



VILLAGE OF LINCOLNSHIRE

MINUTES COMMITTEE OF THE WHOLE MEETING March 9, 2020

Present:

Mayor Brandt

Trustee Hancock

Trustee Leider

Trustee Raizin

Village Attorney Simon

Chief of Police Leonas

~~Public Works Director Woodbury~~

Trustee Grujanac

Trustee Harms Muth

Trustee Pantelis

Village Clerk Mastandrea

Village Manager Burke

Treasurer/Finance Director Peterson

Assistant Village Manager/Community &

Economic Development Director Gilbertson

Planning & Development Manager Zozulya

Assistant Public Works Director/Village

Engineer Dittrich

Management Analyst Facchini

1.0 ROLL CALL

Mayor Brandt called the meeting to order at 7:38 p.m., and Village Clerk Mastandrea called the Roll.

2.0 ITEMS OF GENERAL BUSINESS

2.1 Planning, Zoning and Land Use

2.11 Preliminary Evaluation of Text Amendments to Title 6 (Zoning), Chapter 3 (General Zoning Regulations) of the Lincolnshire Village Code Pertaining to Outdoor Lighting Restrictions for Single-Family Residential Properties (Village of Lincolnshire)

Planning & Development Manager Zozulya provided background information regarding the evaluation of Text Amendments to Title 6 (Zoning), Chapter 3 (General Zoning Regulations) of the Lincolnshire Village Code pertaining to outdoor lighting restrictions for single-family residential properties. Earlier this year, Village Board members and staff received complaints about a single-family house on Portshire Drive which has unshielded light fixtures producing glare into surrounding homes. Staff also received concerns and inquiries about the height and directionality of outdoor lighting associated with personal recreational facilities (e.g., tennis courts, basketball courts) on single-family lots. Given concerns raised, staff proposes establishing new regulations for single-family residential properties that would be relatively easy to enforce and for residents to maintain compliance. Staff seeks the Village Board's direction regarding outdoor lighting restrictions.

Trustee Leider asked how staff balances what they are proposing compared to landscape lighting. Planning & Development Manager Zozulya stated staff was planning to address landscape lighting in the

proposed code changes since it tends to be low, accent style lighting. Village Manager Burke noted that some other municipalities limit the number of exterior lights so that may be worth having the Zoning Board explore. Trustee Leider suggested researching what surrounding municipalities have in their codes.

It was the consensus of the Board to have staff research a potential code change and refer this to the Zoning Board.

2.2 Finance and Administration

2.3 Public Works

2.31 Consideration and Acceptance of Public Improvement–Water Main (4 Story Book Lane)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of acceptance of public improvements – water main at 4 Story Book Lane.

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 Consideration of a Complete Streets Policy for the Village of Lincolnshire (Village of Lincolnshire)

Assistant Public Works Director/Village Engineer Dittrich provided a summary of a Complete Streets Policy for the Village of Lincolnshire. This looks at all forms of transportation and not just cars. The policy would also be beneficial when applying for grants.

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

Mayor Brandt moved up Item 2.41 for presentation and discussion

2.41 Consideration of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the Creation and Issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire – 435 Milwaukee Avenue)

Chief of Police Leonas provided a summary of a proposed Ordinance amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the creation and issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire – 435 Milwaukee Avenue)

Trustees Grujanac and Hancock asked if there was a similar license currently in place at any other gas station in Lincolnshire. Chief of Police Leonas confirmed there was another such license at the Shell station.

Trustee Grujanac asked if there was a concern having another gas station with the same type of license. Chief of Police Leonas stated the applicant would be made aware of the different types of checks the Police perform when granting liquor licenses and would have no reason to object this request.

Trustee Leider asked if the applicant was in good standing. Chief of Police Leonas noted the Police Department had found proposed license-holder has held a liquor license in other communities for more than twenty years, and staff did find records of some previous violations. However, these violations were not numerous and not from recent years. Chief of Police Leonas noted other liquor licenses locations currently in the Village do received citations for violations on occasion.

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

2.33 Consideration and Discussion of updates to the Village of Lincolnshire All Natural Hazard Mitigation Plan (Village of Lincolnshire)

Management Analyst Facchini provided a presentation regarding updates to the Village of Lincolnshire All Natural Hazard Mitigation Plan. The presentation included update method, survey results, Lake County update highlights, Lincolnshire accomplishments, and goals moving forward.

Trustee Raizin asked how boil orders are communicated to residents noting the signs that go up may not be seen by everyone affected. Assistant Public Works Director/Village Engineer Dittrich stated signage is a way of communicating, along with the Blackboard Connect emergency notification system, and in most cases, staff goes door-to-door and delivers letter notifications.

2.4 Public Safety

~~**2.41 Consideration of an Ordinance Amending Section 3-3-2-3 of Title 3 (Business & License Regulations), Chapter 3 (Liquor Control), for the Creation and Issuance of a Village Liquor License (Class "H" Package Liquor) for Kssah Oil, Inc. (Marathon Gas Lincolnshire 435 Milwaukee Avenue)**~~

Item 2.41 was moved up on the agenda

2.42 Consideration of an Ordinance Amending Title 3 (Business and License Regulations), Chapter 5 (Peddlers and Solicitors), of the Lincolnshire Village Code (Village of Lincolnshire)

Chief of Police Leonas provided a summary of a proposed Ordinance amending Title 3 (Business and License Regulations), Chapter 5

(Peddlers and Solicitors), of the Lincolnshire Village Code. Solicitor complaints come in on a regular basis and the current code has not been updated in approximately 10 years. After conducting research into other Illinois municipal ordinances, staff recommends changes to the existing Village Code. The new permitting process would include a thorough background with fingerprinting.

Mayor Brandt asked if political candidates are considered solicitors. Chief of Police Leonas stated political candidates are exempt from this law.

Trustee Lieder noted concern regarding the proposed hours of 11 a.m. – 8 p.m. since the end time seemed late if a resident had small children. Village Attorney Simon noted he would encourage residents to put up “No Soliciting” signs to prevent the intrusion solicitors present. A conversation regarding the time frame allowed for solicitors followed. Staff recommended the same time frames for commercial and non-commercial solicitation. After a discussion of the pros and cons of changing the hours to permit solicitation, the Village Board agreed with the staff recommendation as reflected in the proposed ordinance.

Trustee Grujanac suggested informing the residents of the new process once it has been implemented.

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

2.43 Consideration of an Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule), of the Lincolnshire Village Code Related to the Establishment of Fees and Charges for Service (Peddlers and Solicitors Licenses – Village of Lincolnshire)

Chief of Police Leonas provided a brief summary of the proposed Ordinance Amending Title 1 (Administration), Chapter 15 (Comprehensive Fee Schedule), of the Lincolnshire Village Code related to the establishment of fees and charges for service (Peddlers and Solicitors Licenses) as it relates to Item 2.42.

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

2.5 Parks and Recreation

2.6 Judiciary and Personnel

3.0 UNFINISHED BUSINESS

4.0 NEW BUSINESS

5.0 EXECUTIVE SESSION

6.0 ADJOURNMENT

Trustee Grujanac moved and Trustee Harms Muth seconded the motion to adjourn. Upon a voice vote, the motion was approved unanimously and Mayor Brandt declared the meeting adjourned at 8:24 p.m.

Respectfully submitted,

VILLAGE OF LINCOLNSHIRE

Barbara Mastandrea
Village Clerk