

LAKE BLUFF PUBLIC LIBRARY
BOARD OF TRUSTEES
Building Project Task Force Meeting
Wednesday, January 6th, 2016

- 1) **Call to Order; Roll Call:** The meeting was called to order at 2:05 PM by Kathy Meierhoff. The committee met in the Children's Activity Room of the Lake Bluff Public Library building.

Present: Carl Schons, Cal Stroh, and Kathy Meierhoff

Absent: None

Library Staff Present: Eric Bailey, Martha O'Hara

Members of the Public: Mike Croak, Village Building Code Supervisor

2) **Minutes of December 3rd, 2015 Task Force Meeting**

- a) **RESOLVED:** Schons moved and Meierhoff seconded that the minutes be approved. Aye: All.

3) **Discussion of Building Project with Village Building Code Supervisor**

- a) Village Building Codes Supervisor Mike Croak presented information related to the approval process for a potential building project. Mike was provided with a copy of Plan 3+ as prepared by Joe Huberty of Engberg Anderson, along with a topographical map from 1999. Information relayed by Mike included:

i) A list of variances sought during the 1999 approval process for the Wood Building Annex.

ii) The library is zoned as an R-4 single family residential, requiring a special use permit for operation.

(1) R-4 zoning has a 32 ft height limit. The plan would not require a variance from this, as new construction would not exceed this height.

(2) R-4 zoning includes a 20 ft setback from the right of way. The library would require an additional variance from this for the new construction, due to the proximity of the construction to Oak Avenue.

(3) A variance for the addition of new impervious surface to the property would need to be sought.

(4) A variance for the square footage of the building would need to be sought.

(5) While there is no formal requirement, considering the effect of the addition on downtown parking would be prudent.

(6) Care should be taken to minimize light pollution from the proposed new windows facing Scranton Avenue.

iii) The approval process would include:

(1) A Special Use Permit application submitted for Planning Commission/Zoning Board of Appeals (PC/ZBA) review.

(2) Review by the Architectural Board of Review (ABR), that would start with a workshop and move on to a formal application.

(3) The PC/ZBA and ABR would eventually recommend the plan to the Village Board for approval.

(4) The Village Board would provide the final vote of approval.

(5) A construction fee of 3% is usually applied, but a waiver can be requested.

iv) All service mains are located in the right of way, and would not be encroached on by the construction. Building access to the mains could be disrupted, depending on where they connect to the building.

v) This permit must be amended when the site plan/structure changes.

- vi) The possible creation of a ‘public zoning district’ that would include buildings such as Village Hall and the schools.
- vii) No ‘red flags’ were visible within Plan 3+ suggesting a good chance of approval. The process is, however, unpredictable, so this does not represent a guarantee.
- viii) The library should obtain funding before entering the approval process. Mike arrived at this response in consultation with Village Administrator Drew Irvin.

4) Any other business:

- a) Discussion of Building Project and upcoming Board meeting with Philip Hood.

5) Adjournment: Meierhoff moved and Schons seconded a motion to adjourn the meeting at 3:30 PM.

- AYES: Meierhoff, Schons, and Stroh.
- NAYES: None
- ABSENT: None

Respectfully submitted,

Eric Scott Bailey