

**PLAN COMMISSION  
MEETING MINUTES  
JUNE 11, 2009  
7:30 P.M.**

**I. Call To Order and Roll Call**

The meeting was called to order at 7:34 PM.

Attending: Susy Rein, Chairperson  
Phil LaGro  
Tony Mancini  
Jim Kaiser  
John Kosik

Absent: Mike Salvi  
Larry Goebel

Also

Attending: Donna Lobaito, Assistant Village Administrator  
Chris Miller, Village Planner

**II. Approval of Minutes of the March 12, 2009 Meeting**

Motion by Kaiser, second by LaGro to approve the minutes of the March 12, 2009 Plan Commission meeting. Ms. Rein questioned the section of the zoning code that was listed under the first public hearing from the March meeting. Ms. Lobaito responded that Village Attorney Jones was aware of the incorrect section being referenced, but that the notice that was published in the newspaper stated that the section of the zoning code affected by this public hearing included, but *was not limited to* sections 9-2-2 and 9-8B-2.

**III. Public Hearing**

A. None this month.

**IV. Old Business**

A. None this month

**V. New Business**

A. None this month

**VI. Discussion Item**

A. Discussion on Lake County Partners' Investor Forum – Donna Lobaito

Ms. Lobaito presented to the commission her notes from the Lake County Partners' Forum she attended in November 2008. Attached as Exhibit "A" is her memorandum dated June 10, 2009.

Ms. Rein commented that the Plan Commission has not had a workshop with the Village Board to discuss their role as commission members in a long time. Mr. Miller commented that Rolf C. Campbell & Associates holds workshops for Plan Commission members to provide understanding of the roles of the members. Ms. Rein stated that now is the time for the Plan Commission to busy themselves with getting ready for the next wave of building activity.

Ms. Rein stated that she will be meeting with Mayor Mancino next week to discuss how to move forward with some of the items presented tonight by Ms. Lobaito.

The Commission discussed the possibility of mixed-uses. Mr. Mancini commented that he has lived in the Village many years and is not certain the Village will embrace this idea. Ms. Lobaito talked about the long term sustainability of the Village and that in time our boundaries will be expanded to their capacity and we have to financially plan ahead for a time when developer and building permit fees are gone. She said the Village officials' role would be to educate the residents on why mixed-uses were necessary to the long-term survival of the Village.

The Lakota Plan was discussed. Mr. Miller commented that this plan had never been incorporated into the 2004 Comprehensive Plan, and that the zoning code needs to be changed to make the Lakota Plan work. He commented that years ago, setbacks were established to control development and to maintain our character. He said that times are different now in many ways and the Village should consider revisiting some of the controls that were put in place.

Mr. Kosik commented that the Plan Commission is very reactive to what is brought before them and that he would like to see the Plan Commission become more involved with planning for our Village's future. He said that the Village should look at our finances which may drive what the Plan Commission contemplates.

Ms. Lobaito stated that for budgetary purposes she would obtain a cost from Rolf Campbell to update the Comprehensive Plan.

Mr. Mancini commented that as he sits on the Water & Infrastructure Committee he can see why the Village needs more balance and needs sales tax dollars. He

said our Public Works budget for the maintenance of 40 miles of roads is smaller than Ela Township's budget to maintain 15 miles of roads.

Mr. Mancini suggested a mission statement be established for the workshop the Village is planning on holding.

Mr. Miller discussed the fact that the Village is approving a number of subdivisions with private roads and that this will become a problem in 20 years from now.

Mr. Kosik commented that the Village Board has a lot of business before them right now and that it probably would be helpful to the Board if the Plan Commission provide high level recommendations as a road map. As a result, the Plan Commission identified the following bullet point items from Ms. Lobaito's June 10, 2009 memorandum as items they would like to pursue.

1. Update the Comprehensive Plan – now is the time to make revisions.
2. Determine new building standards now, such as acceptable materials, floor area ratio, density and building height. Ms. Rein also commented on the need to review the Architectural Overlay District Ordinance.
3. Be flexible for uses other than retail and single family residential. A well-rounded community needs a mix of office, industrial and services as well as these uses to create jobs which are vital to sustaining a community.
4. Consider what roadblocks are in place for future development. What seemed like a good idea during the booming economy days may not work now. Setbacks, opacity, impact fees, density, lack of sewer and water.
5. Recognize that office/industrial zoning can be the most desirable zoning due to their fiscal impact on the community being the least volatile. The residential and commercial developments are now the most volatile and unpredictable.
6. Examine and analyze infrastructure capabilities.

Mr. LaGro cautioned that we don't unwind everything that the Village Board did in years past because there is some value to the actions that were taken. Ms. Rein and Ms. Lobaito both commented on the arrival of Pam Newton as the Village's new Chief Operating Officer and her need to market the community and sell the idea of mixed-uses.

Mr. Kaiser asked that a flow chart be created as a tool for developers. Ms. Lobaito commented that one already existed and that she would forward this to the commission members.

Ms. Rein asked the commission members to re-read the 2005 Comprehensive Plan and make notes on how it ties to the priorities listed above.

Ms. Lobaito mentioned that she would get the commission members updated copies of our street and zoning maps.

Mr. LaGro expressed concern that the Plan Commission may not really know what the residents of the Village want. It was suggested that the Plan Commission hold a town hall meeting in October 2009 as a means of educating the residents as well as hearing what their ideas are for future development of the Village.

It was decided that at the next Plan Commission meeting, the group would discuss the status of the 2004 Comprehensive Plan and also decide what other Comprehensive Plans we would like to review from surrounding communities. Ms. Lobaito commented that she will include in each Plan Commission packet minutes of the previous Water & Infrastructure meeting as an update.

## VII. Adjournment

Motion by Kosik, second by Kaiser to adjourn the meeting.

On a voice vote the motion carried unanimously. There being no further business before the Commission the meeting adjourned at 9:50 PM.

  
Susy Rein, Chairperson

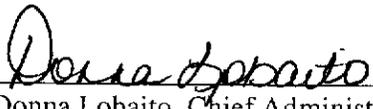
  
Donna Lobaito, Chief Administrative Officer

Exhibit "A"



Office of the Chief Administrative Officer  
2 LAGOON DRIVE - HAWTHORN WOODS, ILLINOIS 60047 - (847) 438-5500

---

MEMORANDUM

---

To: Members of the Plan Commission

From: Donna Lobaito  
Chief Administrative Officer 

Date: June 10, 2009

Re: Notes from Lake County Partners' Investor Forum on Aligning Community Goals with Real Estate Market Trends

In November 2008, I attended the Lake County Partners' Investor Forum on Aligning Community Goals with Real Estate Market Trends. For those of you not familiar with Lake County Partners, they are a non-for-profit organization of businesses and government agencies committed to economic development within Lake County. The purpose of this forum was to discuss current economic conditions affecting economic development as well as offer advice on what municipalities can do now to better position them for the day when the economy improves and developments are moving forward again.

There were several guest speakers from the financial, real estate and developer industries offering their perspective on the economy and economic development in our communities.

Some of the most helpful and interesting information came in the form of recommendations to municipalities on positioning themselves for future development. The idea is that while the Plan Commissions and Village Boards are not busy now with development issues, now is the time to take action to better position ourselves for the future. The recommendations were as follows:

- Prepare now for the next wave of development.

- Finalize your Comprehensive Plan right now – if revisions are needed, now is the time to address this.
- Consider whether the Village is willing to offer any incentives to developers. Identify now what those incentives may be.
- Determine new building standards now, such as acceptable materials, floor area ratio, density, building height.
- Create distinct and ascertainable divisions within the municipality regarding boards and commissions – make sure all boards and commission are on the same page. This can be accomplished through a series of workshops.
- Realize that boards and commissions can sometimes scare away developers. There can be a mystery to the development process. Make sure your process is clear and concise and that all Village staff and board/commission members are clear on what their role is so as to not hinder the process.
- Examine and analyze infrastructure capabilities.
- Be flexible for uses other than retail and single family residential. A well-rounded community needs a mix of office, industrial and services as well as these uses create jobs which are vital to sustaining a community.
- Consider what roadblocks are in place for future development. What seemed like a good idea during the booming economy days may not work now.
- Recognize that interagency cooperation is important to remove roadblocks.
- Utilize a standard annexation agreement that is easy to understand, with the understanding that modifications can be made.
- Recognize that office/industrial zoning can be the most desirable zoning due to their fiscal impact on the community being the least volatile. The residential and commercial developments are now the most volatile and unpredictable.
- One speaker commented that if your community is primarily promoting residential development to get community development, you've created a negative impact on the community and you may never reach your goal. He suggested that it is most important for communities to create jobs through office and industrial zoning.
- Recognize that in today's economy, there are a lot of empty stores and as a result communities are not going to experience developers wanting to construct new stores – filling of existing stores will come first.
- For communities that have primarily one acre home sites, it is unrealistic to think the development of a lifestyle center will occur in this kind of community. Developers are looking primarily at rooftops.
- When tenants are looking for a storefront to rent, their criteria are: location, cost, competition, incentives and timing to open.
- Developer selection criteria are: location (daytime population, traffic counts, income demographics, relation to other stores), cost, property condition, infrastructure availability, available incentives and the municipal process.
- Recognize that developers are looking for daytime population, not the number of people who are sleeping in your community. This is very important.
- Recognize that if water and sewer are not available, developers will look elsewhere.

Present economic conditions were also discussed by William Straus, Senior Economist and Economic Advisor for the Federal Reserve Bank of Chicago. Mr. Straus highlighted the following:

- In July 2008, oil prices surged to an all-time high, however, when adjusted for inflation, the prices in July are well below the early 1980 prices.
- Income growth in the second quarter 2008 surged due to economic stimulus checks, however fell sharply in the third quarter since individuals did not receive another check.
- Consumer spending fell sharply in the third quarter 2008.
- Corporate profits have been declining.
- The stock market is much lower than it was a year ago.
- Residential investment growth has fell off sharply subtracting a full percentage point off the Gross Domestic Product growth over the past year. The GDP is a basic measure of the economy's performance and is the market value of all final goods and services made within the U.S.
- There is a high supply of new single family homes now and housing starts have been cut back.
- Mortgage rates remain low.
- Home price declines are larger outside the Midwest – the west and Florida are experiencing the greatest decline in home prices.
- Housing affordability has improved.
- Consumer attitudes for buying a home remain low.
- Lending standards for mortgage loans have tightened considerably.
- In summary, Mr. Straus stated the outlook is for the U.S. economy to struggle through most of 2009 with an elevated risk of recession. Employment is expected to remain weak in 2009, leading to a continued rise in the unemployment rate. Furthermore, the volatile credit markets and the weak housing market are the biggest risk on the horizon for the U.S. economy.

I share this information with the members of the Plan Commission as food for thought at this time. We recognize that there are a number of developments with applications in to the Village to develop their land, but due to various reasons, their projects have not moved forward.

Now is the time to plan for our future and take advantage of the lull in development to revisit our development tools such as the Comprehensive Plan, the Architectural Overlay District as well as various ordinances and building restrictions affecting development within the community. Mayor Mancino has talked of holding a workshop in the near future with Village Board members, committees members and consultants to address some of the issues raised above.