

VILLAGE OF GLENCOE
PLAN COMMISSION

Regular Meeting
April 23, 2014

1. CALL TO ORDER

A regular meeting of the Plan Commission of the Village of Glencoe, Cook County was called to order by Chairman Thomas in the Village Hall Council Chamber at 7:34 p.m. on the 23rd day of April 2014.

2. ROLL CALL

The following were present:

Caren Thomas, Chairman, Public-at-Large Representative
Barbara Miller, Vice-Chairman, Village Board Representative
Deborah Cogan, Public-at-Large Representative
Louis Goldman, Glencoe Public Library Representative
Ed Goodale, Zoning Board of Appeals Representative
Bruce Huvad, Public-at-Large Representative
Andre Lerman, Glencoe Park District Representative
Gary Ruben, School District #35 Representative
Tom Scheckelhoff, Historic Preservation Commission Representative

The following were absent:

Marya Morris, Public-at-Large Representative

The following were also present:

Philip Kiraly, Village Manager
David Mau, Director of Public Works
Nathan Parch, Planning & Development Administrator
Lee Brown, Village Planner

3. CONSIDER THE APRIL 9, 2014 PLAN COMMISSION MEETING MINUTES

The minutes from the April 9, 2014 Plan Commission meeting were approved.

4. PUBLIC COMMENT TIME

None

5. CONTINUE REVIEW OF FRAMEWORK FOR DOWNTOWN PLANNING PROCESS

Village Planner Lee Brown distributed a revised proposal on the planning process for updating Chapter 10 of the Comprehensive Plan, entitled *Downtown Subarea Strategic Plan*. The revisions incorporated comments received from Commissioners since the April 9th meeting, as well as input from Village staff. Mr. Brown noted that the proposed framework called for Plan Commission meetings to be organized into a series of workshops that would each focus on a broad topic relevant to downtown – land use, economic development,

housing, public spaces, parking and circulation, etc. Each workshop would include a list of questions agreed upon by Commissioners intended to seek answers from the community. Panel discussions with invited participants, included as part of the workshops or as stand-alone meetings, would assure broad representation of perspectives and encourage involvement.

In addition to the workshop meetings, Mr. Brown recommended several ideas for engaging the community throughout the planning process, particularly outside of regularly scheduled Plan Commission meetings. The intent of the community engagement strategy is to provide residents, business owners, and other community stakeholders multiple opportunities to participate in those parts of the planning process they are most interested in. Mr. Brown noted that project visibility, awareness, and community access to the downtown planning process are essential and could be enhanced through the following modes:

- Project Website
- Mobile App
- Presence at Farmer's Market booth and other Downtown Events
- Social Media
- Storefront/Kiosk Posters
- Glencoe Quarterly/Press Releases
- Candy Chang "Before I Die" Chalkboard Wall concept tweaked for Downtown Glencoe

Discussion about the project timeline ensued. Chairman Thomas estimated an 18-month window with the understanding that if additional time wasn't needed it wouldn't be taken. Some Commissioners favored a more aggressive timeline while others felt that it was important to take additional time if determined necessary. It was agreed that staff would initiate a calendar for the planning process.

Commissioner Goldman felt the process was too abstract to get the attention of the general public and instead voiced his support for a kick-off/brainstorming session at the start for public participation. Commissioner Lerman shared the details of the public outreach event hosted by the Sustainability Working Group in March 2012.

Commissioner Cogan complimented the suggested outreach strategies and felt they would be effective at reaching a variety of demographics. She suggested also mailing a postcard to every home in Glencoe.

Commissioner Goldman suggested videotaping the Plan Commission workshop meetings.

Mr. Brown explained that the planning process would begin with a Plan Commission walkabout and would include an exercise of identifying strengths, weaknesses, opportunities, and threats as they relate to the downtown area. Commissioners identified two possible dates for the downtown walkabout - May 28th or June 4th - pending final confirmation from staff. It was agreed that the initial walkabout should be limited to Plan Commissioners, as much as possible, in order to keep the number of people manageable and avoid dividing up into multiple groups. Pending interest, arrangements for a public walkabout could be made at a future point in time.

6. STANDING COMMITTEE REPORTS

Commissioner Lerman reported on the findings from the Park District's focus group meetings pertaining to its comprehensive planning process.

7. SCHEDULE NEXT MEETING OF THE PLAN COMMISSION

The next meeting of the Plan Commission was scheduled for 7:30 p.m. on Wednesday, May 28, 2014. It was agreed to hold Wednesday, June 4, 2014 as an additional meeting date pending confirmation from staff.

8. ADJOURNMENT

The meeting was adjourned at 8:55 p.m.

Respectfully submitted,

Nathan Parch
Planning & Development Administrator