease. The Zoning Board emphasized the importance of maintaining a single housekeeping unit for any lease arrangement, to prevent lodging house situations where tenants are strangers.

Trustee Raizin asked how this would apply to someone living in a garage.

Village Attorney Simon stated this would depend on how the garage was converted, and if the person is not part of the same housekeeping

unit, then that would be like a lodging room and not be allowed. But if it is just another bedroom, and the person is joining the housekeeping unit by taking part in shared activities or responsibilities with the rest of the family, that would be allowed. Village Attorney Simon noted there could not be two separate mailboxes on the house or two separate utility accounts.

Trustee Mitchell asked how the requirement of the home as a single housekeeping unit can be monitored. Village Attorney Simon stated it would be monitored if a complaint was made and an investigation was carried out. Trustee Mitchell asked how the Village would investigate this type of complaint. Village Manager Burke stated staff would work with local utilities to determine if there was separate metering done without a building permit, and possibly look at water usage information, or parking issues, but it would be complaint-driven.

A conversation regarding violations and enforcement followed.

Trustee Mitchell asked if the residents had to be related. Village Attorney Simon stated under the Fair Housing Act, the Village cannot regulate home occupancy based on familial relationships. Courts state that single-family zoning does not literally mean single family; it means any housekeeping unit that simulates the functions of a single family, and so we use the phrase “single housekeeping unit.”

Trustee Mitchell asked if there are limitations to the number of people that can be in a structure. Village Attorney Simons noted the International Building Code places limits on how many people can live in a house based on square footage within a structure.

Assistant Village Manager/Community & Economic Development (CED) Director Roesler stated the text amendments being proposed would help regulate cases where egregious instances of single-family zoned properties are not being used in keeping with the character of single-family neighborhoods or single housekeeping units.

A conversation regarding only one lease per homeowner followed.

Trustee Mitchell asked if the proposed rules are based on what other villages have done related to these types of scenarios. Planning & Development Manager Zozulya confirmed staff has done research with village survey data from surrounding communities.

Trustee Kelly noted the Zoning Board spent a lot of time and effort on this matter and was very thorough in their review and arriving at this recommendation.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.2 Finance and Administration

2.3 Public Works

2.31 Approval of a Contract with Petroleum Technologies Equipment

of Lyons, IL for 45 Londonderry Underground Storage Tank Removal Project in an Amount not to Exceed \$33,945.00 (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a contract with Petroleum Technologies Equipment of Lyons, IL for 45 Londonderry Underground Storage Tank Removal Project in an Amount not to Exceed \$33,945.00.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

2.32 Approval of a bid to Martam Construction at a Cost not to Exceed \$679,185.00 for the rehabilitation of Old Mill Commons Lift Station (Village of Lincolnshire)

Utilities Superintendent Geib provided information regarding a bid to Martam Construction at a cost not to exceed \$679,185 for the rehabilitation of the Old Mill Commons lift station noting this was originally bid in the spring, and the Village did not receive any bids. Utility Superintendent Geib noted staff worked with the consulting engineers to review the bid specification and then went back out to bid this fall, and two bids were received.

Utilities Superintendent Geib provided a presentation including information on lift stations; Old Mill Commons lift station current conditions; lift station rehabilitation cost factors; and reasons for turn-key rehabilitation proposed for Old Mill Commons. Utility Superintendent Geib noted the area served by the Old Mills lift station and noted safety concerns and other issues to be addressed via the proposed rehabilitation project.

A conversation regarding the corrosion and sandblasting of the wet well followed.

Trustee Mitchell asked why we are not replacing the lift station since the current one is past its average life. Utilities Superintendent Geib noted the Village gets to the same end result with rehabilitation as opposed to building new but at a significantly lower cost. Staff spent time comparing a new lift station versus rehabilitation and determined that either approach produced the same outcome. Utility Superintendent Geib noted the Village can expect 35 to 40 years of life out of this rehabilitation. He noted the epoxy coating technology that has come so far, and the planned approach will provide the well with the structural integrity needed. All the other components inside the pumps will be new.

Utilities Superintendent Geib continued his presentation with an explanation of upgrades and replacement to the electrical cabinet, electrical control system, and the time frame for the new equipment.

Trustee Kelly asked about the differences in the costs between the two bidders and asked if this was usual. Assistant Public Works

Director/Village Engineer Dittrich stated this goes back to how the contractor wants to make their money. Village Manager Burke added staff rely on the consulting engineer to affirm the pricing based on what they know of the industry and the market rate for this type of work. Utilities Superintendent Geib added the consulting engineer also investigated contractor reputations.

It was the consensus of the Board to place this item on the Consent Agenda for approval at the next Regular Village Board meeting.

- 2.4 Public Safety
- 2.5 Parks and Recreation
- 2.6 Judiciary and Personnel

3.0 NEW BUSINESS

4.0 EXECUTIVE SESSION

5.0 ADJOURNMENT

Trustee Raizin moved, and Trustee Pantelis seconded the motion to adjourn. The voice vote was unanimous, and Mayor Brandt declared the meeting adjourned at 8:11 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk