

Approved

Village of Gurnee
Planning and Zoning Board Minutes
November 6, 2019

1. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, Tim Garrity, David Nordentoft, Edwin Paff, Josh Pejsach, and Brian Baugh

Planning and Zoning Members Absent: Laura Reilly

Other Officials Present: Tracy Velkover, Planning Manager; Clara Gable, Associate Planner; and Bryan Winter, Village Attorney

2. Pledge of Allegiance

3. Approval of the October 16 PZB Meeting Minutes

Mr. Garrity motioned, seconded by Mr. Baugh, to approve the October 16, 2019 meeting minutes.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

4. Approval of the PZB's 2020 Meeting Schedule

Ms. Gable presented staff's proposed PZB meeting schedule for the 2020 calendar year. She noted that staff attempted to avoid holidays. In January, instead of having back to back meetings due to holidays, only one meeting is proposed. Should a second meeting be needed, one can be scheduled and noticed. A vote is required for approval of this schedule.

Mr. Garrity motioned, seconded by Mr. Nordentoft, to approve the 2020 PZB meeting schedule.

Roll Call Vote:

Ayes: Garrity, Nordentoft, Paff, Pejsach, Baugh, and Sula

Nays: None

Motion Approved: 6-0-0

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5. Public Hearing: Shepherd Capital LLC Major Modification to an existing Special Use Permit for 5631 Manchester Drive

Ms. Gable stated that Shepherd Capital LLC has petitioned for a Major Modification to an existing Special Use Permit to allow an enlargement of a structure devoted to a Special Use Permit by more than 20% and an increase in the bedroom/patient count. The subject facility is located at 5631 Manchester Drive and was granted a Special Use Permit in 2017 for a senior living facility known as Gurnee Manor Residential Care Facility. As with all Special Use petitions, the Planning and Zoning Board will make a recommendation that will be forwarded to the Village Board for their determination. The petitioner is in attendance to present their request and answer any questions the board may have.

Mr. Steve Maskrey, one of three owners of Shepherd Premier Senior Living, stated that Shepherd has been planning expansion into Lake County. They were excited about the opportunity to buy the Manor Senior Facility in Gurnee off of Manchester Drive. He turned the presentation over to his wife, Theresa Maskrey, a second owner of Shepherd.

Mrs. Maskrey stated that Shepherd's goal is to provide small residential assisted living, noting that people have lived in homes all of their lives and they want to provide continuity with care in a residential and not institutional setting. She noted that they currently own 5 properties in McHenry County, with Gurnee being the sixth (6th) property and first in Lake County. She noted that they plan to build 6 new homes near Del Webb in Huntley. They operate in residential settings, have award winning assisted living and memory care, provide a caregiver to resident ratio of 1:5, provide home cooked meals prepared in on-site residential kitchens served family style, and lock down the house for memory care. She noted that the typical ratio of staff to resident in an institutional setting is anywhere from 1:20 to 1:30 and less at nights. She noted that the current facility, although very nice on the inside, is very commercial in appearance from the exterior. Because they operate residential homes by definition, they plan to convert the current building into a more home-like atmosphere with expanded living and entertainment areas. Also, they plan to add one bedroom (2 beds) to optimize staffing.

Mrs. Maskrey discussed Shepherd's ownership, indicating that it is privately owned and operated by local owners (all live within a 20-30 minute drive of their facilities) with substantial healthcare experience. Brandon Schwab is the CEO and founder with experience in real estate acquisition and development. Mrs. Maskrey stated that her and her husband have a combined 60+ years of experience in the healthcare market.

Mr. Chris Russo, Project Architect, walked the Board through the proposed changes. He indicated that the existing nurse's station/lounge and existing office will be converted to an additional bedroom with 2 beds, the covered drop off area will be converted to a screened porch with landscaping around the exterior, a sun room with fireplace and connected

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exterior patio will be added to the west side of the building, the exterior of the building will be modified with additional windows, changes in roof lines, and landscaping to provide it with a more residential character. He noted that staff had asked them to look at re-orienting the angled parking stalls in front of the facility but that they feel the site flows as proposed. Most people park and bring their relatives/residents into the building and do not drop them off and then go and park.

Mr. Sula opened the floor to the public for the public hearing items. As there was no one from the public who wanted to make comments, he closed the floor.

Mr. Paff asked where medical records would be stored.

Mr. Russo stated that there will be an office area (carved from the multi-purpose room) for this to occur.

Mrs. Marskey stated that they are licensed by the IDPH, which has very specific standards and requirements for locking of records, meds, etc, and that they will meet these requirements.

Mr. Garrity motioned, seconded by Mr. Baugh, to forward a favorable recommendation on the petition of Shepherd Capital LLC to allow a Major Modification to an existing Special Use Permit for 5631 Manchester Drive to allow the enlargement of a structure devoted to a Special Use Permit (residential care facility) by more than 20% and to allow an increase in the bedroom/patient count, in substantial conformance with the plans dated 10-10-2019.

Mr. Sula asked if there was any discussion on the motion. As there was not, a vote was taken.

Roll Call Vote:

Ayes: Garrity, Nordentoft, Paff, Pejsach, Baugh, and Sula

Nays: None

Motion Approved: 6-0-0

6. Next Meeting Date

Ms. Gable stated that there are no Public Hearings on the agenda at this time, but that the deadline for publication hasn't passed.

7. Public Comment

There were no public comments.

8. Adjournment

Mr. Garrity motioned, seconded by Mr. Paff to adjourn the meeting.

Voice vote:

Approved

All "Ayes," no "Nays," none abstaining
Motion carried: 6-0-0

The meeting was adjourned at 7:50 p.m.

Respectfully Submitted,

Joann Metzger,
Recording Secretary, Planning and Zoning Board