



**WHEELING PLAN COMMISSION
THURSDAY, AUGUST 23, 2018 6:30 P.M.**

REVISED AUGUST 20, 2018

**AGENDA FOR A REGULAR MEETING OF THE PLAN COMMISSION
Board Room - 2 Community Boulevard, Wheeling, Illinois**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. CHANGES TO THE AGENDA**
- 5. CITIZEN CONCERNS AND COMMENTS**

*Municipal Code 2.03.060 Subjects of Orders of Business:

Citizen Concerns and Comments. Members of the public may address the Plan Commission with comments regarding only those issues that are relevant to the Plan Commission's agenda or topics that the Plan Commission has the authority, pursuant to the Village Code, to address. The chairperson or his or her designee shall strictly restrain comments to matters that are relevant to the Plan Commission business and shall not permit repetitious comments or arguments. Members of the general public who wish to address the Plan Commission must sign the request to speak form prior to the commencement of the public meeting. The persons submitting a petition, concern or other comment shall be allocated five minutes to present their points.

6. CONSENT ITEMS

- A) [Docket No. SCBA 18-35](#)
Starbucks
351 W. Dundee Road
Appearance Approval of Wall and Drive-Through Signs

7. ITEMS FOR REVIEW

- A) [Docket No. 2018-21](#)
Blooming Minds STEAM Academy
593 N. Wolf Road
Special Use-Site Plan Approval of a Recreational and Instructional Facility
- B) [Docket No. 2018-22](#)
Coffeessions
820 Wheeling Road
Special Use-Site Plan Approval of a Sit-Down Restaurant

- C) [Docket Nos. PC 18-14 & SCBA 18-36](#)
Old Munich Inn
582 N. Milwaukee Avenue
(PC 18-14) Minor Site Plan and Appearance Approval of Building and Site
Modifications
(SCBA 18-36) Appearance Approval of Awning and Wall Signs
8. **APPROVAL OF MINUTES** – [August 9, 2018](#) (including Findings for Docket Nos. 2018-18, 2018-19, and 2018-20)
9. **OTHER BUSINESS**
10. **ADJOURNMENT**

THIS MEETING WILL STREAM LIVE AND TELEVISED ON WHEELING'S CABLE CHANNELS 17 & 99.
IF YOU WOULD LIKE TO ATTEND A VILLAGE MEETING BUT REQUIRE AUXILIARY AID SUCH AS A SIGN
LANGUAGE INTERPRETER, PLEASE CALL (847) 499-9085 AT LEAST 72 HOURS PRIOR TO THE MEETING

**Public Hearing Information
Wheeling Plan Commission Meeting
August 23, 2018
(Attachment to Agenda)**

2018-21 Olga Khamichonak, President of Blooming Minds Academy, is seeking Special Use-Site Plan Approval as required under Chapter 19-05 Mixed Use and Overlay Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to operate a Recreational and Instructional Facility at 593 N. Wolf Road, Wheeling, Illinois.

2018-22 Ruffo Perez, Owner of Coffeessions, is seeking Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to establish a sit-down restaurant at 820 Wheeling Road, Wheeling, Illinois.

REQUEST FOR PLAN COMMISSION ACTION
STAFF PROJECT REVIEW

TO: Chairperson Ruffatto and Members of the
Wheeling Plan Commission

FROM: Andrew C. Jennings, Director of Community Development
Brooke A. Casolari, Senior Planner

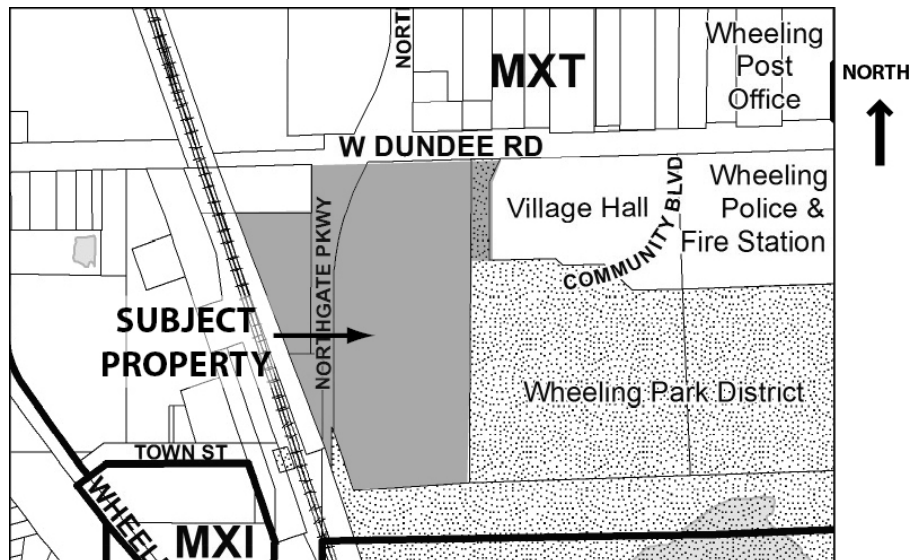
DATE OF REPORT: August 20, 2018

DATE OF MEETING: August 23, 2018

RE: **Docket No. SCBA 18-35**
Starbucks
351 W. Dundee Road
Appearance Approval of Wall & Drive-Through Signs

PROJECT OVERVIEW: The petitioner is seeking appearance approval of wall signs and drive-through signage for the newly approved Starbucks in the Wheeling Town Center.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Development Name:</u>	Starbucks
<u>Applicant Name:</u>	Hilton Displays
<u>Property Owner:</u>	The Lynmark Group
<u>Common Location:</u>	Located at the southwest corner of Dundee Road and Northgate Parkway
<u>Existing Use of Property:</u>	Drive-through restaurant
<u>Proposed Use of Property:</u>	No change

Existing Property Zoning:

MXT Transit Oriented Mixed Use

Previous Relevant Zoning Action on Property:

2016-20	Wheeling Town Center Final PUD, Ordinance No. 5033, passed October 17, 2016.
2017-17	Starbucks Special Use-Site Plan Approval, Ordinance No. 5150, passed February 5, 2018.

DESCRIPTION OF PROPOSAL

The applicant is requesting appearance approval for wall signs and drive-through signage associated with the new Starbucks drive-through restaurant in the Wheeling Town Center.

Note: Appearance approval is not required for the tenant panel in the multi-tenant shopping center sign and the freestanding directional signs.

SIGN PLAN REVIEW

Sign Locations: Business identification and directional signs are proposed for all four walls of the building. Menu boards, ordering apparatus and a clearance bar are proposed for the drive-through lane.

Sign Types and Sizes: An internally illuminated cabinet logo sign for each building facade is proposed. The cabinet signs are four feet in diameter (12.56 sq. ft.) and include the Starbucks siren logo. The primary wall sign is on the north facade, which consists of a cabinet logo and an internally illuminated channel sign. The channel letter sign features the business name in 18 inch white block letters, black trim caps and retainers, and a raceway painted to match the facade. The channel letter sign is 21.75 sq. ft. The total business identification sign area for the north facade is 34.31 sq. ft. of which the logo is 37% of the sign area. The Sign Code states that “in the event that signs shall be located on two or more building walls of a single user building, the business may be allowed graphic-only signs on the additional walls provided the graphics do not exceed 40% of the size of the primary wall sign. The total area of all business identification wall signs is 72 sq. ft.

A directional drive-through sign is also proposed for each building facade. The signs are 7 sq. ft. in size.

The drive-through also requires a clearance bar, pre-menu board, digital order screen (DOC), and five-panel menu board. The pre-menu board has a 6.72 sq. ft. sign area. The 5-panel menu board has a 22.9 sq. ft. sign area. The total area of the menu boards is less than the 60 sq. ft. allowed by the Sign Code.

All proposed signs meet the requirements of the Sign Code.

STAFF REVIEW

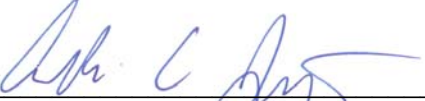
Impact on Adjacent Uses: No impact on adjacent uses is anticipated.

Staff Recommended Action: Staff suggests the Plan Commission approve Docket No. SCBA 18-35 to approve the appearance of the wall and drive-through signs.

PROPOSED MOTION

If the Plan Commission approves of the proposed signage, an appropriate motion would be to:

Approve Docket No. SCBA 18-35 to grant appearance approval for the proposed signs as shown on the 13 page sign package submitted August 15, 2018 for Starbucks, located at 351 W. Dundee Road, Wheeling Illinois.



Andrew C. Jennings, AICP
Director of Community Development



Brooke A. Casolari
Senior Planner

Attachments: [Site plan](#)

[Enlarged site equipment plan](#)

[South elevation plan](#)

[North elevation plan](#)

[East elevation plan](#)

[West elevation plan](#)

[Channel letter sign plan](#)

[Cabinet \(siren\) sign plan](#)

[Drive-through wall sign plan](#)

[Clearance bar plan](#)

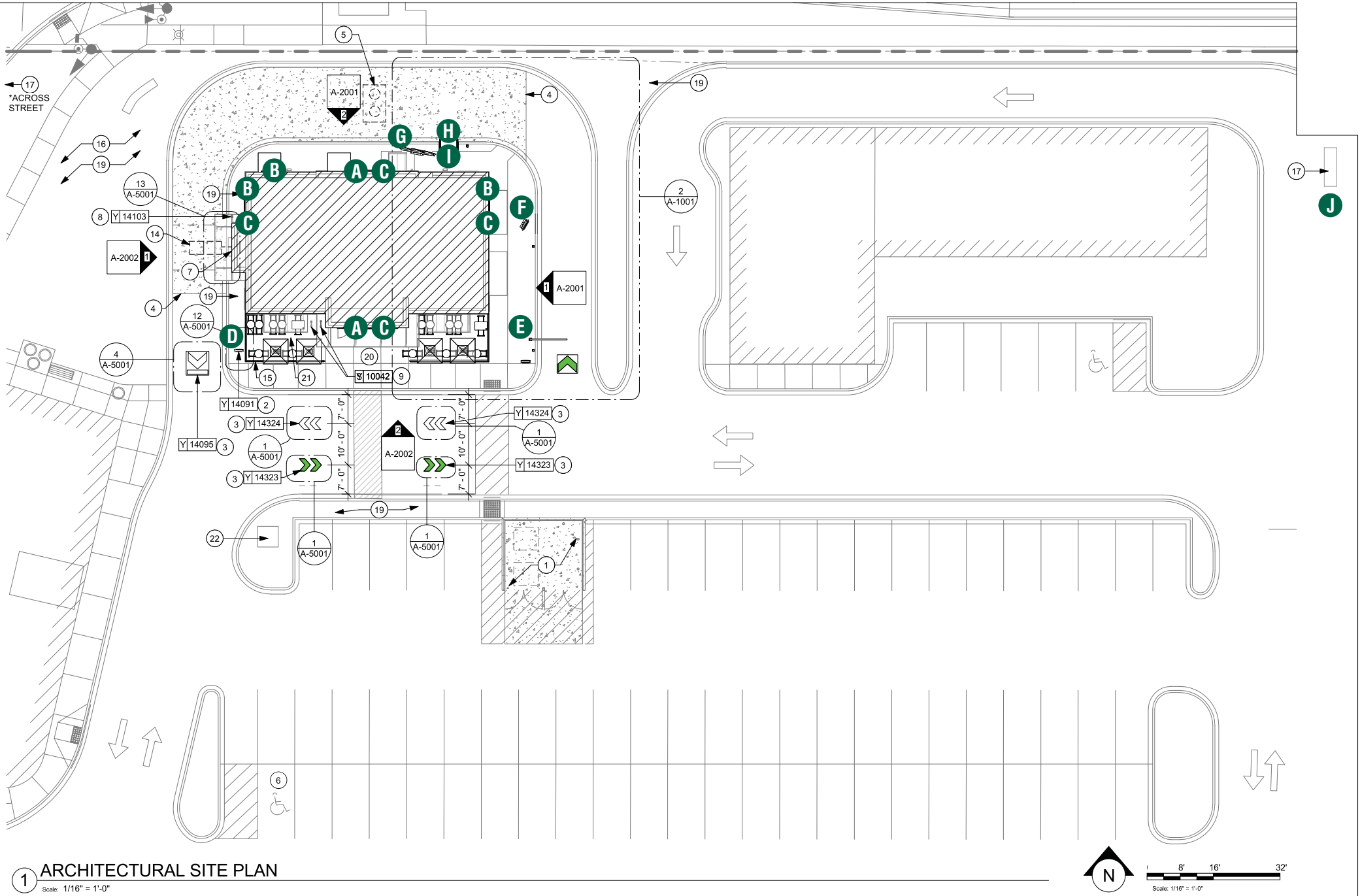
[Pre-menu board plan](#)

[5 panel menu board plan](#)

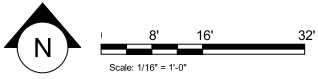
[Digital order screen plan](#)

SITE PLAN

- A 48" SIREN
- B 48" SIREN
- C 48" DT WALL SIGN
- D 46" TY/EO DIRECTIONAL
- E CLEARANCE BAR
- F PRE-MENU BOARD
- G MENU BOARD
- H DIGITAL ORDER SCREEN
- I DIGITAL CONTROL BOX
- J TENANT PANELS



1 ARCHITECTURAL SITE PLAN
Scale: 1/16" = 1'-0"



COLOR LEGEND		
	PMS/PAINT	VINYL
	PMS 3425 C	3M 3630-76
	RAL 7021M	3M 3630-22
	PMS WHITE	3M 3630-20/ 7725-10 TRANSLUCENT OPAQUE
	PMS 369 C	NA
	REFL. WHITE	3M 680-10

QID 18-42535

JOB NAME

Starbucks 26898

LOCATION

351 West Dundee Road
Wheeling, IL 60090

CUSTOMER CONTACT

SALESMAN / PM

David Rodatz

DESIGNER

Jesse Black

DWG. DATE

07-09-18

REV. DATE / REVISION

SCALE

As Noted

FILE

2018/Starbucks/Wheeling IL/
18-42535/SB Wheeling IL
18-42535.cdr

DESIGN SPECIFICATIONS ACCEPTED BY:

Exhibit received August 15, 2018

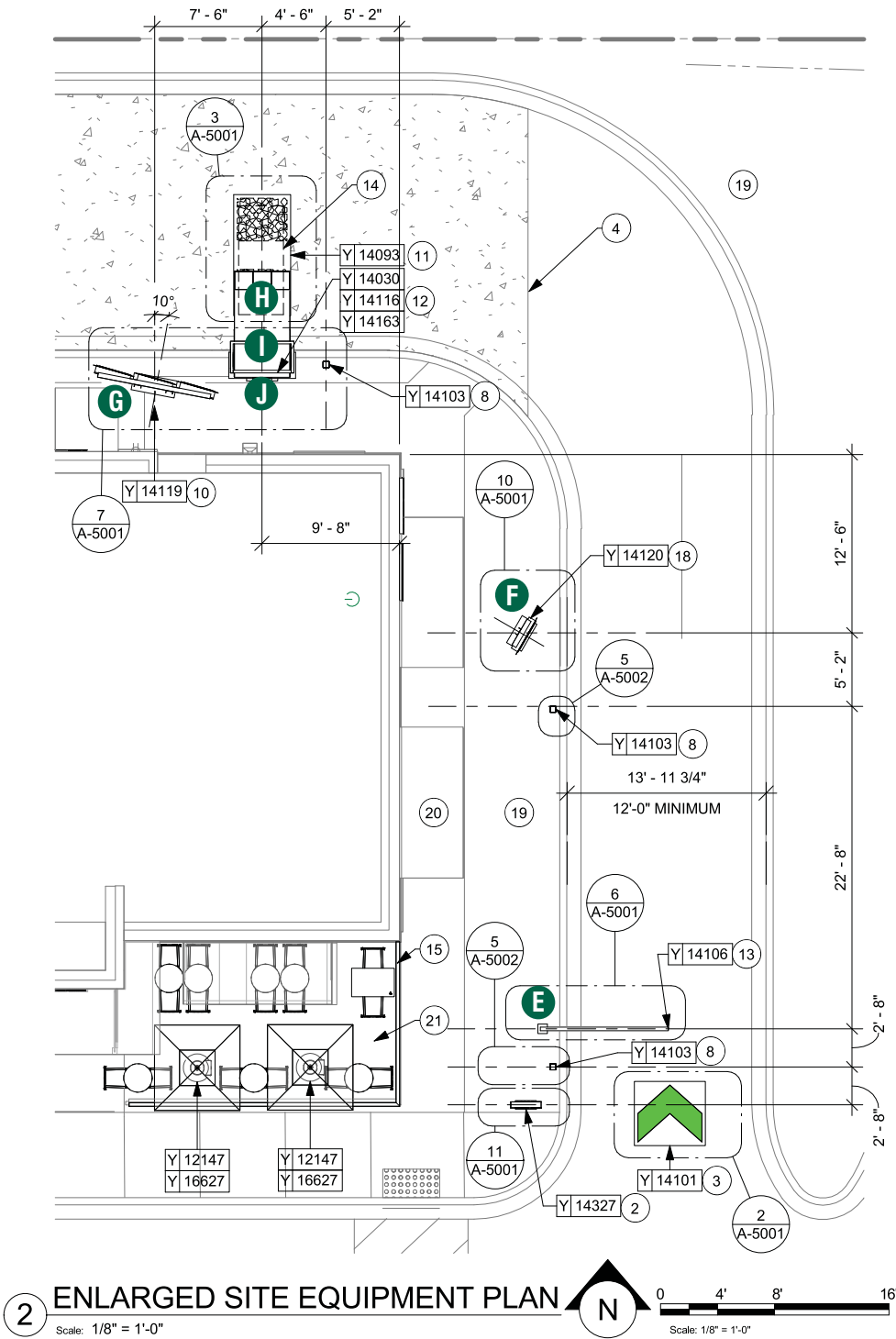
SLS/PM: LANDLORD:

THE INTENT OF THIS DRAWING IS TO SHOW A CONCEPTUAL REPRESENTATION OF THE PROPOSED SIGNAGE. DUE TO VARIATIONS IN PRINTING DEVICES AND SUBSTRATES, THE FINISHED PRODUCT MAY DIFFER SLIGHTLY FROM DRAWING.



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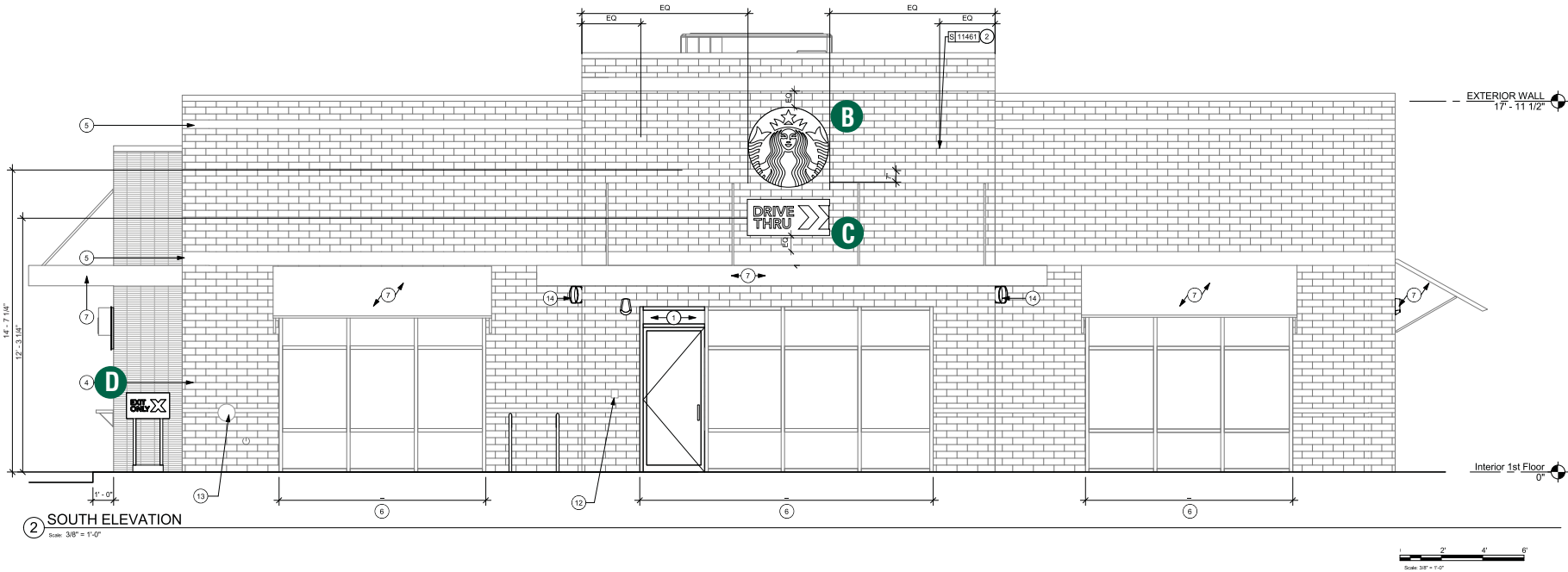
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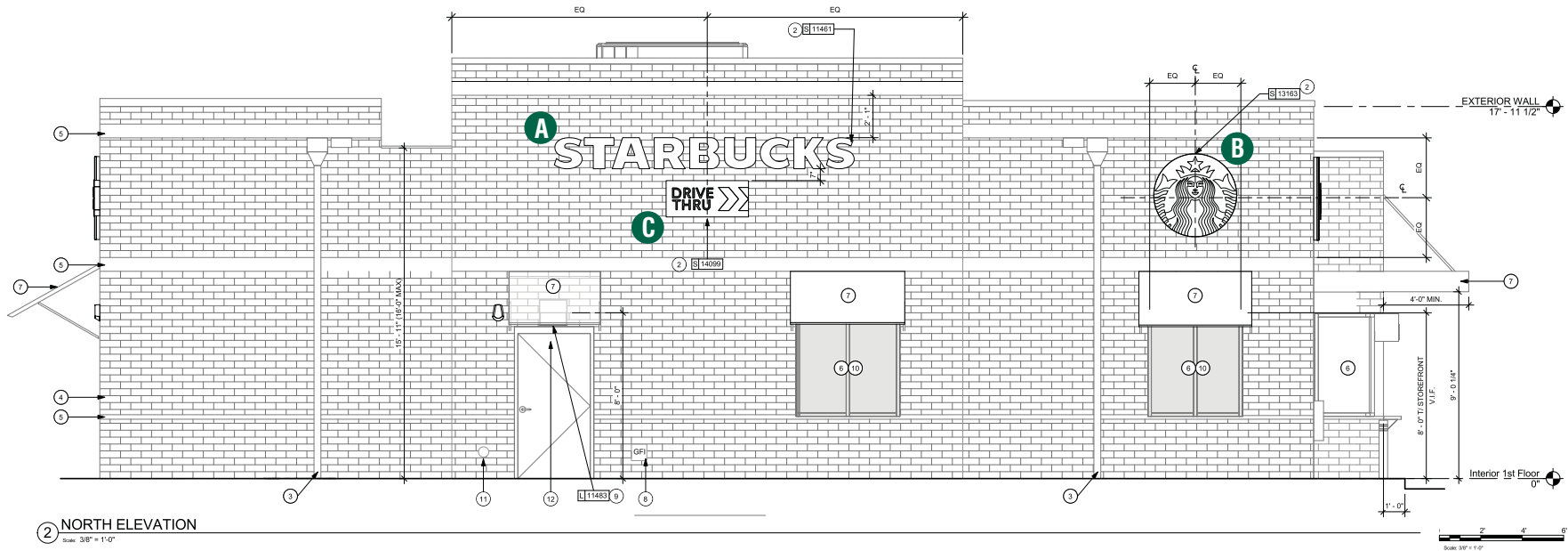
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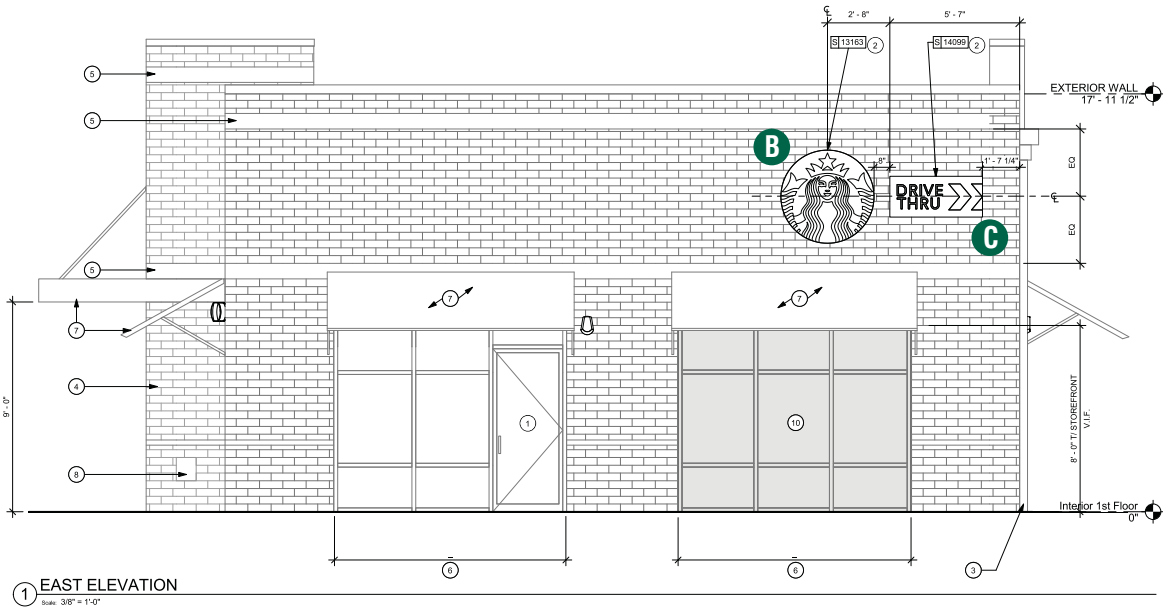
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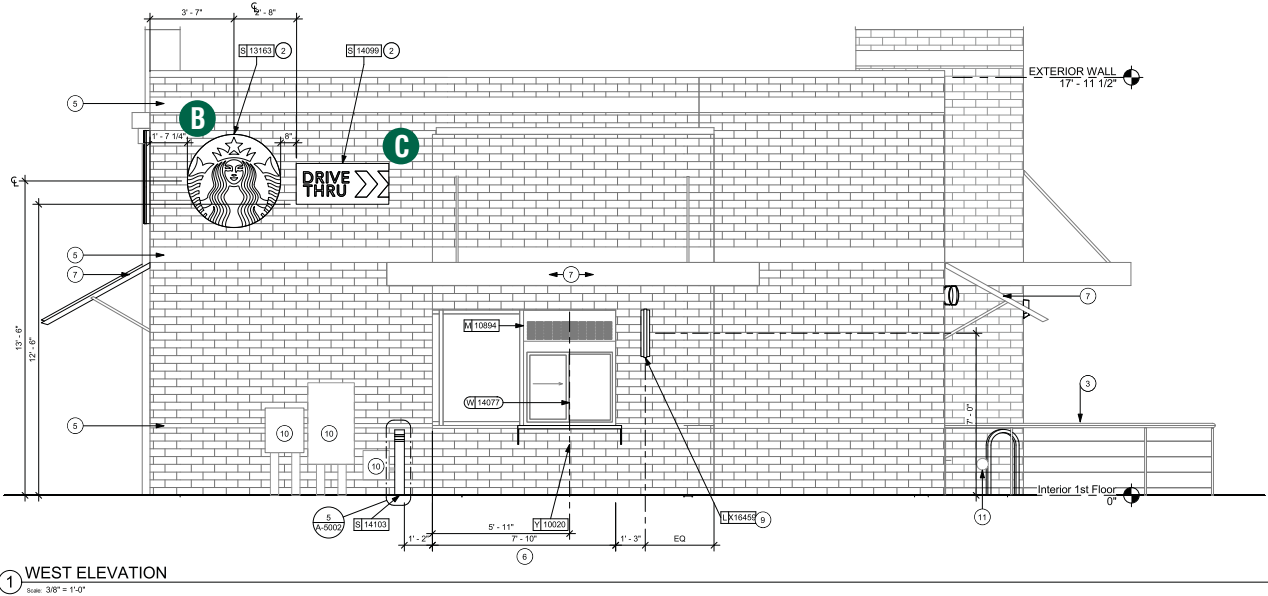
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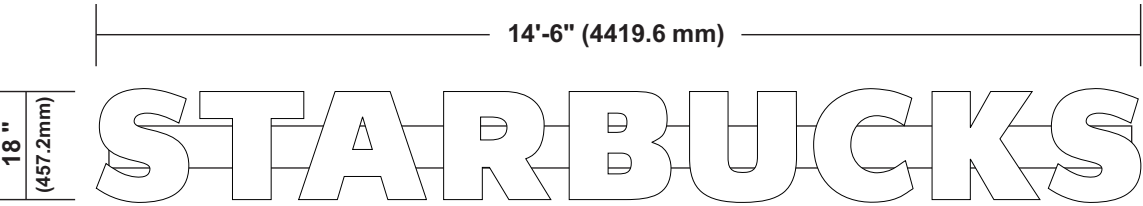
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18” CHANNEL LETTERS - RACEWAY

SBC-S11425-RW27-SB-W-SL

Qty. 1

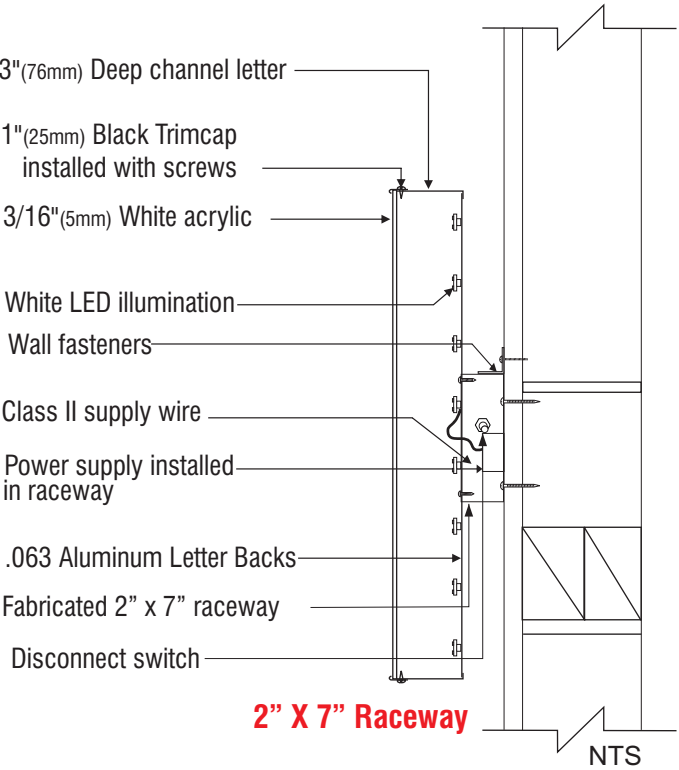


1 Front View

Scale: 3/8" = 1' (11x17 Paper)

SPECIFICATIONS

- A** Internally illuminated channel letters to be fabricated from .040/3003 aluminum with pre-painted White interiors and painted satin finish Black polyurethane exteriors. Letter backs to be aluminum pop-riveted to sidewalls and sealed.
- B** Faces to be 3/16" (5mm) White acrylic with 1" (25mm) Black trimcap.
- C** Internally illuminate letters with Sloan LEDs with LED drivers located within raceway
- D** Raceway painted to match: Quik Brick Ash Blend With Specmix SM100 - Gray Grout or EQ.



COLOR LEGEND		
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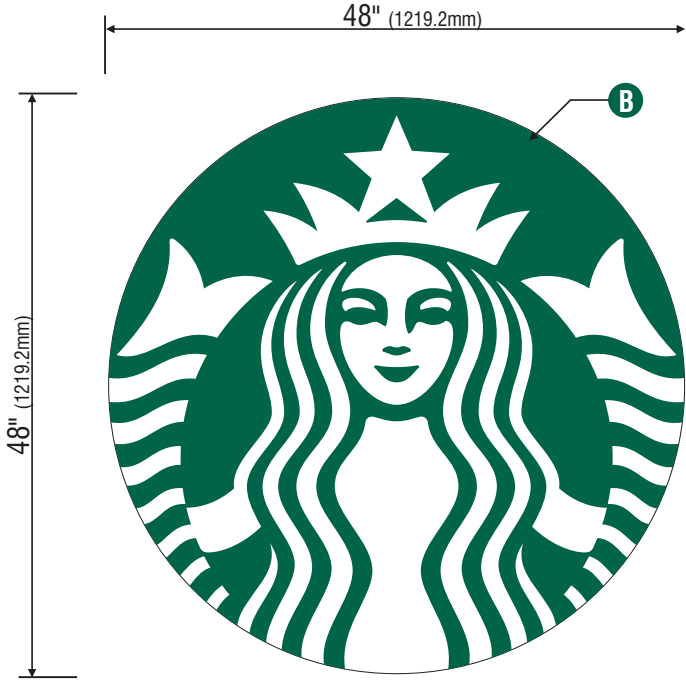
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48” ILLUMINATED SIREN

SBC-S13163-SL

Qty. 4

B



1 Front View

Scale: 3/4" = 1'-0" (11X17 Paper)



4 Side View

SPECIFICATIONS:

- A Single faced internally illuminated wall mount logo disk. Cabinet to be 3"(76mm) deep, fabricated aluminum sidewalls and back. Paint cabinet black polyurethane. Faces to be 3/16"(5mm) White acrylic. 1" black trimcap with square head screws retainer edging.
- B Graphics of logo to be 1st surface 3M Translucent Scotchcal vinyl- Holly Green #3630-76. Siren to show thru White.
- C Internally illuminate logo disk with Sloan white LED's installed to back of disk. Power with self-contained Sloan power supply enclosed in painted white j-box. Fasten to wall with required fasteners.

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	PMS WHITE	3M 3630-20/ 7725-10 TRANSLUCENT OPAQUE
	PMS 369 C	NA
	REFL. WHITE	3M 680-10

wall mount EVOLVED			
Size	Sq.Ft.	Sq.M.	Volts
48" (1219.2mm)	12.56	1.17	120

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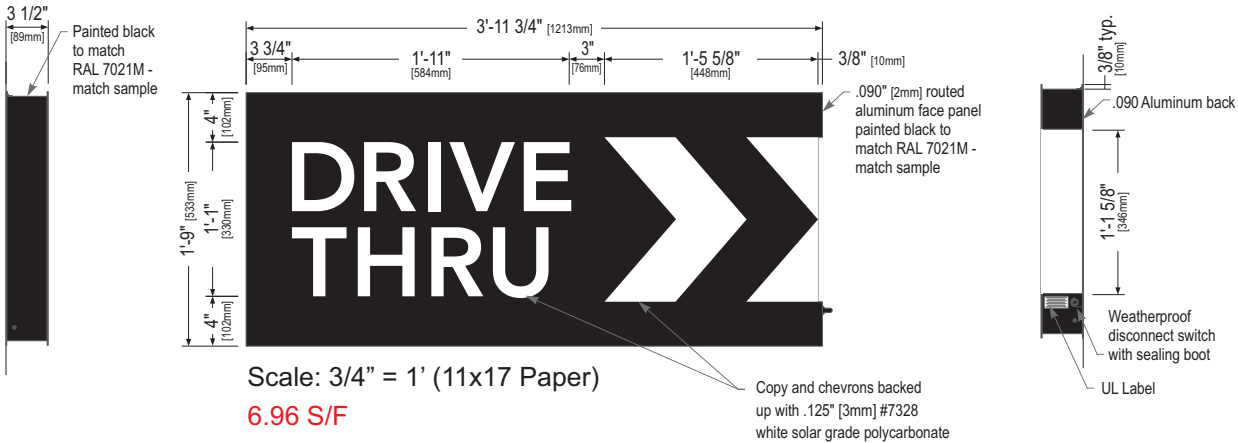
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48" DT WALL SIGN

SBC-S14099-SL

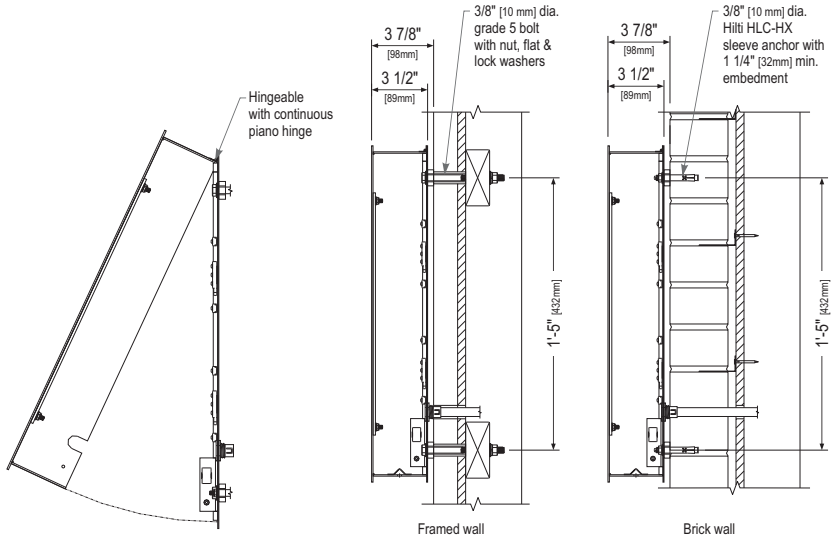
Qty. 4



Left Side View

Front Elevation View

Right Side View



Service Position View

Section View at Installation Detail

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	PMS 369 C	NA
	REFL. WHITE	3M 680-10

Sign Specifications:

Cabinet:

- Fabricated .090" [2mm] aluminum housing painted black to match RAL 7021M with 3M #180-10 white vinyl end cap as shown.
- Directional copy and chevrons backed up with .125" white polycarb. All polycarb face elements to be attached to aluminum face panel with weld studs.
- Welded aluminum construction with no visible fasteners. Fasteners retaining the hinged face will be located on the bottom such that they are not visible. All fasteners used in the assembly of internal components shall be coated to prevent corrosion.
- Internal structure of cabinet shall be per approved shop drawings.
- Graphic elements are internally illuminated using Sloan LED system *or Starbucks approved equal*. LED's to be mounted on back panel with self-contained power supply. All electrical components are removable for service.

Regulatory:

- Sign must meet all regulations in the National Electric Code as well as any local or state electrical codes.
- As per NEC 600.6, sign is equipped with a service disconnect switch.
- Sign must be listed as an Electric Sign per Underwriters Laboratories UL48 and/or CSA and bear the appropriate UL, CUL or CSA relevant certification marks.
- Primary power by electrical contractor per NEC.

Size	Sq. Ft. ¹	Sq. Ft. ²	Volts	Amps
21"	4.52	6.96	120	0.85

1: Figured as illuminated center part
2: Figured as complete signage

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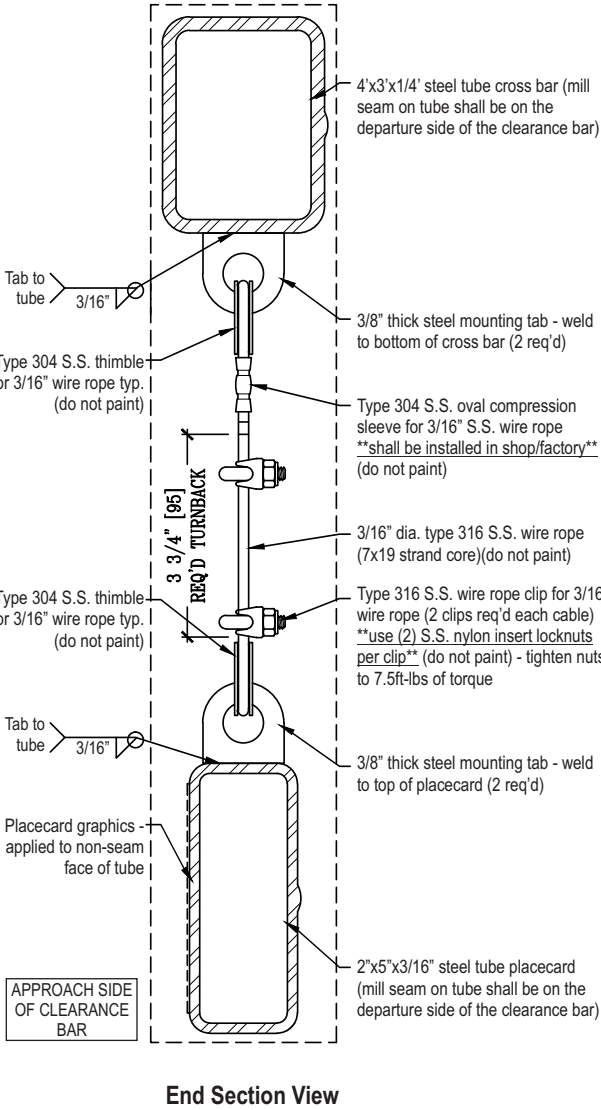
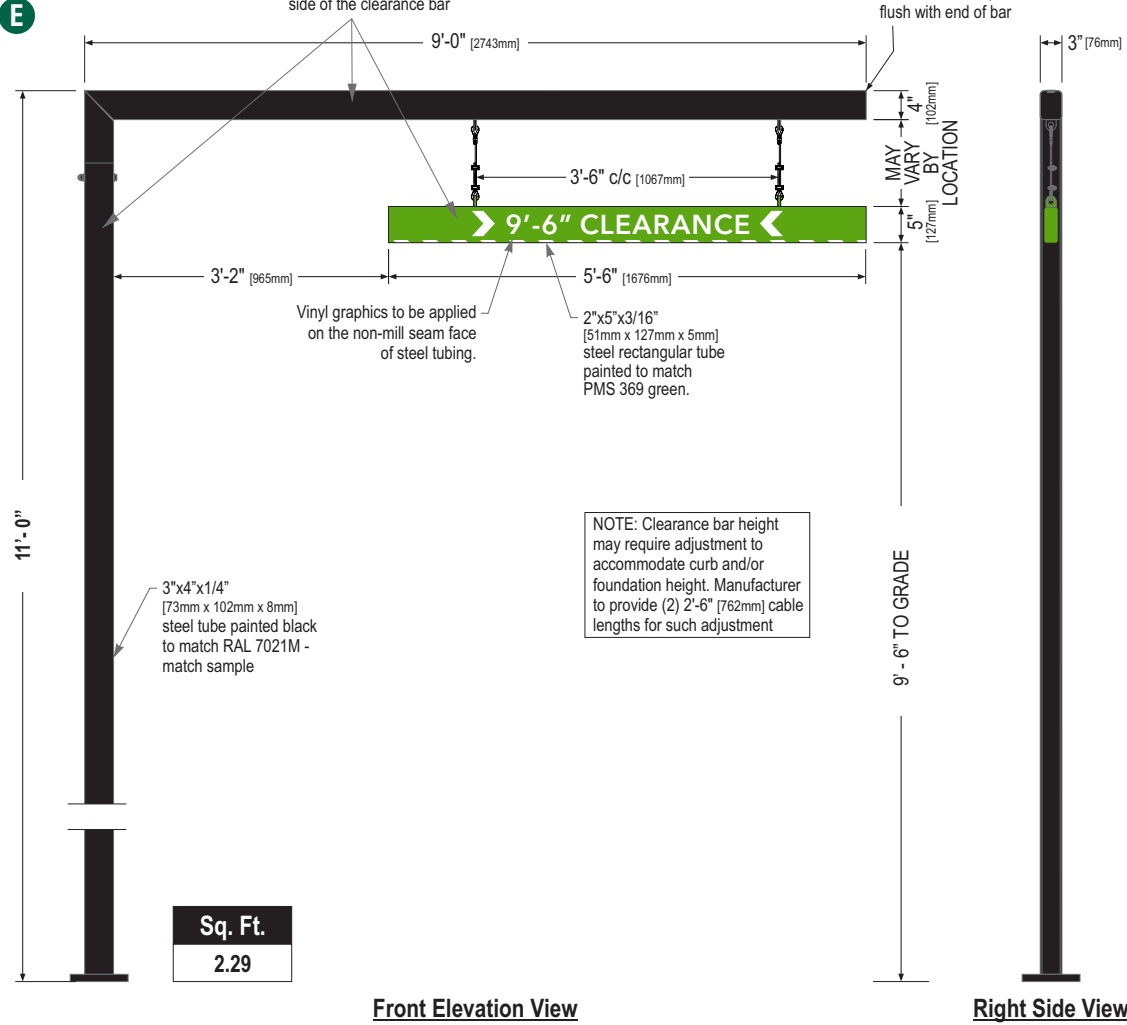
SLS/PM: LANDLORD:

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CLEARANCE BAR SBC S14106-SHB-11

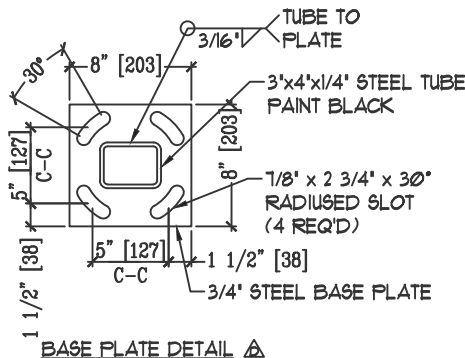
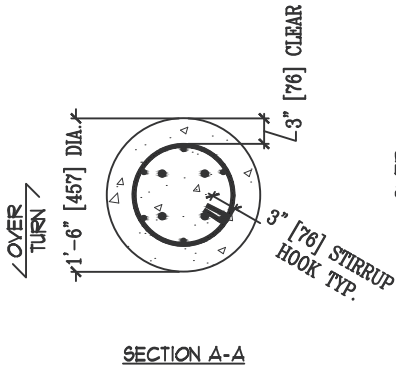
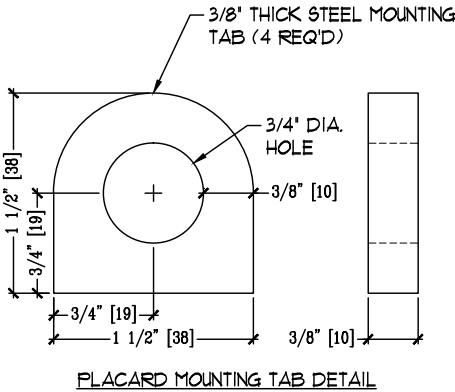
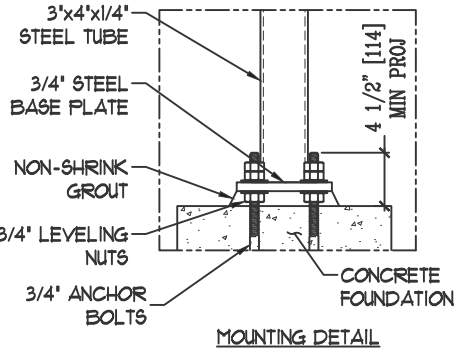
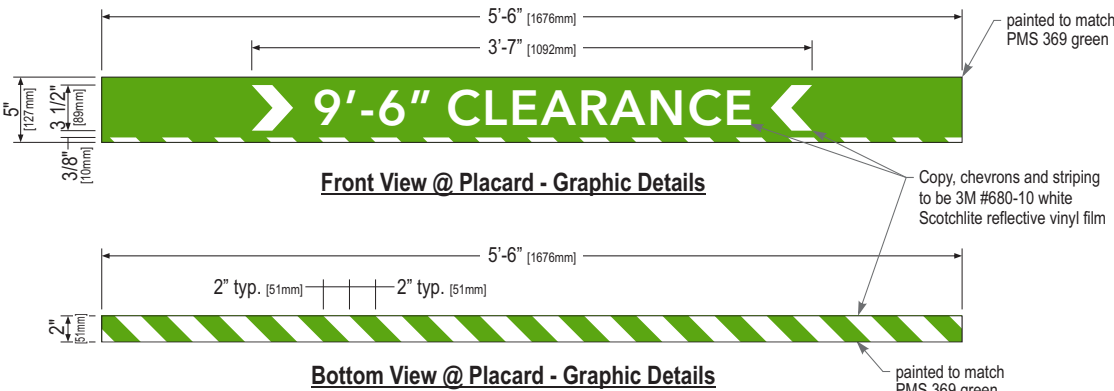
Qty. 1
(Standard Wind Load)



Sign Specifications:

- Scraper Bar:
- 2"x5" [51mm x 127mm] steel tube painted to match PMS 369 green.
 - Flush steel end caps painted to match PMS 369 green.
 - Copy and chevrons to be 1st surface computer cut 3M #680-10 white Scotchlite reflective vinyl film.
 - Bottom striping to be 1st surface computer cut 3M #680-10 white Scotchlite reflective vinyl film. Striping extends 3/8" [10mm] onto front face.
 - Suspend from support with SS cable & hardware. Cable provided requires field adjustment for proper clearance height.

- Support:
- Supporting structure will be all welded steel tube construction painted black to match RAL 7021M as per approved shop drawings.
 - Base tube will be constructed so that it can be retro-fittable to existing sign foundations. All foundations, existing and new must be analyzed for suitability and must meet all local city or state codes regulations.



COLOR LEGEND		
	PMS/PAINT	VINYL
	PMS 3425 C	3M 3630-76
	RAL 7021M	3M 3630-22
	PMS WHITE	3M 3630-20/ 7725-10 TRANSLUCENT OPAQUE
	PMS 369 C	NA
	REFL. WHITE	3M 680-10

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www.hiltondisplays.com

QID 18-42535

JOB NAME

Starbucks 26898

LOCATION

**351 West Dundee Road
Wheeling, IL 60090**

CUSTOMER CONTACT

SALESMAN / PM

David Rodatz

DESIGNER

Jesse Black

DWG. DATE

07-09-18

REV. DATE / REVISION

SCALE

As Noted

FILE

**2018/Starbucks/Wheeling IL/
18-42535/SB Wheeling IL
18-42535.cdr**

DESIGN SPECIFICATIONS ACCEPTED BY:

Exhibit received August 15, 2018

SLS/PM: LANDLORD:

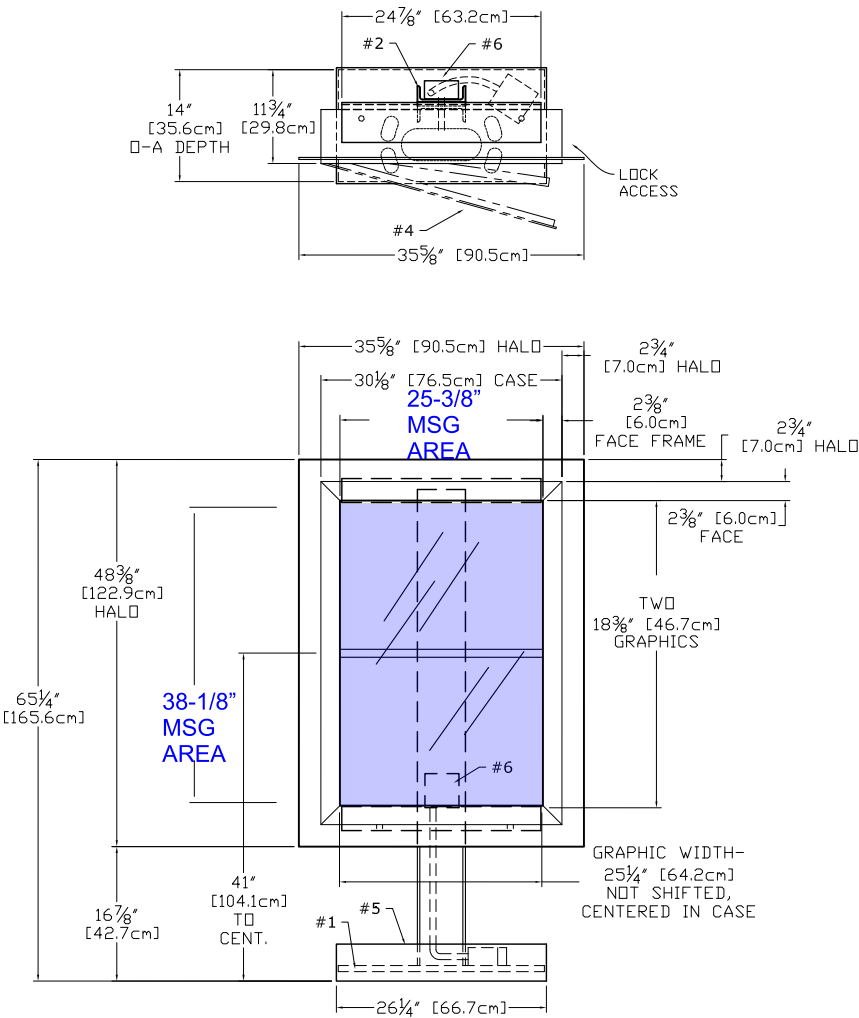
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PRE-MENU BOARD - FREESTANDING

Qty. 1

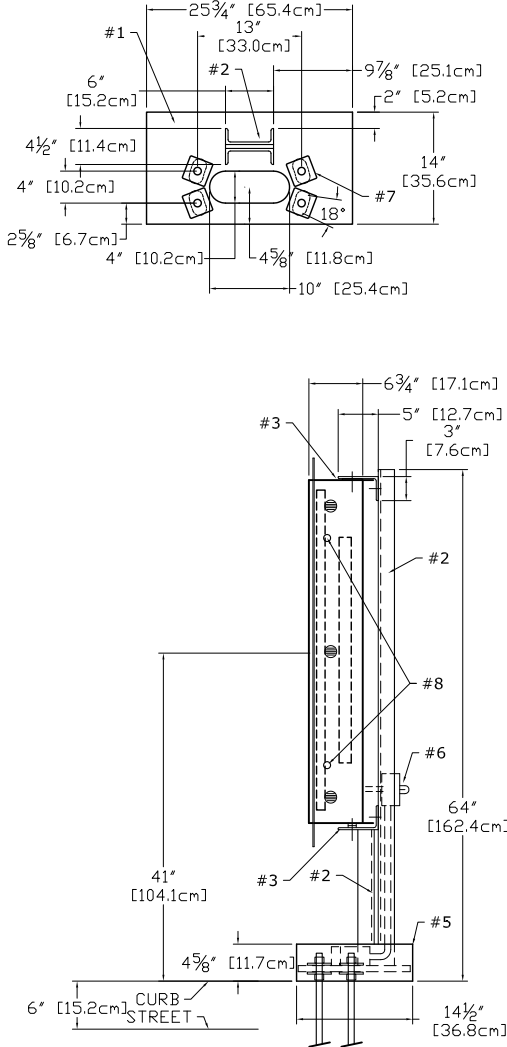
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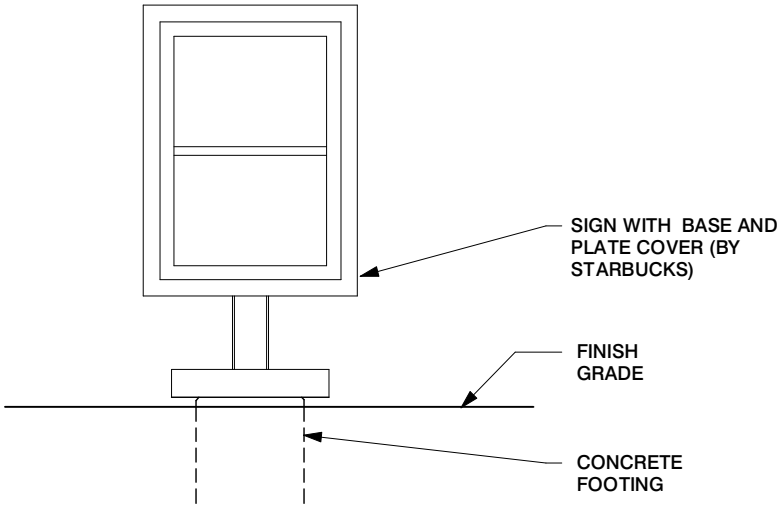
MESSAGE AREA = (25.375 * 38.125) / 144 = 6.72 SQ FT

DTE - PRE-MENU FREESTANDING

Scale: 1/2" = 1' (11x17 paper)



- #1 - 3/4" [19mm] STEEL BASE PLATE w/ 18deg HOLES PATTERN LEFT SQUARE / SYMETRICAL
- #2 - C6X10.5 (6"x2"x5/16") STEEL POST (1x)
- #3 - 5"x3"x1/4" STEEL SUPPORT ANGLES (2x) (WELDED TO STEEL POST)
- #4 - EXTRUDED ALUMINUM MENU BOARD (1x) ONE SPLIT PANEL LIGHTBOX TWO 25 1/4"x18 3/8" GRAPHICS GRAPHIC ASSEMBLY CENTERED, NOT SHIFTED STANDARD LED TUBE LIGHTING, SIDE LOCKS
- #5 - WELDED ALUMINUM BASE COVER
- #6 - WATER-TIGHT BOX w/SWITCHES & SENSOR, RIDGID CONDUIT RUN TO SECOND EXT BOX BELOW BASE COVER, 120 WATT, 0.30Aac
- #7 - 8 BASE WASHERS, 1/4" THICK
- #8 - TWO SIDE MOUNT LOCKS, RETAIN EXISTING KEY #E3-26-819-15



DTE - PRE-MENU FREESTANDING

Scale: 3/8" = 1' (11x17 paper)

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David Rodatz

DESIGNER

Jesse Black

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REV. DATE / REVISION

SCALE

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18-42535.cdr**

DESIGN SPECIFICATIONS ACCEPTED BY:

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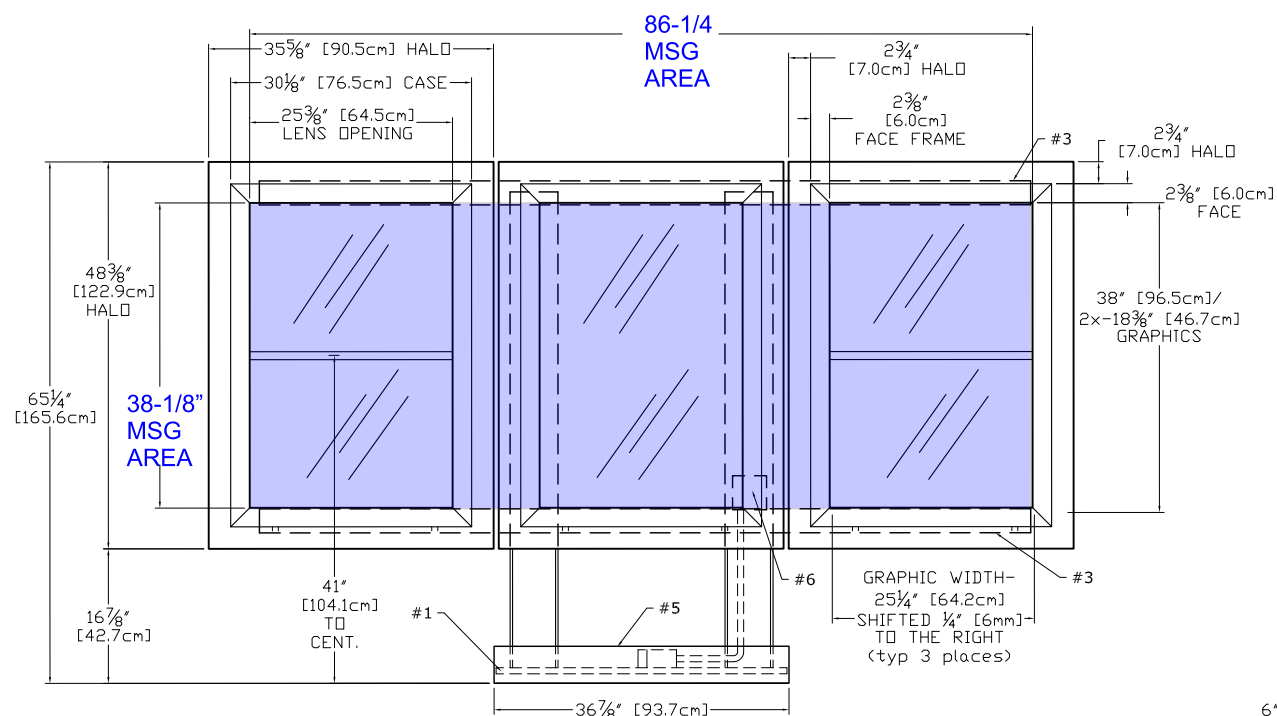
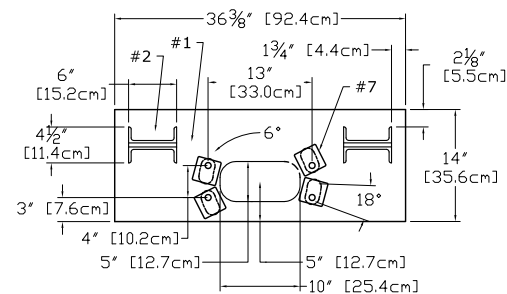
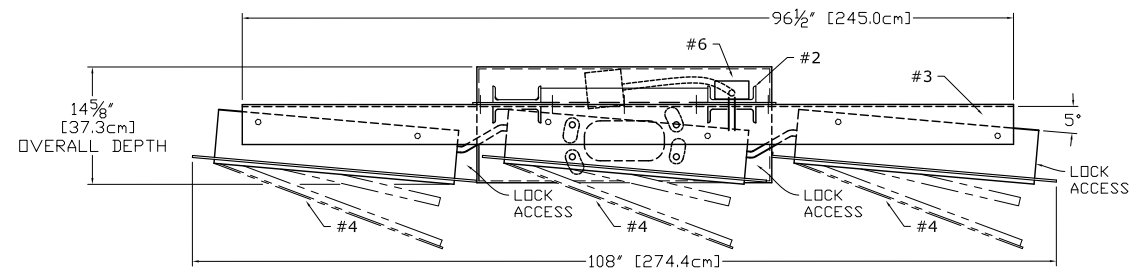
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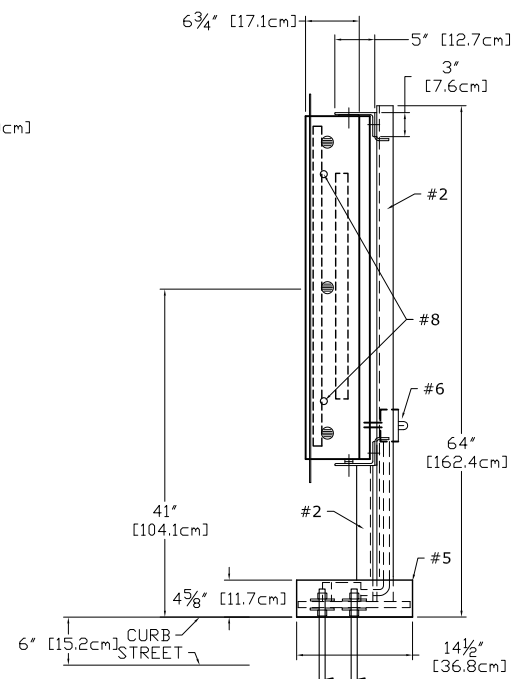
Qty. 1

Qty. 1

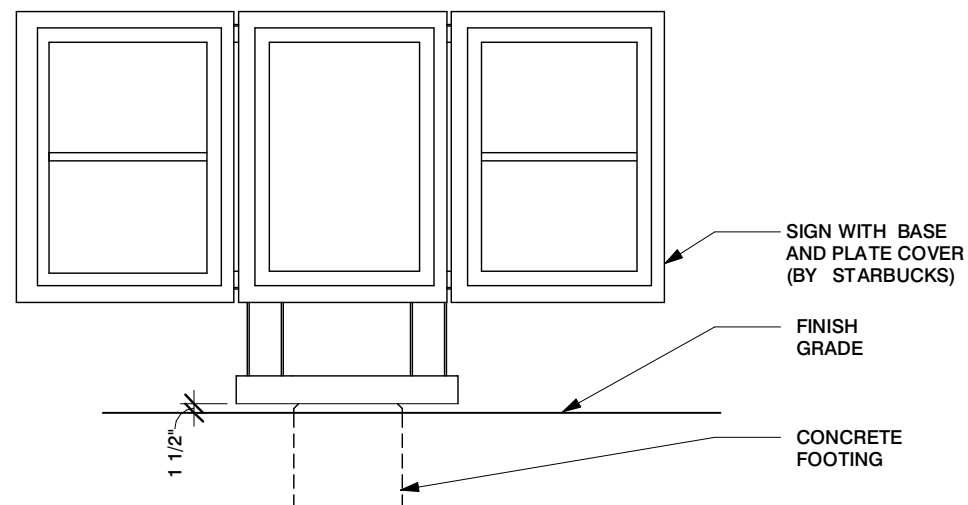


MESSAGE AREA = (86.25 * 38.125) / 144 = 22.9 SQ FT

Scale: 1/2" = 1' (11x17 paper)



- #1 -3/4" [19mm] STEEL BASE PLATE w/ 18deg HOLES
PATTERN ROTATED FOR 15deg THRU 3deg POSITION
- #2 - C6X10.5 (6"x2"x $\frac{5}{16}$ ") STEEL POST (2x)
- #3 - 5"x3"x $\frac{1}{4}$ " STEEL SUPPORT ANGLES (2x)
(BOLTED TO WELDED $\frac{1}{4}$ " STEEL CROSSBARS)
- #4 - EXTRUDED ALUMINUM MENU BOARDS (3x)
ONE FULL AND TWO SPLIT PANEL LIGHTBOXES
ONE - 25 $\frac{1}{4}$ "x38" AND FOUR 25 $\frac{1}{4}$ "x18 $\frac{3}{8}$ " GRAPHICS
ALL GRAPHIC ASSEMBLIES SHIFTED $\frac{1}{4}$ " TO RIGHT
STANDARD LED TUBE LIGHTING, SIDE LOCKS
- #5 - WELDED ALUMINUM BASE COVER
- #6 - WATER-TIGHT BOX w/SWITCH & SENSOR,
RIDGID CONDUIT RUN TO SECOND EXT BOX
BELOW BASE COVER, 120 WATT, 0.90Aac
- #7 - 8 BASE WASHERS, $\frac{1}{4}$ " THICK
- #8 - TWO SIDE MOUNT LOCKS per MENUBOARD
RETAIN EXISTING KEY #E3-26-819-15



Scale: $\frac{3}{8}" = 1'$ (11x17 paper)

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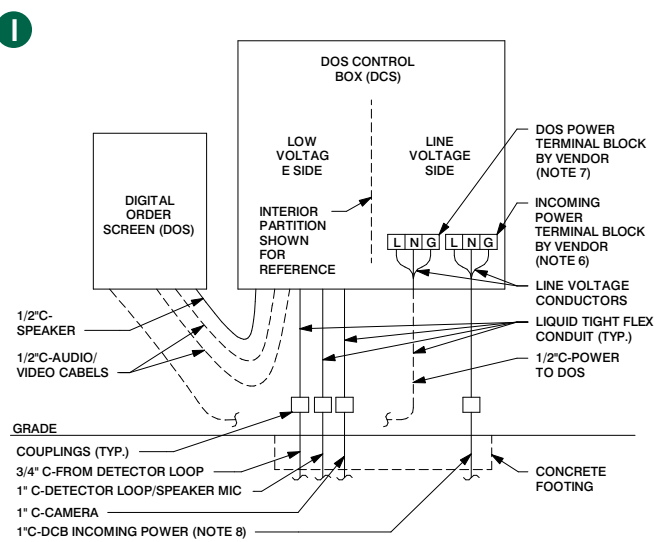
SLS/PM:	LANDLORD:
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DOS & DCB ON POST

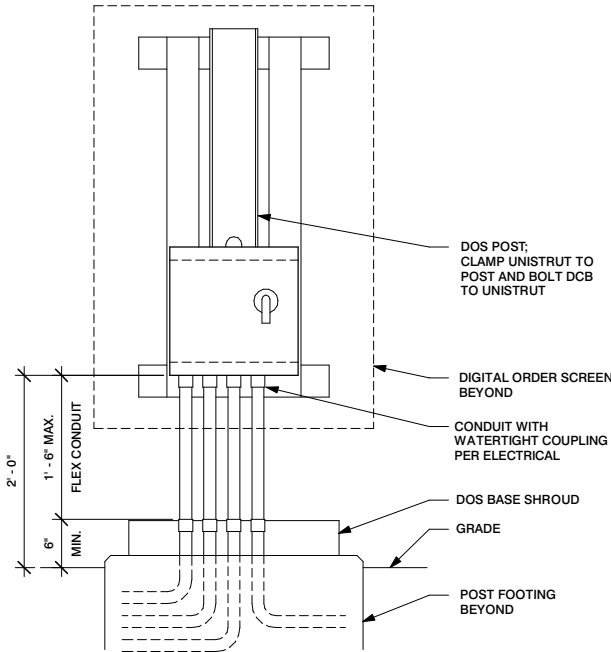
Qty. 1
H I



- LEGEND
--- DOS WHIP
--- CONDUIT BY EC
- NOTES:
1. ALL SHOWN SHALL BE INSTALLED PER THIS DETAIL, CODE AND MANUFACTURER'S INSTRUCTIONS.
2. CONFIRM MOUNTING POSITIONS OF ALL DEVICES SHOWN WITH GC AND VENDOR.
3. EC TO PROVIDE, INSTALL AND CONNECT ALL LINE VOLTAGE CONDUCTORS.
4. EC TO CONNECT DEDICATED POWER BETWEEN DOS AND DCB.
5. DCB VENDOR TO CONNECT ALL LOW VOLTAGE CABLING, INCLUDING DOS WHIPS TO DCB.
6. TERMINATE INCOMING POWER ON TERMINAL BLOCKS LABELED INCOMING DEDICATED POWER.
7. TERMINATE POWER TO DOS ON TERMINAL BLOCKS LABELED DOS DEDICATED POWER.
8. POWER TO DCB SHALL BE INDIVIDUAL BRANCH CIRCUIT IN DEDICATED CONDUIT (I.E. NOT BE ON EMS OR LIGHTING CONTROL).

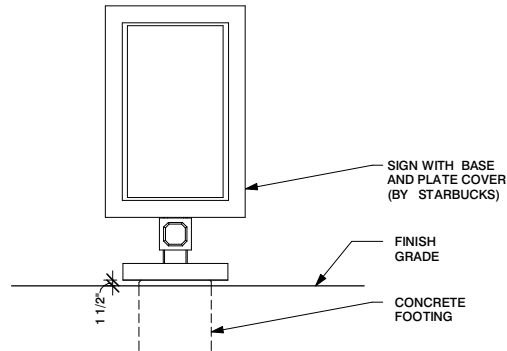
DTE - DOS CONTROL BOX WIRING

Scale: 1/2" = 1' (11x17 paper)



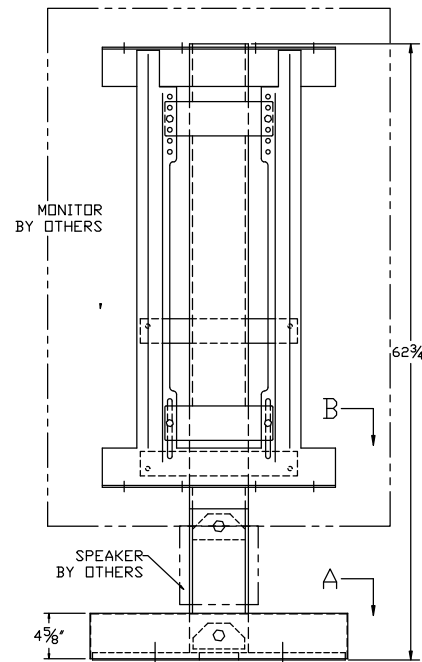
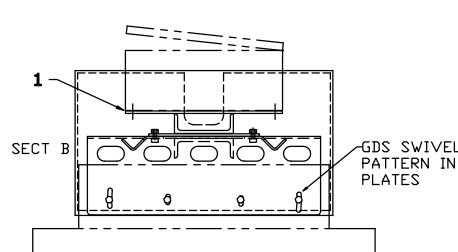
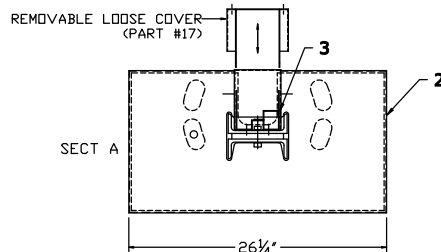
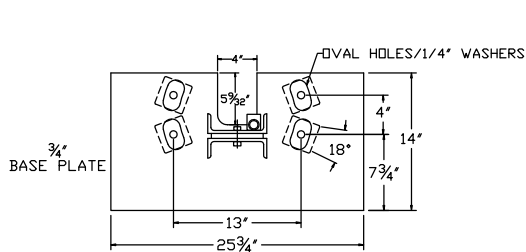
DTE - DOS CONTROL BOX ON DOS POST

Scale: 1/2" = 1' (11x17 paper)

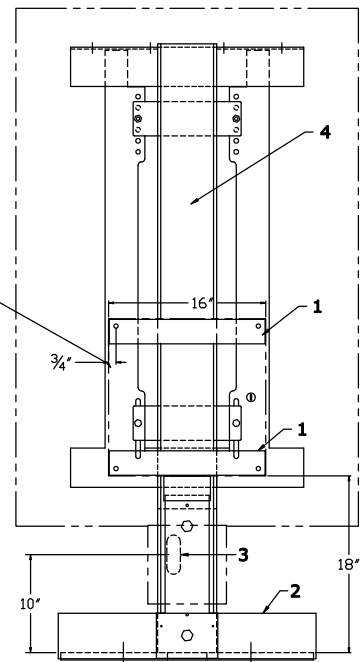
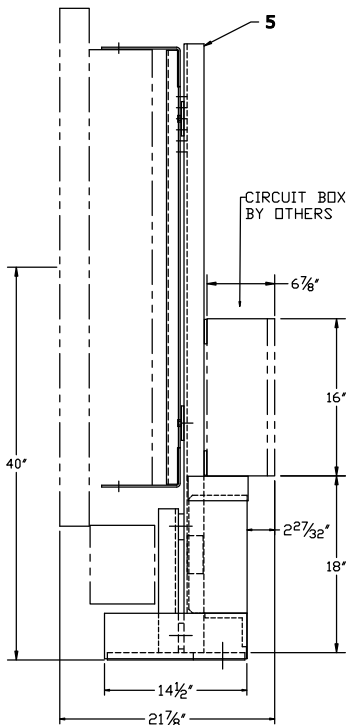


DTE - DIGITAL ORDER SCREEN

Scale: 1/4" = 1' (11x17 paper)



FRONT VIEW



BACK VIEW

- 1 - ADDED CROSS-BARS TO SUPPORT ELECTRIC BOX
- 2 - NORMAL LOW-PROFILE BASE COVER w/ REMOVABLE LOOSE COVER (PART #17)
- 3 - CONDUIT BODY FOR AC WIRE NUTS
- 4 - DELETED CUT-OUTS IN POST
- 5 - ADJ. MONITOR SUPPORT UNCHANGED

WELDED STEEL & ALUMINUM

FINISH :
RAL7021 BLACK GREY, 10% SHEEN, EXT.

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JOB NAME

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CUSTOMER CONTACT

SALESMAN / PM

David Rodatz

DESIGNER

Jesse Black

DWG. DATE

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REV. DATE / REVISION

SCALE

As Noted

FILE

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18-42535.cdr**

DESIGN SPECIFICATIONS ACCEPTED BY:

Exhibit received August 15, 2018

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REQUEST FOR PLAN COMMISSION ACTION
STAFF PROJECT REVIEW

TO: Chairperson Ruffatto and Members of the
Wheeling Plan Commission

FROM: Andrew C. Jennings, Director of Community Development
Brooke A. Casolari, Senior Planner

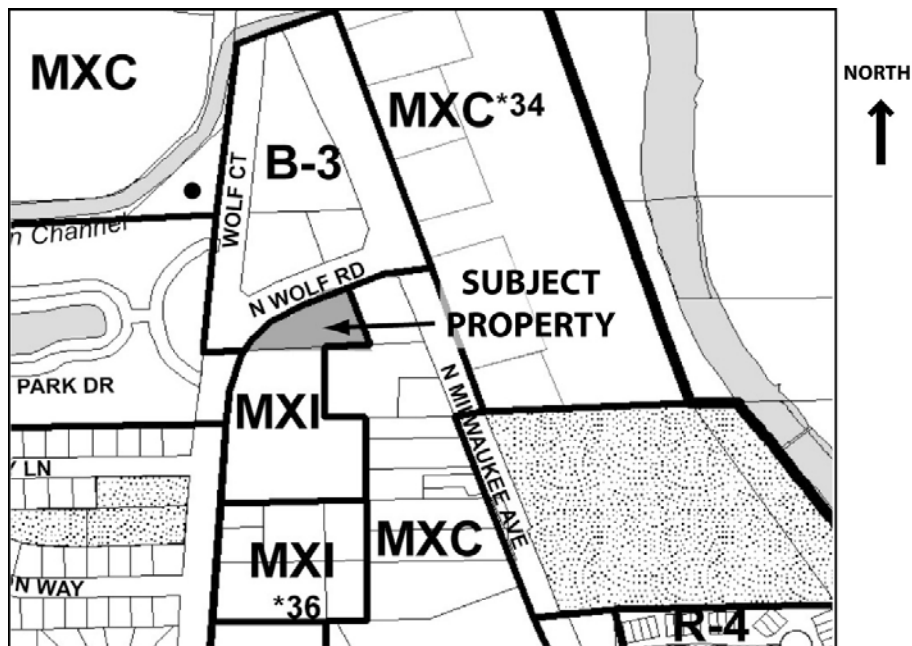
RE: Docket No. 2018-21
Blooming Minds STEAM Academy
581-583 N. Wolf Road
Special Use-Site Plan Approval of a Recreational and Instructional
Facility

DATE OF REPORT: August 17, 2018

DATE OF MEETING: August 23, 2018

PROJECT OVERVIEW: The petitioner is requesting special use-site plan approval to establish a new tutoring facility, which is defined as a recreational and instructional facility. The applicant is also the owner of the Blooming Minds Academy (child daycare), which is located at 581-583 N. Wolf Road.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Olga Khamichonak
<u>Property Owner Name:</u>	Baker Holdings of Green Oaks, LLC
<u>Common Location:</u>	Located at the eastern intersection of Wolf Court and Wolf Road

<u>Neighboring Property Land Use(s):</u>	North: Light industrial / office West: Multi-Family Residential South: Light industrial / office East: Commercial
<u>Comprehensive Plan Designation:</u>	Commercial
<u>Property size:</u>	45,767 sq. ft. for the entire site; 13,000 sq. ft. for the entire building; 2,650 sq. ft. leased building space
<u>Existing Use of Property:</u>	Vacant unit
<u>Proposed Use of Property:</u>	Recreational and Instructional Facility
<u>Existing Property Zoning:</u>	MXI Mixed Use Industrial
<u>Previous Zoning Action on Property:</u>	
2012-13	Ordinance No. 4722, passed 9.17.2012, granted a Special Use for a Specialty School (Recreational and Instructional Facility) at 581 N. Wolf.
PC 16-02	Minor Site Plan & Appearance Approval of an outdoor play area for 581 N. Wolf (5.26.2016).
2016-17	Ordinance No. 5027, passed 8.15.2016, repealed Ord. 4722, and granted a Special Use for a Daycare Facility at 581-583 N. Wolf.

BACKGROUND / DESCRIPTION OF PROPOSAL

The applicant is requesting special use-site plan approval for a recreational and instructional facility. The facility will operate as an academy for pre-school and school-aged children. The types of classes offered include: math, English, robotics, engineering, coding, dance, music and art.

This use is currently operating in tandem with the Blooming Minds Daycare at 581-583 N. Wolf Road. At this time, the owner would like to establish a separate use for the academy (tutoring) and is therefore proposing to open a new facility at 593 N. Wolf Road (two doors down from the daycare).

The new facility will include many of the same students that are currently attending the tutoring classes at 581-583 N. Wolf Road. But the applicant would also like the opportunity to expand the business for up to 50 students at one time. Typically, class sizes will include up to 20 students. But smaller class sizes and private (one-on-one) tutoring are also planned. A maximum of seven employees at one time is anticipated. The hours of operation will be from 8am to 9pm.

NOTE: The special use request, as proposed, would additionally require a zoning variation of 14 parking stalls.

SITE PLAN REVIEW

Scale of Site Plan: 1" = 10'

Scale of Floor Plan: unknown

General Site Layout: No changes are proposed to the site.

Floor Plan: The floor plan includes a total of 5 classrooms, a large dance hall and staff areas. Staff added a condition of approval to the motion that matches the condition added to the Blooming Minds Daycare special use. Staff's suggested condition is: "Additional insulation shall be added to the unit to reduce noise impacts on neighboring tenants."

Ownership: The applicant is currently occupying (leasing) 581-583 N. Wolf for a child daycare and tutoring facility. The applicant also proposes to lease the subject unit for a recreational and instructional facility.

Total Number of Parking Spaces:

The parking requirement for a recreational and instructional facility is one stall for every three students at peak attendance plus one stall for each employee at peak shift. The cover letter describes the applicant's desire to have up to 50 students at peak attendance. This occupancy would require 17 parking stalls. The cover letter also indicates the maximum number of employees at peak shift is seven. Based upon these assumptions, the parking requirement for the proposed special use is 24.

The total number of parking spaces located on site is 33. 14 stalls have been allocated to Blooming Minds Daycare at 581-583 N. Wolf and nine stalls are allocated to the remaining office and warehouse uses of the subject property. That means there are only 10 unallocated parking stalls available to the proposed special use. The special use request as proposed would additionally require a zoning variation of 14 parking stalls.

NOTE: If the applicant agrees to a reduced number of students, the business may need fewer employees, which will reduce the parking requirement. Moreover, the applicant should clarify if the existing employees at the Blooming Minds Daycare will work at the Blooming Minds STEAM. If so, this would also reduce the parking requirement because the same employees should not be counted twice on the subject property. As more information becomes available, staff will recalculate the parking requirement for the special use.

Bicycle parking: It is not likely that clients would bike to the facility. However, bicycle parking may be utilized by employees. The Plan Commission may wish to require an exterior bike rack or discuss if options for indoor bicycle parking can be accommodated for employees.

STANDARDS FOR SPECIAL USE

Following are standards for special use with the petitioner's responses in italics. **(Village Planner comments are in bold.)**

1. State why the Special Use is necessary for the public convenience at the proposed location.

“With the recent focus of American education and school system shifting to STEAM (Science, Technology, Engineering, Art, Mathematics) related subjects, the demand grew for enrichment centers to provide more advanced teaching in these areas. Blooming Minds STEAM Academy LLC will provide students in the community with unique advanced curriculum in these areas. Additionally, to be aligned with the CDC policy to fight childhood obesity, Blooming Minds will offer creative movement and dance classes, to encourage students to be more active. This should benefit greatly our community, as the quality of instruction and a variety of classes will be appealing to the neighboring families with children.”

The petitioner has provided testimony of the need for the proposed use. The proposed use may also provide some indirect benefits to neighboring businesses from increased customer trips from the families dropping off, picking, or waiting for students taking classes at the proposed facility.

2. State how the Special Use will not alter the essential character of the area in which it is to be located.

“The proposed setting will not alter the overall area, as the creation of Blooming Minds STEAM Academy will be in harmony with Blooming Minds Academy and Daycare Center, which already exists on the plaza. BMA will service primarily pre-kindergarten and kindergarten children, and BMA STEAM will service primarily school-age children. Since BMA currently services children of all ages, having BMA STEAM nearby will allow it to move its school-aged children to a new location, which will greatly improve the learning experience for both age-groups.”

There is a mix of light industrial and office businesses in the 571-593 N. Wolf Road building complex. There is an existing special use at the subject property for a child daycare facility that includes tutoring for school-aged children. No impact on adjacent uses is expected from the proposed recreational and instructional facility use.

3. State how the location and size of the Special Use, the nature and intensity of the operation involved in or conducted with it, the size of the site in relation to it, and the location of the site with respect to streets giving access to it will be in harmony with and not impede the normal, appropriate and orderly development of the district in which it is to be located and the development of surrounding properties.

“While BMA STEAM will be more appealing to school-age children, it will not change the usual schedule of traffic, as we expect that all our school-age children will simply move from BMA to BMA STEAM.”

More information is required regarding the number of employees at the subject unit to determine if the available parking is adequate for the proposed use. See Staff's response to Standard #5 for more details.

4. State how the location, nature and height of buildings, walls and fences, and the nature and extent of the landscaping on the site shall be such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings, or will

not impair the value thereof.

"We do not offer any changes to the site, and so we will not affect any of the areas of concern in the above question."

No new exterior modifications are proposed.

5. State how the parking areas will be of adequate size for the particular use, properly located and suitably screened from adjacent residential uses, entrance and exit drives shall be laid out so as to prevent traffic hazards and nuisances and the development will not cause traffic congestion.

"The needs for parking for the site will not change. Parents will come to drop off and pick up their children, as before."

Based upon the information provided, the current request requires a parking variation. However, since the proposed use is an outgrowth of the adjacent daycare business, it is feasible that some of the existing employees of the daycare will also work at the proposed special use. If this is true, then the parking requirement for the proposed use will be reduced. The Plan Commission should ask the petitioner to clarify if the existing employees of the daycare will work at the location of the proposed special use. If additional information is provided, staff will need to recalculate the parking requirement for the proposed special use.

6. State how the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulation in that zone.

"Blooming Minds Academy is currently geared towards an early learner. As a result, it is not as appealing to school-age children, who do not want to be perceived as "little," and so they do not feel completely comfortable. We would like our new academic space to be completely comfortable for them, so that our children feel that they are in a school setting."

If the applicant is not approved for the proposed special use, the business would be limited to a Small Recreational and Instructional Facility, which is allowed no more than 12 occupants at one time.

STAFF REVIEW

Fire Department Review: The Fire Department has provided a comment memo dated August 6, 2018. These comments can be addressed at building permit.

Engineering Division Review: The Engineering Division has reviewed the plans and has no comments at this time.

Impact on adjacent uses: As proposed, a parking variation is required.

Staff Recommended Action: Prior to making a motion for approval, staff suggests that the Plan Commission discuss the following:

1. Determine if bicycle parking shall be required,
2. Discuss the condition of approval suggested by staff,
3. Verify if employees of the daycare facility at 583-581 N. Wolf will also work at the STEAM Academy. If so, determine the number of new employees that will only work at the proposed use, and
4. Determine the new maximum number of students that would be allowed without a parking variation.

If it has been determined that a parking variation is necessary, then the special use shall be continued to October 11, 2018 so that staff can prepare proper notification for variation public hearing.

PROPOSED MOTION

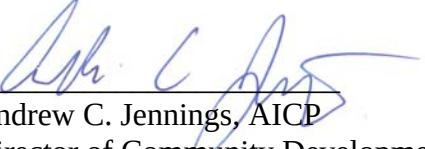
If the Plan Commission approves of the requested special use-site plan approval for a recreational and instructional facility, an appropriate motion would be to:

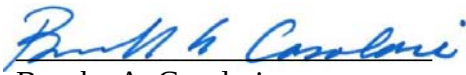
Approve Docket No. 2018-21 granting special use-site plan approval for a recreational and instructional facility in accordance with the following exhibits submitted July 2, 2018 by Blooming Minds STEAM Academy, to be located at 593 N. Wolf Road, Wheeling, Illinois:

- Cover letter,
- Floor plan, and
- Site plan.

And with the following condition of approval:

1. Additional insulation shall be added to the unit to reduce noise impacts on neighboring tenants.


Andrew C. Jennings, AICP
Director of Community Development


Brooke A. Casolari
Senior Planner

Attachments: [Fire Department review, dated 8.06.2018](#)

 [Photo of existing conditions \(staff\)](#)

 [Cover letter](#)

 [Floor plan](#)

 [Site plan](#)



MEMO – Fire Prevention Bureau

TO: Brooke Casolari, Village Planner
FROM: Ronald S. Antor, Fire Inspector
CC: Andrew Jennings, Director of Community Development
Keith MacIsaac, Fire Chief
FPB File
DATE: August 6, 2018
SUBJECT: New Tutoring Facility – 593 North Wolf Road – Blooming Minds STEAM Academy – Plans received for review by the Fire Department, July 24, 2018.

The Wheeling Fire Department has reviewed the submittals received related to the above referenced project and has the following comments:

Site Plan

1. The proposed plans show no changes to the existing Fire Department access to the site.

593 North Wolf Road – Proposed New Tutoring Facility

1. The petitioner is proposing to open a new tutoring business at 593 North Wolf Road to complement their existing business in the nearby 581-583 North Wolf Road portions of the same building. They would remodel and occupy the 593 North Wolf Road with the new business. There would be a change in Use Group for the tenant space from the existing (B) Business Use Group occupancy as defined in the 2012 Edition of the International Building Code (IBC) and Fire Prevention Codes (IFC) to an (E) Educational Use Group occupancy for the proposed occupancy.
2. The proposed occupancy load for the occupancy will be verified during the remodeling process.
3. Sufficient exits and spacing of those will need to be provided and verified during the remodeling Building Permit permitting process.
4. The building is an existing sprinklered building. The sprinkler system for the tenant space shall be modified as required during remodeling in accordance with the 2012 Editions of the International Building and Fire Prevention Codes as amended by the Village of Wheeling.
5. The building is equipped with an existing fire alarm system and the system for the tenant space shall be modified as required in accordance with the 2012 Editions of the International Building and Fire Prevention Codes as amended by the Village of Wheeling.

Ms. Brooke Casolari

SUBJECT: New Tutoring Facility – 593 North Wolf Road – Blooming Minds STEAM Academy –
Plans received for review by the Fire Department, July 24, 2018.

August 6, 2018

Page 2

6. All construction related to the remodeling shall comply with the Village's Building and Fire Prevention Codes (2012 Editions of the International Building Code & International Fire Code – with amendments).
7. This review is not a review for issuance of a building permit and additional comments will be forthcoming in the permitting process.

At this time there are no other Fire Department comments related to the project as presented in the documents reviewed.

Blooming Minds STEAM Academy – 593 N. Wolf Road

Docket No. 2018-21 (Special Use-Site Plan Approval of a Recreation and Instruction Facility)



Existing conditions of subject unit (looking south)

July 3, 2018

Blooming Minds STEAM Academy will be open from 8:00 a.m. till 9:00 p.m.

The number of students per classroom will be 1 (for private tutoring) up to the maximum of 11 (for math classes), and the maximum of 15-20 children per dance class. Math classes and dance classes will most likely not run simultaneously, but the maximum number of children that we would like to have at one time would be the maximum allowed for having 2 restrooms in the unit. If it's 40 or 50, that's the maximum we would like to be licensed for.

The maximum number of teachers/administrators at peak time would be 7.

The age of students would be:

1. 1 – 5 in the morning (with having parents on premises)
2. 6 – 15 in the evening (school-age children)

Types of classes will be STEAM:

- Math
- English
- Robotics
- Engineering
- Coding
- Dance
- Music
- Art

At the moment, we started losing our regular students, since they do not like to be in a daycare setting. Our elementary school students do not like the feel of being considered “little”. To not continue losing students, we would like to transfer our school-age students from 581 unit to 593, without changing any scope of our regular operation.

This will not affect parking, as same students will come, just they will enter a different door in the building.

We hope to provide the best enrichment learning experiences to our students, and especially in the areas of high academic demand: STEAM.

Exhibit received July 2, 2018

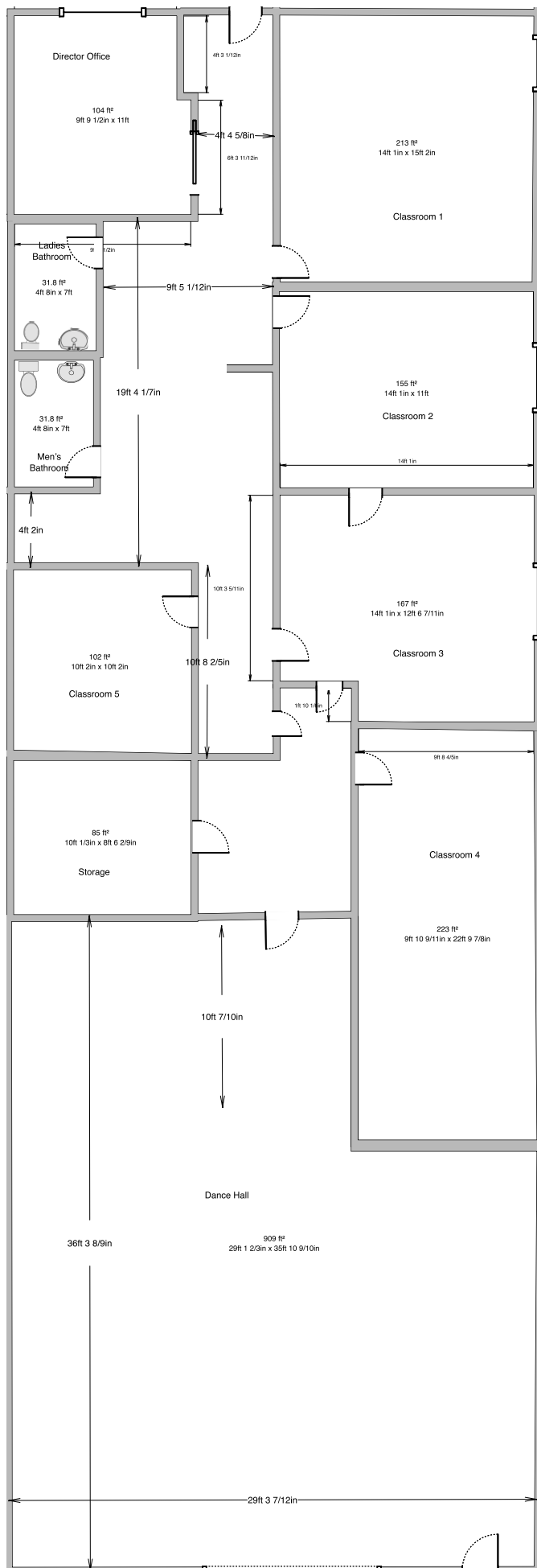


Exhibit received July 2, 2018

Plan			
Revised	Drawn	Checked	Date
02/28	DAV	SELF/G	4-28-03

571-593 Wolf Road
Wheeling, Illinois

Greystone Associates, Inc.
Suite 204
8833 Gross Point Rd.
Skokie, Illinois 60077
Phone: (847) 329-7087
Fax: (847) 329-1288

This drawing indicates the general scope of the building in terms of its layout. Construction shall not be verified by any critical dimensions prior to construction. This drawing has been prepared by Greystone, Inc. Architects/Designers, 1101-F Lake Cook Rd. Deerfield, Illinois 60015 Tel: (847) 945-2444.

Wolf Road

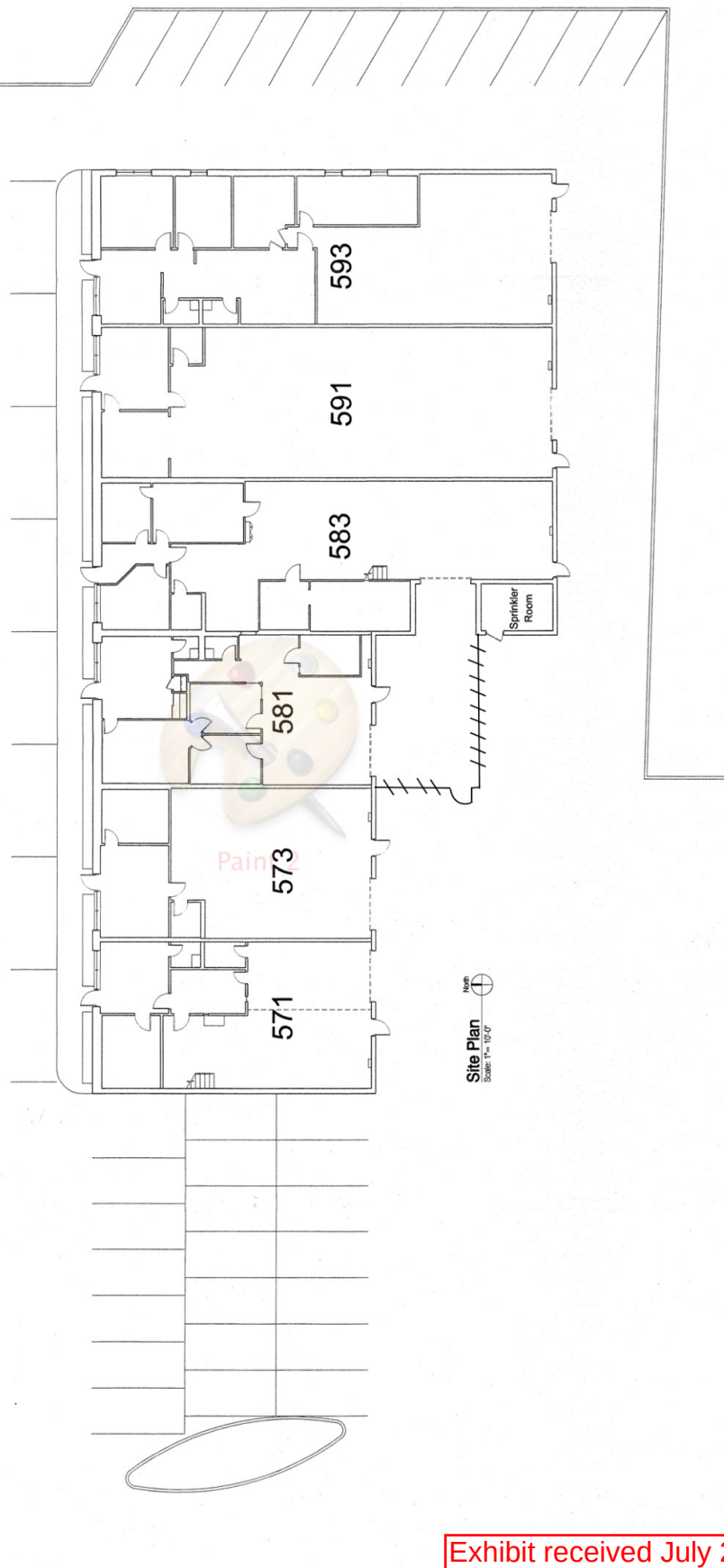


Exhibit received July 2, 2018

REQUEST FOR PLAN COMMISSION ACTION
STAFF PROJECT REVIEW

TO: Chairperson Ruffatto and Members of the
Wheeling Plan Commission

FROM: Andrew C. Jennings, Director of Community Development
Brooke A. Casolari, Senior Planner

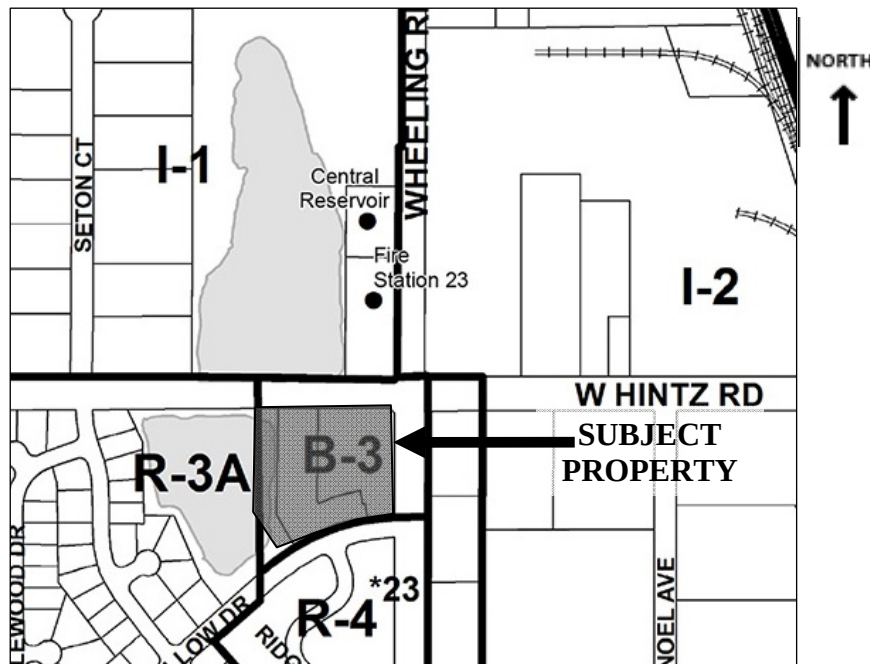
RE: Docket No. 2018-22
Coffeessions
820 Wheeling Road
Special Use-Site Plan Approval of a Sit-Down Restaurant

DATE OF REPORT: August 16, 2018

DATE OF MEETING: August 23, 2018

PROJECT OVERVIEW: The petitioner is requesting special use approval for a sit-down restaurant within the First Colonial Shopping Center.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Ruffo Perez, Business Owner
<u>Property Owner Name:</u>	SBC II REO LLC
<u>Common Location:</u>	Located at the southwest corner of Wheeling Road and Hintz Road, within First Colonial Commons.
<u>Neighboring Property Land Use(s):</u>	North: Industrial West: Single-Family Residential

	South: Multi-Family Residential East: Industrial
<u>Comprehensive Plan Designation:</u>	Commercial
<u>Property size:</u>	1.33 acres (property) 3,000 sq. ft. (unit)
<u>Existing Use of Property:</u>	Vacant unit in shopping center
<u>Proposed Use of Property:</u>	Sit-down restaurant
<u>Existing Property Zoning:</u>	B-3 General Commercial and Office District
<u>Previous Zoning Action on Property:</u>	
813	Ord. No. 2927 granted special use-site plan for a retail shopping center.
812	Ord. No. 2929 granted variations relating to parking/paving setbacks and required parking.

DESCRIPTION OF PROPOSAL

At this time, the petitioner is seeking special use approval for a sit-down restaurant at First Colonial Shopping Center. The proposed restaurant will occupy the 3,000 sq. ft. end unit of the shopping center.

The proposed restaurant will offer a combination of specialty coffees, a wine bar, and healthy and convenient meals and snacks. While the Zoning Code identifies this restaurant as “sit-down,” it will actually function like a fast-casual restaurant. The restaurant will operate from 6am to 9:30pm daily. It is anticipated that there will be 15 employees during peak shift.

No exterior building or site modifications are proposed.

SITE PLAN REVIEW

Scale of floor plan: 3/8” = 1’

General site layout: No changes are proposed to the site. The subject unit will be located at the north end of the shopping center. The business entry is located on the east façade. Parking is available to the east and north of the unit.

Floor Plan: The restaurant’s floor plan includes a mix of table seating, lounge seating, counter seating and a coffee/wine bar. There is also a small room labeled “listening room” with two seats. The total indoor seating count is 35. There are also merchandise display areas. The Health Officer noted that additional dry storage is required. However, it is anticipated that there is enough room in the kitchen and back of house areas to accommodate this requirement.

Total number of parking spaces: The total parking requirement for the proposed use is 32 stalls, which is calculated as 12 stalls for customer seating, 15 for employees, and 5 for carry-out. While there are only 49 stalls located on the subject property (shopping center), there is a shared

parking agreement with the adjacent bank property. Therefore, the total number of available parking stalls is 113. There was also a parking variation of 13 stalls granted to the shopping center. Based upon the current tenancy of the shopping center and bank property, there are 37 unallocated parking stalls, of which the proposed use will utilize 32. No parking variation is required. It appears that the proposed use can be accommodated by the overall parking of the development.

Trash Enclosure: There is an existing trash enclosure behind the subject unit, which is located in the service alley. Staff's photograph of the enclosure shows the gates wooden gates are broken. Staff has added a condition of approval that the gates be repaired prior to occupancy. The cover letter indicates "the property has a fenced trash dumpster centrally located in the parking lot for current and future business, including Coffeessions." This dumpster is actually not located on the subject property. It is located on the property owned by the adjacent bank. The Plan Commission may wish to confirm that the petitioner understand the location of the trash receptacle allocated to the subject unit.

STANDARDS FOR SPECIAL USE

Following are standards for special use with the petitioner's responses. **(Staff comments are in bold.)**

1. State why the Special Use is necessary for the public convenience at the proposed location. (Explain how the proposed use will benefit residents, the neighborhood or the community-at-large.)

"Coffeessions is a high-end coffeehouse intended to leverage a niche market through the offering of a combination of specialty coffee, a wine bar soups and healthy convenient meals on the go. The business will offer hot and cold beverages, including specialty coffees, U.S. regional wines, teas, pastries, breads, snacks, energy-dense food options, soups and desserts. Coffeessions will focus on healthy living, convenience and innovation as business strategy to connect with the community. Besides the traditional coffee offering setting, the coffeehouse will have a wine bar, and the appropriate seating arrangement to encourage community bonding, book clubs and healthy living. At Coffeessions, customers will have the opportunity to actively engage and forge social and intellectual networks, a space of respite and consideration to enter healthy living and a unique venue for human connection. These include activities such as promoting and providing the space for book clubs and active listening consisting of a glassed area for both soundproofing and visibility. The main goal being allowing a patron to opt to sit in, as a designated room to listening and make oneself available for a partner."

The proposed use will be complimentary to the adjacent retail, restaurant, and service uses in the shopping center.

2. State how the special use will not alter the essential character of the area in which it is to be located. (Explain how the proposed special use is appropriate for the neighborhood or shopping center and how the overall character will not be affected by the special use.)

“Coffeessions will offer the surrounding community with a badly needed sit-in coffeehouse, as well as the offering of light meals on the go. Coffeessions is the first of its kind, offering a combination of specialty coffee, a wine bar and healthy foods, as well as the setting to promote social and community engagement. The leased premise is on the corner of Wheeling Road and Hintz Road as part of other already existing businesses in the First Commons Shopping Center, which is just off Palatine Road, which easy accessibility to I-294. The location is near the Wheeling Metra Station and subjacent to Wheeling Industrial Business Park and the Chicago Executive Airport, with over 850 commercial and retail establishments. Coffeessions comes to fill a void in the community, providing the venue to younger generations to experience healthy living and growth.”

The proposed sit-down and carry-out restaurant will be complimentary to the existing uses of the shopping center and to the nearby residents and industrial areas.

3. State how the location and size of the Special Use, the nature and intensity of the operation involved in or conducted in connection with it, the size of the site in relation to it, and the location of the site with respect to streets giving access to it, will be in harmony with and will not impede the normal, appropriate, and orderly development of the district in which it is to be located and the development of surrounding properties. (Explain how the proposed use will allow the surrounding area to develop appropriately. Is the use too large for the site? Will it be in a location on the lot that will cause conflicts with adjacent properties? Does the use create noise, odor, smoke, or light that will affect other properties?)

“With approximately 3,000 square foot premise, and about 113 common parking spaces, Coffeessions will have ample space to sustain a daily operation. With operation schedule between 6am to 9:30pm, the business will complement well and in harmony with the surrounding communities, and will not represent any disruption. On the contrary, Coffeessions will come to fill a void as a place where surrounding communities (business, schools, residential and through-traffic) will come for specialty coffees, healthy meals, for a space for students and professionals to work with free internet, a venue for social and professional networking and human connections. The leased premise is on the corner of Wheeling Road and Hintz Road, which is just off Palatine Road, with easy accessibility to I-294. The location is near the Wheeling Metra Station and subjacent to Wheeling Industrial Business Park and the Chicago Executive Airport, with over 850 commercial and retail establishments.”

The space within the existing shopping center can accommodate the influx of customers and parking required for the proposed use. The use will not impede on adjacent uses.

4. State how the location, nature and height of buildings, walls and fences, and the nature and extent of the landscaping on the site shall be such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings, or will not impair the value thereof. (Explain how the proposed use will not prevent

development on adjacent properties. Will the proposed use have a negative impact on existing adjacent land uses?)

“Coffeessions fits well within the approximately 3,000 SF leased premise, without any exterior changes to the building. The business is a sit-in and take-out type of coffeehouse, targeting high-end customers and younger generations who appreciate healthy living, community engagement and human connections. Far from discouraging development, Coffeessions will add value to the area and as the business gains recognition, the community will further appreciate its contributions, both on the business development side as well as from a human development standpoint. Coffeessions will follow all regulations and city policies, as well as best operating practices in terms of respect for the environment, respect for its employees and customers as well as social responsibility, supporting activities which will promote growth and development of the community.”

No exterior building or site modifications are proposed.

5. State how the parking areas will be of adequate size for the particular use, properly located, and suitably screened from adjoining residential uses, entrance and exit drives shall be laid out so as to prevent traffic hazards and nuisances, and the development will not cause traffic congestion. (Is adequate parking provided? Is parking area visible from adjacent homes? Are the entrance and exit drives designed for safe access to the site? Will the special use generate so much traffic as to cause congestion? Will visitors to the special use access the site through residential streets?)

No response.

No exterior changes are proposed to the parking or drive aisles. Staff has determined that the proposed use meets the parking requirements of the Zoning Code.

6. State how the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulation in that zone. (Other than the special use listed in this application, the proposal must meet all other requirements of the Zoning Code. Note any other exceptions.)

“Coffeessions is conceived to operate in compliance with all zoning regulations permitted and we do not anticipate needed any special waiver. Thus we expect to operate accordingly to existing zoning regulation and still achieve business goals.”

The subject unit has been vacant for about six years. If the special use is not granted, it is likely that the unit will remain vacant.

STAFF REVIEW

Fire Department Review: The Fire Department has submitted a memo dated August 6, 2018, which does not raise any concerns with the proposed plans. These issues will be addressed at permit.

Engineering Division Review: The Engineering Division has provided a memo dated August 15, 2018. The memo notes the parking on the north side of the building is in disrepair and recommends this area be repaved and restriped. Staff has added a condition of approval to the motion to address this recommendation. The memo also suggests that the potholes in the front parking lot also be addressed. Because most of the front parking lot is under ownership by the adjacent bank, and not the shopping center, staff suggests this issue be addressed through code enforcement, and not this petition.

Health Division Review: The Health Officer has reviewed the plans and has the following comments, which can be addressed at permit:

1. A dry storage room, which is separate and in addition to the food preparation area, service and utensil and equipment washing area, is required. The separate dry storage space shall have a minimum floor area equal to twenty-five percent of the total floor area of the facility excluding dining and restroom areas, office space, and walk-in refrigeration and walk-in freezer areas.
2. An exterior grease basin is required.

Impact on adjacent uses: It appears that the proposed changes will not have a negative impact on the adjacent uses.

Staff Recommended Action: Prior to making a motion for approval, staff suggests that the Plan Commission discuss the following:

1. Verify that the applicant understands the trash receptacle for the subject unit is located in the service alley behind the building; and
2. The two conditions of approval suggested by staff.

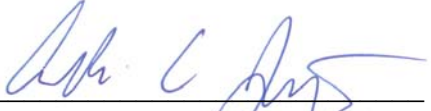
PROPOSED MOTION

If the Plan Commission finds that the petitioner has satisfied the requirements for the granting of the Special Use-Site Plan Approval for the sit-down restaurant, an appropriate motion would be to:

Recommend approval of Docket No. 2018-22, granting Special Use, Site Plan, and Building Appearance Approval, as required under Chapter 19-06, Commercial Districts, Chapter 19-10 Use Regulations, and Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a Sit-Down Restaurant in accordance with the cover letter (3 sheets) and floor plan submitted July 11, 2018 for Coffeessions to be located at 820 Wheeling Road, Wheeling, Illinois.

And with the following conditions of approval

1. That the trash enclosure gates for the subject unit shall be repaired prior to occupancy; and
2. That the parking area on the north side of the building shall be repaved and restriped prior to occupancy.



Andrew C. Jennings, AICP
Director of Community Development



Brooke A. Casolari
Senior Planner

Attachments:

[Fire Department memo, 8.06.2018](#)

[Engineering Division memo, 8.15.2018](#)

[Photos of existing conditions \(staff\)](#)

[Cover letter \(3 sheets\)](#)

[Floor plan](#)

[Plat of survey – for reference](#)



MEMO – Fire Prevention Bureau

TO: Brooke Casolari, Village Planner
FROM: Ronald S. Antor, Fire Inspector
CC: Andrew Jennings, Director of Community Development
Keith MacIsaac, Fire Chief
FPB File
DATE: August 6, 2018
SUBJECT: Proposed Interior Remodeling of Existing Retail Convenience Store Into a Coffee House/Restaurant – 820 Wheeling Road – COFFESSIONS – Plans received for review by the Fire Department, July 24, 2018.

The Wheeling Fire Department has reviewed the submittals received related to the above referenced project and has the following comments:

Site Plan

1. The proposed plans show no changes to the existing Fire Department access to the site.

820 Wheeling Road – Remodeled Existing Convenience Store Into Coffee House/Restaurant

1. Based on the documents submitted for review, the petitioner's proposal is for the remodeling of an existing (M) Mercantile Use Group convenience store into a coffee shop/restaurant which would be an (A-2) Assembly Use Group occupancy as defined in the 2012 Editions of the International Building (IBC) and Fire Prevention Codes (IFC).
2. The proposed occupancy load for the occupancy will be verified during the remodeling process.
3. The building is an existing sprinklered building. The sprinkler system shall be modified as required during remodeling in accordance with the 2012 Editions of the International Building and Fire Prevention Codes as amended by the Village of Wheeling.
4. The building is equipped with an existing fire alarm system and the system shall be modified as required in accordance with the 2012 Editions of the International Building and Fire Prevention Codes as amended by the Village of Wheeling.
5. Based on the items presented for review, there is a new serving kitchen with several appliances capable of producing grease laden vapors. These appliances shall be provided with a Type I exhaust hood and fire suppression system.
6. All construction related to the remodeling shall comply with the Village's Building and Fire Prevention Codes (2012 Editions of the International Building Code & International Fire Code – with amendments).
7. This review is not a review for issuance of a building permit and additional comments will be forthcoming in the permitting process.

At this time there are no other Fire Department comments related to the project as presented in the documents reviewed.



MEMORANDUM

TO: Brooke Casolari, Senior Planner

FROM: Kyle Goetzelmann, Civil Engineer I

COPY: Jon Tack, Village Engineer

DATE: August 15th, 2018

SUBJECT: Coffeessions – Special Use
820 S. Wheeling Rd - Review Comments

The Engineering Division received a floor plan and cover letter for the subject project on July 23rd, 2018. The Engineering Division has completed a review of the above referenced submittal and offers the following comments at this time:

1. If external grease basin is required by the health department, MWRD and Village of Wheeling Engineering permits will be required before grease basin can be installed.
2. Parking lot on north side of the building is in a state of disrepair. It is recommended as a condition of approval that this parking area be repaved and striped to encourage parking in this area.
3. There are a few potholes in the front parking area that should also be addressed with the other parking lot resurfacing.

Coffeessions – 820 Wheeling Road

Docket No. 2018-22 (Special Use-Site Plan Approval of a Sit-Down Restaurant)



Existing conditions of subject unit (looking west)

Coffeessions – 820 Wheeling Road

Docket No. 2018-22 (Special Use-Site Plan Approval of a Sit-Down Restaurant)



Existing conditions of subject unit and adjacent parking (looking east)

Coffeessions – 820 Wheeling Road

Docket No. 2018-22 (Special Use-Site Plan Approval of a Sit-Down Restaurant)



Existing conditions of trash enclosure in service alley behind subject unit (looking west)

July 9, 2018

**Village of Wheeling
Planning Division | Community Development**

**Re: Request for Operation Permit for a new High-End Coffeehouse (COFFESSIONS),
820 Wheeling Road, Wheeling, IL 60090 USA)**

Hereby I, Rufino Perez, a U.S. Citizen and resident in the village of Wheeling, formally request authorization to build and operate a new coffeehouse (COFFESSIONS LLC), to be located on the address referred above. Coffeessions is a high-end coffeehouse intended to leverage a niche market through the offering of a combination of specialty coffee, a wine bar, soups and healthy convenient meals on the go. The business will offer hot and cold beverages, including specialty coffees, U.S. regional wines, teas, pastries, breads, snacks, energy-dense food options, soups and desserts.

Coffeessions will focus on healthy living, convenience and innovation as business model to connect with the community. Besides the traditional coffee offering setting, the coffeehouse will have a wine bar, and the appropriate seating arrangement to encourage community bonding, book clubs and healthy living. At Coffeessions, customers will have the opportunity to actively engage and forge social and intellectual networks, a space of respite and consideration to enter healthy living and a unique venue for human connection. These include activities, such as promoting and providing the space for book clubs and active listening consisting of a glassed area for both soundproofing and visibility. The main goal being allowing a patron can opt to sit in, as a designated room to listening and make oneself available for a partner.

Coffeessions will offer the surrounding community with a badly needed sit-in coffeehouse, as well as the offering of light meals on the go. Coffeessions is the first of its kind, offering a combination of specialty coffee, a wine bar and healthy foods, as well as the setting to promote social and community engagement. The leased premise is on the corner of Wheeling Road and Hintz Road, which is just off Palatine Road, with easy accessibility to I-294. The location is near the Wheeling Metra Station and subjacent to Wheeling Industrial Business Park and the Chicago Executive Airport, with over 850 commercial and retail establishments. Coffeessions comes to fill a void in the community, providing the venue to younger generations to experience healthy living and growth.

With approximately 3000 square foot premise, and about 113 common parking spaces, Coffeessions will have ample space to sustain a daily operation. The property has a fenced trash dumpster centrally located in the parking lot for current and future business, including COFFESSIONS. The parking lot at 820 Wheeling Road is appropriately lighted and landlord committed to repair any issues related to water accumulation and condition of parking pavement which would impair traffic flow and the safety of workers and customers. With operation schedule between 6am to 9:30pm, the business will complement well and in harmony with the surrounding communities, and will not represent any disruption. On the contrary, Coffeessions will come to fill a void as a place where surrounding communities (business, schools, residential



July 11
2018

Exhibit received July 11, 2018

and through-traffic) will come for specialty coffees, healthy meals, for a space for students and professionals to work with free internet, a venue for social and professional networking and human connections. The leased premise is on the corner of Wheeling Road and Hintz Road, which is just off Palatine Road, with easy accessibility to I-294. The location is near the Wheeling Metra Station and subjacent to Wheeling Industrial Business Park and the Chicago Executive Airport, with over 850 commercial and retail establishments.

The first store for which the operation permit is being requested, an average of nine (9) employees will work for Coffeessions with a peak of fifteen (15). Two will be permanent employees (Op manager and Coffeehouse Cook), six coffee and wine service temp employees, and the take-out staff, all under the general guidance of Coffeessions' owner. Front store workers will be most likely students from nearby schools, colleges and universities.

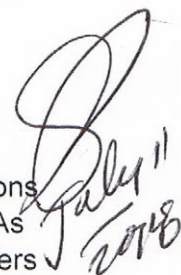
The three major categories of products that Coffeessions will rely on are: **a) coffee and bakery items**; **b) wine bar and small food bites**; and **c) healthy sandwiches and salads**.

- 1) **Coffee and Bakery Items**. The peak time for coffee customers is midmorning and midafternoon as well as throughout the weekend within same timeframe.
- 2) **Wine and Small Food Bites**. Largely, patrons at the wine bar side will be visiting during evenings, in groups, from 4pm to 9pm although it will be open since noon. Based on current Chicagoland area wine tasting venues such as Cooper's Hawks, average of 20-30 customers are served per hour, especially in groups during the afterhours of the day, dramatically increasing over the weekend, within same timeframe.
- 3) **Healthy sandwiches, light breakfasts, salads and soups**. The third most relevant stream of products are sandwiches, salads and soups. An average of 90 customers per day, many of whom will also be the same as for the coffee and wine bar, is estimated to visit the establishment. Considering that Coffeessions is adjacent to a business park, it is expected that light breakfast, healthy sandwiches and soups will become really popular at Coffeessions, particularly at midday, but also throughout the whole day (6:30 am to 9pm) during the week and weekends.

Our long-term business goal is to make out of Coffeessions a recognizable brand, based on its unique offerings and business model. The combination of specialty coffee with wine tasting, within a business framework that embraces community connection, human bonding, healthy living, convenience and innovation will not only connect with millennials and older generations, but particularly with Generation Z and Generation Alpha, as consumers of the future who will force businesses to rethink what it means to connect with customers in a modern era. Gen Z or pivots value their intelligence, diversity, common sense and family. Those will be major driving forces of Coffeessions marketing and branding strategy.

Coffeessions' listening room will be first of its kind in modern coffeehouses which will allow patrons to have a one-to-one conversation, whether a friend with a friend, a classmate with a classmate, a dad or mom with daughter or simply two prospect business partners. Coffeessions will inspire active listening and empathy as conducive elements in creating human bonding. As Coffeessions consolidates, Sip-Café (an app for online orders and takeout) will allow consumers to have access to Coffeessions, virtually from anywhere in the world through any of its locations.

While during the first three years of operation we will focus on consolidating Coffeessions business model and thus basically there will be only one store, we expect this timeframe will be enough to exceed customers' expectations and seek to uniquely educate further our customers.

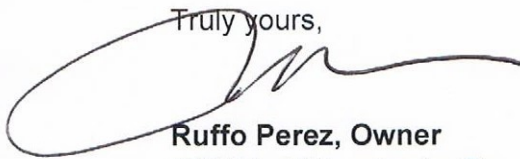


A handwritten signature in black ink, followed by the date "July 11 2018".

As we create consumers loyalty, we will expand into a business chain model. We will progressively open more stores under Coffeessions' corporate ownership and/or will franchise if economically attractive. While the focus during the first three years will be ensuring the success of the first store, if business projections sustain throughout the first three years, all revenues will be reinvested and a maximum of four additional stores would be open (2021) in the area of Chicago, particularly north and northwest Chicago. During the following two years (2023), the plan is to open other five (5) stores in the Chicago area for a total ten (10). It is expected that Coffeessions will be able to expand to other twenty (20) states and major cities during the following five years for a total of one hundred (100) stores throughout the U.S. through 2028. Coffeessions will cover all fifty states of U.S., Canada, Latin America and Europe, for a total of five thousand (5000) stores for the following five years (2033) and finally positioning itself throughout the world, in twenty (20) years (2038) with ten thousands (10,000) stores globally.

Thanks in advance,

Truly yours,

A handwritten signature in dark ink, appearing to read 'Ruffo Perez', with a large, sweeping loop at the beginning and a long horizontal stroke extending to the right.

Ruffo Perez, Owner
180 West Manchester Dr,
Wheeling IL 60090

Tel. 517-420-6228; Email: ruffoprz@gamil.com

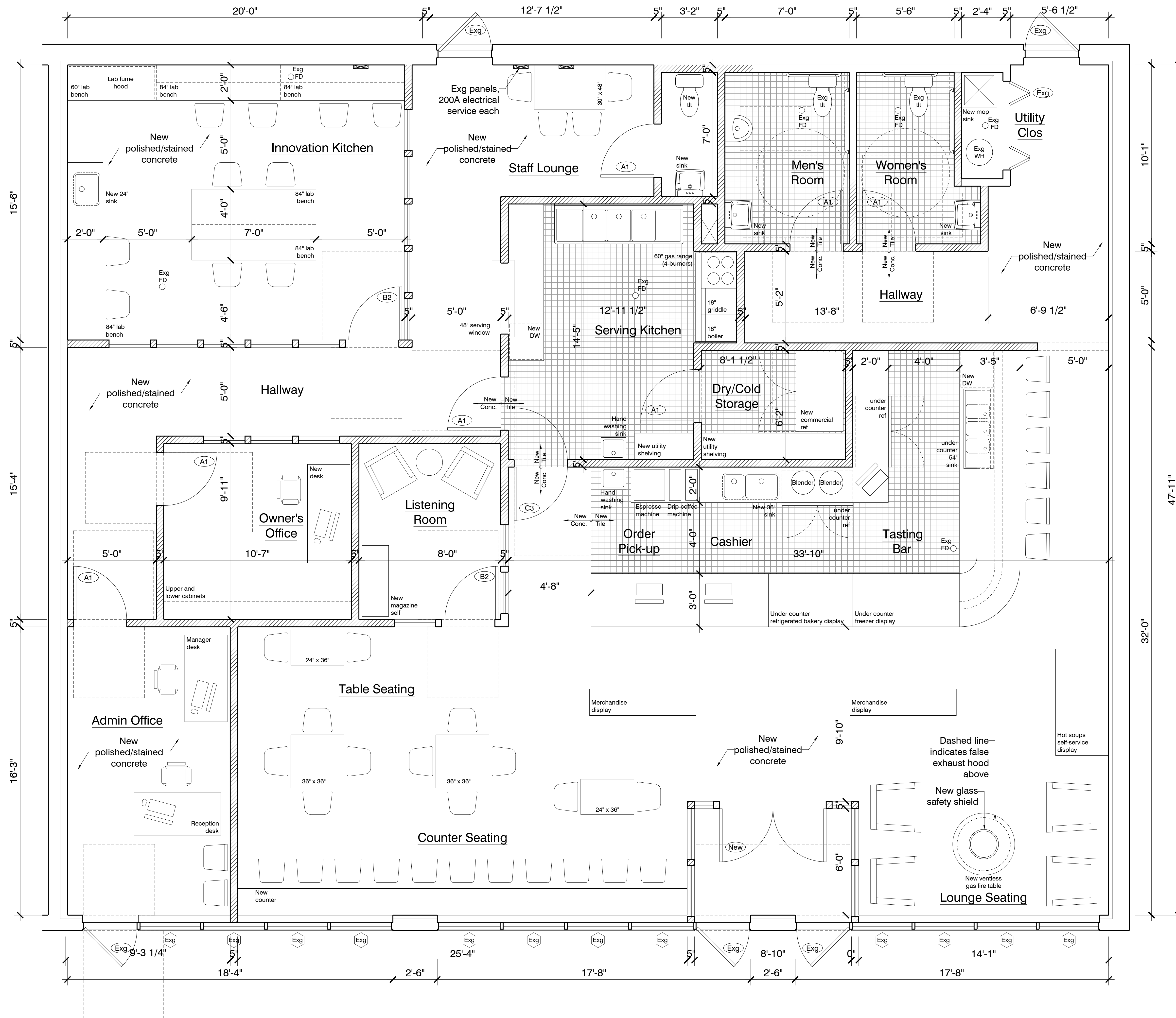


Exhibit received July 11, 2018

RIVETNA ARCHITECTS INC.
BRIGHT MINDS • IMPROVING LIVES • THROUGH THOUGHTFUL DESIGN
Architect: **Rivetna Architects Inc**
340 E Randolph St Ste 505
Chicago IL 60601
(312) 341-9006
crivetna@rivetna.com



Project name:
Coffeessions
Client: Ruffo Perez
820 Wheeling Rd
Wheeling IL 60090
ruffoprz@gmail.com

Project number: **0472**
Scope: **Interior Alteration**
Address: **820 Wheeling Rd
Wheeling IL 60090**
Drawing date: **22 Jun 2018**
Drawing title: **Floor Plan**

Drawing number: **A2.1**

PROFESSIONALS ASSOCIATED SURVEY, INC.
PROFESSIONAL DESIGN FIRM REGISTRATION NO. 0011129145

PROPERTY - ALTA - TOPO - CONDO - MORTGAGE SURVEY
7100 N. TRIPP AVE., LINCOLNWOOD, ILLINOIS 60712
TEL.: (847) 675-3000, FAX: (847) 675-2167

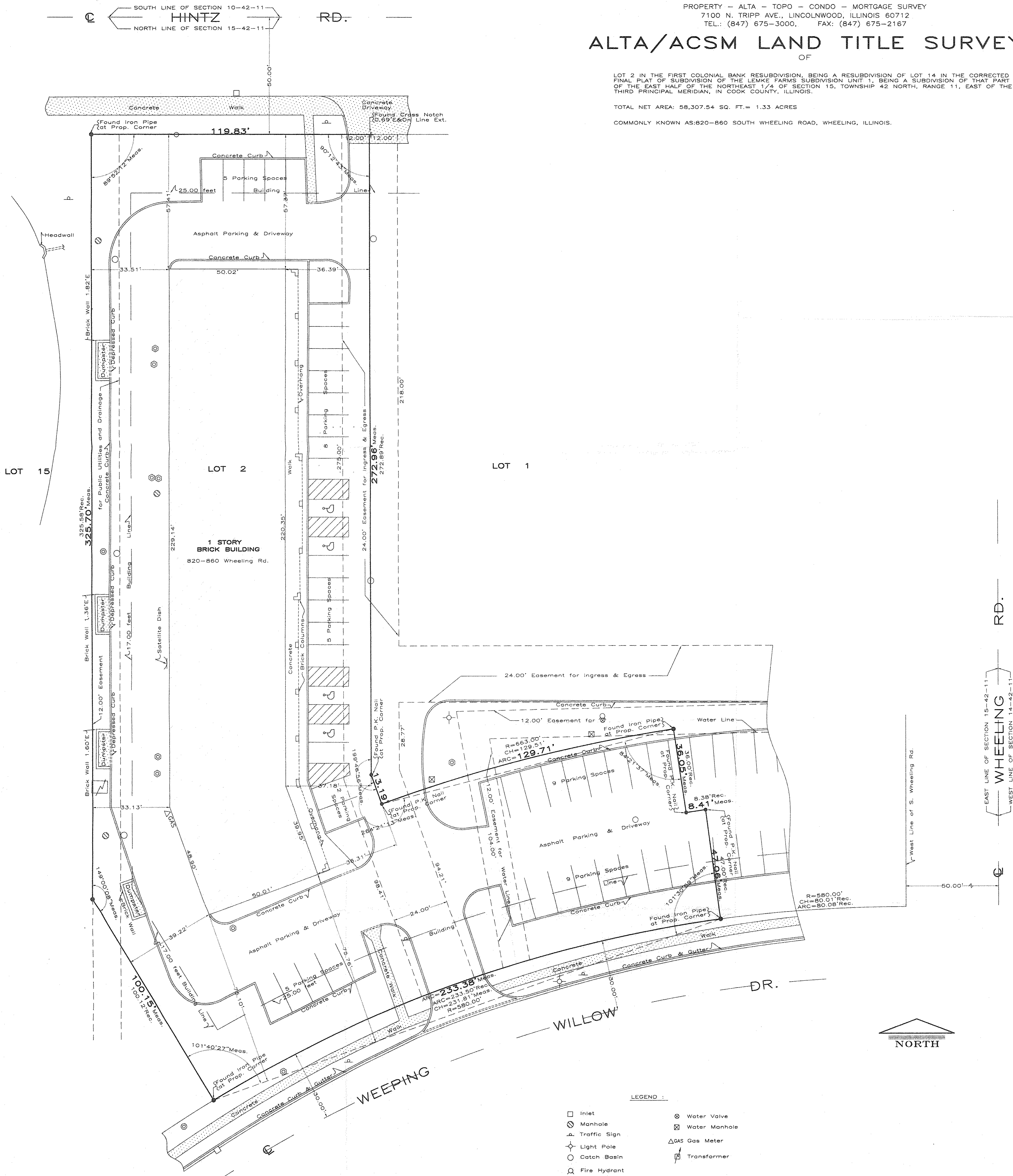
ALTA/ACSM LAND TITLE SURVEY

OF

LOT 2 IN THE FIRST COLONIAL BANK RESUBDIVISION, BEING A RESUBDIVISION OF LOT 14 IN THE CORRECTED FINAL PLAT OF SUBDIVISION OF THE LEMKE FARMS SUBDIVISION UNIT 1, BEING A SUBDIVISION OF THAT PART OF THE EAST HALF OF THE NORTHEAST 1/4 OF SECTION 15, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

TOTAL NET AREA: 58,307.54 SQ. FT. = 1.33 ACRES

COMMONLY KNOWN AS: 820-860 SOUTH WHEELING ROAD, WHEELING, ILLINOIS.

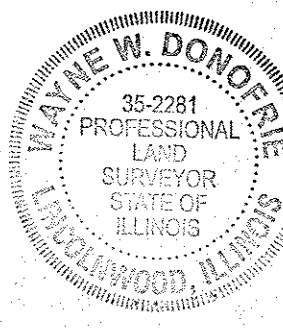


CERTIFY TO:
- MASAOKI TAKAHASHI AND MOONSOOK TAKAHASHI,
HUSBAND AND WIFE
- FOSTER BANK
- CHICAGO TITLE INSURANCE COMPANY

UPDATE: August 8, 2003.
ORDERED BY: KARM, WINAND & PATTERSON
Attorneys at Law

DIMENSIONS ARE NOT TO BE ASSUMED FROM SCALING.
ORDER NO.: 98-44369
SCALE: 1 INCH = 20 FEET
DATE: September 20, 1998.
ORDERED BY: PRUDENTIAL REALTY CO., INC.

FLOOD CERTIFICATE:
ACCORDING TO FLOOD INSURANCE RATE MAP OF
WHEELING, ILLINOIS OF November 6, 2000.
THIS PROPERTY IS IN A MINIMUM
FLOODING AREA AND IS DESIGNATED AS "X"
ZONE 17031C0206 F (COMMUNITY PANEL NUMBER).



THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE IN ACCORDANCE WITH "MINIMUM STANDARD DETAIL REQUIREMENTS FOR ALTA/ACSM LAND TITLE SURVEYS," JOINTLY ESTABLISHED AND ADOPTED BY ALTA, ACSM AND NSPS IN 1999, AND INCLUDES ITEMS 1, 3, 4, 7, 8, 9, 10 AND 11 OF TABLE "A" THEREOF. PURSUANT TO THE ACCURACY STANDARDS AS ADOPTED BY ALTA, NSPS, AND ACSM AND IN EFFECT ON THE DATE OF THIS CERTIFICATION, UNDERSIGNED FURTHER CERTIFIES THAT THE SURVEY MEASUREMENTS WERE MADE IN ACCORDANCE WITH THE "MINIMUM ANGLE, DISTANCE, AND CLOSURE REQUIREMENTS FOR SURVEY MEASUREMENTS WHICH CONTROL LAND BOUNDARIES FOR ALTA/ACSM LAND TITLE SURVEYS."

DATED: August 8, 2003.
(SIGNED) *Wayne W. Danks*
ILLINOIS PROFESSIONAL LAND SURVEYOR
LICENSE EXPIRATION DATE NOVEMBER 30, 2004.

REQUEST FOR PLAN COMMISSION ACTION
STAFF PROJECT REVIEW

TO: Chairperson Ruffatto and Members of the
Wheeling Plan Commission

FROM: Andrew C. Jennings, Director of Community Development
Brooke A. Casolari, Senior Planner

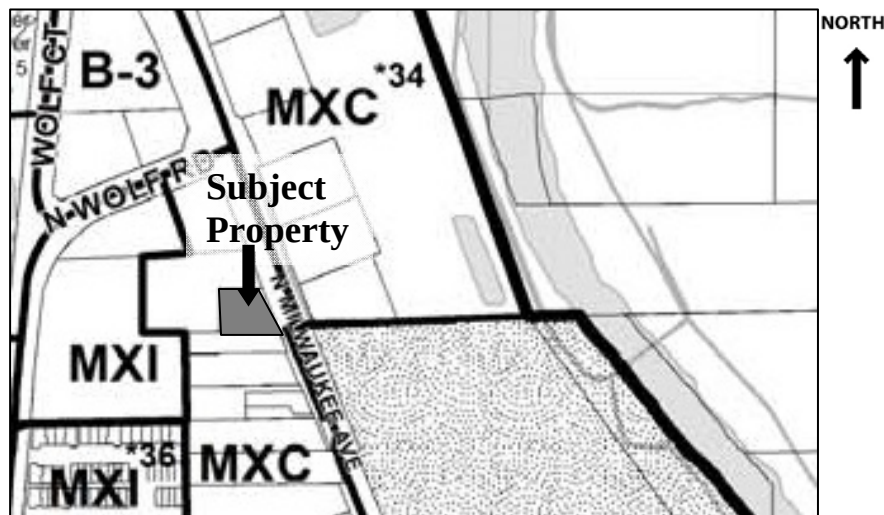
REPORT DATE: August 16, 2018

MEETING DATE: August 23, 2018

SUBJECT: Docket Nos. PC 18-14 & SCBA 18-36
Old Munich Tavern
582 N. Milwaukee Avenue
(PC 18-14) Minor Site Plan & Appearance Approval of Building &
Site Modifications
(SCBA 18-36) Appearance Approval of Awning & Wall Signs

PROJECT OVERVIEW: The petitioner is requesting minor site plan and appearance approval for improvements to the building façade and site at 582 N. Milwaukee Avenue. In conjunction with the proposal, the petitioner is applying for a Façade and Building Improvement Grant.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Bill Loumbardias, business owner
<u>Property Owner Name:</u>	Fred Kovacs
<u>Common Location:</u>	Located on the west side of Milwaukee Avenue, north of Mayer Avenue and south of Wolf Road.
<u>Neighboring Property Land Use(s):</u>	North: Commercial West: Commercial South: Commercial

<u>Comprehensive Plan Designation:</u>	East: Commercial Commercial-Residential Mixed Use
<u>Property size:</u>	19,371 sq. ft.
<u>Existing Use of Property:</u>	vacant tavern
<u>Existing Property Zoning:</u>	MXC Commercial-Residential Mixed Use
<u>Previous Zoning Action on Property:</u>	None.

DESCRIPTION OF PROPOSAL

Under new ownership, the Old Munich will be reestablished as a tavern use. No special use review is necessary. The petitioner is only requesting minor site plan and appearance approval of building and site changes and appearance approval of signs.

In conjunction with the building and site modifications and new signs, the petitioner is requesting assistance from the Façade and Building Improvement Grant Program.

The petitioner is requesting site plan and appearance approval for the following modifications to the property:

- Replace the existing vertical siding with new lap fiber cement siding.
- Replace a portion of the front (east) façade siding with faux stacked stone siding panels and apply faux stacked stone to portions of existing foundation on east and south facades.
- Remove and replace all windows and doors.
- Repaint existing stucco.
- Scrape and repaint the existing horizontal siding.
- Install architectural roof shingles at rear storage room and at north elevation vestibule.
- Construct an accessible ramp and new door on the south elevation.
- Replace existing wood shake shingles on east and south facades with new brown fabric awnings.
- Install gooseneck lamps over awning sign on east façade and panel sign on north facade.
- Install new wall sign on south façade and vinyl signage on new awnings.
- Install new landscaping.

SITE PLAN REVIEW

Scale of Partial Site Plan: ¼" = 1"

General Site Layout: No expansion to the existing building is proposed. No major changes are proposed to the site. A handicapped accessible ramp will be added to the south side of the building in an area that is currently sod.

APPEARANCE REVIEW

Elevation Plan Review: The existing building façade is tired with faded siding, peeling paint, broken shake shingles, and broken windows and doors. The petitioner plans to maintain the general character and style of the façade with modern materials, new paint, new awnings, and new windows and doors. The existing upper story horizontal siding will be scraped and painted. The existing stucco and wood timbering will be repaired and repainted. With the exception of the east (front) façade, the existing vertical siding will be replaced with new 8” horizontal lap siding. On the front façade, a new faux stacked stone siding panel will be applied to the area where the horizontal siding is located. The same faux stone siding will be applied to the exposed foundation on the east and south facades. The roofs over the north side vestibule and the rear storage room will be covered in architectural shingles. The existing wood shake shingle canopies will be replaced with brown Recacril fabric awnings. Recacril brand is a durable canvass that is fade resistant and mold/mildew resistant. A brown Recacril awning will also cover the new accessible door on the south façade.

Materials/Samples Provided: The petitioner has been asked to provide material and paint color samples at the meeting.

Landscaping: The partial site plan notes the proposed landscaping modifications. Currently, there is a narrow strip of grass at the north, east and south sides of the building’s foundation. The plan indicates the grass will be replaced with planting beds that include bushes and mulch. However, a more detailed landscape plant list is also provided. It notes a diverse mix of arborvitae, burning bush, tall grasses, day lilies, little kim bushes, purple silva, blue hydrangeas, perennial flowers, and annual flowers.

SIGN REVIEW

Sign Locations: The primary business identification sign will be an awning sign on the front (east) façade of the building, facing Milwaukee Avenue. The awning will replace the existing wood shingled roof on the east and south facades. A second sign, a wall sign, will be placed on the north façade, facing the parking lot and visible from Milwaukee Avenue. An additional awning will be placed above the accessible entry of the south façade, but will not include signage.

Proposed Signage Size, Type and Materials:

The petitioner is proposing to install brown Recacril fabric awnings. The awning on the east facade will have white acrylic lettering, which will serve as the business’ primary sign. It will include the business name and a description of the business. The “Est. 1978” text is exempt from permits due to its content and size. The total area of the primary signage on the east façade awning is 46.34 sq. ft. The east façade has a linear frontage of 46.38 feet. The sign will be illuminated by three gooseneck lamps.

A second sign is also proposed. The petitioner plans to install a wall sign on the north façade. Per the Sign Code, this additional sign for a single-user building will only include graphics representing the business. The total size of the wall sign is 17 sq. ft. This wall sign will be comprised of an aluminum panel with vinyl applied graphics. Per the Sign Code, the size of this second sign is limited to 40% of the size of the primary sign. The sign will be illuminated by three gooseneck lamps.

The proposed signs meet the requirements of the Sign Code.

STAFF REVIEW

Impact on Neighboring Uses: The impact of bringing a deteriorated property back into business with the proposed building and site modifications will likely be a positive impact on neighboring uses.

Fire Department Review: The Fire Department has received the plans and has no comments at this time.

Engineering Division Review: The Engineering Division has received the plans and may have comments prior to the meeting.

Planner's Recommendation to the Plan Commission: Staff recommends the Plan Commission review the material samples and colors with the petitioner prior to making a motion.

PROPOSED MOTIONS

If the Plan Commission approves of the requested minor site plan and appearance modifications and appearance of the signs, appropriate motions would be to:

Approve Docket No. PC 18-14 to grant minor site plan and appearance approval for building and site modifications in accordance with the following exhibits submitted August 13, 2018 by Old Munich Tavern, located at 582 N. Milwaukee Avenue, Wheeling, Illinois:

- Project description,
- Site plan, A-1,
- Landscape plant list,
- North and west elevation plans, A-3,
- South and east elevation plans, A-2, and
- Awning plan and awning rendering (2 sheets).

And approve Docket No. SCBA 18-36 to grant appearance approval for awning and sign plans in accordance with the sign and awning plans (5 sheets) submitted August 13, 2018 by TFA Signs, for Old Munich Tavern, located at 582 N. Milwaukee Avenue, Wheeling, Illinois.


Andrew C. Jennings, AICP
Director of Community Development


Brooke A. Casolari
Senior Planner

Attachments: [Photos of existing conditions \(staff\)](#)

[Project description](#)

[Site plan, A-1](#)

[Landscape plant list](#)

[North and east elevation plan, A-3](#)

[South and west elevation plan, A-2](#)

[Sign and awning plans \(5 sheets\)](#)

Old Munich Tavern – 582 N. Milwaukee Avenue

Docket Nos. PC 18-14 & SCBA 18-36 (Minor Site Plan and Appearance Approval of Building and Site Modifications & Appearance Approval of Awning and Wall Signs)



Existing conditions of front façade (looking west)

Old Munich Tavern – 582 N. Milwaukee Avenue

Docket Nos. PC 18-14 & SCBA 18-36 (Minor Site Plan and Appearance Approval of Building and Site Modifications & Appearance Approval of Awning and Wall Signs)



Existing conditions of south side (looking north)

Old Munich Tavern – 582 N. Milwaukee Avenue

Docket Nos. PC 18-14 & SCBA 18-36 (Minor Site Plan and Appearance Approval of Building and Site Modifications & Appearance Approval of Awning and Wall Signs)



Existing conditions of north side (looking south)

Old Munich Tavern – 582 N. Milwaukee Avenue

Docket Nos. PC 18-14 & SCBA 18-36 (Minor Site Plan and Appearance Approval of Building and Site Modifications & Appearance Approval of Awning and Wall Signs)



Existing conditions of rear façade (looking east)

To: Village of Wheeling
Planning Division/ Community Development
2 Community Blvd.
Wheeling, IL 60090
attn: Ms. Brooke Casolari

August 13, 2018

From: Bill Loumbardais
5142 Sherwin Avenue
Skokie, IL 60077

re: **Old Munich Inn - Exterior Renovation and Facade Improvements**

Dear Brooke,

The following is a detailed list of all renovations and facade improvements that we are proposing for this project, as well as cost estimates for each item listed. We feel these facade improvements will maintain the old world charm of the Munich Inn, while at the same time enhancing the street view character and visibility. These number tags are also shown on the architectural plan and elevations drawings that were previously submitted.

1. Remove and replace existing windows.
2. Refresh exterior stucco, siding, and trim.
3. Install new architectural roof shingles at Vestibule and Back storage.
4. Remove and replace (3) existing exterior doors.
5. Remove portion of exterior wall and install (1) new exterior door at ramp for handicap access.
6. Install new handicap ramp and handrails.
7. Install new faux stacked stone siding panels at south and east elevations.
8. Install new pre-finished 1/2" x double 8" lap textured fiber siding.
9. Install new awnings at south and east elevations.
10. Install (3) new gooseneck lights over east awning and replace can lights at underside of soffit.
11. Install new sign.
12. Install new landscaping.
13. Remove existing septic tank, install new manhole, install new sewer connection to Village sanitary sewer.

Exhibit received August 13, 2018



IMPERIAL LANDSCAPING INC.
4164 W. CULLOM AVE
CHICAGO, IL 60641
773-736-1134

Estimate

Number **E162**

Date **3/16/2018**

BILL TO

BILL LOUMBARDIAS
582 N. MILWAUKEE
WHEELING, IL, 60090

SERVICE TO:

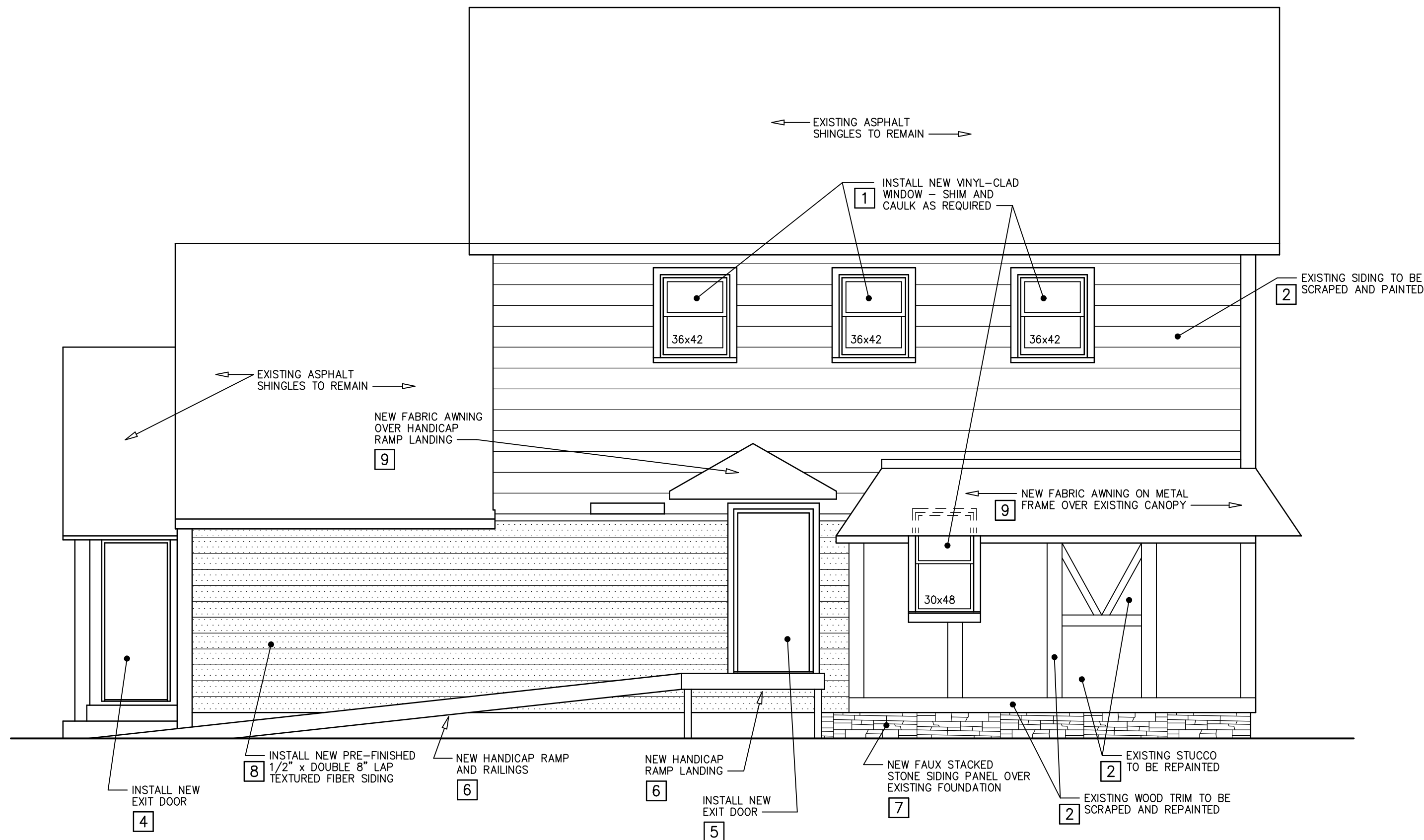
BILL LOUMBARDIAS
582 N. MILWAUKEE
WHEELING, IL, 60090

Terms

NORTH SIDE OF PROPERTY WILL BE CLEANED AND REMULCHED

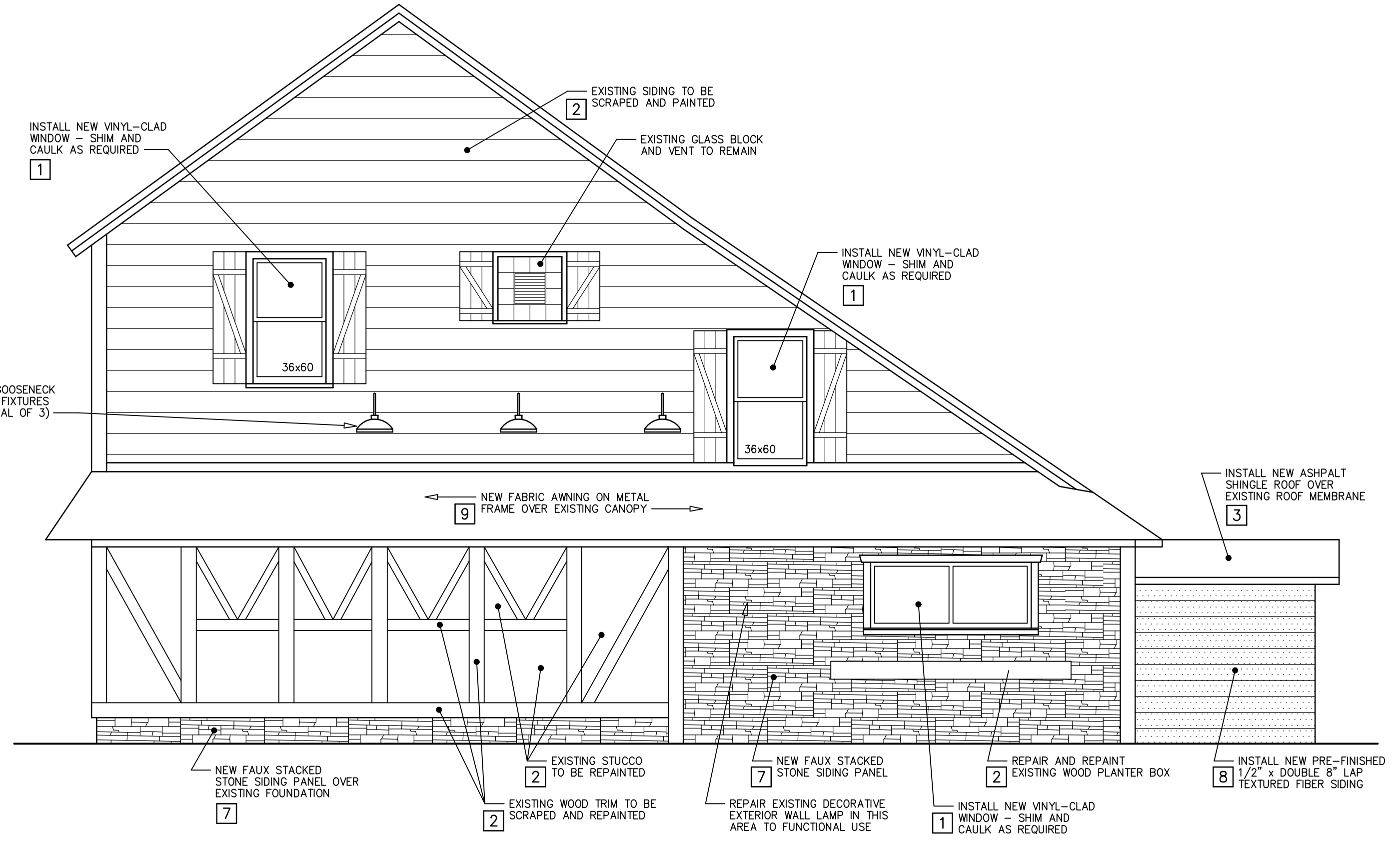
Description	Quantity	Price	Discount	Amount
24" GOLDEN GLOBE ARBORVITAE	18.00	\$220.00		\$3,960.00
BURNING BUSH	1.00	\$220.00		\$220.00
7 TALL GRASSES	7.00	\$80.00		\$560.00
DAY LILLYS	12.00	\$40.00		\$480.00
LITTLE KIM BUSHES	2.00	\$90.00		\$180.00
4 PURPLE SILVA	4.00	\$30.00		\$120.00
2 BLUE HYDRENGEAS	2.00	\$90.00		\$180.00
2 ANNUAL FLAT VARIOUS 10"-12" FLOWERS	2.00	\$80.00		\$160.00
4 BOULDERS	4.00	\$25.00		\$100.00
2 RED FLOWER PERENNIALS	2.00	\$30.00		\$60.00
6 YDS. OF MULCH	6.00	\$250.00		\$1,500.00
AMOUNT PAID		\$0.00		
AMOUNT DUE		\$7,520.00		
SUB TOTAL				\$7,520.00
CITY TAX 0.00% ON 0.00				\$0.00
TOTAL DUE				\$7,520.00

Exhibit received August 13, 2018



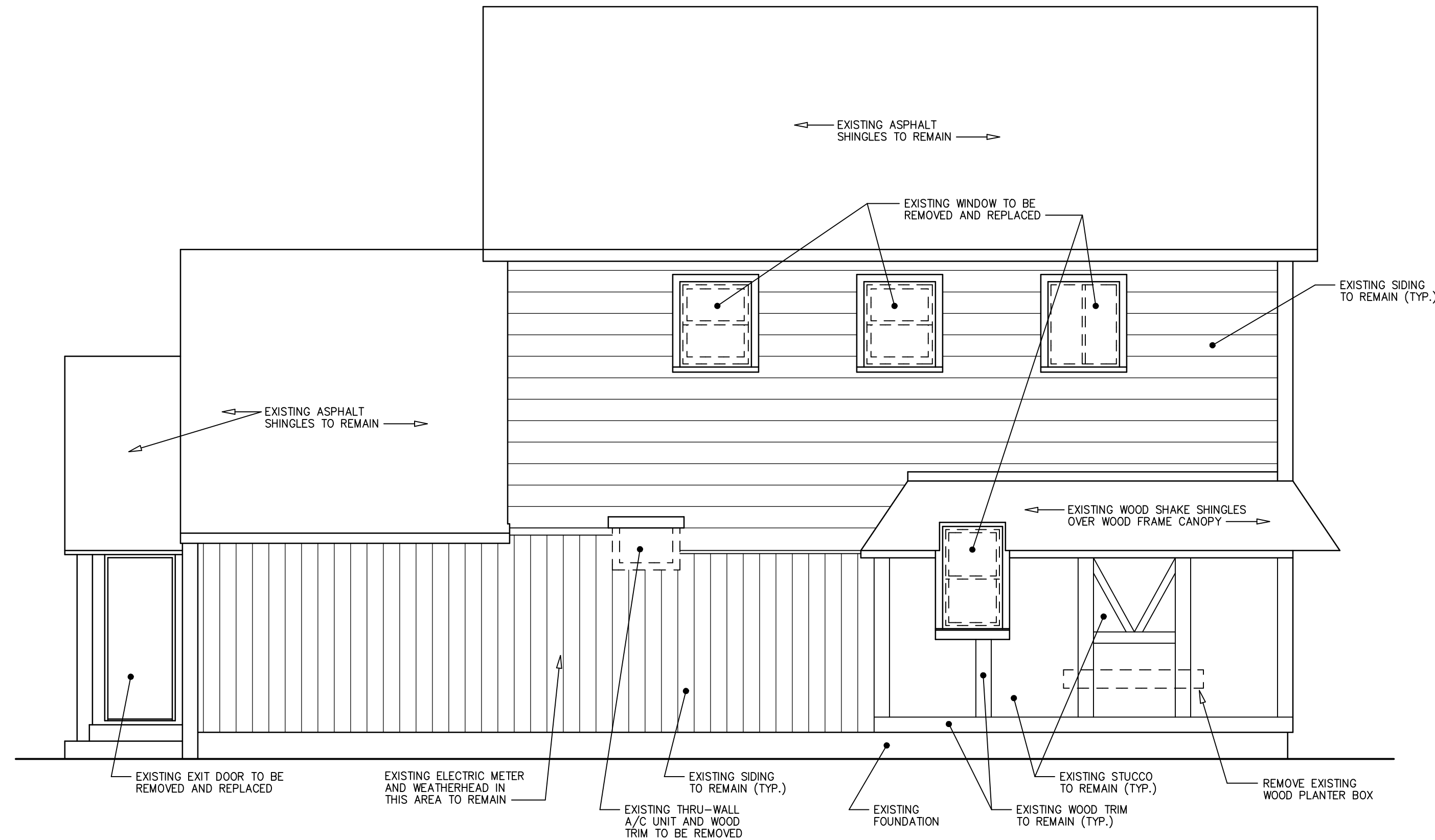
NEW SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



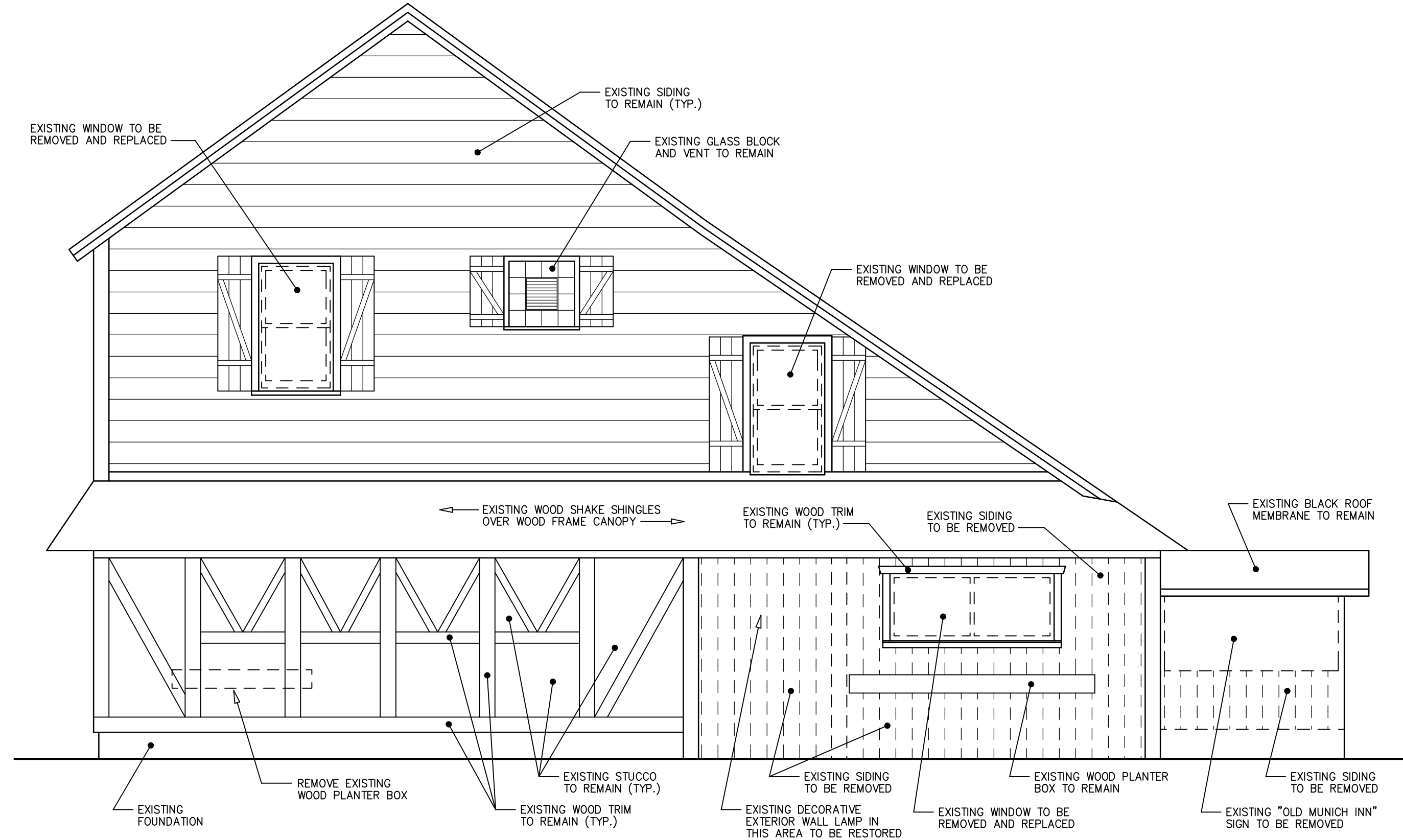
NEW EAST ELEVATION

SCALE: 1/4" = 1'-0"



EXISTING SOUTH ELEVATION

SCALE: 1/4" = 1'-0"



EXISTING EAST ELEVATION

SCALE: 1/4" = 1'-0"

8/06/18	ISSUED FOR PLAN COMM. REVIEW	PS	
No.	Date	Revisions	By

Exhibit received August 13, 2018

ARCHITECT:
**ARCHITECTURAL
CONSULTING
SERVICES**
870 West Hillside Street
Palatine, Illinois 60067
(847) 991-6110
archcons@bcglobal.net

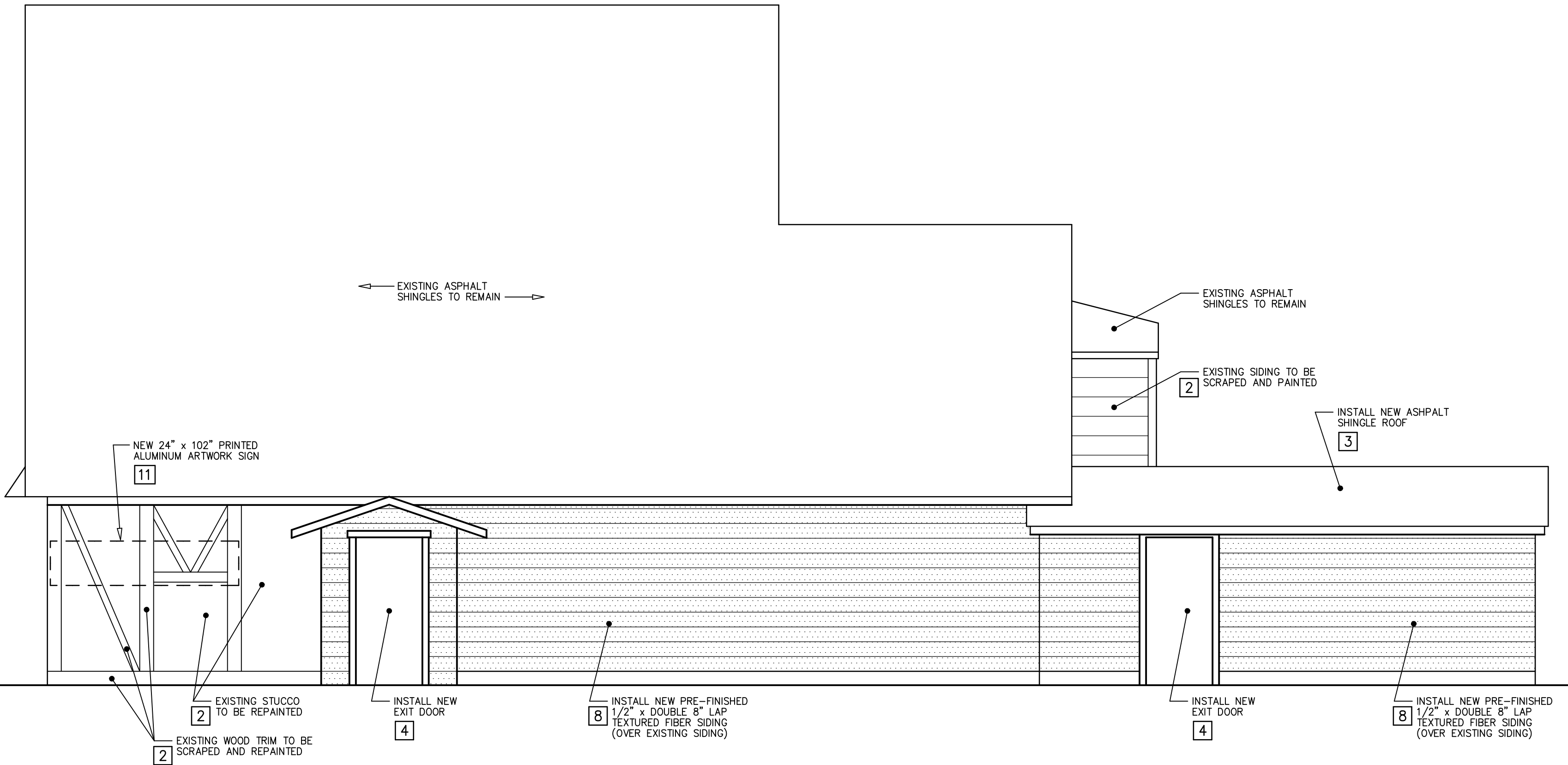
Date: JULY 31, 2018
Scale: AS NOTED

**EXTERIOR
RENOVATIONS**
FOR:
**OLD MUNICH
INN**
582 N. MILWAUKEE AVENUE
WHEELING, IL 60090

**EXISTING and NEW
EXTERIOR ELEVATIONS**

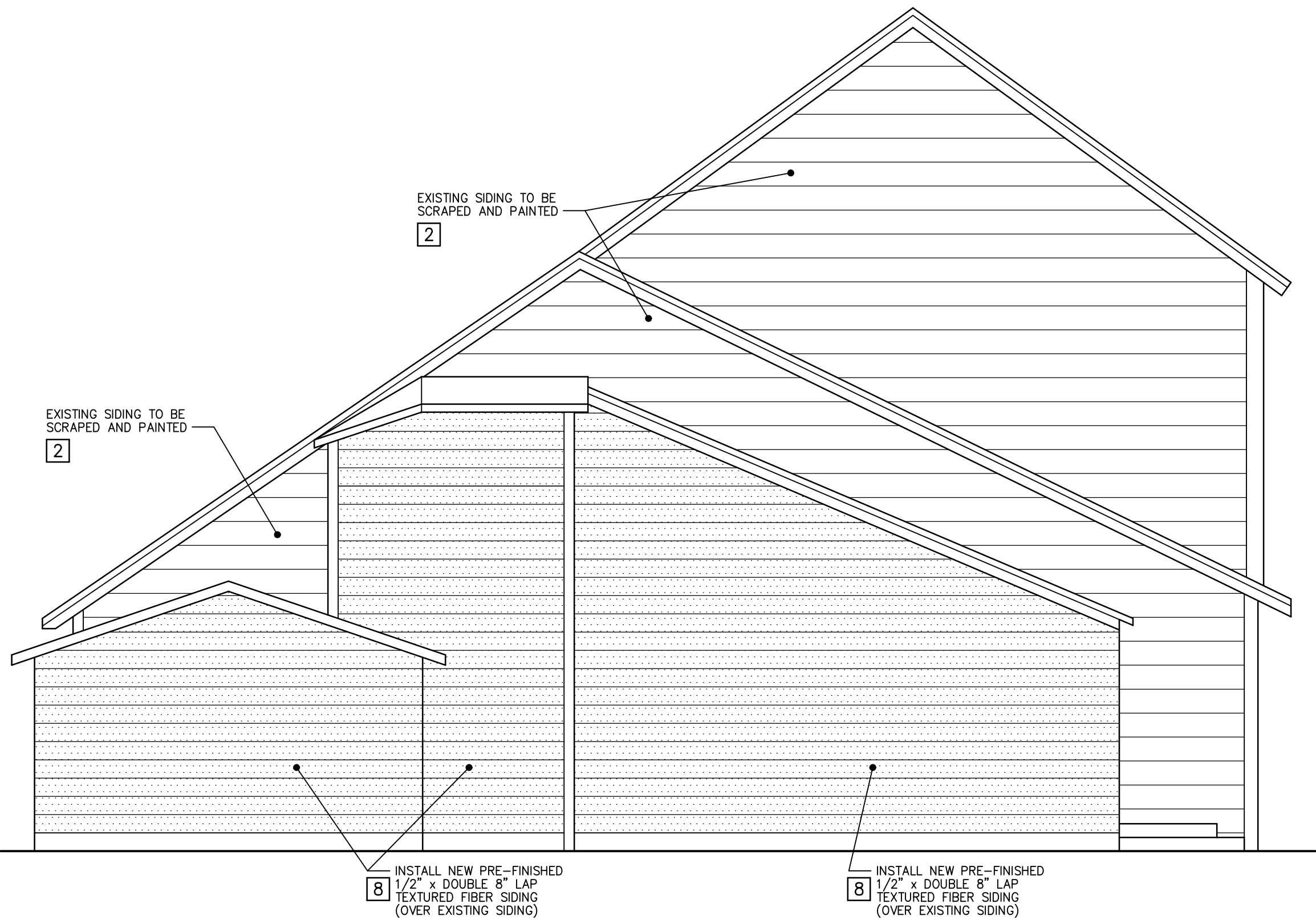
PROJECT: _____
BINDING ORDER: .

A-2



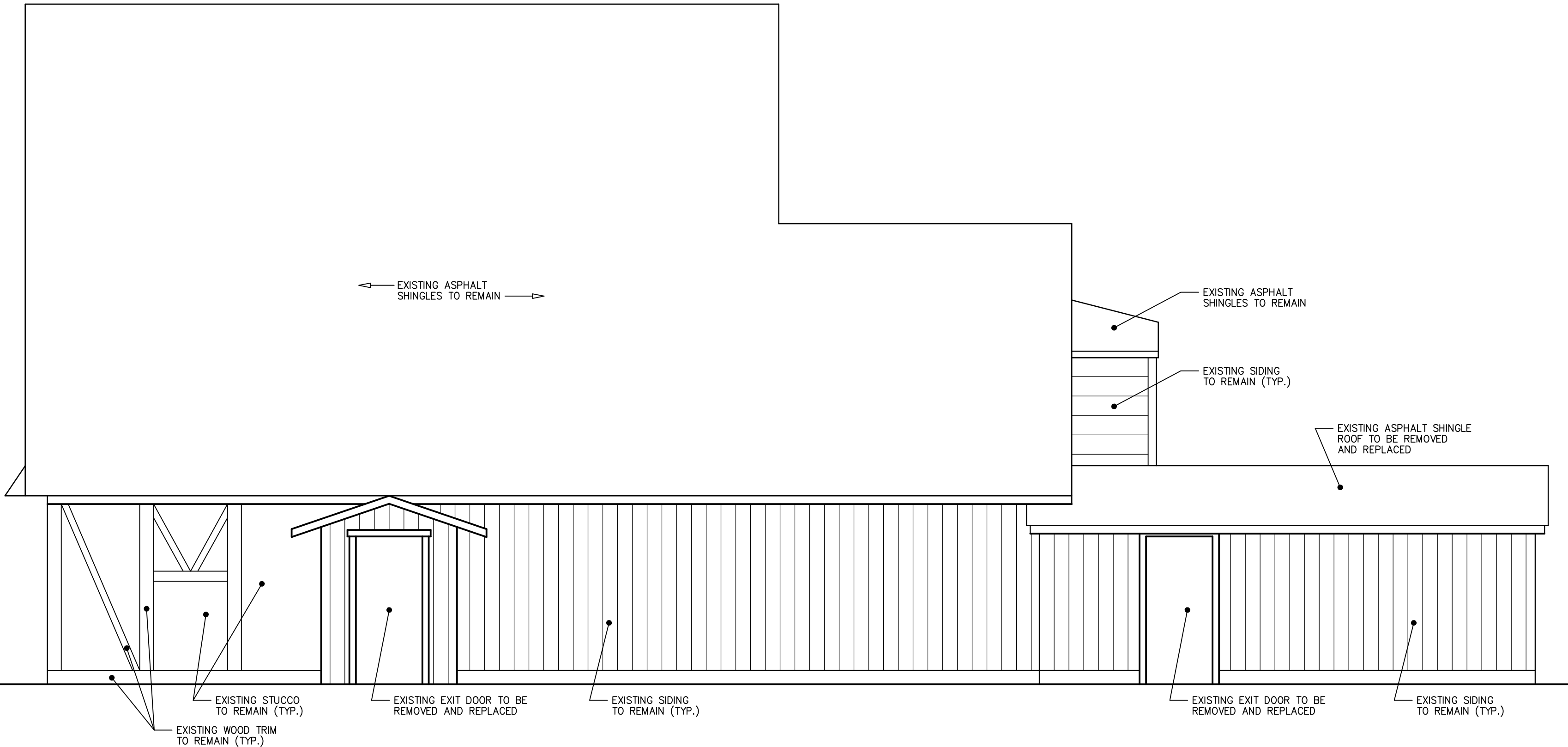
NEW NORTH ELEVATION

SCALE: 1/4" = 1'-0"



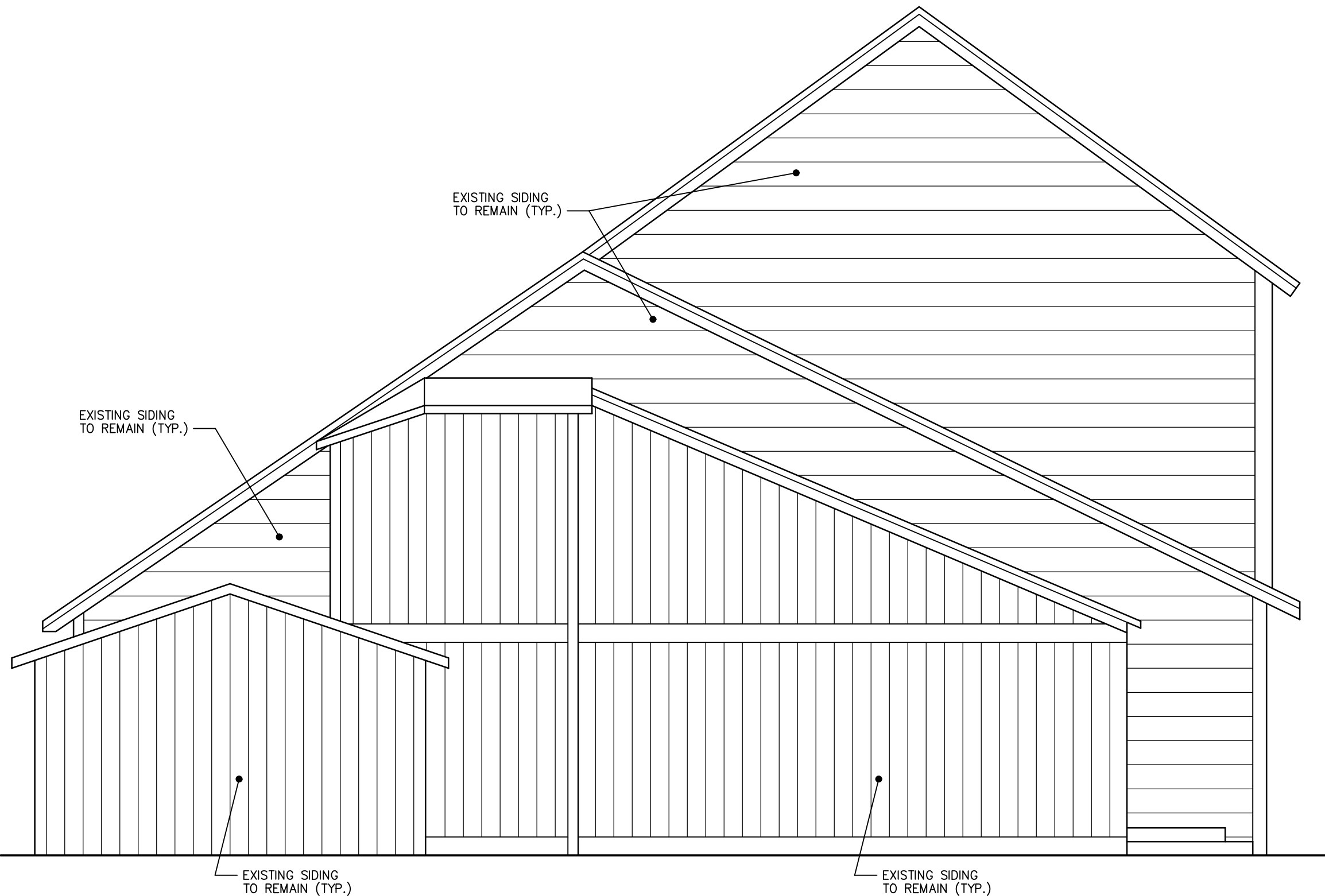
NEW WEST ELEVATION

SCALE: 1/4" = 1'-0"



EXISTING NORTH ELEVATION

SCALE: 1/4" = 1'-0"



EXISTING WEST ELEVATION

SCALE: 1/4" = 1'-0"

	8/06/18	ISSUED FOR PLAN COMM. REVIEW	PS
No.	Date	Revisions	By

Exhibit received August 13, 2018

ARCHITECT:
**ARCHITECTURAL
CONSULTING
SERVICES**
870 West Hillside Street
Palatine, Illinois 60067
(847) 991-6110
archcons@sbcglobal.net

Date: JULY 31, 2018
Scale: AS NOTED

**EXTERIOR
RENOVATIONS**
FOR:
**OLD MUNICH
INN**

582 N. MILWAUKEE AVENUE
WHEELING, IL 60090

**EXISTING and NEW
EXTERIOR ELEVATIONS**

PROJECT:
BINDING ORDER:

A-3

Scope of Work:

- Manufacture and install Awnings on existing canopy
- Manufacture and install Aluminum panel sign



5500 N. Kedzie Ave Chicago, IL 60625
773-267-6007 | sales@tfasigns.com

Client Name:
Old Munich Tavern
Location:
582 N Milwaukee
Wheeling, IL

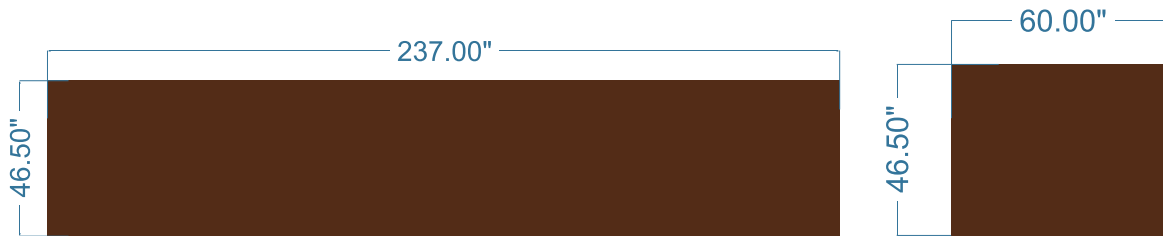
Start Date: 03/26/2018
Last Revision: 00/00/0000
Job#: 00000
Drawing#: 00000a.v1.s1 / e1
Page: 1 of 5

- Client Approval
Exhibit received August 13, 2018
- Landlord Approval

Sales Rep:
Seung Park
Designer:
Peter Boateng



Mansard Awning • Old Munich Tavern • Wheeling • IL

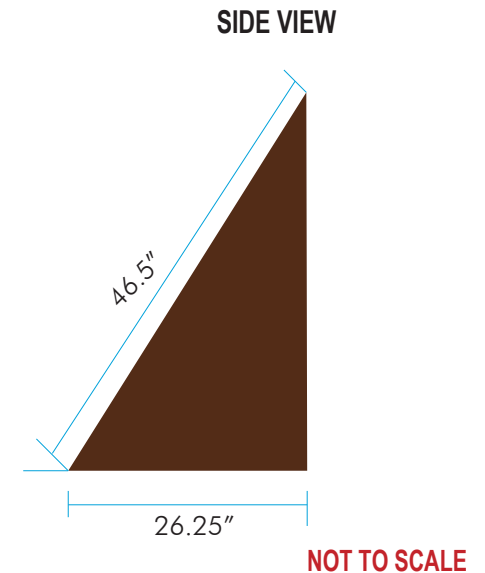


Awning for handicap door

Graphic Space Dimension:
Total SQFT: 47.5ft²

AWNING WITH TUBULAR ALUMINUM SKELETON, FABRICATE AND INSTALL:

- NON-ILLUMINATED
- QUANTITY:
- OVERALL HEIGHT OF AWNING: -" OVERALL LENGTH OF AWNING: 237"/ 556.5"; OVERALL DEPTH OF AWNING 26.25"
- AWNING TO BE RECACRIL FABRIC - R-156
- TEXT AND GRAPHICS: WHITE ACRYLIC PAINT
- AWNING TO BE DIRECTLY MOUNTED TO WALL WITH 3/8" FASTENERS
- AWNING FACE TO READ:



tfasigns

5500 N. Kedzie Ave Chicago, IL 60625
773-267-6007 | sales@tfasigns.com

Client Name:
 Old Munich Tavern
Location:
 582 N Milwaukee
 Wheeling, IL

Start Date: 03/26/2018
Last Revision: 00/00/0000
Job#: 00000
Drawing#: 00000a.v1.s1 / e1
Page: 2 of 5

•
 Client Approval
Exhibit received August 13, 2018
 •
 Landlord Approval

Sales Rep:
 Seung Park
Designer:
 Peter Boateng





Existing Building



After

tfasigns

5500 N. Kedzie Ave Chicago, IL 60625
773-267-6007 | sales@tfasigns.com

Client Name:
Old Munich Tavern
Location:
582 N Milwaukee
Wheeling, IL

Start Date: 03/26/2018
Last Revision: 00/00/0000
Job#: 00000
Drawing#: 00000a.v1.s1 / e1
Page: 3 of 5

- **Exhibit received August 13, 2018**
- Landlord Approval

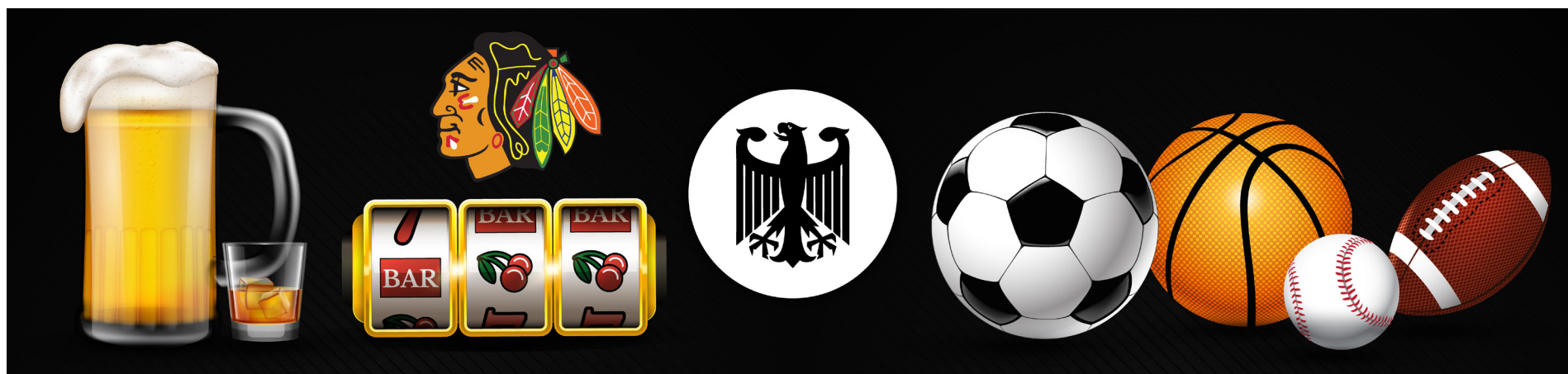
Sales Rep:
Seung Park
Designer:
Peter Boateng



Aluminum Sign:
Digitally Printed Vinyl
Mounted on Aluminum boards

TOTAL SQFT: 17

24"



102"

tfasigns

5500 N. Kedzie Ave Chicago, IL 60625
773-267-6007 | sales@tfasigns.com

Client Name:
Old Munich Tavern
Location:
582 N Milwaukee
Wheeling, IL

Start Date: 03/26/2018
Last Revision: 00/00/0000
Job#: 00000
Drawing#: 00000a.v1.s1 / e1
Page: 4 of 5

•
Exhibit received August 13, 2018
•
Landlord Approval

Sales Rep:
Seung Park
Designer:
Peter Boateng





5500 N. Kedzie Ave Chicago, IL 60625
 773-267-6007 | sales@tfasigns.com

Client Name:
 Old Munich Tavern
Location:
 582 N Milwaukee
 Wheeling, IL

Start Date: 03/26/2018
Last Revision: 00/00/0000
Job#: 00000
Drawing#: 00000a.v1.s1 / e1
Page: 5 of 5

•
 Client Approval
Exhibit received August 13, 2018
 •
 Landlord Approval

Sales Rep:
 Seung Park
Designer:
 Peter Boateng



1. CALL TO ORDER

Chairman Ruffatto called the meeting to order at 6:30 p.m. on Thursday, August 9, 2018.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present were Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers and Ruffatto. Also present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney and Ron Antor, Fire Inspector.

4. CHANGES TO THE AGENDA - None

5. CITIZEN CONCERNS AND COMMENTS

6. CONSENT ITEMS

- A) [Docket No. SCBA 18-34](#)
Sprint
1538 Lake Cook Road
Appearance Approval of a Wall Sign

Commissioner Creech requested a condition that when replacing a sign, the façade gets repaired in all the same color. Ms. Casolari explained that Staff does try and monitor and require it prior to permitting. Commissioner Creech requested prior to the installation of the sign. He questioned if it could be a condition going forward on all future replacement signs.

Chairman Ruffatto asked how it could be addressed since it's been an ongoing problem. Ms. Casolari explained it was difficult to have the entire shopping center repainted every time a sign is replaced. When repainting, the paint is always a different color. Commissioner Creech was OK with it as long as the storefront had the same color in front of the store with the new sign.

Chairman Ruffatto asked about having a general condition for consent items that it had to be painted or maintained prior to issuing the sign permit. He felt it was a chronic problem in at least one particular shopping center. Ms. Milluzzi explained it could be a standing condition for all signs and that the petitioner would be aware prior to going on the consent agenda. She confirmed it will be added going forward.

Commissioner Powers asked if the condition could be added for pole mounted signs as well. Chairman Ruffatto suggested trying it with the wall mounted signs first.

Commissioner Johnson moved, seconded by Commissioner Creech to approve the following consent item.

Approve Docket No. SCBA 18-34 to grant appearance approval for the wall sign in accordance with the sign plan submitted July 24, 2018 by Strictly Neon, on behalf of Sprint, located at 1538 Lake Cook Road, Wheeling, Illinois.

On the roll call, the vote was as follows:

AYES: Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers, Ruffatto
NAYS: None
ABSENT: None
PRESENT: None
ABSTAIN: None

There being seven affirmative votes, the motion was approved.

7. ITEMS FOR REVIEW

- A)** [Docket No. 2018-18](#)
Lana's Dazzling Desserts
321 E. Dundee Road
Special Use-Site Plan Approval for Expansion of an Existing Restaurant

See Findings of Fact and Recommendation for Docket No. 2018-18.

Commissioner Dorband moved, seconded by Commissioner Blinova to approve Docket No. 2018-18 to grant Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit expansion of an existing sit-down restaurant in accordance with the project description and floor plan submitted June 28, 2018 by Lana's Dazzling Desserts, located at 321 E. Dundee Road, Wheeling, Illinois.

And subject to the following conditions of approval:

1. Prior to occupancy, a rack for two bicycles shall be added to the site; and
2. Prior to occupancy, the mansard roof façade shall be repaired, as needed.

On the roll call, the vote was as follows:

AYES: Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers, Ruffatto
NAYS: None
ABSENT: None

PRESENT: None
ABSTAIN: None

There being seven affirmative votes, the motion was approved.

Commissioner Dorband moved, seconded by Commissioner Powers to close Docket No. 2018-18. The motion was approved by a voice vote.

- B)** [Docket No. 2018-19](#)
 Karma Pub
 79 S. Milwaukee Avenue
 Special Use-Site Plan Approval of a Tavern

See Findings of Fact and Recommendation for Docket No. 2018-19.

Commissioner Kalis moved, seconded by Commissioner Blinova to recommend approval of Docket No. 2018-19 to grant Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a tavern in accordance with the following exhibits submitted June 29, 2018 by Karma Pub, to be located at 79 S. Milwaukee Avenue Wheeling, Illinois:

- Project description (5 sheets)
- Floor plan
- Food and beverage exhibits (8 sheets)
- Photos of a similar use (5sheets)

And subject to the following conditions of approval:

3. Prior to occupancy, a rack for two bicycles shall be added to the site;
4. Prior to occupancy, an outdoor smoking area shall be designated;
5. Based upon the proposal for only one employee during peak shift, there shall be no more than 18 seats;
6. Special Use approval shall be subject to Liquor License approval;
7. Entertainment may include deejays, karaoke and live music (not to exceed twice a month); and
8. Additional soundproofing shall be installed to common walls prior to occupancy.

On the roll call, the vote was as follows:

AYES: Commissioner Johnson
NAYS: Commissioners Kalis, Blinova, Creech, Dorband, Powers, Ruffatto
ABSENT: None
PRESENT: None
ABSTAIN: None

There being six negative votes, the motion was denied.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-19. The motion was approved by a voice vote.

- C) [Docket No. 2018-20](#)
The Learning Experience
343 W. Dundee Road
Special Use-Site Plan Approval of a Child Daycare Center

See Findings of Fact and Recommendation for Docket No. 2018-20.

Commissioner Johnson moved, seconded by Commissioner Dorband to recommend approval of Docket No. 2018-20, granting Special Use, Site Plan, and Building Appearance Approval, as required under Chapter 19-05, Mixed-Use and Overlay Districts, Chapter 19-10 Use Regulations, and Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a Daycare Facility in accordance with the following exhibits submitted June 28, 2018 (except as noted) to be located at 343 W. Dundee Road, Wheeling, Illinois, which is Building E of the Wheeling Town Center Subdivision:

- Cover letter,
- Previously approved site plan with proposed plan overlay,
- Site plan & roof plan,
- Floor plan (July 31, 2018),
- Exterior finish palette,
- South elevation,
- East elevation,
- North elevation,
- West elevation,
- Southeast and southwest perspectives,
- Northeast and northwest perspectives,
- Photograph of solid metal panel fence
- Trash enclosure plan (August 8, 2018),
- Landscape plan, Sheet L1.2 (July 10, 2018),
- Landscape plan, Sheet L1.3 (July 10, 2018),
- Landscape plant list, Sheet L1.5 (July 10, 2018),
- Town Center Shared Parking Study (June 2018), and
- Town Center Traffic Study (June 2018).

And with the following conditions of approval:

1. Bollards shall be added to the trash enclosure to prevent the gates from hitting vehicles;
2. EIFS shall not be installed at ground level, the ash blend brick shall be applied to this area no less than 4' from grade; and
3. The no left turn shall be replaced with one-way traffic signage. Appropriate pavement markings shall be installed.

On the roll call, the vote was as follows:

AYES: Commissioners Johnson, Dorband, Blinova, Creech, Powers, Ruffatto
NAYS: Commissioner Kalis
ABSENT: None
PRESENT: None
ABSTAIN: None

There being six affirmative votes, the motion was approved.

Commissioner Powers moved, seconded by Commissioner Dorband to close Docket No. 2018-20. The motion was approved by a voice vote.

8. APPROVAL OF MINUTES – July 26, 2018 (including partial Findings for Docket No. 2018-13 and Findings for Docket Nos. 2018-14, 2018-15, 2018-16, and 2018-17))

Commissioner Powers moved, seconded by Commissioner Johnson to approve the minutes dated July 26, 2018 as corrected. The motion was approved by a voice vote.

- Correction on page 9 (2018-17) – Change to Commissioner Johnson moved.
- Commissioner Powers e-mailed a couple of changes.

9. OTHER BUSINESS

Chairman Ruffatto announced the September 27th Plan Commission date has been canceled since several Commissioners want to attend the Taste of Wheeling event.

10. ADJOURNMENT

Commissioner Dorband moved, seconded by Commissioner Powers to adjourn the meeting at 8:50 p.m. All were in favor on a unanimous voice vote and the meeting was adjourned.

Respectfully submitted,

Steve Powers, Secretary
Wheeling Plan Commission

**DISTRIBUTED TO THE COMMISSION 8.17.2018
FOR APPROVAL ON 8.23.2018**

**DRAFT FINDINGS OF FACT
AND RECOMMENDATION**

To: Village President and Board of Trustees

From: Wheeling Plan Commission/Sign Code Board of Appeal

Re: [Docket No. 2018-18](#)
Lana's Dazzling Desserts
321 E. Dundee Road
Special Use-Site Plan Approval for Expansion of an Existing Restaurant

Lana Kobrin, lessee, is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to expand the existing restaurant at 321 E. Dundee Road into 333 E. Dundee Road, which is zoned B-3 General Commercial and Office District.

Chairman Ruffatto called Docket No. 2018-18 on August 9, 2018. Present were Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers and Ruffatto. Also present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney and Mr. Ron Antor, Fire Inspector.

Commissioner Powers read the following statement.

A zoning Special Use, as defined in Title 19, of the village of Wheeling (Zoning), is a use of parcel of land that requires review and consideration before approval due to circumstances or effects on the surrounding properties that may adversely affect them. In order to be considered for a special use the petitioner is required to demonstrate through testimony to the Plan Commission at the public hearing why their request meets the conditions of the village code including, but not limited to, how the proposed use will not damage the enjoyment or use of the surrounding properties. Prior to the public hearing the petitioner provides written statements meant to show that their request for a special use meets the standards established in Title 19. The Commission Chairperson will typically direct that these statements be entered into the record without a full reading of them at the hearing. Based upon the testimony and supporting materials submitted, the Plan Commission will make findings in support of, or against, the petitioner's testimony and report those findings to the Village Board.

Ms. Casolari stated that the Staff Report and submittals of the petitioner were part of the public record.

Ms. Lana Korbin, business owner, 321 East Dundee Road, Wheeling was present and sworn in.

Ms. Korbin explained they were expanding their business into the unit next door. They are doubling the size of their space by enlarging the kitchen significantly and making the café space a little larger. They are increasing the existing 12 seats to 19 seats.

Chairman Ruffatto opened the discussion to the audience. No one came forward.

Commissioner Johnson was happy the business was doing well and needed to expand. He asked if the petitioner was aware of Staff's recommended conditions about the bicycle rack and smoking area. Chairman Ruffatto explained the shopping center needed a designated smoking area.

From the audience, Mr. Liam Korbin came forward and was sworn in.

Mr. Korbin explained there was a sign in the window that smoking was not permitted within 15 feet. Ms. Milluzzi explained it was up to the Plan Commission's discretion if they wanted the petitioner to install additional signage. Mr. Korbin explained the purpose of the seating area was used mostly for food tastings and didn't have a lot of customers who sat in the area. Their customers mostly pick up desserts and then leave. Commissioner Johnson was in favor of removing the smoking condition.

Ms. Korbin referred to the bicycle rack condition and noticed there were not any other bicycle racks in the plaza. She questioned if they needed to provide it or if it was the landlord's responsibility. Ms. Casolari explained it was a regulation that had been added since the last time they were before the Commission. She suggested working with the property owner regarding a convenient location for several of the businesses. Chairman Ruffatto explained it didn't need to be in front of their unit but located somewhere on the property.

Commissioner Blinova didn't think a lot of people rode bicycles to the shopping center and was unsure if it was really necessary. Chairman Ruffatto explained it was part of Village Code and the transportation plans.

Commissioner Blinova questioned who was responsible for the shingles on the 333 suite. She thought the shingles looked a different color. Ms. Casolari explained a sign had probably been removed. Chairman Ruffatto would like to get it fixed. Ms. Korbin explained that the shingles were natural and would probably take care of itself. Chairman Ruffatto noted there was a hole in the shingles and needed to be repaired. Commissioner Kalis requested that the petitioner tell the landlord.

Commissioner Powers thanked the petitioner for the expansion and had no other questions/comments.

Commissioner Dorband complimented the bakery and understood the reason for the expansion. She was thrilled the petitioner was staying in the Village and expanding.

Commissioner Kalis was excited and proud they were supporting the community.

Commissioner Creech congratulated the petitioner and thanked them for staying in Wheeling.

Chairman Ruffatto felt it was a great addition.

Commissioner Dorband moved, seconded by Commissioner Blinova to approve Docket No. 2018-18 to grant Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit expansion of an existing sit-down restaurant in accordance with the project

description and floor plan submitted June 28, 2018 by Lana's Dazzling Desserts, located at 321 E. Dundee Road, Wheeling, Illinois.

And subject to the following conditions of approval:

1. Prior to occupancy, a rack for two bicycles shall be added to the site; and
2. Prior to occupancy, the mansard roof façade shall be repaired, as needed.

On the roll call, the vote was as follows:

AYES: Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers, Ruffatto
NAYS: None
ABSENT: None
PRESENT: None
ABSTAIN: None

There being seven affirmative votes, the motion was approved.

Commissioner Dorband moved, seconded by Commissioner Powers to close Docket No. 2018-18. The motion was approved by a voice vote.

Respectfully submitted,

Jim Ruffatto, Chairman
Wheeling Plan Commission/
Sign Code Board of Appeals

**DISTRIBUTED TO THE COMMISSION 8.17.2018
FOR APPROVAL ON 8.23.2018**

**DRAFT FINDINGS OF FACT
AND RECOMMENDATION**

To: Village President and Board of Trustees

From: Wheeling Plan Commission/Sign Code Board of Appeal

Re: [Docket No. 2018-19](#)
Karma Pub
79 S. Milwaukee Avenue
Special Use-Site Plan Approval of a Tavern

Shailesh Desai, contract lessee, is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a tavern at 79 S. Milwaukee Avenue, which is zoned B-3 General Commercial and Office District.

Chairman Ruffatto called Docket No. 2018-19 on August 9, 2018. Present were Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers and Ruffatto. Also present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney and Mr. Ron Antor, Fire Inspector.

Ms. Casolari stated that the Staff Report and submittals of the petitioner were part of the public record.

Shailesh Desai, business owner, Karma Pub, 79 South Milwaukee Avenue was present and sworn in.

Mr. Desai explained he would like to open up a gaming bar for people to socialize and mingle. He mentioned it would bring tax dollars to the Village. They will provide DJ/Karaoke with light snacks along with the bar.

Commissioner Powers questioned the rules regarding seating capacity with the Class CV Liquor License the petitioner was requesting. Ms. Casolari didn't think there was a minimum or maximum seating under the liquor licensing for the CV License. Attorney Milluzzi will confirm.

In reply to Commissioner Powers' question, Mr. Desai confirmed he had one employee for each shift and would have a total of 20 seats. He would agree to reduce the number of seats if needed for the parking requirements. Ms. Casolari confirmed he would need to reduce it by 2 so that there would be a maximum of 18 seats without needing a variation. Attorney Milluzzi explained it would be a condition to the Special Use.

Attorney Milluzzi confirmed there was no minimum or maximum seating for taverns for a Class CV Liquor License.

Commissioner Powers questioned if the parking requirements was based on the seats or the anticipated number of people in the establishment. Attorney Milluzzi explained the Parking Code was specific to a tavern since it expects not everyone to be sitting. As far as deejays or anyone

standing, it would be a Fire Code maximum occupancy level issue. The Parking Code is based on the number of seats.

Commissioner Powers thought something needed to be worked out regarding bike parking and a smoking area for this center. Chairman Ruffatto expressed a concern.

Chairman Ruffatto questioned the type of businesses on either side of the proposed unit. Mr. Desai stated both of the neighboring units were currently vacant. The proposed unit is located in the back of the shopping center. Commissioner Powers wants bike parking and a smoking area addressed for this petition.

Commissioner Powers questioned if the petitioner's other locations were also considered taverns and gaming. Mr. Desai has been in the bar business for over 15 years before gaming. He currently has 5 locations all located in Lake County.

Commissioner Powers questioned if the set up for the proposed location would be similar to the existing locations. Mr. Desai agreed it would be a similar bar with a jukebox, pool table, bar stools and alcohol. The location is for 21 years and older.

Commissioner Powers questioned if the Liquor License dictated the hours the bar could stay open. Attorney Milluzzi explained it could be regulated through the Special Use. She will confirm if the Code included it.

Commissioner Creech questioned if the proposed tavern would be decorated similar to his other establishments. Mr. Desai confirmed it would be similar.

Commissioner Creech had an issue with the proposed use because it has a Milwaukee Avenue address which is considered Restaurant Row. He did not expect to see the proposed type of establishment to be located on Restaurant Row.

Commissioner Dorband expressed issues with the proposed use because of the empty units on either side of him. She was concerned about what potentially could go into those units and that they may not want to be neighbors of a tavern with gaming. She did not think the location was the best and felt there might be other locations that would be more appropriate. She was concerned with using the term "tavern" when it was really a gaming establishment. Mr. Desai confirmed it was a neighborhood bar where people come and socialize but could also gamble. She felt the pictures did not depict a neighborhood bar but appeared the petitioner was focusing more on the gaming. Mr. Desai disagreed since he was focusing on both a bar and gaming. He explained the pictures did not depict it correctly.

Commissioner Johnson asked for the petitioner to describe the proposed entertainment. Mr. Desai explained they would have local deejays and bands.

Commissioner Johnson questioned how the maximum occupancy was determined. Mr. Antor explained the proposed drawing included a total of 20 seats with a pool table and an open area for dancing and mingling. Seating is usually figured at 15 square feet per person when determining

occupancy calculations. Standing area for mingling would be calculated at 5 square feet per person. He could not calculate the occupancy load for the unit since it was not a scaled drawing. He thought it would be a fair amount larger than the 20 seating positions shown. The other limiting factor is that it only has one entry which limits the maximum occupancy to 50 occupants. He questioned if the petitioner was also leasing the eastern address portion. Mr. Desai confirmed he was only leasing the 79 South Milwaukee Avenue. Commissioner Johnson was confused with the door placement on the drawing. The drawing was flipped and not depicted correctly. Chairman Ruffatto explained the bar was when you entered the unit and the gaming would be to the left behind the no parking sign. Mr. Desai confirmed Chairman Ruffatto's explanation was correct.

In reply to Commissioner Johnson's question, Mr. Desai stated his other locations were located in Round Lake, Round Lake Beach, Spring Grove and Island Lake.

In reply to Commissioner Kalis' question, Mr. Desai confirmed some of his other locations included a kitchen, but the proposed unit would not have a kitchen. They would only serve snacks and cold sandwiches.

Commissioner Kalis referred to the petitioner's letter that indicated a manger would be on duty at all shifts with 2 full-time and 2 part-time employees but the petitioner had verbally indicated there would only be one employee during all shifts. He asked if all employees were managers. Mr. Desai explained one full-time employee would be present at all times, but it was possible to have 2 employees. Commissioner Kalis noted it would then present a parking issue. He questioned if the petitioner was willing to go from 20 seats to 18 seats to prevent a parking variation. Mr. Desai agreed.

Commissioner Kalis questioned how often the entertainment would perform. Mr. Desai explained it was too early to determine. He thought maybe twice a month.

Commissioner Kalis echoed the same concerns of Commissioners Creech and Dorband.

Commissioner Kalis stated gaming was a hot topic in the Village and the current Code did not include a limit on gaming establishments. He explained if he were to approve a gaming establishment it would need to be above and beyond and something unique. He questioned if there was anything unique about the business. Mr. Desai explained he would offer different beer and Indian snacks. The theme has an Indian feel to it.

Commissioner Blinova questioned if it was OK for a bar not to have an emergency exit. Mr. Antor confirmed the occupancy load determined the number of exits.

Commissioner Blinova didn't think one employee was enough.

Commissioner Blinova questioned the importance of the gaming to his business. Mr. Desai stated about 60% of the revenue would be from alcohol and 40% from gaming. He felt the gaming was a plus since all of the other pubs had it and if he didn't he would lose his customer to another business. She questioned if he was comfortable that there were at least 2 other gaming establishments within a mile. He was OK with it since there was always competition.

Chairman Ruffatto questioned the location of where the bands would play. Mr. Desai explained there was a little open space by the door that he would try it out for a deejay or a 2-3 piece band. He would need to try it out first. Chairman Ruffatto questioned if it would be considered a different type of use. Attorney Milluzzi explained it was not a different type of use, but under the Code, any bars/taverns with entertainment would need to be spelled out in a condition. She explained the Plan Commission could determine if they would be comfortable with allowing live bands as well or just limit it to a deejay. Chairman Ruffatto preferred to put a limit on the entertainment as a deejay.

Commissioner Powers questioned if a designated area needed to be put on the plans. Chairman Ruffatto thought it would be helpful.

Chairman Ruffatto questioned if entertainment needed to be defined. Attorney Milluzzi suggested that the entertainment would be permitted in the form of the list that would be allowed, i.e. deejay, jukebox, karaoke and live music not to exceed twice a month.

Chairman Ruffatto did not see anything unique about this establishment. He felt it was just gambling and was not unique to this area.

Attorney Milluzzi responded to Commissioner Powers' question and confirmed the section of the Code on Liquor Licensing did include hours of operations. The proposed hours by the petitioner fell within the permitted uses.

Commissioner Kalis questioned if the food and liquor revenue mix for a tavern was the same as a restaurant. Attorney Milluzzi confirmed taverns needed more revenue to come from alcohol than food and non-alcohol drinks (60%/40% split).

Commissioner Blinova suggested soundproofing the unit to protect the neighboring units from the music. Mr. Desai explained the music would be in the evenings when the other businesses would be closed. Chairman Ruffatto agreed with the suggestion because the neighboring businesses were unknown at this time, so the sound could be an issue. Mr. Desai explained that he could change the theme and not include music.

Commissioner Johnson questioned if the petitioner needed to submit a scaled drawing prior to permitting. Ms. Casolari confirmed it would be required.

Commissioner Blinova requested that the band not be located by the door for fire safety since there is only one door. Mr. Desai agreed but was unsure if he would move forward with a band. Chairman Ruffatto explained it would be handled at permitting.

Commissioner Kalis moved, seconded by Commissioner Blinova to recommend approval of Docket No. 2018-19 to grant Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a tavern in accordance with the following exhibits submitted June 29, 2018 by Karma Pub, to be located at 79 S. Milwaukee Avenue Wheeling, Illinois:

- Project description (5 sheets)
- Floor plan

- Food and beverage exhibits (8 sheets)
- Photos of a similar use (5sheets)

And subject to the following conditions of approval:

1. Prior to occupancy, a rack for two bicycles shall be added to the site;
2. Prior to occupancy, an outdoor smoking area shall be designated;
3. Based upon the proposal for only one employee during peak shift, there shall be no more than 18 seats;
4. Special Use approval shall be subject to Liquor License approval;
5. Entertainment may include deejays, karaoke and live music(not to exceed twice a month);
and
6. Additional soundproofing shall be installed to common walls prior to occupancy.

On the roll call, the vote was as follows:

AYES: Commissioner Johnson
NAYS: Commissioners Kalis, Blinova, Creech, Dorband, Powers, Ruffatto
ABSENT: None
PRESENT: None
ABSTAIN: None

There being six negative votes, the motion was denied.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-19.
The motion was approved by a voice vote.

Respectfully submitted,

Jim Ruffatto, Chairman
Wheeling Plan Commission/
Sign Code Board of Appeals

**DISTRIBUTED TO THE COMMISSION 8.17.2018
FOR APPROVAL ON 8.23.2018**

**DRAFT FINDINGS OF FACT
AND RECOMMENDATION**

To: Village President and Board of Trustees

From: Wheeling Plan Commission/Sign Code Board of Appeal

Re: [Docket No. 2018-20](#)
The Learning Experience
343 W. Dundee Road
Special Use-Site Plan Approval of a Child Daycare Center

Wheeling Commercial Development LLC, contract owner, who is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-05 Mixed Use Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a daycare center at 343 W. Dundee Road, Wheeling, Illinois, which is zoned MXT Transit Oriented Mixed Use District.

Chairman Ruffatto called Docket No. 2018-20 on August 9, 2018. Present were Commissioners Blinova, Creech, Dorband, Johnson, Kalis, Powers and Ruffatto. Also present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney and Mr. Ron Antor, Fire Inspector.

Ms. Casolari stated that the Staff Report and submittals of the petitioner were part of the public record.

Mr. Brad Friedman, The Lynmark Group, Ms. Jennifer Rook, The Learning Experience, 343 West Dundee Road, Wheeling, IL and Mr. Steve Corcoran, Traffic Engineer, Eriksson Engineering & Associates, Grayslake, IL, Mr. Tom Arsovski, Architect, Callison RTKL, 200 South Michigan Avenue, Chicago, IL were present and sworn in.

Mr. Friedman presented Building E of the Town Center. They have secured a lease with the Learning Experience. They are making a slight modification to the originally proposed site plan. Once they learned about the Learning Experience's requirements for the playground area in addition to their drop off and pick up area, they worked with them to reconfigure the site. It allows for a more customer/parent friendly drop off and pick up area and would provide them with an outdoor playground area with the fencing that is required by State. They added a landscaped area which offers additional outdoor seating and landscaping. He provided an updated site plan with the attached playground and outdoor area with the main entrance on the south side. They provided an interior floorplan. A representative from the Learning Experience was present at the meeting. A sample of the materials were provided except for the sconce which had been approved on the other buildings. They are introducing a metal blue awning per the request of the tenant.

Mr. Friedman explained the original site plan included some parking along Community Blvd. which has been eliminated with additional parking added to the south of the building per the request of the tenant.

Mr. Friedman explained the south elevation will serve as the main entrance for the facility with a combination of brick, storefront windows, metal canopies and then EIFS and their signature learning block entrance with the letters and numbers. There is a similar pattern surrounding the building on all sides. The north elevation would be the extension of Community Blvd. and would not provide any main entrance. The west elevation would have the playground and the fencing.

Chairman Ruffatto referred to the north side with a sign but no entrance. Mr. Friedman confirmed the main entrance was on the south side and the north side helped identify the building and tenant.

Chairman Ruffatto requested details of the operation.

Ms. Rook explained they are a childcare facility and extended services from 6 weeks to 12 years old. Their program includes sign language, foreign language, technology, manners and beyond. They service a variety of part-time and full-time families. They will be open Monday – Friday from 6:30 a.m. – 6:30 p.m.

Ms. Rook explained yoga, soccer, math, a talent program, the introduction of sign language at infancy, phonics and technology at the age of two were all included in their program. They have physical fitness and teach healthy eating habits as well as being engaged in the community through their philanthropy program.

Chairman Ruffatto asked for details about the traffic flow. Mr. Corcoran explained they did an update to the parking and traffic reports for the Wheeling Town Center. He explained that the update made parking at the Town Center easier because the business would be open from 6:30 a.m. – 6:30 p.m. on weekdays so it won't be open on the weekends or evenings. It would free open parking in the evenings and on the weekends. The loss of the parking spaces on the north side allows less activity than before so from a traffic perspective it helps the east/west street. The parking will be concentrated more on the south side for the learning center. He confirmed there is enough parking.

Mr. Corcoran referred to the traffic. There will be less traffic in the pm peak hours and Saturday peak hours. They have also updated the traffic flow to include the bank and Mia Cocina restaurant. There will be a little more traffic in the morning, but it was less critical because the theater and most of the retail were not open. They are adding a little more traffic but were still fine.

Mr. Corcoran referred to the concerns in the Staff Report. The entrance to the apartment parking garage is to the south which is where all of the residential traffic will be entering and exiting going up the north/side road and either turning left to the signal at Northgate or right to the right-in/right-out. In the evening, they are coming in from either signal or from the right-in or right-out. Mr. Corcoran provided a blowup of the development traffic showing what was going on in the daycare area. The morning was not so critical since the morning traffic was going one way and the childcare traffic was going down another way. They do not recommend entering before 6:00 p.m. on a weekday in one of the locations and will direct traffic another way. The kids are not let off curbside, the parents have to pull into a parking space and bring their child/children into the building and sign them in and out, so it should not provide a backup. In the evening, there could be a little overlap with the valet. There is a separate lane for the valet cars, so they can get out of the through traffic and not interfere.

Most of the kids should be picked up before the valet starts to kick in. There is room for through traffic for the apartment or parents. Unlike a school, there is not a set start time. Parents drop off the children over a 3 hour period from 6:30 a.m. – 9:30 a.m. and pick them up from 3:30 p.m. – 6:30 p.m. Mr. Corcoran provided data from the Learning Experience that showed a peak of about 43 kids being dropped off or picked up during a 30- minute period. It's about 1.25 kids per car. The majority is about 5:30 p.m. with less when they think the valet would start to pick up. With 30-35 cars during a 30-minute period, it takes about 8 minutes in the afternoon to pick them up so 1 parking space could handle about 3 cars during the ½ hour period, so he feels the 7 spaces would serve most of the parents picking up or dropping off their child. He felt there was plenty of parking by the front door to accommodate the needs of the parents. The Learning Experience provides the parents with instructions on how to drop off and pick up their children. The front door is only used.

Mr. Corcoran referred to Staff's concern with the amount of traffic with the apartments and the learning center. They did some capacity analysis with the intersection and the data indicated the intersection overall worked well with levels A, B or C. The northbound right turn is a level C which is still good, and the maximum que was two vehicles. There was plenty of room and queuing space.

Chairman Ruffatto opened the discussion to the public. No one came forward.

Commissioner Kalis questioned if the Plan Commission was approving the details of the site plan or whether or not the learning center would go into the center. Ms. Casolari explained the special use was tied to the site plan, appearance and the use. It will need final approval by the Village Board before it can be constructed.

Commissioner Creech noticed there were no bollards on the front of the trash enclosure. He requested a condition be added to prevent the doors from swinging around and damaging cars. Mr. Arsovski confirmed the doors swung out. There are hinges that only swing 180 vs 360 and were other ways to stop the doors. He confirmed there were bollards on the plans but didn't show up on the plan provided. Mr. Friedman felt there only needed to be a bollard on the south side since the north side went into landscaping.

Commissioner Creech expressed concern about the continued loss of space in the project. It went from 100,000 square feet of retail down to 94,000 square feet of retail and this particular project wasn't retail nor is the bank. Mr. Friedman confirmed they have reached their capacity of non-sales tax generating uses and were aware of it. It puts them just under the 15% maximum allowed before it starts to affect their TIF dollars.

Commissioner Creech expressed concern about the proposed sign for no entry prior to 6:30 p.m. He didn't think it would detract people from entering. Mr. Friedman explained the center educates all of their parents about the traffic flow. Commissioner Creech thinks it should be made into a one way. Mr. Friedman agreed to look into it but didn't think it was necessary. Chairman Ruffatto suggested making it more assertive with the signage or markings on the street. Commissioner Creech wanted it one way all of the time.

Commissioner Creech questioned if the EIFS on the front and rear elevations was directly on solid masonry without foamboard insulation or more like a stucco product. Mr. Friedman explained there

was a 4' wainscot of finished material and the EIFS is a stucco-like coating on a foam insulation attached to CMU backup. It did not go down to the ground. Commissioner Creech saw it between the two doors going down almost to the ground on both elevations. Mr. Friedman agreed to fix it by adding the brick product.

Commissioner Johnson agreed with Commissioner Creech that the street should be one-way with a stop sign at the end. He questioned if the valets would be trained not to go in before 6:30 p.m. Mr. Friedman explained that the valets would probably start at 6:30 p.m. on Fridays. Commissioner Johnson mentioned the Village had problems with valets in other areas. Mr. Friedman explained they would work with the valets to make sure there was not any interference with the pick up on Friday evenings.

In reply to Commissioner Johnson's question, Ms. Casolari confirmed there were 13 parking spaces lost.

Commissioner Johnson questioned the height of the playground enclosure. Mr. Friedman confirmed it was 6'. Commissioner Johnson thought it looked like a climbing wall. Mr. Friedman explained they took in requests from the Fire Department and tenant. The tenant wanted it totally closed off and the Fire Department wanted visibility. The proposed incorporates both requests so they thought it was a nice compromise. Commissioner Johnson questioned how older kids would be kept out of the playground after hours. Mr. Friedman felt it would be an operational issue.

Ms. Rook explained they train their staff and have scheduled activities for the playground. The staff are always walking the perimeter. In their other locations, they have fences that are completely closed and fences that are open but is not an issue because they keep the kids busy. Commissioner Johnson expressed concern with keeping people from the outside going in after hours. Ms. Rook wasn't sure if there were sensors on the fence. She didn't think it would happen a lot.

Commissioner Johnson questioned if they had other centers in the area. Ms. Rock stated they have 10 centers in Illinois and over 200 locations currently open and over 200 that are in development including in the UK. The other Illinois locations include Gurnee, Lake Zurich and 3 in Chicago with other locations in the western suburbs.

Commissioner Johnson referred to the number of staff. It was listed that there were 14 full-time and 7 part-time which total 21. Ms. Rook explained there could be one additional full-time employee.

In reply to Commissioner Johnson's question, Ms. Rock stated they typically went up to age 8 but some areas included school aged programming. The State allows up to the age of 12.

In reply to Commissioner Powers' question, Mr. Friedman confirmed they were adding the brick veneer number 2 to the bottom of all locations of the proposed EIFS on the northwest and east elevations.

Commissioner Powers questioned if the aluminum picket fence was pointed at the top. He expressed concern that someone could get hurt if they were climbing over it. Mr. Friedman confirmed it was flat on the top.

Mr. Friedman provided an updated landscape plan.

Commissioner Dorband had no questions.

Commissioner Kalis likes the concept but expressed concern with the use. He questioned the demographic the Town Center was targeting. He felt the learning center would be convenient if there were a lot of families with kids living in the apartments. He didn't think families with kids would be living in the apartments. Mr. Friedman explained the demographics had a wide range. They are looking at young professionals, divorcees, some families and some empty nesters. Commissioner Kalis referred to a recent *Daily Herald* article that mentioned the center was targeting young professionals and retirees but did not mention families. The article and Town Center website mentioned the Town Center as a place for retail and entertainment. He had no concern with the site plan but had a concern with the use pertaining to the goal of the Town Center. He did not think it fit.

Mr. Friedman initially had the same concern. They are limited to the number of restaurants they can bring into the center because of the parking and traffic so he felt the proposed use was a nice balance. It alleviates some of the parking demand and frees up the parking spaces for nights and weekends. There is also a need to increase the daytime traffic at this location. This was an opportunity to get some additional traffic in the morning and in the early evening. The idea of parents dropping off or picking kids up gives the parents an opportunity to grab a cup of coffee, get breakfast or in the evening grab a bite to eat for dinner after picking up the kids. Mr. Friedman felt it worked well but he did initially have the same concerns but then realized the balance. He explained retail was very different than years ago and it needs to be adapted with the changing of retail.

Commissioner Kalis questioned if traffic had been an issue when they originally came before the Commission. Mr. Friedman explained that traffic was always a big debate. They were limited to the number of restaurants they could bring into the Town Center because of the parking concern and everyone coming at night. They now have uses to offset the evening times which was exactly what they wanted and brings a good balance.

Commissioner Kalis questioned what other options could go in the proposed space. Mr. Friedman explained they were particular and looked at other uses that were non-sales tax generating like shared coworking space or firms that focused on medical/dental or investment services. They have always considered those uses as viable options as part of the Town Center. Commissioner Kalis thought a shared coworking space would be a more appropriate use for young professionals. Commissioner Kalis is conflicted about the use in the area but can see it both ways and appreciated the petitioner's perspective. He had no questions about the site plan.

Commissioner Blinova had no concerns and thinks it's a great idea that the plaza won't be empty during the day.

Chairman Ruffatto questioned if the petitioner conducted studies on locations where they would attract people. He questioned on how the location was chosen. Ms. Rook explained they typically do a 3-5 miles analysis on the families and children in the area. If there are enough children that can support it, then that is what determines if the program would be viable in the area. She did not have the specific details with her at the meeting. She offered to get the data and submit it later. They found there was a need for it in the area and was a good fit.

Chairman Ruffatto questioned the setting for their Gurnee location. Ms. Rook confirmed it was a standalone building next to a strip mall and across the street of Six Flags.

Chairman Ruffatto referred to the stated peak times between 7:30 a.m. – 8:30 a.m. Ms. Rook explained that 86 kids would be dropped off during those times assuming none of them were sick or part-time. The number also includes siblings. Chairman Ruffatto thinks Staff's concern was with the heavy traffic when people were leaving their apartments and dropping off kids. Mr. Corcoran confirmed they took the concern seriously, but they think the numbers would work out based on their analysis.

Chairman Ruffatto thinks it's a good use for the area with the apartment complex in the center and the train. He likes the use but has a slight concern with the traffic. He questioned where the employees would park. Ms. Rook explained not all of the employees would have cars (Uber, public transportation, walk). Mr. Friedman felt if they all drove, the parking analysis showed no concern with parking from 6:30 a.m. – 6:30 p.m. The only time they reached a 90% capacity in the parking lot was on Saturday evenings at 8:00 p.m. so it wouldn't conflict with the use. Chairman Ruffatto thought if the 24 employees parked in front of the building, the drop offs could have a difficult time finding a parking space. Ms. Rook explained their staff were not permitted to park in the spaces that parents used. The employees would be trained not to park in those spaces. There was also employee parking on the top floor of the parking garage.

In reply to Chairman Ruffatto's question, Ms. Rook stated the average child age was probably between 2 and 5. The State caps the classroom based on age. The rooms are designed to hold the max capacity the State allows.

Chairman Ruffatto questioned if the picket fence was made of the same material as the fence surrounding the playground. Mr. Friedman confirmed it was a different material. The picket fence is white metal for a security measure and the playground fence is a metal siding which is used in different parts of the center.

Chairman Ruffatto questioned how the management company is made aware of the different parking regulations. He expressed concern how it gets passed down if the management companies change. Mr. Friedman explained that the Lynmark Group were long-term holders so there were no plans to sell or flip the assets or bring in a new management company. The management company is going to be a sister company and part of the Lynmark Group. They will work with the valet staff and train them to make sure no one parks in the quadrant pick up area for the Learning Experience. He does not see it as a problem. They are only anticipating bringing in valet on Friday and Saturday evenings.

Chairman Ruffatto thinks there is a lot of opportunity for the parents when picking up and/or dropping off the kids.

Chairman Ruffatto took a poll if the Commission agreed to make the street a permanent one-way street.

Commissioner Creech: in favor
Commissioner Kalis: in favor
Commissioner Dorband: not in favor
Commissioner Johnson: in favor
Commissioner Blinova: in favor
Commissioner Powers: not in favor
Chairman Ruffatto: not in favor

The vote was 4:3 in favor of making it a permanent one-way street using appropriate signage. Mr. Friedman agreed to replace the proposed sign with a do not enter sign and an arrow on the drive aisle along with a yield sign.

Commissioner Kalis wished there was a study to show the demand for the use in the center. Mr. Friedman stated that the Learning Experience was a professional company at the same level as Starbucks and were well organized and prepared. He was very impressed with the organization.

Commissioner Kalis reiterated his concern about the need for the use.

Commissioner Johnson questioned if the Fire Department was OK with the fencing. Mr. Antor stated that a section in the building code for corridors states that a door cannot reduce the widths of corridor by more than 50%. If the doors are 3', the space within the fence needs to be a minimum of 6'. It could be adjusted at permitting. Mr. Friedman confirmed they were aware of it and discussed it with the architect team and will make the adjustment.

Commissioner Creech questioned if the masonry sample was for color only. Mr. Arsovski confirmed it was an actual sample. Commissioner Creech questioned if they would be modular. Mr. Arsovski confirmed it was a utility brick and was also being used in the apartment building. Commissioner Creech was not aware of that sized masonry on other buildings. The blocks were mostly used on the retail buildings.

Commissioner Creech requested the demand study be available for the Village Board.

Commissioner Johnson moved, seconded by Commissioner Dorband to recommend approval of Docket No. 2018-20, granting Special Use, Site Plan, and Building Appearance Approval, as required under Chapter 19-05, Mixed-Use and Overlay Districts, Chapter 19-10 Use Regulations, and Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a Daycare Facility in accordance with the following exhibits submitted June 28, 2018 (except as noted) to be located at 343 W. Dundee Road, Wheeling, Illinois, which is Building E of the Wheeling Town Center Subdivision:

- Cover letter,
- Previously approved site plan with proposed plan overlay,
- Site plan & roof plan,
- Floor plan (July 31, 2018),
- Exterior finish palette,
- South elevation,

- East elevation,
- North elevation,
- West elevation,
- Southeast and southwest perspectives,
- Northeast and northwest perspectives,
- Photograph of solid metal panel fence,
- Trash enclosure plan (August 8, 2018),
- Landscape plan, Sheet L1.2 (July 10, 2018),
- Landscape plan, Sheet L1.3 (July 10, 2018),
- Landscape plant list, Sheet L1.5 (July 10, 2018),
- Town Center Shared Parking Study (June 2018), and
- Town Center Traffic Study (June 2018).

And with the following conditions of approval:

1. Bollards shall be added to the trash enclosure to prevent the gates from hitting vehicles;
2. EIFS shall not be installed at ground level. The ash blend brick shall be applied to this area no less than 4 feet from grade; and
3. The “no left turn” sign shall be replaced with “one-way traffic” signage. Appropriate pavement markings shall be installed.

On the roll call, the vote was as follows:

AYES: Commissioners Johnson, Dorband, Blinova, Creech, Powers, Ruffatto
NAYS: Commissioner Kalis
ABSENT: None
PRESENT: None
ABSTAIN: None

There being six affirmative votes, the motion was approved.

Commissioner Powers moved, seconded by Commissioner Dorband to close Docket No. 2018-20.
The motion was approved by a voice vote.

Respectfully submitted,

Jim Ruffatto, Chairman
Wheeling Plan Commission/
Sign Code Board of Appeals

**DISTRIBUTED TO THE COMMISSION 8.17.2018
FOR APPROVAL ON 8.23.2018**