

VILLAGE OF GLENCOE  
PLAN COMMISSION

Meeting Minutes  
September 26, 2018

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 Conference Room at 7:31 p.m. on the 26 day of September 2018.

2. ROLL CALL

The following were present:

Caren Thomas, Chairman, Public-at-Large Representative  
Barbara Miller, Vice-Chairman, Village Board Representative  
Louis Goldman, Glencoe Public Library Representative  
Ed Goodale, Public-at-Large Representative  
Bruce Huvard, Public-at-Large Representative  
Georgia Mihalopoulos, Public-at-Large Representative  
Gary Ruben, School District #35 Representative  
John Satter, Zoning Board of Appeals Representative  
Tom Scheckelhoff, Historic Preservation Commission Representative

The following were absent:

Dudley Onderdonk, Glencoe Park District Representative

The following were also present:

Nathan Parch, Community Development Administrator  
Lee Brown, Village Planner

3. CONSIDER THE AUGUST 29, 2018 PLAN COMMISSION MEETING MINUTES

The minutes from the August 29, 2018 Plan Commission meeting were approved.

4. PUBLIC COMMENT TIME

None

5. CONTINUE DISCUSSION OF DESIGN GUIDELINES

Village Planner Lee Brown distributed a memorandum for discussion focused on scope and process as they relate to design review. The current process was explained as it is outlined in Section 7-503 of the Zoning Code. As an alternative, a two-tier process was also explained: those design review applications that can be reviewed at the staff level, and those that must be reviewed by the Plan Commission. In this model "categories" for projects requiring only staff review would need to be well defined and used to distinguish between those applications

which would have little impact from those that may have significant impact. Examples were described.

Commissioners were supportive of the two-tier process. The approach would streamline certain categories of applications by allowing staff review and approval, without having to wait for the monthly Plan Commission meeting. It was agreed that staff would begin working on preparing a list identifying which categories of design review applications would go to staff or the Commission.

Mr. Brown distributed copies of the most recent draft of the design guidelines with all photos and graphics removed. Commissioners were given a homework assignment to review the text of the guidelines and to note any questions, comments, etc. It was agreed that this exercise would be completed and returned to Mr. Brown in advance of the next Plan Commission meeting.

6. STANDING COMMITTEE REPORTS/ANNOUNCEMENTS

Special recognition was given to Commissioner Ed Goodale being that it was his last Plan Commission meeting prior to relocating to Evanston. Chairman Thomas thanked Ed for his service on the Plan Commission for 16 years as representatives for the Historic Preservation Commission, Zoning Commission, and most recently as a Public-at-Large representative. It was moved and seconded by all members present to formally recognize Ed for his service.

Commissioner Goldman announced Tracey Meyers was appointed as an interim Library Board member to fill a recent vacancy.

Commissioner Ruben noted the School Board was planning for capital improvements to the schools in District 35.

Vice-Chairman Miller announced Greg Turner was appointed as an interim Village Board member to fill the vacancy of Trent Cornell.

Chairman Thomas shared she would likely not complete her full term as Plan Commission Chair due to a future move out of the Village. She stated she would keep members updated on timing as details are finalized. Finding a replacement Chair is under way.

7. SCHEDULE NEXT MEETINGS OF THE PLAN COMMISSION

The next Plan Commission meeting was scheduled for October 24, 2018 at 7:30 p.m.

8. ADJOURNMENT

The meeting was adjourned at 8:49 p.m.

Respectfully submitted,

Nathan Parch  
Community Development Administrator