

**MINUTES OF THE PLAN COMMISSION**  
**April 25, 2022**

The regular meeting of the Plan Commission was called to order by Chairman Mark Moore at 7:05 p.m. at the Village Hall.

Members present: Chairman Mark Moore, Amy Flores, Walter Oakley, Richard Pyter, Thomas Rankin, Eric Steffe, and Gregory Wheeler.

Members absent: None.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development; David Smith, Senior Planner; and Jeff Cooper, Village Engineer.

Others present: Brooke Lenneman, Village Attorney.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**PC 22-09      Community Partners for Affordable Housing, Applicant  
500 Peterson Road**

**Request is for a Special Use Permit for a Planned Development in order to develop a mixed-use building with office on the first floor and residential on the second and third floor of a three story building located in the C-3 General Commercial District.**

**PC 22-04      Community Partners for Affordable Housing, Applicant  
500 Peterson Road**

**Request is for a Planned Development Concept Plan in order to develop a mixed-use building with office on the first floor and residential on the second and third floor of a three story building located in the C-3 General Commercial District.**

**PC 22-05      Community Partners for Affordable Housing, Applicant  
500 Peterson Road**

**Request is for a Special Use Permit for dwellings on the second and third floor containing commercial (office) use on the first floor in order to develop a mixed-use building with office on the first floor and residential on the second and third floor of a three story building located in the C-3 General Commercial District.**

**PC 22-06      Community Partners for Affordable Housing, Applicant**  
**500 Peterson Road**

**Request is for a Special Use Permit for a Senior Citizen Housing Development in order to develop a mixed-use building with office on the first floor and residential on the second and third floor of a three story building located in the C-3 General Commercial District.**

David Smith, Senior Planner, introduced the applicant's zoning requests.

Rob Anthony, applicant and Director of Community Partners for Affordable Housing (CPAH), described the services provided by CPAH. Mr. Anthony stated that CPAH is a 501C3 organization that provides a variety of housing services including rental assistance, joint venture partnerships with developers, down payment assistance, etc. He stated that CPAH has provided over 130 affordable rental units and over 1,000 affordable dwelling units in partnership with developers. He stated that other services provided by CPAH include providing grants to qualifying home owners in need to upgrade their homes with life-safety and accessibility improvements for the residence in need. He stated that CPAH has partnered with multiple municipalities by assisting with the drafting of their inclusionary housing ordinances. He stated that their approach to communities has often been to helping them realize their Comprehensive Plan goals relative to attainable housing.

Mr. Anthony introduced the proposed mixed use development for 500 West Peterson Road. He stated that the subject site has been vacant for 15 years. He stated that the facility will be named Eve B. Lee and will comprise of 34 total one and two bedroom apartments for seniors at attainable rent rates. He stated that the rental rates will range from \$1,050 to \$1,250. He stated that the project is financially supported by the Illinois Illinois Housing Development Authority: IHDA and will seek Enterprise Green Community Certification which is the only national green building program created with and for the affordable housing sector.

Mr. Anthony stated that two of the deviations from the Zoning Code they are seeking include exceeding the maximum permitted density by one dwelling unit from 33 apartments to 34. He stated that the other deviation they are seeking is to increase the maximum permitted F.A.R. from .50 to .75. He stated that requested F.A.R. increase by 0.25 is in line with the draft attainable housing ordinance relative to developer incentives.

Hugo Prill, NIA Architects for the applicant, presented the plans to the Plan Commission. He stated that the subject property is approximately 63,000 square feet in land area with 150 feet of frontage. He stated that the proposed building is three stories in height and approximately 48,000 square feet in floor area. He stated that the 34 apartments will be on the second and third floors and the first floor will be devoted to the new CPAH headquarters and resident amenities. He stated that the plan provides for 61 parking spaces. He stated that the site will be fully landscaped including the necessary parking lot screening on the east and west sides of the property. He stated that the property will be accessed from Peterson Road with east-west vehicular access points.

**Minutes of the April 25, 2022, Plan Commission Minutes**  
**Page 3 of 7**

Mr. Prill stated that additional deviations from the Zoning Code that they are requesting include a rear yard setback for the building, a reduction in the minimum required number of parking spaces, a reduction in the minimum required number of perimeter landscaped open space plantings and a reduction in the minimum required width of the perimeter landscaped open space.

Mr. Prill described the floor plans in detail. He stated that the CPAH office space on the first floor will be approximately 8,000 square feet and the other first floor uses will include apartment resident amenities such as a fitness room, two elevator shafts, and shared community rooms. He stated that the one and two bedroom apartments will be between 660 to 1,100 square feet in floor area size and will be fully furnished and the upper floors will be equipped with laundry rooms.

Mr. Prill described the building exterior design features including architectural elements of the facades, materials and color schemes. He stated that certain design elements were intended to interact with architecture of Austins Restaurant located across the street.

Mr. Prill stated that the building location is intended to be setback as far from the Peterson Road right of way in order to help mitigate the traffic noise for the residents.

Chase Morris, Vice President of Real Estate Development for CPAH, stated that the proposed mixed use senior apartment facility addresses a need in the Village. He stated that this proposal is in line with the Village's Comprehensive Plan goals and objectives.

Mike Peterson, 1910 Forest Creek Lane, and a member of the Forest Creek Home Owner's Association, stated that the building is pushed too close to the rear of the lot and too close to the Forest Creek subdivision. He stated that unit 1908 in Forest Creek will only be 60 feet from the proposed building and he is concerned about the noise the will emanate from the proposed facility. He stated that he is concerned about the increase in pedestrian traffic that will come through their neighborhood. He stated that he is concerned about the potential for the removal of trees in order to develop this site. He stated that he does not support the requested variations.

Jim Hamilton, 1908 Forest Creek Lane, stated that he has lived in Forest Creek for over 21 years. He stated that the proposed facility does not fit in with the neighborhood. He stated that he is concerned about the proposed density and the potential increase in traffic. He stated that the building should be built on the front half of the parcel further away from the Forest Creek subdivision. He stated that he is concerned about the safety in the area and the speeding traffic along Peterson Road. He stated that there are not trails that are connected to this site. He stated that this type of facility should be located downtown. He stated that he is concerned about how the proposed development will remove snow in the future. He stated that there will be an increase in traffic accidents in the future as a result of this proposed development. He stated that the proposed walkway around the building has no connection to anything. He stated that Forest Creek subdivision is a private area and he is concerned about an increase of pedestrians trespassing through their subdivision as a result of this proposed development. He stated that there should be a fence along the rear property line or a berm. He stated that the proposed recreational area behind the proposed building is too close to his property. He stated that they should impose rules on the future residents of the proposed facility to include quiet hours in the rear recreational area.

**Minutes of the April 25, 2022, Plan Commission Minutes**  
**Page 4 of 7**

Tim Johnston, 350 North Milwaukee Ave., stated the senior housing will benefit the Village of Libertyville. He stated that the subject site was an old strip mall that needed revitalization for a long time and this is a great place to develop senior housing. He stated that the proposed facility will not be a fraternity house.

Gregg Handrich, 320 Hyatt Drive, stated that this will be a great opportunity for the Village of Libertyville and the seniors who are priced out of the village. He stated that CPAH is a conscientious developer.

Brenda O'Connell, 500 West Winchester Road, stated that she works with Lake County Government and administers HUD funding for various projects in Lake County. She stated that CPAH will receive a grant from HUD funding for this project as it is considered an Attainable Housing residential development.

Bill Powers, 321 Lake Street, stated that he is a local investor in the Libertyville area. He stated that he supports what CPAH does and he supports this project. He stated that affordable housing is very difficult to building but CPAH is very good at it.

Tim DeBrueler, 332 Johnson Av., stated that he has partnered with CPAH in the past and that he supports the proposed development.

Commissioner Rankin asked for clarification as to the meaning of Senior Citizen Housing.

Chase Morris, CPAH, stated that the target population for the residential component is for independent living for ages 55 and older.

Commissioner Rankin asked how the first floor will be occupied.

Rob Anthony stated that the first floor is planned for CPAH's office and amenities for the residents.

Commissioner Rankin asked how many employees are expected to work at the proposed facility.

Mr. Anthony stated that there are 23 staff but many of them work a hybrid schedule. He stated that between 5 and 10 employees will be on site at any given time.

Commissioner Rankin asked if any of the space in the building will be leased out to other users.

Mr. Anthony stated that it is CPAH's intention to make it their permanent home.

Commissioner Rankin stated that there does not appear to be enough parking, the building is too big for the site and that there should be a better buffer between the subject site and the Forest Creek subdivision to the north.

Commissioner Oakley asked how the parking will be assigned to the occupants of the building.

Mr. Morris stated one parking space will be provided for each household.

**Minutes of the April 25, 2022, Plan Commission Minutes**  
**Page 5 of 7**

Mr. Anthony stated that Lake County Transit Services will also be available.

Mr. Morris stated that there will be on-site property managers as well.

Commissioner Oakley asked about pets.

Mr. Morris stated that pets will not be allowed for the apartment residents.

Commissioner Oakley stated that he is concerned about the lack of proposed parking and that this is the wrong location for this proposal.

Commissioner Flores stated that she agrees with the concerns expressed by the Forest Creek Subdivision residents. She asked how tenants are selected.

Mr. Morris stated that there is a tenant screening process and the applicants to be considered must qualify by house hold income.

Mr. Anthony stated that a qualifying house hold to be considered cannot make more than 60% of the Area Median Income.

Commissioner Steffe stated that he believes that this is a great use but he would like to see the applicant reduce the number of deviations. He stated that he is concerned about the encroachment into the rear yard setback.

Commissioner Wheeler stated that he is concerned about the rear yard setback encroachment without a fence to help buffer the subject property from the Forest Creek Subdivision residents. He asked if public transportation will be available for the residents or any other offsite amenities. He stated that he is concerned about the reduction of required parking spaces. He asked about the building security.

Mr. Morris stated that entrance into the building will utilize a key fob system and there will be cctv camera monitoring installed. He stated that Lake County provides the Ride Lake County on demand transportation service created specifically for seniors and residents with mobility limitations and the Lake County Paratransit transportation services that are geared toward seniors and people with disabilities.

Commissioner Wheeler asked if the proposed development will utilized MBE (Minority Business Enterprise), WBE (Woman Business Enterprise) participation when developing the site.

Mr. Morris stated that they currently have been working with a regionally located contractor who believes in community based contracting for site development. He stated that they have a pre-construction agreement with the contractor.

Commissioner Pyter stated that he is concerned about the long list of review comments in the supplemental staff memorandum. He stated that he is concerned about the encroachment into the

**Minutes of the April 25, 2022, Plan Commission Minutes**  
**Page 6 of 7**

10 foot wide perimeter landscaped open space. He asked what purpose does the outdoor recreational area serve behind the building.

Mr. Morris stated that the path that encroaches into the perimeter landscaped open space provides an opportunity for the residents to get exercise and enjoy the outdoors. He stated that they are providing outdoor seating in the recreational area behind the building for the residents where they can have lunch in an outdoor area.

Commissioner Pyter asked what the long term plan is for the Peterson Road corridor.

Mr. Spoden stated that any corridor improvements are subject to IDOT approval.

Commissioner Pyter asked what the occupancy limitations are for the proposed apartments.

Mr. Anthony stated that the dwelling units include one and two bedrooms.

Commissioner Pyter asked if the proposed path around the building will be wheelchair accessible.

Mr. Prill stated that the intent of the path is to be universally accessible.

Chairman Moore asked about the funding for the project.

Mr. Anthony stated that they will received financial support from Illinois Housing Development Authority.

Chairman Moore how snow removal will be addressed.

Mr. Morris stated that there will be a maintenance plan put in place to address ground maintenance and snow removal maintenance.

Chairman Moore asked how can the proposed development ensure that their residents will not walk through the Forest Creek subdivision.

Mr. Anthony stated that they can increase the buffer along the rear property line. He stated that they can install a fence if it is required.

Chairman Moore asked the applicant if they looked at other options for a project location.

Mr. Morris stated that they went through a rigorous site selection process. He stated that part of the decision making process is funding driven.

Chairman Moore asked what the status is for cross access agreements.

Mr. Morris stated that they intend to establish or update any cross access easement agreements as necessary.

**Minutes of the April 25, 2022, Plan Commission Minutes**  
**Page 7 of 7**

Chairman Moore asked the Engineering Division to clarify their review comment about the parking lot paver material.

Mr. Cooper stated that the south row of parking should be standard parking lot pavement as this area encroaches over certain utilities.

Chairman Moore stated that he is concerned about the rear yard setback encroachment and that consideration should be given to addressing that issue with revised plans. He asked the petitioner if they are ready for the Plan Commission to make a motion to continue this item.

Mr. Morris stated that they are ready to request the continuance.

*In the matters of PC 22-09, PC 22-04, PC 22-05, and PC 22-06, Commissioner Pyter moved, seconded by Commissioner Steffe, to continue these items to the June 13, 2022, Plan Commission meeting.*

*Motion carried 7 - 0.*

*Ayes: Moore, Oakley, Flores, Pyter, Rankin, Steffe, Wheeler*

*Nays: None*

*Absent: None*

**STAFF COMMUNICATIONS AND DISCUSSION:**

Commissioner Steffe moved, seconded by Commissioner Wheeler, to adjourn the Plan Commission meeting.

Motion carried 7 - 0.

Meeting adjourned at 8:55 p.m.