



Meeting of the Village of Buffalo Grove Planning and Zoning Commission

Regular Meeting
May 1, 2024 at 7:30 PM

Fifty Raupp Blvd
Buffalo Grove, IL 60089-2100
Phone: 847-459-2500

I. Call to Order

II. Public Hearings/Items For Consideration

Public Comment is limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 5 minutes and should be limited to concerns or comments regarding issues that are relevant to Planning and Zoning Commission business. All members of the public addressing the Planning and Zoning Commission shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Planning and Zoning Commission may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

1. Consideration of a Variation to the Fence Code, Section 15.20.040, for the Purpose of Installing an 8-Foot Fence on the Property Line Along Buffalo Grove Road at 3 River Oaks Circle E. (Trustee Weidenfeld) (Staff Contact: Andrew Binder)

III. Regular Meeting

A. Other Matters for Discussion

B. Approval of Minutes

1. Planning and Zoning Commission - Regular Meeting - Apr 17, 2024 7:30 PM

C. Chairman's Report

D. Committee and Liaison Reports

E. Staff Report/Future Agenda Schedule

F. Public Comments and Questions

Public Comment is limited to items that are not on the regular agenda. In accordance with Section 2.02.070 of the Municipal Code, discussion on questions from the audience will be limited to 5 minutes and should be limited to concerns or comments regarding issues that are relevant to Planning and Zoning Commission business. All members of the public addressing the Planning and Zoning Commission shall maintain proper decorum and refrain from making disrespectful remarks or comments relating to individuals. Speakers shall use every attempt to not be repetitive of points that have been made by others. The Planning and Zoning Commission may refer any matter of public comment to the Village Manager, Village staff or an appropriate agency for review.

IV. Adjournment

The Planning and Zoning Commission will make every effort to accommodate all items on the agenda by 10:30 p.m. The Board, does, however, reserve the right to defer consideration of matters to another meeting should the discussion run past 10:30 p.m.

The Village of Buffalo Grove, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in this meeting or have questions about the accessibility of the meeting or facilities, contact the ADA Coordinator at 459-2525 to allow the Village to make reasonable accommodations for those persons.



Action Item : Consideration of a Variation to the Fence Code, Section 15.20.040, for the Purpose of Installing an 8-Foot Fence on the Property Line Along Buffalo Grove Road at 3 River Oaks Circle E.

Recommendation of Action

Staff recommends approval of the request, subject to the conditions in the attached staff report.

The Petitioner is proposing to remove and replace an existing 6-foot semi-open wooden fence with an 8-foot solid wooden fence at the property line along Buffalo Grove Road at 3 River Oaks Circle.

The Planning & Zoning Commission (PZC) shall open the public hearing and take public testimony concerning the variation request. The PZC shall make the final decision on whether or not to approve the variation. If the PZC denies the request, it can be appealed to the Village Board.

ATTACHMENTS:

- 3 River Oaks Cir - Staff Report (PDF)
- 3 River Oaks Cir - Plan Set (PDF)

Trustee Liaison
Weidenfeld

Staff Contact
Andrew Binder, Community Development

Wednesday, May 1, 2024	
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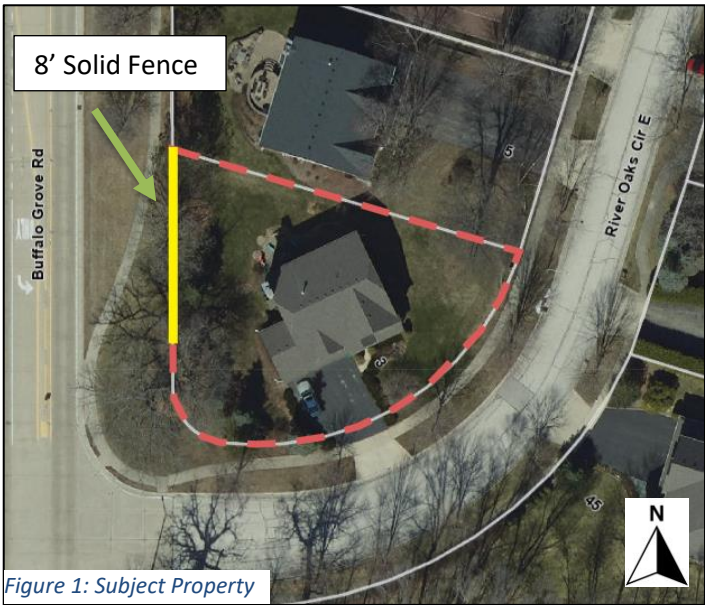
MEETING DATE:	May 1, 2024
SUBJECT PROPERTY LOCATION:	3 River Oaks Circle, Buffalo Grove, IL 60089
PETITIONER:	Young Koh
PREPARED BY:	Andrew Binder, Associate Planner
REQUEST:	Variation to the Fence Code, Section 15.20.040, for the purpose of installing an 8-foot fence at the property line along Buffalo Grove Road.
EXISTING LAND USE AND ZONING:	The property is improved with a single-family home currently zoned R-3.
COMPREHENSIVE PLAN:	The approved Village Comprehensive Plan calls for this property and the immediate neighborhood to be single-family detached.

PROJECT BACKGROUND

The Petitioner is proposing to remove and replace an existing 6-foot semi-open wooden fence with an 8-foot solid wooden fence at the property line along Buffalo Grove Road at 3 River Oaks Circle, as shown in *Figure 1*.

PLANNING & ZONING ANALYSIS

- The subject property is a corner lot at the intersection of River Oaks Circle and Buffalo Grove Road. A 6-foot semi-open fence is currently in place along a portion of the property line adjacent to Buffalo Grove Road. The existing fence encroaches into the required 4-foot setback for a corner-side yard fence and is legally non-conforming.
- In 2008, the residential properties adjacent to the subject property to the north, which also abut Buffalo Grove Road, were granted approval for an 8-foot solid fence variation. While the subject property was included in the petition for the fence variation presented to the PZC, it was not included in the final petition presented to the Village Board. Staff assumes that the petition was withdrawn by the applicant. It should be noted that while the fence variations were granted to the properties to the north, the PZC recommended denial of the variations.
- The petitioner is now seeking approval of a variation to match the fence style of the neighbors to the north of the subject property.
- The 8-foot solid fence, which is shown in yellow in *Figure 1*, will be installed in the exact location of the existing 6-foot fence. It requires variations because it exceeds the height limit of a corner-side



Attachment: 3 River Oaks Cir - Staff Report (3 River Oaks Cir - Fence Variation)

yard fence, is not a semi-open fence, and encroaches into the required 4-foot setback for a corner-side yard fence.

- The proposed fence will be in line with the adjacent properties' fences along Buffalo Grove Road and is compliant with all other fence code requirements.



Figure 2: Photo of Existing Fence along Buffalo Grove Road

VARIATIONS REQUESTED

1. A fence variation from **Section 15.20.040.B** of the Buffalo Grove fence code, which states that *Fences may be erected, placed and maintained on a corner lot provided they maintain a minimum distance of four feet from the property line.*
2. A fence variation from **Section 15.20.040.B** of the Buffalo Grove fence code, which states that *such fences of an open or a shadowbox style shall not exceed five feet above ground level, and shall conform to all sections of the Fence Code.*

DEPARTMENTAL REVIEWS

Village Department	Comments
Engineering	The Village Engineer has reviewed the proposed fence location and has no engineering or line of sight concerns or objections with the proposed location of this fence.

SURROUNDING PROPERTY OWNERS

Pursuant to Village Code, the contiguous property owners were notified, and a public hearing sign was posted on the subject property. The posting of the public hearing sign and the mailed notifications were completed within the prescribed timeframe as required. As of the date of this Staff Report, the Village has received one call from a neighboring property that was in support of the request.

STANDARDS

The Planning & Zoning Commission is authorized to grant variations to the Fence Code based on the following criteria:

1. The plight of the owner is due to unique circumstances;

2. The proposed variation will not alter the essential character of the neighborhood;
3. There are practical difficulties or particular hardships in carrying out the strict letter of this Chapter which difficulties or hardships have not been created by the person presently having an interest in the property; and,
4. The proposed variation will not be detrimental to the public health, safety and welfare.

The petitioner has provided a written response to the variation standards included in this packet.

STAFF RECOMMENDATION

Village staff recommends approval of variation to allow the installation of an 8-foot solid wood fence that exceeds the maximum height of a corner side yard fence, is not of an open style, and encroaches beyond the minimum required setback for a fence within the corner side yard along Buffalo Grove Road at 3 River Oaks Circle, subject to the condition in the *Suggested PZC Motion*, based on the following reasons:

- The proposed fence is replacing the existing fence in the same footprint.
- The proposed fence will be in line with the adjacent properties' fences to the north and would match the height and character of the surrounding area.
- The proposed fence will not extend the full length of the property line adjacent to Buffalo Grove Road and will not limit the sight line of the intersection of River Oaks Circle and Buffalo Grove Road. Engineering staff has no concerns about sight-line issues.

ACTION REQUESTED

The Planning & Zoning Commission (PZC) shall open the public hearing and take public testimony concerning the variation request. The PZC shall make the final decision on whether or not to approve the variation. If the PZC denies the request, it can be appealed to the Village Board.

SUGGESTED PZC MOTION

The PZC moves to grant a variation to Section 15.20 of the Buffalo Grove Fence Code to allow the installation of an 8-foot solid wood fence that exceeds the maximum height of a corner side yard fence, is not of an open style, and encroaches beyond the minimum required setback for a fence within the corner side yard along Buffalo Grove Road at 3 River Oaks Circle, provided the fence shall be installed in accordance with the documents and plans submitted as part of this petition, and that the fence will not extend any further than the existing fence along Buffalo Grove Road.

Attachments:

- Narrative Description
- Response to Variation Standards
- Plat of Survey with Proposed Fence (X-X-X)

To Whom it may concern

I am requesting a permit for 8ft high fence because all my neighbors right next to mine have 8ft high fences. Even the one right across the street from mine has a 8ft high fence. I just like to have a fence same as my neighbors.

Thank you
YOUNG KOH

3/21/2024

3 River oaks Circle East Buffalo Grove IL 6008

Attachment: 3 River Oaks Cir - Plan Set (3 River Oaks Cir - Fence Variation)

My house is located right next to the road, Buffalo Grove Rd, so the noise of vehicles is too loud, making it difficult for me to live my daily life. So all my neighbors switched to 8ft high fences 10 years ago, but I couldn't do it for some reason at that time, but I am hoping that this time I can have fence same height and style as my neighbors.

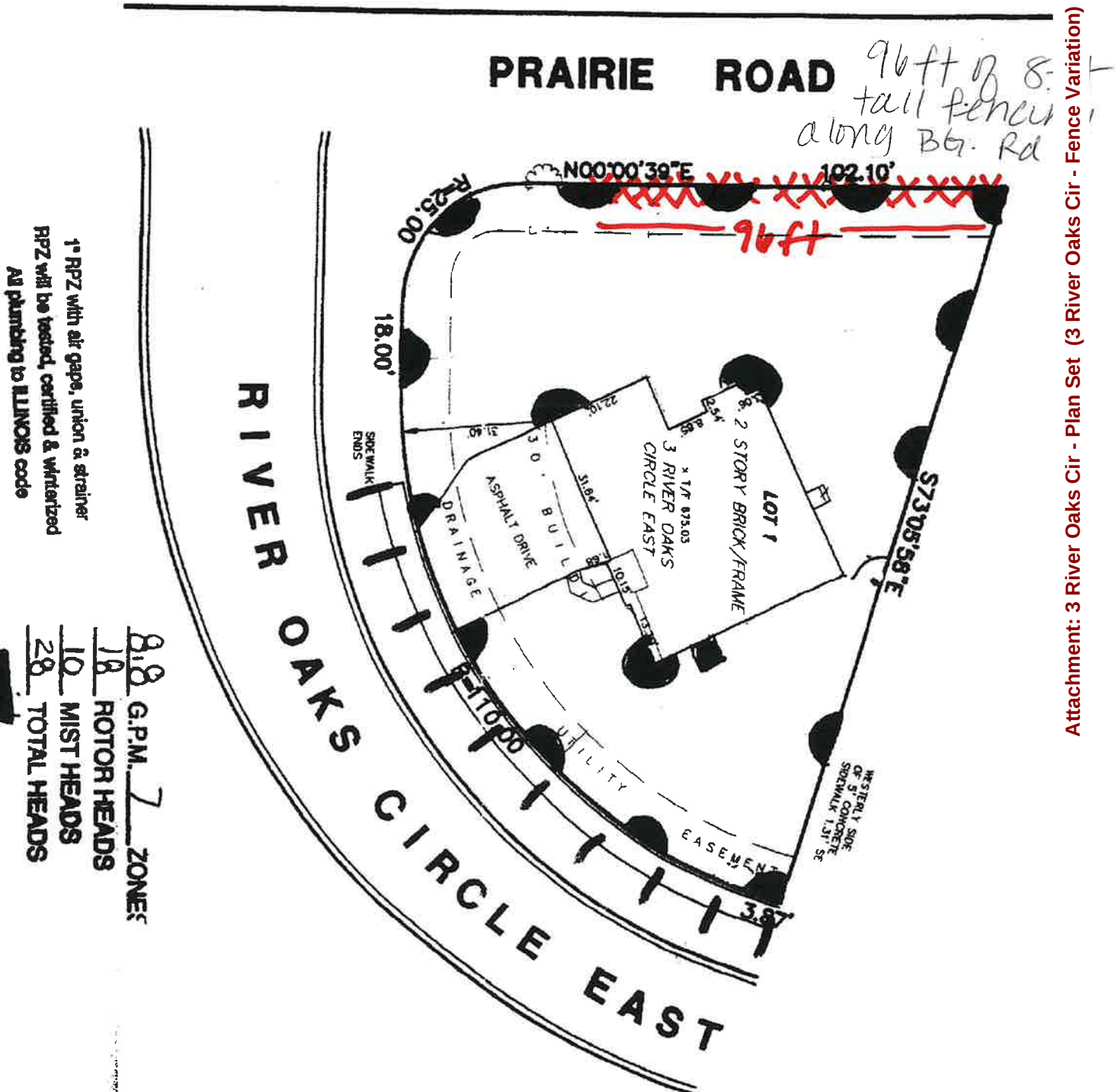
- My adjacent neighbors have 8ft high fences already. If I switch my fence to same height as theirs they will be happier.
- I am sure that all the factors were must be checked. When my neighbors were granted permissions to build 8ft high fences 10 years ago and I believed that all circumstances are same as 10 years ago.

Young Koh

3 River oaks circle East Buffalo Grove
IL 60089

PLAT OF SURVEY

LOT 1 IN THE FINAL PLAT OF RIVER OAKS SUBDIVISION, BEING A SUBDIVISION OF PART OF LOTS 4, 10, 11, 12 AND 19 IN SCHOOL TRUSTEES SUBDIVISION OF SECTION 16, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 13, 2000 AS DOCUMENT NO. 4594005 IN LAKE COUNTY, ILLINOIS.



Attachment: 3 River Oaks Cir - Plan Set (3 River Oaks Cir - Fence Variation)

PERMIT DRAWING

LOT 1 IN THE FINAL PLAT OF RIVER OAKS SUBDIVISION, BEING A SUBDIVISION OF PART OF LOTS 4, 10, 11, 12 AND 19 IN SCHOOL TRUSTEES SUBDIVISION OF SECTION 16, TOWNSHIP 43 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 13, 2000 AS DOCUMENT NO. 4594005 IN LAKE COUNTY, ILLINOIS.

PROPOSED

APPROVED

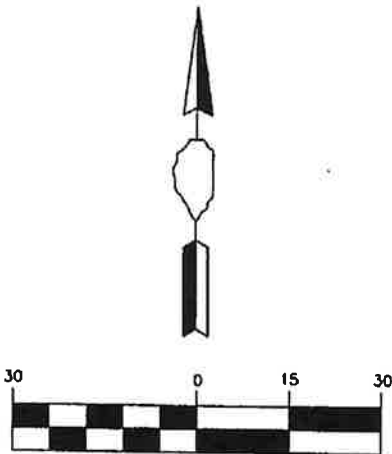
ENGINEERING REVIEW

By *KRL* Date *5-24-01*

ENGINEERING REVIEW

By _____ Date _____

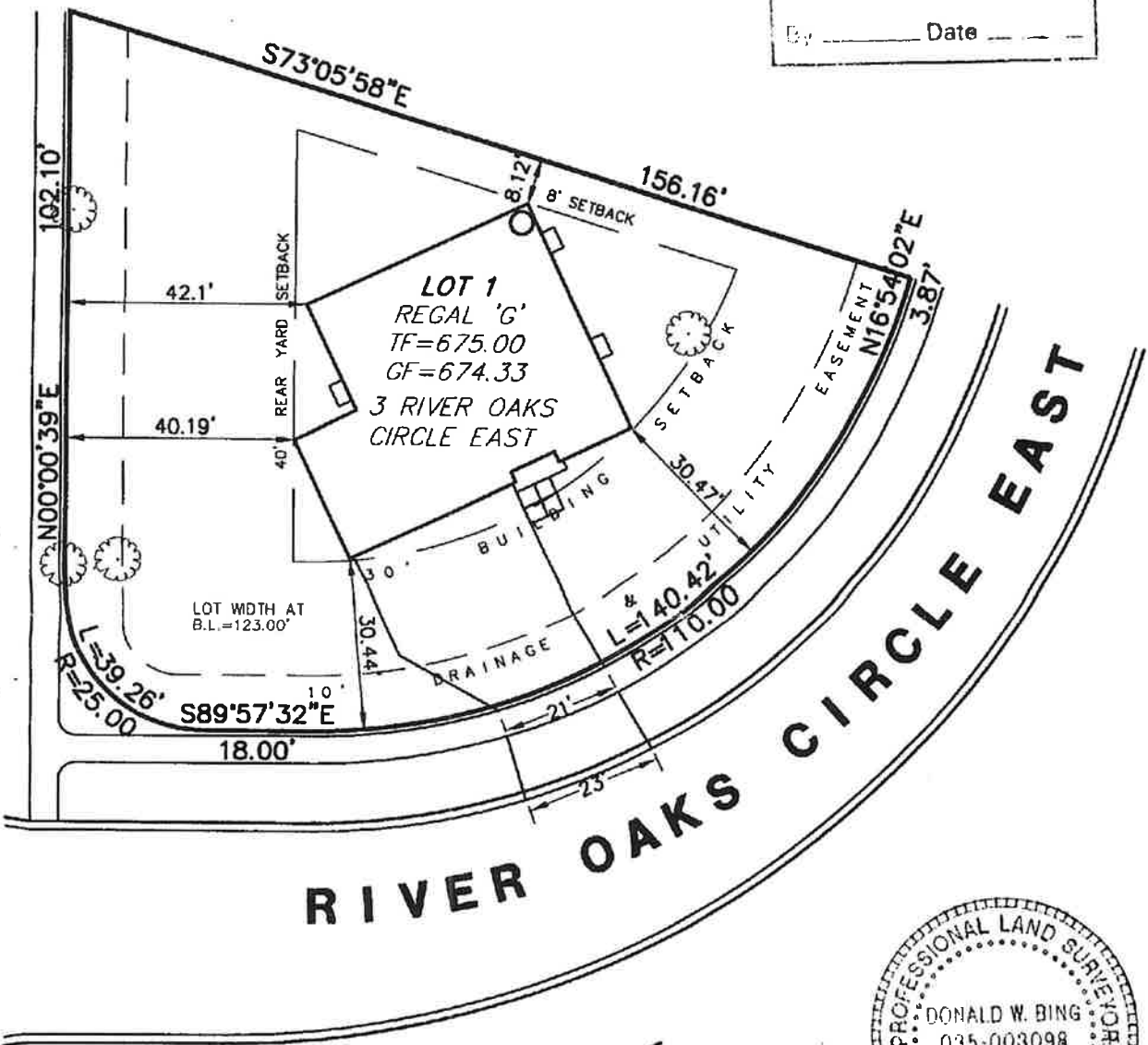
N



1 inch = 30 ft.

Zoning District	<i>R-3</i>
AREA CALCULATIONS	
Lot Width (per survey)	<i>123</i>
Front Yard Setback	<i>x 30</i>
Front Yard Area (width X setback)	<i>3690</i>
Allowable Area Factor	<i>x .40</i>
Maximum Allowable Paved Area (area X factor)	<i>1476</i>
Driveway Width (at setback line)	<i>31.1</i>
Front Yard Setback	<i>x 30</i>
Gross Driveway Area (width X setback)	<i>933</i>
Taper Area Deduction	<i>130</i>
Net Driveway Area (gross - taper area)	<i>803</i>
Walkway Area	<i>+ 18</i>
Total Paved Area (net driveway + walkway < or = to max. allowable)	<i>821</i>
DIMENSIONS	
Left Taper Width	<i>10</i>
Left Taper Length (> or = to taper width)	<i>13</i>
Right Taper Width	<i>0</i>
Right Taper Length (> or = to taper width)	<i>0</i>
Driveway Width *** (at sidewalk or property line)	<i>21</i>
Apron Length	<i>10</i>
Apron Width *** (at sidewalk or property line)	<i>21</i>
Apron Width (at back of curb or edge of pavement)	<i>23</i>

*** 18' max. for 2 car garage
27' max. for 3 car garage



DRIVEWAY DETAIL



STATE OF ILLINOIS }
COUNTY OF LAKE } S.S.

GEWALT HAMILTON ASSOCIATES INC. HEREBY CERTIFIES THAT WE HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THIS PLAT REPRESENTS SAID SURVEY.

VERNON HILLS, *Dec 5, 2000*

GEWALT HAMILTON ASSOCIATES, INC.

Donald W. Bing
DONALD W. BING
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3098

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS OF PRACTICE APPLICABLE TO BOUNDARY SURVEYS.

NOTES:

- ALL DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.
- ONLY THOSE BUILDING LINE SETBACKS AND EASEMENTS SHOWN ON THE RECORDED PLAT OF SUBDIVISION ARE SHOWN HEREON. REFER TO THE DEED, TITLE INSURANCE POLICY, AND LOCAL ORDINANCES FOR OTHER RESTRICTIONS.
- COMPARE DEED DESCRIPTION AND SITE CONDITIONS WITH THE DATA GIVEN ON THIS PLAT AND REPORT ANY DISCREPANCIES TO THE SURVEYOR AT ONCE.



= EXISTING TREES TO REMAIN
= SET MONUMENT

PROJECT NO. 2899.331

DWG-FILE-NAME:
CON2-PLATS.DWG

SCALE:

1"=30'

- FOUND MONUMENT
● SET MONUMENT

GEWALT HAMILTON
ASSOCIATES, INC.

CONSULTING ENGINEERS & SURVEYORS

850 Forest Edge Drive Vernon Hills, IL 60061 Tel. 847.478.9700 Fax 847.478.9701

04/17/2024

**MINUTES OF THE REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION OF THE
VILLAGE OF BUFFALO GROVE HELD IN THE COUNCIL CHAMBERS, 50 RAUPP BOULEVARD,
BUFFALO GROVE, ILLINOIS ON WEDNESDAY, APRIL 17, 2024**

Call to Order

The meeting was called to order at 7:30 PM by Chair Mitchell Weinstein

Public Hearings/Items For Consideration

1. Consideration of a Petition for Approval of a Preliminary Plan, an Amendment to the Special Use Approved by Ordinance No. 2018-002, and Variations from the Fence Code to Allow Site Improvements and Construction of Accessory Structures on the Buffalo Grove High School Property Located at 1100 W Dundee Road (Trustee Weidenfeld) (Staff Contact: Kelly Purvis)

Deputy Director Purvis provided an overview of the project and the proposed requests.

The following representatives were sworn in on behalf of School District 214's petition:

Andrew Phelps, project architect with STR Partners; Thomas Grunert, project manager with Pepper Construction; Don Mathews and David Guerrero, project engineers with Gewalt Hamilton Associated, Inc.

Phelps stated that improvements to the site are drastically needed; drainage is failing, and after significant rain, the fields can't be used sometimes for weeks.

Com. Moodhe asked if ingress/egress has been provided for emergency vehicles.

Phelps indicated that the north side of the fields are not fenced in and that is the access route for emergency vehicles.

Com. Moodhe asked if there is a plan for special events parking?

Phelps responded that the school district has made arrangements with surrounding elementary schools for larger event parking.

Com. Moodhe asked about the changes to the retention basin, and whether the new baseball field would be natural grass?

Phelps indicated that it would, and also noted that a storm basin vault will be constructed beneath the outfield which will collect stormwater.

Com. Moodhe asked about extending the sidewalks along the north driveway access.

Guerrero walked through utility locations and indicated that the proposed fence can't be moved, preventing installation of a sidewalk along the north side. He indicated that they would take a look to see if there is any possibility of adding the sidewalk in this location.

Com. Richards asked if the petitioner could walk the Commission through the changes to the stormwater on site.

Guerrero indicated that the stormwater system will be designed to convey stormwater into storm drains. The tennis courts will drain north to south, away from the homes. He indicated there will be a network of underdrains.

Com. Richards asked for the petitioner to talk through the loss of parking, and indicated that it is difficult to park on the school campus now.

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04/17/2024

Mathews indicated that they looked at the parking from two perspectives: what the code requires, and what the demand on a typical school day would be. The parking provided does meet the Village's requirements, and the field counts done for the school campus showed that about 10% of the parking would be unused at peak capacity, after the removal of approximately 74 parking spaces.

Com. Richards asked about the meetings held with the residents and if they expressed any concerns.

Phelps indicated that most wanted more synthetic fields and wanted to know if pickle ball would be allowed when the tennis courts were not in use.

Com. Worlikar asked about the height of the existing fences on the property.

Phelps indicated that the baseball field has protective fencing up to 40 feet, and the softball field is a little less than 30 feet now.

There was some discussion regarding the fencing along Arlington Heights Road, and why the 14-foot height is needed.

Phelps indicated the reason is largely to protect vehicles along Arlington Heights Road from home run balls.

Com. Worlikar asked if there are any major changes to traffic flow.

Phelps indicated that there are not.

Com. Worlikar asked if more EV chargers would be installed.

Phelps indicated that there are not additional EV chargers proposed in the new lot.

Com. Worlikar asked how the Village's emergency teams would know how to access the site.

Phelps indicated that the school district and Police/Fire Departments work closely on these plans to ensure proper response during an emergency.

Com. Worlikar asked how parents and students will know about overflow parking for special events.

Phelps indicated that it would be clearly communicated by the school administration.

Com. Spunt agreed with Com. Moodhe's statements regarding the sidewalk along the north drive access.

Com. Spunt also asked if the school district would be replacing the fence along the north lot line abutting the single-family residential homes.

Phelps reviewed the timeline for replacement of the fence, which is likely to be in phase two or three of the project.

Chairman Weinstein asked if the reality is going to be 70 less parking spaces for students on a daily basis.

Phelps responded yes, and indicated the parking is not being utilized at this point.

Chairman Weinstein asked if the 40-foot safety fencing is a standard height for recreational facilities.

Phelps responded that it is.

Chairman Weinstein asked for confirmation that the tennis courts would not be lit, and would be fenced off, and locked during off hours.

Phelps confirmed that is correct.

Com. Moodhe asked if the culvert between Arlington Heights Road and the site will be impacted by the changes to the drainage system.

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Guerrero reviewed the proposed changes to the site, and indicated the culvert would not be impacted.

Com. Moodhe asked if the drainage to the north would be impacted.

Guerrero indicated that it would not.

Com. Moodhe asked for the photometric plan to be displayed and asked where the zero footcandle line would be.

Phelps responded by showing the area on the plan.

Chairman Weinstein entered the revised Geometric Plan into the record as Exhibit 1 and the Staff Report as Exhibit 2.

The public hearing was closed at 8:18PM.

Com. Richards made a motion to recommend approval of a preliminary plan, an amendment to the Special Use approved by Ordinance No. 2018-002, and Variations from the Fence Code requirements for residential districts related to fence heights on and adjacent to the athletic fields, to accommodate the proposed improvements to the BGHS properties located at 1100 W Dundee Road, subject to the following conditions:

1. The proposed improvements shall be constructed in substantial conformance with the plans attached as part of the petition.
2. The Final Engineering plans shall be submitted in a manner acceptable to the Village.
3. Any directional or incidental signage added to the site shall be reviewed administratively by staff.
4. Landscaping on the property shall be maintained in accordance with the approved landscape plan in perpetuity.
5. All light fixtures shall be appropriately screened to avoid glare into surrounding residential properties and field lighting shall be turned off when not in use.

Com. Davis seconded the motion.

Com. Moodhe began deliberations by noting that the fence heights are pretty typical and indicated that he understands the need for the variations. He indicated that he was at first concerned about the reduction in parking, but visited the site and found that the lot that will be removed is underutilized.

Com. Richards indicated his support for the requests, noting that the special use amendment would allow for needed improvements to the facilities. He indicated that the variations for the fence make sense and that this is a positive proposal.

Com. Worlikar indicated that he was fine with the fence height but was a little concerned that the student enrollment might increase in the future with 90% of the parking supply occupied.

With no further comments from the Commission a vote was taken.

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RESULT:	RECOMMENDATION TO APPROVE [UNANIMOUS]
AYES:	Moodhe, Spunt, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au, Sujat Saxena

2. Consideration of a Request for a Special Use for a Home Daycare at 4 Brucewood Court - Consideration of This Item Will be Continued to the May 15, 2024 PZC Meeting. (Trustee Weidenfeld) (Staff Contact: Kelly Purvis)

The Public Hearing was opened.

Deputy Director Purvis indicated that additional information was being collected from the applicant and that the petition was not ready to be presented to the Commission tonight.

Com. Richards made a motion to continue the public hearing for this item until May 15, 2024.

Com. Davis seconded the motion.

RESULT:	TABLED [UNANIMOUS]
AYES:	Moodhe, Spunt, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au, Sujat Saxena

Regular Meeting

Other Matters for Discussion

Approval of Minutes

1. Planning and Zoning Commission - Regular Meeting - Mar 6, 2024 7:30 PM

Com. Richards made a motion to approve the March 6, 2024 Planning and Zoning Commission meeting minutes.

Com. Spunt seconded the motion.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Moodhe, Spunt, Weinstein, Richards, Worlikar, Davis
ABSENT:	Amy Au, Sujat Saxena

Chairman's Report

None

Committee and Liaison Reports

Com. Richards indicated that there were no Planning and Zoning Commission items presented at the previous Village Board meeting.

Staff Report/Future Agenda Schedule

Deputy Director Purvis indicated that a fence variation request will come before the Commission on May 1, 2024 and that there are three items ready for the May 15, 2024 agenda.

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Purvis also reminded the Commission to complete their compliance filings and OMA training prior to May 1, 2024.

Public Comments and Questions

Adjournment

The meeting was adjourned at 8:26 PM

Action Items

Kelly Purvis

APPROVED BY ME THIS 17th DAY OF April, 2024

Mitchell Weinstein, Commissioner

Minutes Acceptance: Minutes of Apr 17, 2024 7:30 PM (Approval of Minutes)