



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

**\*Revised November 30, 2018\***

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

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- 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 18-50](#)  
Massage Envy  
701 N. Milwaukee Avenue  
Appearance Approval of Wall Signs
- B) [Docket No. SCBA 18-53](#)  
Coffeessions  
820 Wheeling Road  
Appearance Approval of Wall Signs
- C) [Docket No. SCBA 18-54](#)  
WorldPac  
500 Glenn Avenue  
Appearance Approval of a Wall Sign

**7. ITEMS FOR REVIEW**

- A) [Docket No. 2018-28](#)  
La Michoacana de Tocumbo  
35 W. Dundee Road  
Special Use-Site Plan Approval of a Sit-Down Restaurant

- B)**     [Docket No. 2018-29](#)  
Express Auto Title Loans  
353 N. Milwaukee Avenue  
Special Use-Site Plan Approval of a Short-Term Lending Facility
  
  - C)**     [Docket No. PC 18-18](#)  
Wieland Metals  
567 Northgate Parkway  
Minor Change to Approved Building Elevations
  
  - D)**     [Docket No. 2018-24A&B](#) (Remanded back to Plan Commission from November 5, 2018 Village Board)  
Auto Cars Imports  
170 Shepard Avenue  
(2018-24A)   Zoning Variation to Reduce the Required Parking  
(2018-24B)   Special Use-Site Plan Approval for a Light Motor Vehicle Repair Facility
- 8.     APPROVAL OF MINUTES – [November 8, 2018](#) (including Findings for Docket Nos. 2018-23 and 2018-27) and [November 15, 2018](#)**
- 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  
December 6, 2018  
(Attachment to Agenda)**

**2018-28**       La Michoacana de Tocumbo, Inc., lessee, 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 sit-down restaurant at 35 W. Dundee Road, which is zoned B-3 General Commercial and Office District.

**2018-29**       Express Auto Title Loans, contract purchaser, 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 short-term lending facility at 353 N. Milwaukee Avenue, which is zoned B-3 General Commercial and Office District.

**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  
Steve Robles, Assistant Director of Community Development

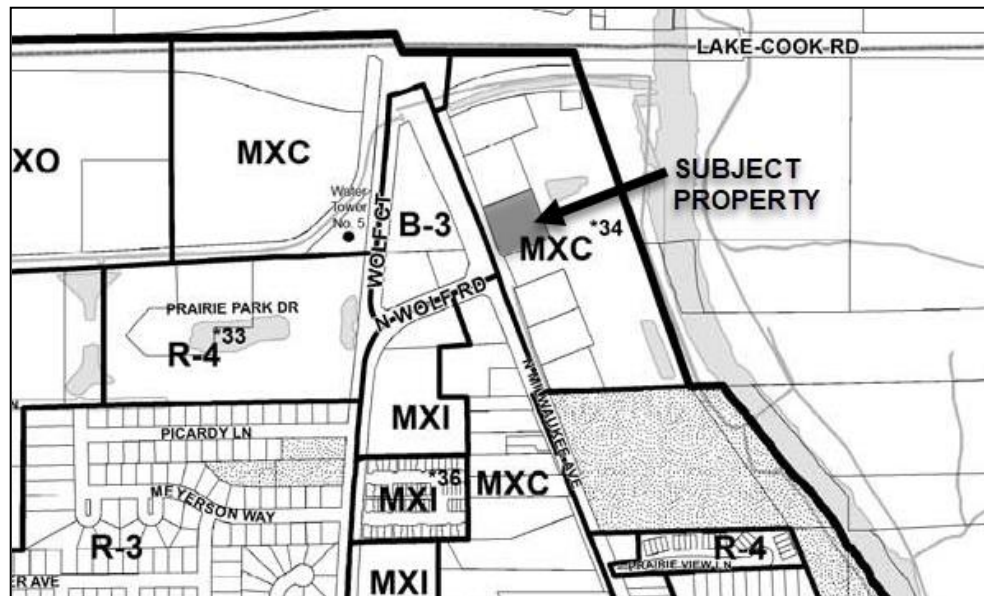
**RE:** **Docket No. SCBA 18-50**  
**Massage Envy**  
**701 N. Milwaukee Avenue**  
**Appearance Approval of Wall and Freestanding Signs**

**DATE OF REPORT:** November 29, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner is seeking appearance approval for modifications for new wall signs for the existing Massage Envy, which is located at 701 N. Milwaukee Avenue.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

|                                         |                                                                                             |
|-----------------------------------------|---------------------------------------------------------------------------------------------|
| <b><u>Applicant Name:</u></b>           | Aurora Sign Company                                                                         |
| <b><u>Property Owner Name:</u></b>      | Realty & Mortgage                                                                           |
| <b><u>Common Location:</u></b>          | North retail building of Prairie Crossings, in front of<br>Westin Chicago North Shore hotel |
| <b><u>Existing Use of Property:</u></b> | Commercial shopping center                                                                  |
| <b><u>Existing Property Zoning:</u></b> | MXC, Commercial-Residential Mixed Use Area                                                  |

**Previous Relevant Zoning Action on Property:**

None

**DESCRIPTION OF PROPOSAL**

The petitioner is requesting appearance approval of two new wall signs consistent with the rebranding of the Massage Envy tenant.

**SIGNAGE PLAN REVIEW**

**Signage Locations:** Two wall signs are proposed. The primary wall sign will be located on the south façade, which faces the parking lot and primary entrance to Prairie Crossings. The second wall sign will be located on the north façade (rear of tenant space) facing the northern portion of the shopping center.

**Proposed Signage Size, Style and Type:** The current tenant, Massage Envy, is seeking to update the two existing wall signs to reflect the new branding of the business. The primary sign is located on the south façade, located at the entry to the tenant space, includes internally illuminated channel letters with white sign copy and purple logo. The second wall sign will be located on the north façade, on the rear of the tenant space, and will be a smaller version of the primary sign as required by code. The second wall sign will also include internally illuminated channel letters with white sign copy and purple logo. Both signs meet the requirements of the Sign Code based on the following:

**South Wall Sign:**

- Proposed Sign Area: 44.5 square feet (15'-7" wide x 2'-10 ¼" high)
- Allowable Sign Area: 55.5 square feet (based on a 37' wide unit space)

**North Wall Sign:**

- Proposed Sign Area: 20.125 square feet (10'-6" wide x 1'-11" high)
- Allowable Sign Area: 22.2 square feet (40% of maximum sign area of primary sign)

**STAFF REVIEW**

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

**Staff Recommended Action:** Staff recommends approval of the proposed wall signs.

**PROPOSED MOTION**

If the Plan Commission approves of the requested signs, an appropriate motion would be to:

**Approve Docket No. SCBA 18-50** to permit the installation of two wall signs in accordance with the following exhibits dated October 5, 2018, for Massage Envy, located at 701 N. Milwaukee Avenue, Wheeling, Illinois:

- South Elevation sign plan, and



- North Elevation wall sign plan,

  
\_\_\_\_\_  
Andrew C. Jennings, AICP  
Director of Community Development  
\_\_\_\_\_  
Steve Robles, AICP  
Assistant Director of Community Development

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

[South Elevation wall sign plan](#)

[North Elevation wall sign plan](#)



Existing conditions of subject unit (looking north)



Existing conditions of subject unit (looking south)



Diagram illustrating the electrical connections and components for a Plastic Faced LED Channel Letter Detail. The diagram shows a cross-section of the letter assembly with the following components and connections:

- LED STRIP**: Two strips are shown, one on the top face and one on the bottom face.
- 1/4" EXPANSION TYPE WALL ANCHORS**: Two anchors are shown securing the letter assembly to the wall.
- 1/2" GROUNDED CONDUIT THIRD WALL FOR WIRE**: A conduit is shown for wiring.
- DISCONNECT SWITCH**: A switch is shown for disconnecting power.
- 12 VOLT LED TRANSFORMER**: A transformer is shown for converting power.
- GALVANIZED STEEL VENTED TRANSFORMER ENCLOSURE**: An enclosure is shown for the transformer.
- GROUND TO BE PROVIDED TO SIGN BY CUSTOMER/ELECTRICIAN**: A ground connection is indicated.
- 4" TYPICAL**: A dimension indicating the width of the letter assembly.
- SWAG ACRYLIC LETTER FACE**: The front face of the letter is labeled.
- LED STRIP TO PROVIDE UNIFORM SIGN**: A label for the LED strip on the bottom face.
- 1" THICK AC SEALER**: A sealer is shown at the bottom edge.
- 1/2" ALUMINUM LETTER RETURN**: A return piece is shown at the bottom.
- 1/2" ALUMINUM BACK**: The back of the letter is labeled.

**PLASTIC FACED LED CHANNEL LETTER DETAIL**

ALL LETTERS INSTALLED PER FOLLOWING TRANSFORMER INSTALLATION INSTRUCTIONS

37'

20'-8"

Massages Envy

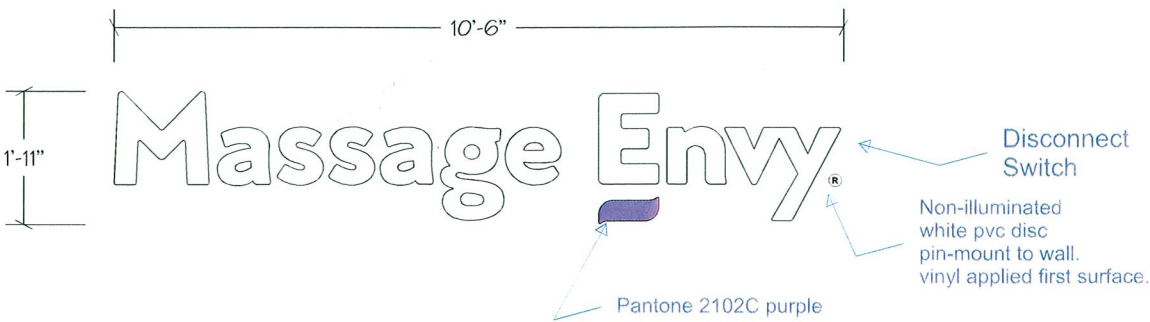


|                                                                                       |                                          |                                             |             |          |                      |                                        |        |
|---------------------------------------------------------------------------------------|------------------------------------------|---------------------------------------------|-------------|----------|----------------------|----------------------------------------|--------|
| 1100 Route 34<br>Aurora, Illinois 60503<br>JC 630 898 5900 office<br>630 898 6091 fax | Prepared For:<br><div>MASSEGE ENVY</div> | Address:<br><div>701 N. MILWAUKEE AVE</div> | Drwg:180515 | Sheet: 1 | Design Date: 10/5/18 | <div>LANDLORD APPROVAL SIGNATURE</div> | TITLE: |
|                                                                                       | Location Name:                           | City/State:<br><div>WHEELING, IL</div>      | Rev 1:      |          |                      |                                        | PRINT  |
|                                                                                       |                                          |                                             | Rev 2:      |          |                      |                                        |        |

NOTE: THIS DRAWING IS THE PROPERTY OF AURORA SIGN CO. IT IS NOT TO BE REPRODUCED, COPIED, OR EXHIBITED IN ANY FASHION WITHOUT WRITTEN CONSENT FROM AURORA SIGN CO. CHARGES OF UP TO \$2000.00 WILL BE ASSESSED FOR ANY MIS-USE OF THESE DRAWINGS.

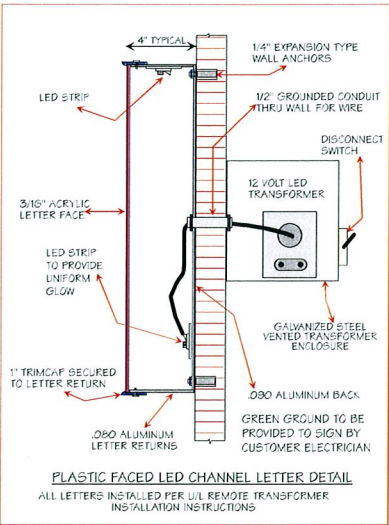


SIGN TO  
BE UL  
LISTED



FLUSH MOUNTED ILLUMINATED CHANNEL LETTERS 1 SET REQUIRED

FABRICATE AND INSTALL SIGN OF ALUMINUM AND ACRYLIC.  
LETTER FACES TO BE 3/16" Arkema #7328.  
RETURNS TO BE ALUMET .40 GLOSS BLACK  
TRIM-CAP TO BE 1" BLACK JEWELITE.  
ALL EXPOSED METAL TO BE COATED WITH ACRYLIC POLYURETHANE.  
INTERNAL ILLUMINATION TO BE PLED WHITE STREET FIGHTER 7000K.  
(PL-OP2-SF3-P-TW)  
SCALE 3/8"=1'



 Pantone 2102 Purple

INSTALLATION INSTRUCTIONS

REMOVE EXISTING SIGN AND DISPOSE. CAULK ALL WALL PENETRATIONS FROM PREVIOUS WALL SIGN. CENTER NEW SIGN TOP/BOTTOM LEFT/RIGHT. CONNECT TO ELECTRICAL SERVICE TO BE PROVIDED BY OTHERS PRIOR TO INSTALL.



Computer generated colors are not a true match to any PMS, vinyl or paint.  
Rendering shown is for concept only. Actual scale and placement shown are approximate.

|                                                                                       |                |                      |        |        |              |                             |        |
|---------------------------------------------------------------------------------------|----------------|----------------------|--------|--------|--------------|-----------------------------|--------|
| 1100 Route 34<br>Aurora, Illinois 60503<br>JC 630 898 5900 office<br>630 898 6091 fax | Prepared For:  | Address:             | Drwg:  | Sheet: | Design Date: | LANDLORD APPROVAL SIGNATURE | TITLE: |
|                                                                                       | MASSAGE ENVY   | 701 N. MILWAUKEE AVE | 180515 | 6      | 10/5/18      |                             |        |
|                                                                                       | Location Name: | City/State:          | Rev 1: |        |              |                             |        |
|                                                                                       |                | WHEELING, IL         | Rev 2: |        |              | PRINT                       | DATE:  |

NOTE: THIS DRAWING IS THE PROPERTY OF AURORA SIGN CO. IT IS NOT TO BE REPRODUCED, COPIED, OR EXHIBITED IN ANY FASHION WITHOUT WRITTEN CONSENT FROM AURORA SIGN CO. CHARGES OF UP TO \$2000.00 WILL BE ASSESSED FOR ANY MIS-USE OF THESE DRAWINGS.



**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  
Steve Robles, Assistant Director of Community Development

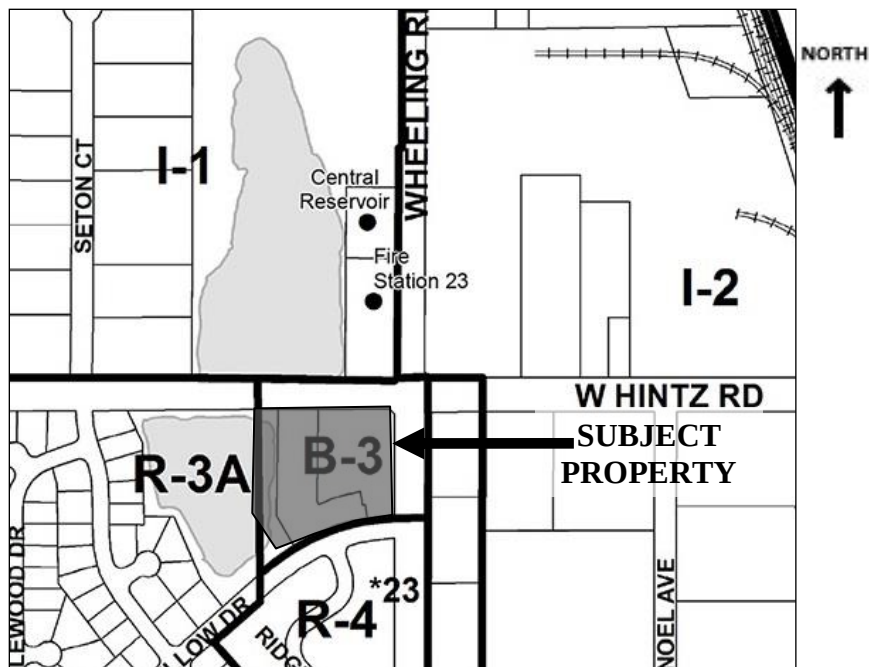
**RE:** **Docket No. SCBA 18-53**  
**Coffeessions**  
**820 Wheeling Road**  
**Appearance Approval of Wall Sign**

**DATE OF REPORT:** November 29, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner is seeking appearance approval for two new wall signs for a new coffee restaurant.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

**Applicant Name:** Signarama

**Property Owner Name:** SBC II REO LLC

**Common Location:** Located at the southwest corner of Wheeling Road  
and Hintz Road, within First Colonial Commons.

**Neighboring Property Land Use(s):** North: Industrial  
West: Single-Family Residential

South: Multi-Family Residential  
East: Industrial

**Comprehensive Plan Designation:**

Commercial

**Existing Use of Property:**

Vacant unit in shopping center

**Existing Property Zoning:**

B-3 General Commercial and Office District

**Previous Relevant Zoning Action on Property:**

2018-22 Ord No. 5212 granted special use-site plan for a sit-down restaurant.

**DESCRIPTION OF PROPOSAL**

The petitioner is requesting appearance approval to install two new wall signs for a new sit-down restaurant at First Colonial Shopping Center, offering a combination of specialty coffees, wine bar, and healthy and convenient meals and snacks.

**SIGNAGE PLAN REVIEW**

**Signage Location:** Wall signs are proposed for the east and north building elevations.

**Proposed Signage Size, Style and Type:** Coffeessions, a new sit-down restaurant tenant is seeking to install 2 new wall signs for the tenant space. The primary wall sign is proposed for the east building façade, for the portion of the building space occupied by Coffeessions.

A second wall sign is proposed on the north building façade facing West Hintz Road. Additional signs are permitted at the discretion of the Sign Code Board of Appeals (SCBA), based on whether the sign is necessary for the public convenience, whether the sign would create visual clutter, whether the sign will add to the visual interest of the structure, and whether the sign is appropriate for the character of the area.

Both wall signs include a second sign element under the business name, which serves as a tagline. The signs are individual channel letters with white acrylic faces. At night, both internally-illuminated signs will be illuminated in two colors, orange and blue. The small second sign element will remain white at all times. The signs meet the requirements of the Sign Code based on the following:

**East Wall Sign:**

- Proposed Sign Area: 31.7 square feet (190" wide x 24.03" high)
- Allowable Sign Area: 90.1 square feet (based on a 60.07 wide unit space)

**North Wall Sign:**

- Proposed Sign Area: 29 square feet (160" wide x 19.89" high)
- Allowable Sign Area: 36 square feet (40% of maximum sign area of primary sign)

**STAFF REVIEW**

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

**Staff Recommended Action:** Staff recommends approval of the proposed wall signs.

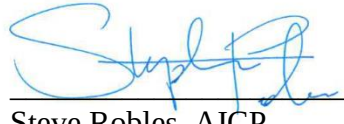
**PROPOSED MOTION**

If the Plan Commission approves of the appearance of the proposed wall signs, an appropriate motion would be to:

**Approve Docket No. SCBA 18-53** to grant appearance approval of the wall signs, as shown on the following exhibits received November 21, 2018 by Signarama, for Coffeessions located at 820 Wheeling Road, Wheeling, Illinois:

- East façade wall sign plan (1 sheet total)
- North façade wall sign plan (1 sheet total)

  
\_\_\_\_\_  
Andrew C. Jennings, AICP  
Director of Community Development

  
\_\_\_\_\_  
Steve Robles, AICP  
Assistant Director of Community Development

**Attachments:**      [Photos of existing conditions \(staff\)](#)  
  
                         [Wall Sign Plans](#)



**Coffeessions – 820 Wheeling Rd**  
Docket No. SCBA 18-53 (Appearance Approval of Wall Signs)



Existing conditions of subject unit (looking west)

**Coffeessions – 820 Wheeling Rd**  
Docket No. SCBA 18-53 (Appearance Approval of Wall Signs)



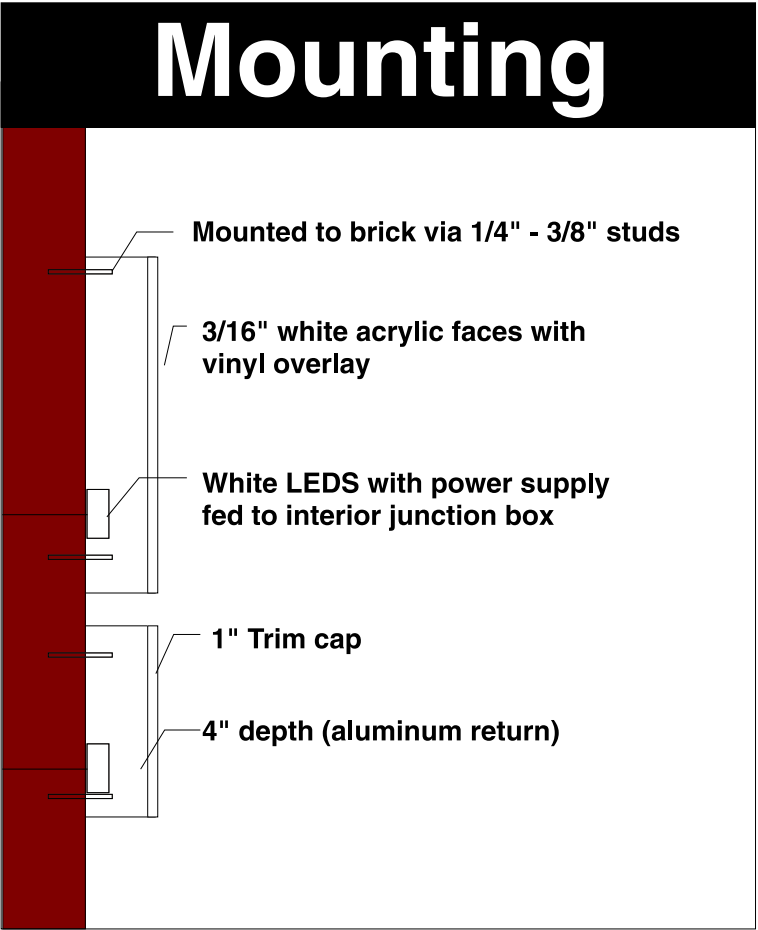
Existing conditions of subject unit (looking south)



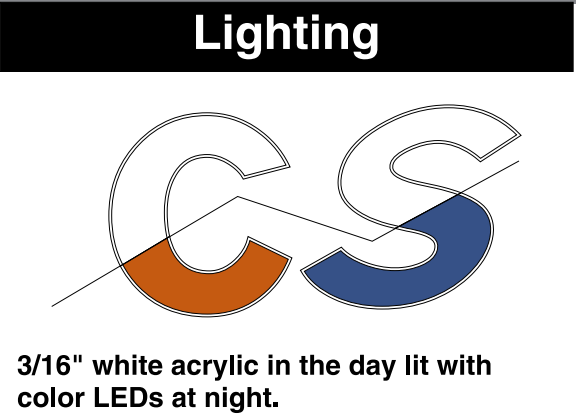
Quantity (1) set of illuminated channel letters installed onto front exteior.



Channel letters - 31 sq ft  
pill box - 7.2 sq ft

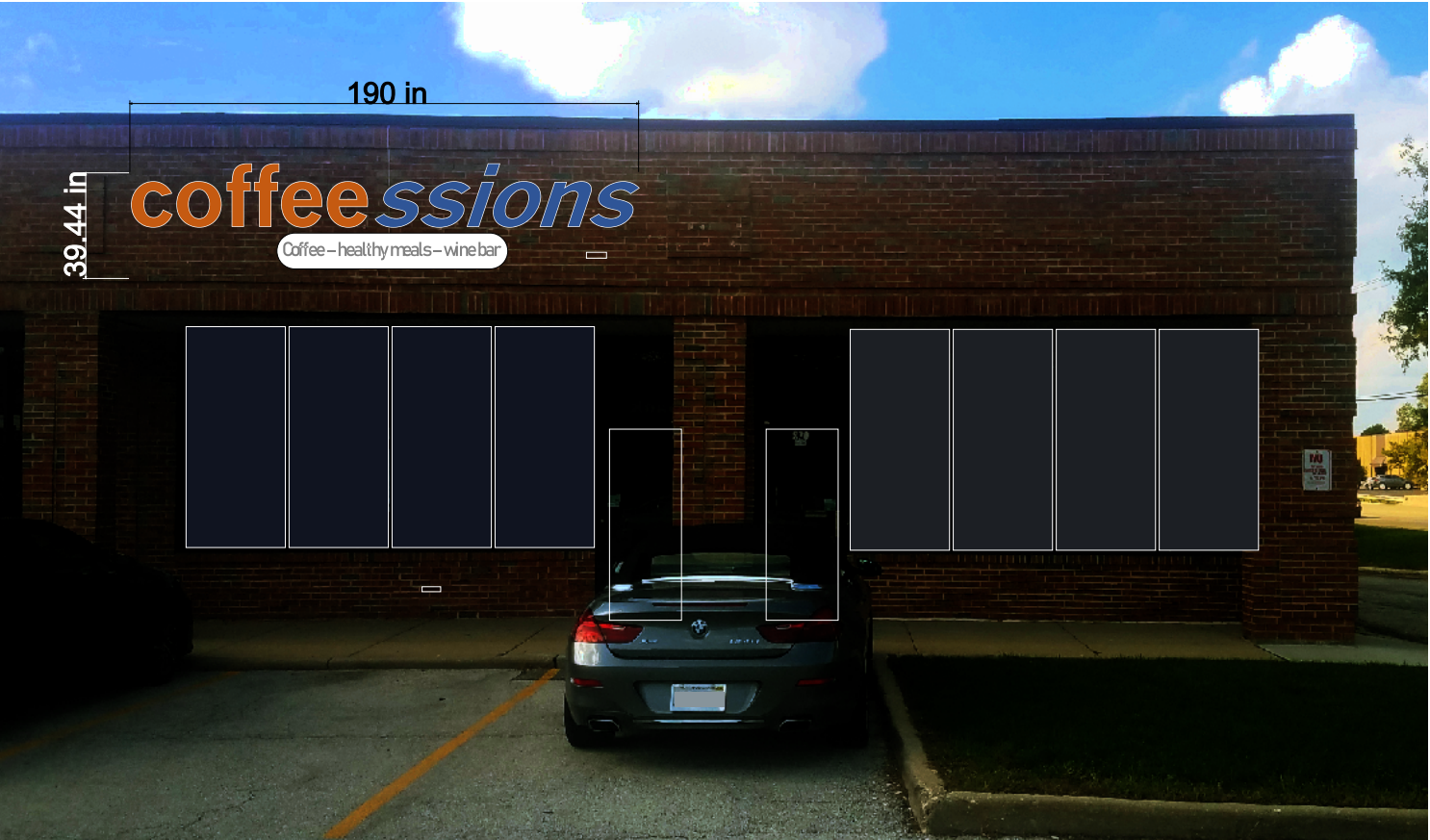


**Signarama**  
Buffalo Grove  
The way to grow your business.  
350 LEXINGTON DRIVE | BUFFALO GROVE, IL 60089  
847.215.1535 | BGSIGNARAMA.COM



Daytime

Nighttime

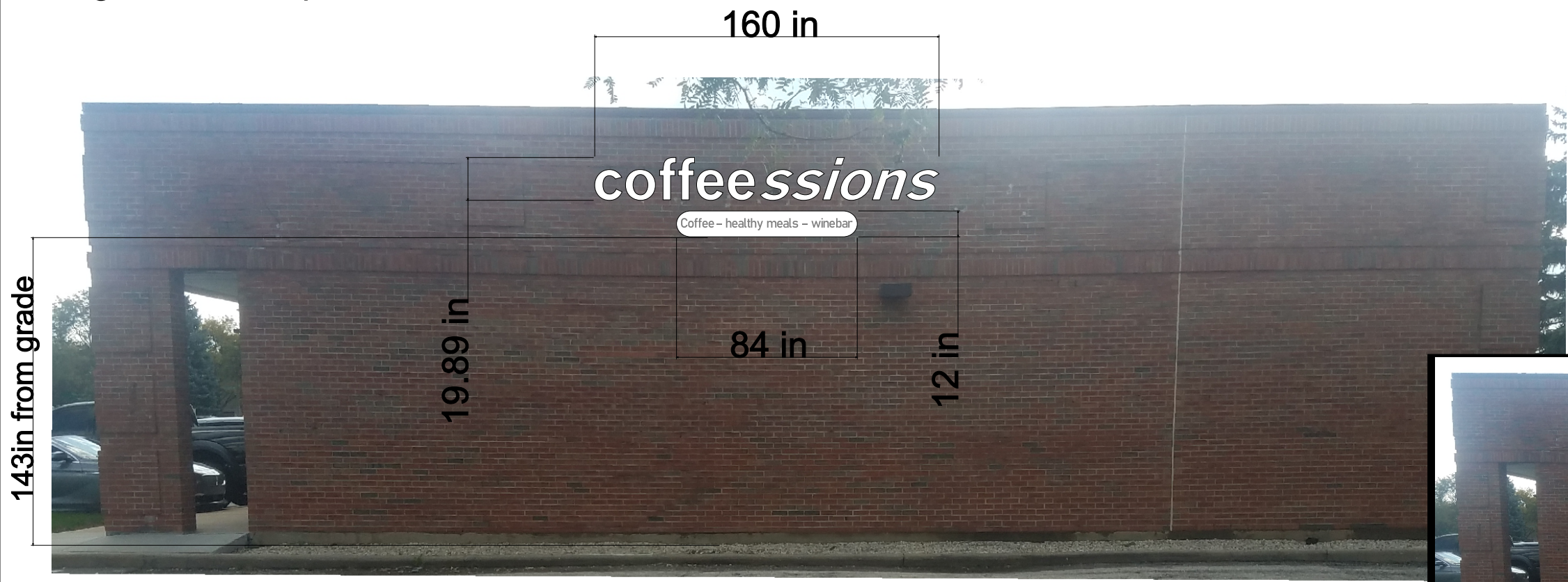




Quantity (1) set of illuminated channel letters installed onto front exteior.

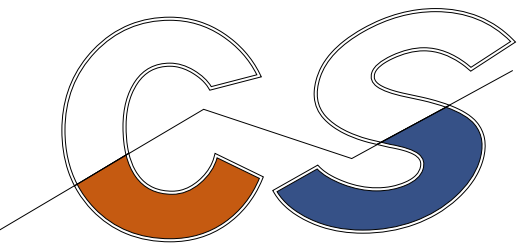


Channel Letters - 22 sq ft  
Light box - 7sq ft



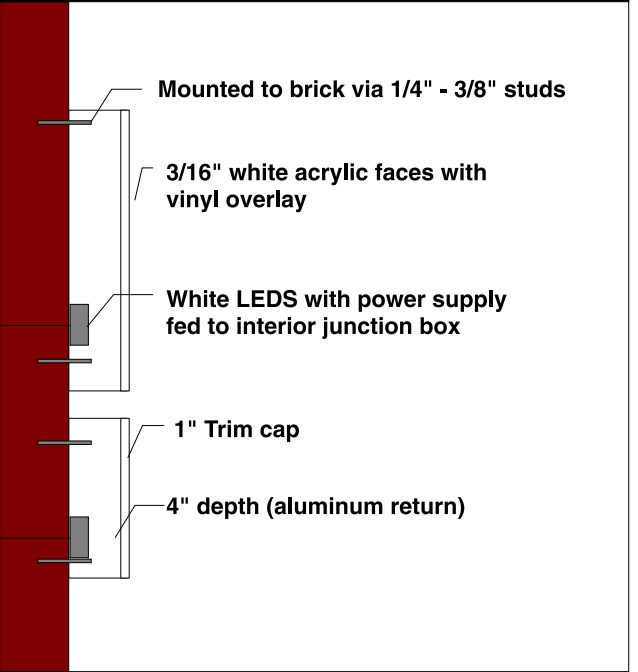
**Signarama**<sup>®</sup> Buffalo Grove  
The way to grow your business.  
350 LEXINGTON DRIVE | BUFFALO GROVE, IL 60089  
847.215.1535 | BGSIGNARAMA.COM

Lighting



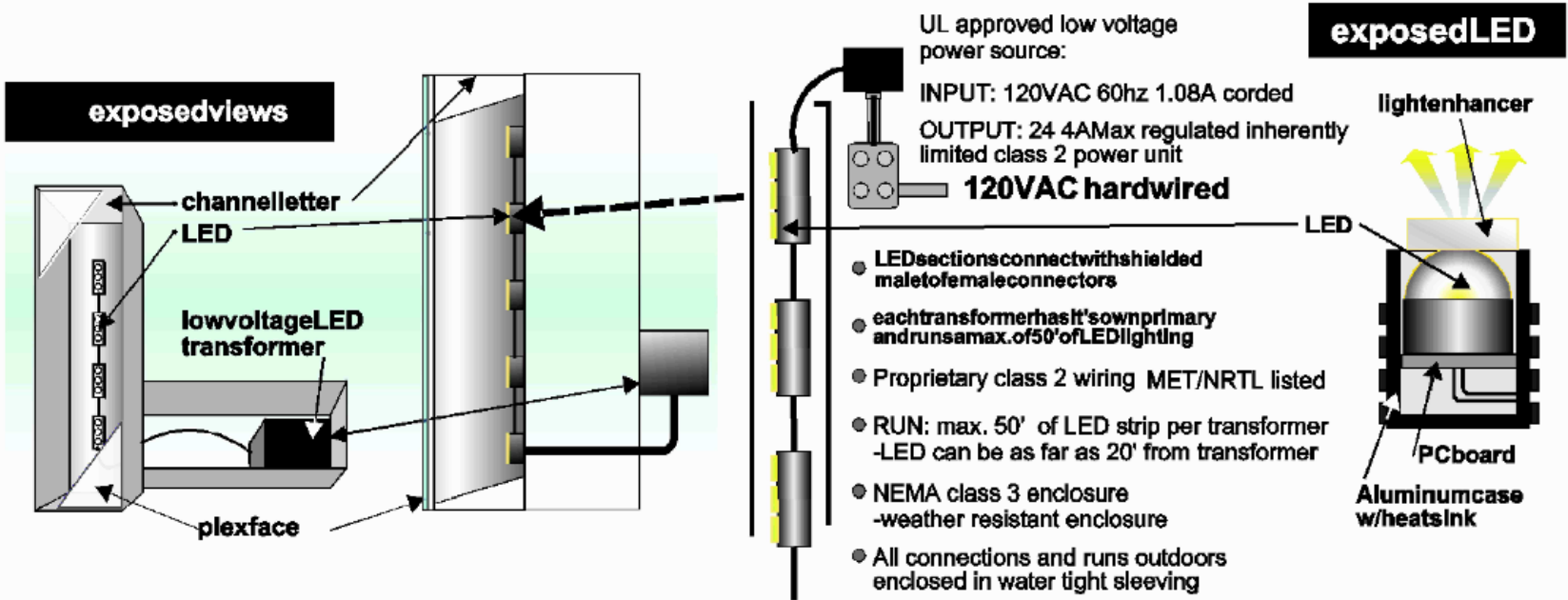
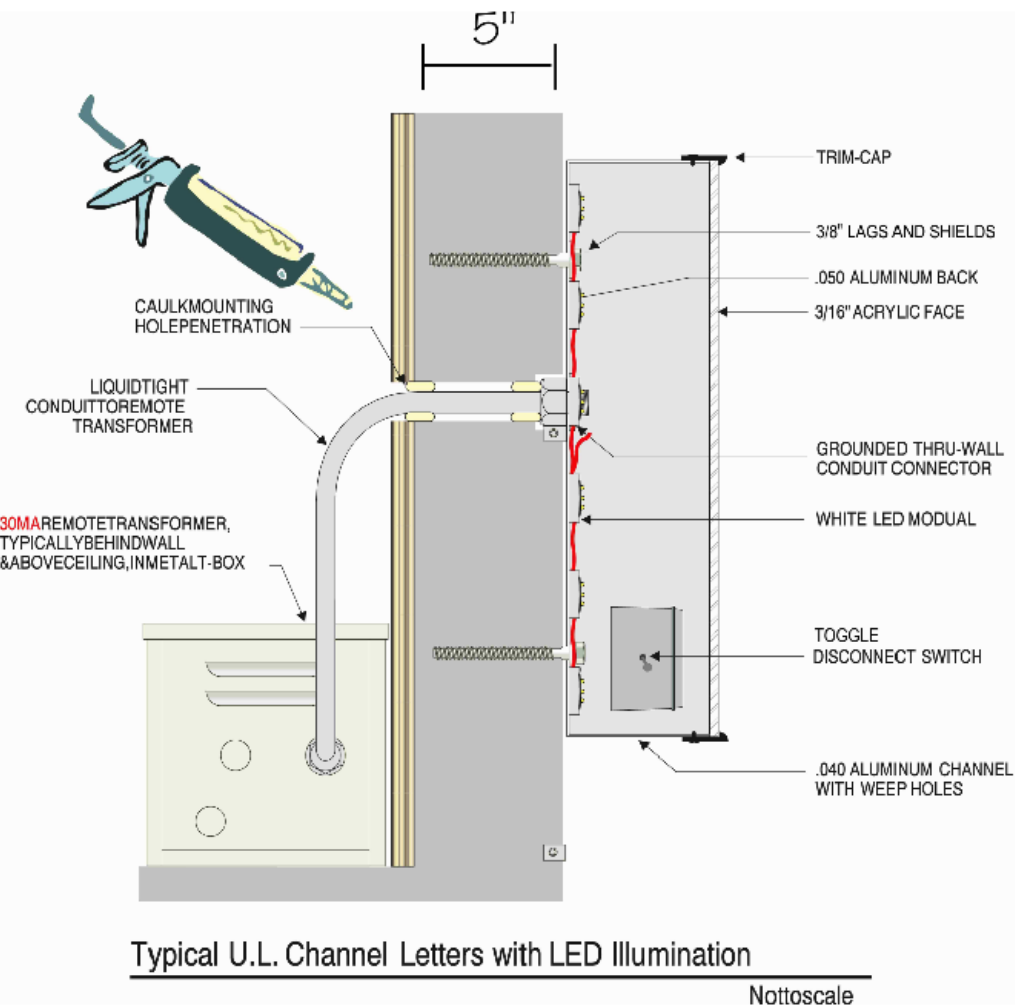
3/16" white acrylic in the day lit with color LEDs at night.

Mounting



Nighttime





**TYPICAL LED DETAIL - CHANNEL LETTER APPLICATION**

Signs hooked up to existing dedicated 20amp line or new lines to be run by electrician

nottoscale

**Colors**

|               |        |
|---------------|--------|
| Acrylic Faces | White  |
| Returns       | White  |
| Trim Caps     | White  |
| LED           | Orange |
|               | Blue   |
|               |        |
|               |        |

SCALE: NTS

DATE: 10/2018

DRAWING #: Cof\_cl install



350 LEXINGTON DRIVE | BUFFALO GROVE, IL 60089

847.215.1535 | BGSIGNARAMA.COM

**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  
Steve Robles, Assistant Director of Community Development

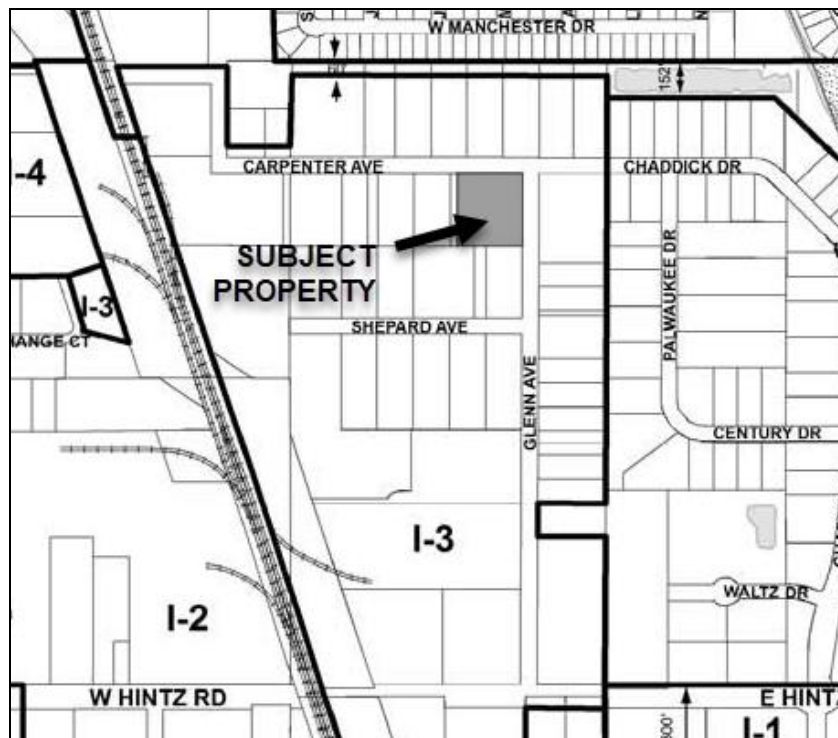
**RE:** **Docket No. SCBA 18-54**  
**WorldPac**  
**500 Glenn Avenue**  
**Appearance Approval of Wall Sign**

**DATE OF REPORT:** November 29, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner is seeking appearance approval for a new wall sign for a new industrial business.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

|                                    |                                                       |
|------------------------------------|-------------------------------------------------------|
| <b><u>Applicant Name:</u></b>      | Neon Prism Electric Sign Company                      |
| <b><u>Property Owner Name:</u></b> | Venture One Real Estate                               |
| <b><u>Common Location:</u></b>     | Southwest corner of Glenn Avenue and Carpenter Avenue |



**Neighboring Property Land Use(s):** North: Industrial  
West: Industrial  
South: Industrial  
East: Industrial

**Comprehensive Plan Designation:** Industrial

**Existing Use of Property:** Industrial

**Existing Property Zoning:** I-3 General Industrial District

**Previous Relevant Zoning Action on Property:**  
None

### **DESCRIPTION OF PROPOSAL**

The petitioner is requesting appearance approval to install a new wall sign for WorldPac, which is a wholesale distributor of auto parts and accessories.

### **SIGNAGE PLAN REVIEW**

**Signage Location:** One wall sign is proposed for the east building elevation.

**Proposed Signage Size, Style and Type:** WorldPac, a business tenant, occupies the northern portion of industrial space at 500 Glen Avenue. A new wall sign is proposed for the east building façade, for the portion of the building occupied by WorldPac and facing Glenn Avenue. The non-illuminated sign is aluminum pan construction with digitally printed opaque vinyl letters/graphics applied to the white sign panel that includes the business name and logo. The sign meets the requirements of the Sign Code based on the following:

- Proposed Sign Area: 13.85 square feet (10' wide x 1'-4 5/8" high)
- Allowable Sign Area: 165 square feet (based on a 110' wide building)

### **STAFF REVIEW**

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

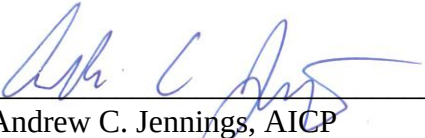
**Staff Recommended Action:** Staff recommends approval of the proposed wall sign.

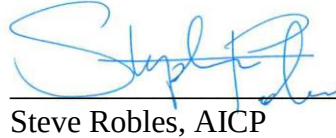
### **PROPOSED MOTION**

If the Plan Commission approves of the appearance of the proposed wall sign, an appropriate motion would be to:

**Approve Docket No. SCBA 18-54** to grant appearance approval of the wall sign, as shown on the following exhibits dated October 16, 2018 by Triangle Sign Services, for WorldPac located at 500 Glenn Avenue, Wheeling, Illinois:

- East façade wall sign plans (4 sheets total)

  
\_\_\_\_\_  
Andrew C. Jennings, AICP  
Director of Community Development

  
\_\_\_\_\_  
Steve Robles, AICP  
Assistant Director of Community Development

**Attachments:**      [Photos of existing conditions \(staff\)](#)  
  
                         [East Façade Wall Sign Plans](#)



Existing conditions of subject unit (looking west)



PROJECT SCHEDULE

| SIGN TYPE/ DESCRIPTION:                  | QTY.:   | PG. |
|------------------------------------------|---------|-----|
| A. NON-ILLUM. SF PAN w/ DIGITAL GRAPHICS | ONE (1) | 3   |

PROJECT:

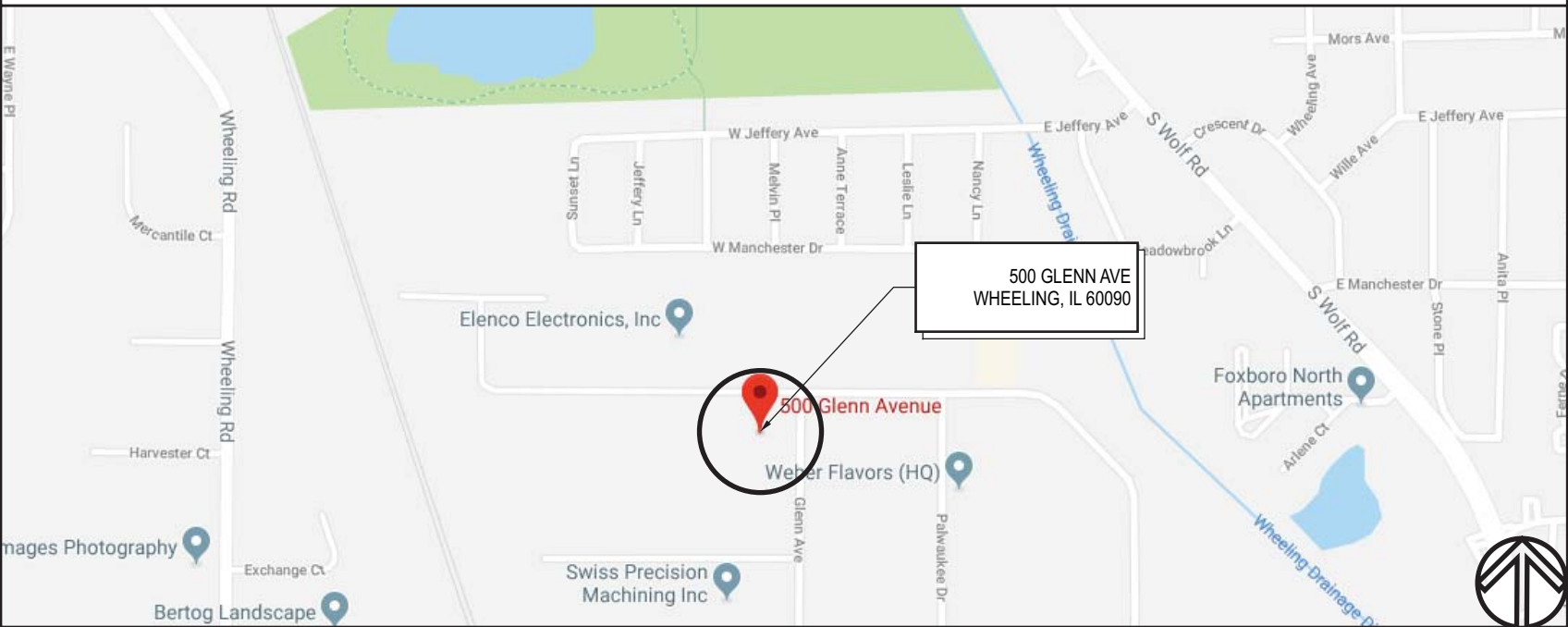


500 GLENN AVE  
WHEELING, IL 60090

REVISIONS

| # | DATE | DB | NOTES |
|---|------|----|-------|
|   |      |    |       |

VICINITY MAP



CLIENT & LOCATION



500 GLENN AVE  
WHEELING, IL 60090

LEAD NO.  
176062

DATE  
10.16.2018

REVIEWED BY

REVISION

SHEET NO.

SALESMAN  
R. RAPKIN

DRAWN BY  
JJH

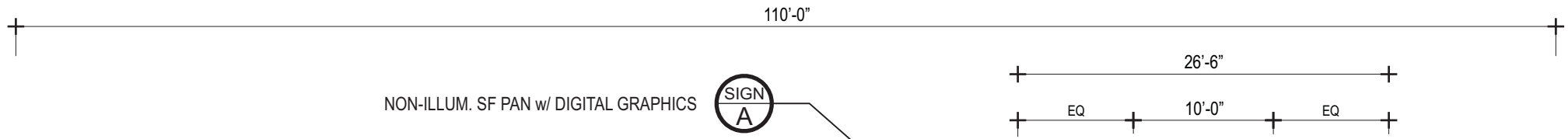
SEG. NO.

1 of 4

STOREFRONT - PHOTO RENDERING

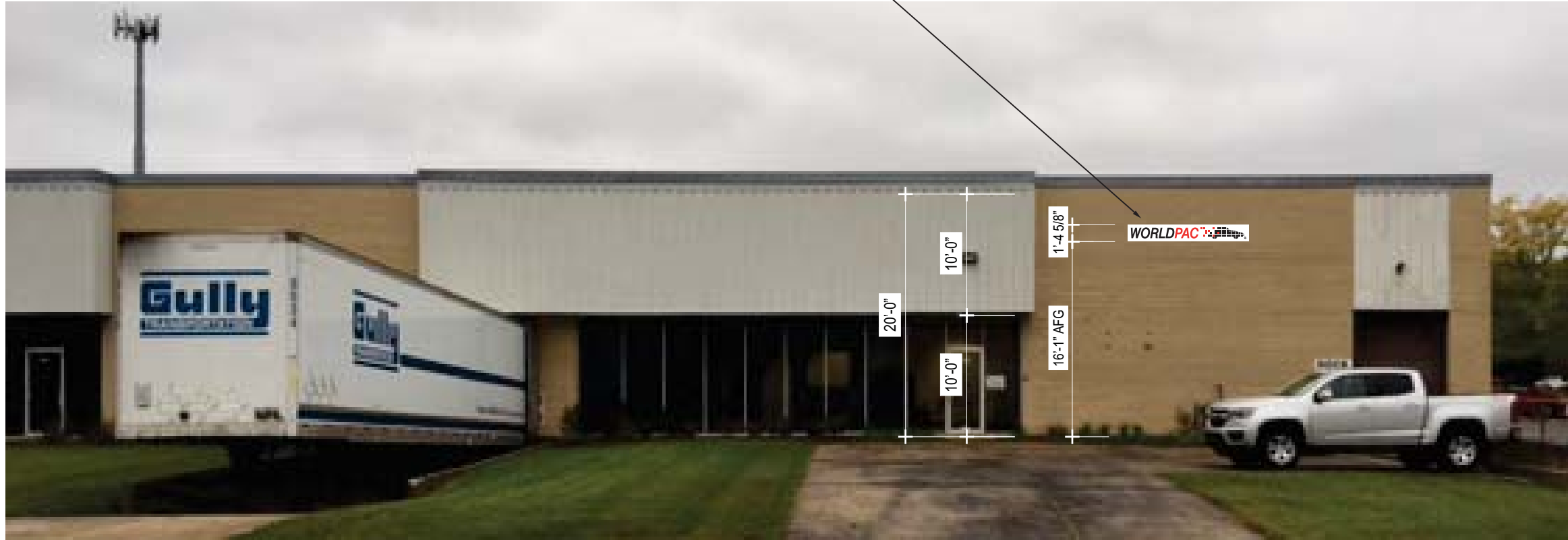
SCALE: 3/32"=1'-0"

1



NON-ILLUM. SF PAN w/ DIGITAL GRAPHICS

SIGN  
A



**TRIANGLE**  
SIGN SERVICES

CLIENT & LOCATION  
**WORLD PAC**

500 GLENN AVE  
WHEELING, IL 60090

|                       |                    |             |          |                         |
|-----------------------|--------------------|-------------|----------|-------------------------|
| LEAD NO.<br>176062    | DATE<br>10.16.2018 | REVIEWED BY | REVISION | SHEET NO.<br><br>2 of 4 |
| SALESMAN<br>R. RAPKIN | DRAWN BY<br>JJH    | SEG. NO.    |          |                         |

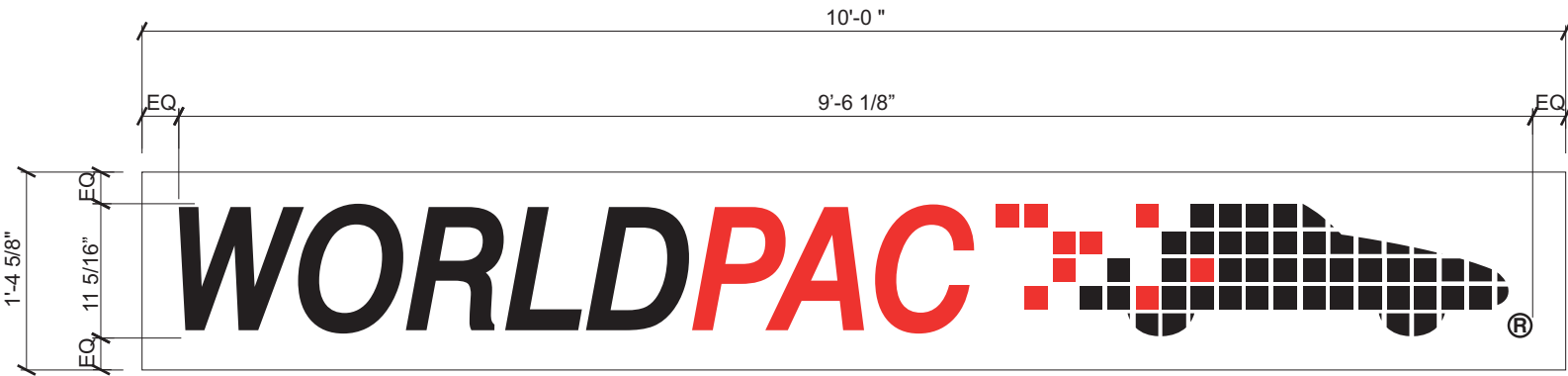
NON-ILLUM. SF PAN w/ DIGITAL GRAPHICS

SCALE: 3/4"=1'-0"

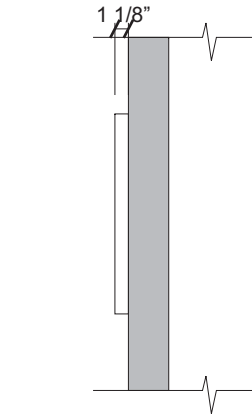


QTY.: ONE (1)

AREA: 16.625" x 120.0" = 13.85' ∅



TYP. FRONT A.1



TYP. SIDE A.2

BLACK

CMYK CODE  
(C: 0, M: 96,  
Y: 90, K: 0)

WHITE / SATIN





**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

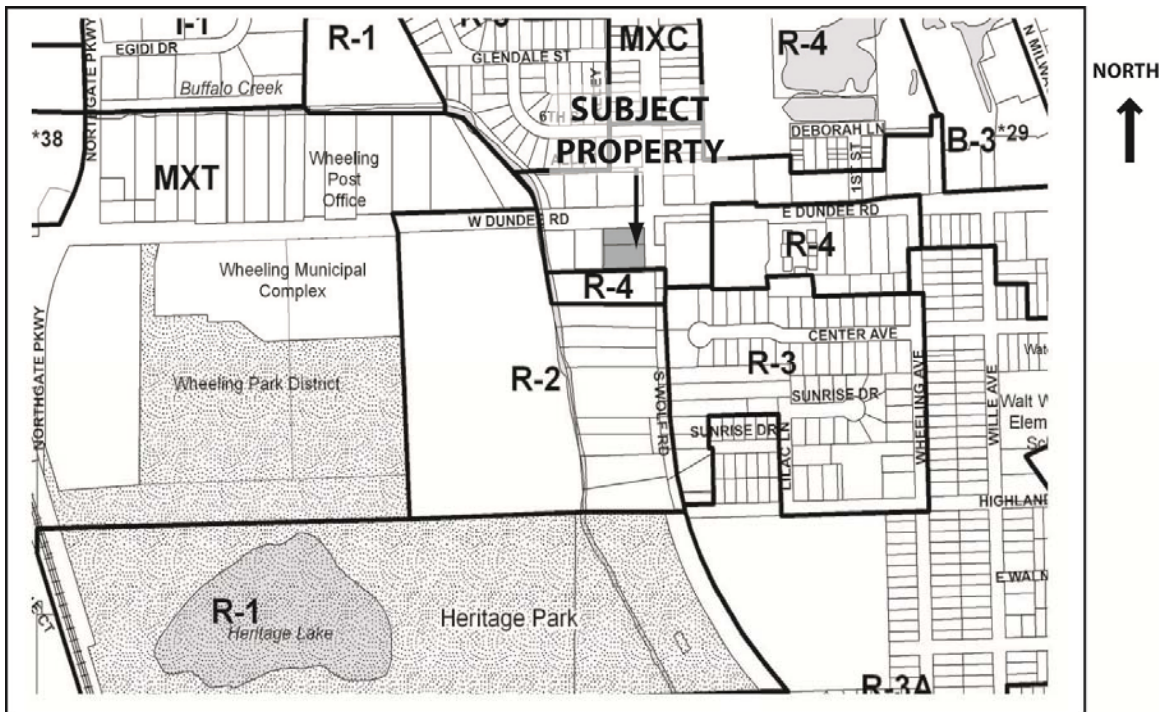
**RE:** **Docket No. 2018-28**  
**La Michoacana de Tocumbo**  
**35 W. Dundee Road**  
**Special Use-Site Plan Approval of a Sit-Down Restaurant**

**DATE OF REPORT:** November 28, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner is requesting special use-site plan approval to establish an ice-cream parlor within the shopping center at 11-35 W. Dundee Road.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

**Applicant Name:** Eliseo Chavez, business owner

**Property Owner Name:** C&K Investment Partnership

**Common Location:** Located at the southwest corner of Dundee Road  
and Wolf Road.

**Neighboring Property Land Use(s):** North: Commercial

West: Commercial  
South: Multi-Family Residential  
East: Commercial

**Comprehensive Plan Designation:**

Commercial

**Property Size:**

38,910 sq. ft. (0.89 acres) for entire site  
9,200 sq. ft. for entire building  
1,200 sq. ft. for subject unit

**Existing Use of Property:**

vacant space within commercial shopping center

**Proposed Use of Property:**

Sit-down restaurant

**Existing Property Zoning:**

B-3 General Commercial and Office District

**Previous Zoning Action on Property:**

AC87-61 Architectural, Landscaping and Lighting (Final Plan)  
PC-191 Site Plan approval – Ord. 2430  
Res. #88-91 Grant of easement for ingress and egress and parking agreement w/43 W. Dundee Road recorded 6-24-1988 – Doc. #88278918

**DESCRIPTION OF PROPOSAL**

The applicant is seeking special use-site plan approval of a sit-down restaurant (ice-cream parlor). The business will average two employees and will have a maximum of four employees during peak shifts. The proposed hours of operation are Monday through Friday, 10AM to 10PM, and Saturday and Sunday, 11AM to 9PM.

No exterior changes to the building or site are proposed.

**SITE PLAN REVIEW**

**Site plan:** No changes are proposed to the existing site.

**Floor Plan:** The proposed floor plan includes a customer area with café seating for 14, a kitchen, and employee areas.

**Total Number of Parking Spaces:** There are 49 existing parking stalls on the subject property. This figure includes the parking in the front lot along Dundee Road and the parking at the rear of the property, which are intended for employees. Additionally, there are nine parking stalls that straddle the west property line of the subject property. There is a recorded parking agreement between the subject property and the neighboring property to the west (43 W. Dundee Road) for shared parking of these spaces along the shared property line.

Excluding the proposed use, the existing business at the subject property have a total parking requirement of 31 stalls. The proposed restaurant, which includes 14 seats and a maximum of four employees, requires nine parking spaces. Therefore, the new proposed parking requirement for the property is 40, which is less than the total parking of the subject property.



**Trash enclosure:** There is an existing trash enclosure at the southwest corner of the site.

**Lighting:** There are existing pole lights that are appropriate for the proposed use.

**Bicycle parking:** It does not appear that there is bicycle parking on site. A rack for two bicycles is required. A condition of approval has been added to the motion.

**Landscaping:** There is existing landscaping at the shopping plaza, which includes mature shrubs, a few trees and grass. However, there is no approved landscape plan on file.

### **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.

*"It's a nice ice-cream parlor. There's none within a 2 mile radius. It's a place for parents to spend quality time with children and it provides employment for area residents."*

**The petitioner has provided testimony of the need for the proposed use.**

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

*"The landlord advised this was an ice-cream parlor about 5 years ago. The space has been empty for over 15 months. Empty retail can create problems."*

**Over twenty years ago, the subject unit was approved as a frozen yogurt shop. Since then, it has had several different commercial uses. The proposed use is consistent with the character of the strip mall and the Dundee Road corridor.**

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.

*"This is currently a shopping plaza with other retail tenants. No noise, odor, smoke nor light will affect others. It will be a clean, beautiful business atmosphere for all to enjoy."*

**The proposed ice-cream shop is small and will not impede the normal orderly development of the shopping center or adjacent properties.**

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.

*“There is no negative impact. It will be a positive impact so that the space will no longer sit empty. Only interior work proposed.”*

**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.

*“Nothing as far as parking and/or access will change. Plaza has ample parking and more than half are usually empty. Adequate access is available at this shopping plaza. That’s why we chose it to expand our business.”*

**The proposal for 14 seats and 4 employees is accommodated by the existing parking at the shopping center. The total combined parking requirement for the proposed use and the existing uses of the shopping center is 40, whereas 49 stalls are available. 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.

*“The space has set empty for over 15 months. This is a nice family oriented business that will bring value to other businesses in the area and to residents.”*

**If the applicant is not approved for the proposed special use, the space will likely remain vacant.**

### **STAFF REVIEW**

**Fire Department Review:** The Fire Department has provided a comment memo dated November 28, 2018. These comments can be addressed at building permit.

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

**Health Division Review:** The Health Officer has reviewed the proposal and has the following comments at this time:

“All food service establishments shall provide dry storage facilities which are separate and in addition to the food preparation area, service and utensil and equipment washing areas. 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. This room shall be used for the storage of paper products, food supplies, food stock, and food equipment and like items. Alcoholic liquors, maintenance and building equipment shall not be stored or located in this area. The dry storage facilities shall be used for no other purpose than storage, and shall be physically separated from the surrounding area.”

A condition of approval has been added to the motion to address these comments.

**Impact on adjacent uses:** No significant impact on adjacent uses is expected.

**Staff Recommended Action:** Staff recommends the Plan Commission review staff's suggested two conditions of approval prior to making a motion.

**PROPOSED MOTION**

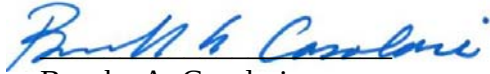
If the Plan Commission finds that the petitioner has satisfied the requirements for the granting of special use-site plan approval, an appropriate motion would be to:

**Approve Docket No. 2018-28** 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 establish a sit-down restaurant in accordance with the project description and floor plan submitted October 25, 2018 by La Michoacana de Tumbo, to be located at 35 W. 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, a floor plan shall be provided that demonstrates the dry storage requirements of Title 5 (Health and Sanitation) are met.

  
Andrew C. Jennings, AICP  
Director of Community Development

  
Brooke A. Casolari  
Senior Planner

**Attachments:**                      [Fire Department review, dated 11.28.2018](#)  
  
                                                 [Photos of existing conditions \(staff\)](#)  
  
                                                 [Project description](#)  
  
                                                 [Proposed floor 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:** November 28, 2018  
**SUBJECT:** Proposed Interior Remodeling of a Retail Storefront and Change of Tenant – 35 West Dundee Road – La Michoacana de Tocumbo, 35 West Dundee Road – Plans received for review by the Fire Department, November 6, 2018.

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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.

### **35 West Dundee Road – Remodeled Existing Retail Tenant Space for New Restaurant**

1. Based on the documents submitted for review, the petitioner's proposal is for the remodeling of an existing tenant space previously used as a retail business office (Short term Cash Loans) that was classified as a (B) Business Use Group occupancy as defined in the 2012 Editions of the International Building (IBC) and Fire Prevention Codes (IFC). The proposed occupancy would retain this Use Group.
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. 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).
6. 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.

# La Michoacana de Tocumbo – 35 W. Dundee Road

Docket No. 2018-28 (Special Use-Site Plan Approval of a Sit-Down Restaurant)



Existing conditions of subject unit (looking south)



## **La Michoacana de Tocumbo – 35 W. Dundee Road**

**Docket No. 2018-28 (Special Use-Site Plan Approval of a Sit-Down Restaurant)**



**Existing conditions of trash enclosure (looking south)**

## LA MICHOACANA DE TOCUMBO INC

To Whom it may concern:

We want to establish a beautiful Ice Cream Parlor with a family ambience. Our hours of operation are planned for Monday - Friday 10 am to 10pm... and Saturday and Sunday 11am to 9pm.

We plan on having a maximum of 4 employees at peak times but mostly there will only be 2 employees. We believe this business will provide 5-8 employment positions for local area residents. This is a family owned business and Wheeling was chosen as a very adequate place for expansion.

We currently own commercial property in Wheeling and are considering future investments in this city.

Sincerely,

Eliseo Chavez

Exhibit received October 25, 2018



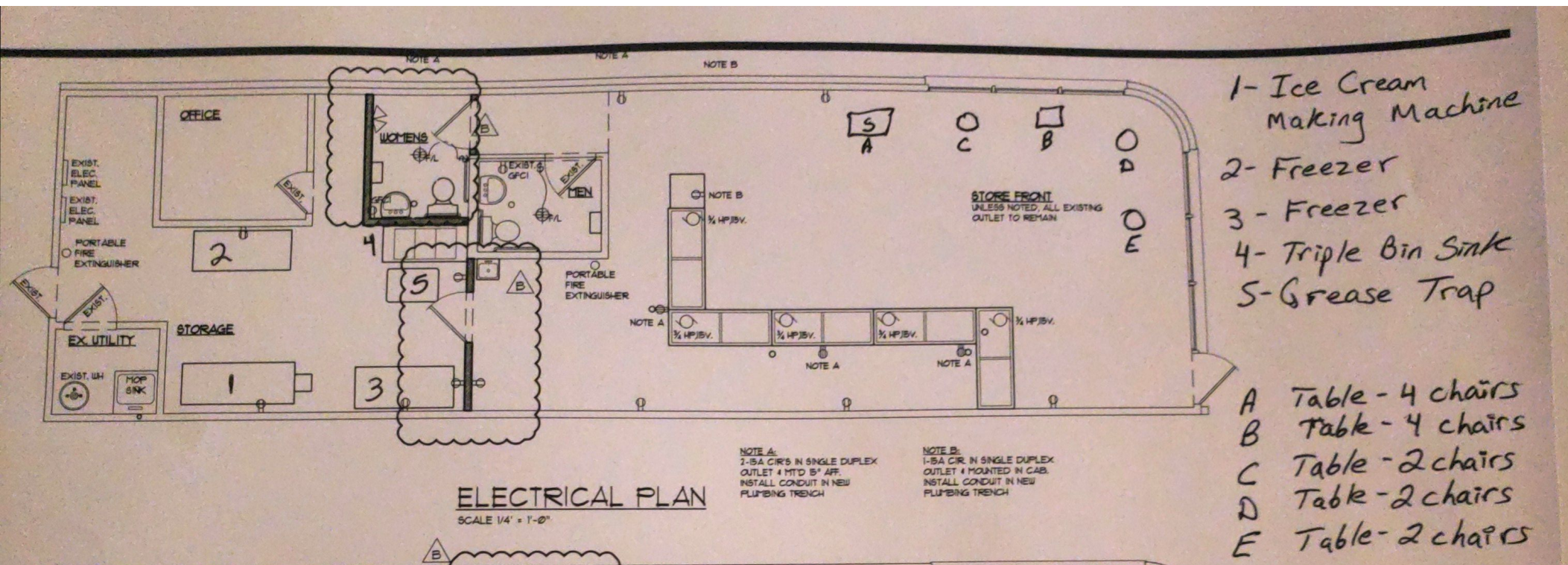


Exhibit received October 25, 2018

**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

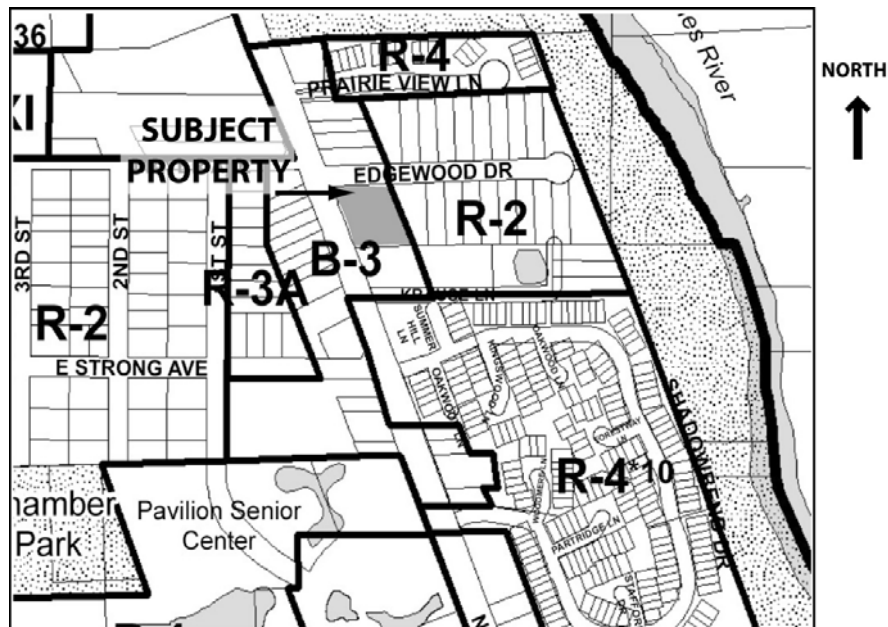
**RE:** **Docket No. 2018-29**  
**Express Auto Title Loans**  
**353 N. Milwaukee Avenue**  
**Special Use-Site Plan Approval for a Short Term Lending**  
**Facility**

**DATE OF REPORT:** November 28, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner is seeking special use-site plan approval to establish a short term lending facility in a vacant building along Milwaukee Avenue that was formerly occupied by Carquest.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

**Applicant Name:** Roman Zilber, business owner

**Property Owner Name:** Eagle Property Investments

**Common Location:** Located at the southeast corner of Milwaukee Avenue and Edgewood Drive.

|                                                   |                                                                                                                       |
|---------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------|
| <b><u>Neighboring Property Land Use(s):</u></b>   | North: Commercial<br>West: Commercial<br>South: Commercial<br>East: Single-Family Residential                         |
| <b><u>Comprehensive Plan Designation:</u></b>     | Commercial                                                                                                            |
| <b><u>Property size:</u></b>                      | 40,865 sq. ft. (0.94 ac) for the entire site;<br>7,650 sq. ft. for the building<br>1,440 sq. ft. for the subject unit |
| <b><u>Existing Use of Property:</u></b>           | Vacant commercial building                                                                                            |
| <b><u>Proposed Use of Property:</u></b>           | Short term lending facility                                                                                           |
| <b><u>Existing Property Zoning:</u></b>           | B-3General Commercial and Office District                                                                             |
| <b><u>Previous Zoning Action on Property:</u></b> | None.                                                                                                                 |

### **DESCRIPTION OF PROPOSAL**

The petitioner is requesting special use approval to establish a short term lending facility at the vacant property along Milwaukee Avenue that was previously occupied by Carquest. The proposed use will only occupy 1,440 sq. ft. of the 7,650 sq. ft. building. The other vacant spaces in the building may potentially be leased for other future uses.

The proposed short term lending facility is specifically an auto title loan facility, which offers short term loans or cash advances, secured through collateral such as an automobile title, typically at a high interest rate. The Zoning Code requires this use to prominently display actual interest rates and required fees at the facility.

The hours of operation would be Monday through Friday 10am to 7pm, Saturday 10am to 3pm, and closed Sunday. The business employs one full time and two part time employees.

The petitioner indicates they intend to paint the building, repave the parking lot and perform landscape maintenance.

### **SITE PLAN REVIEW**

**Scale of Site Plan:** unknown.

**General site layout:** No exterior changes are proposed to the site layout. There are two full access driveways from Milwaukee Avenue. Existing parking is located on the north, west, and south property lines.

**Floor Plan:** The proposed business will occupy 1,440 sq. ft. at the northeast corner of the 7,650 sq. ft. building. The floor plan indicates other unoccupied areas may be leased to future tenants. Based upon permitted uses of the Zoning Code, these future uses would likely be office or retail.

**Ownership:** The applicant is the contract owner for the property. The contract is contingent upon zoning approval.

**Total Number of Parking Spaces:** The proposed use requires parking at a ratio of 6 spaces per 1,000 sq. ft. plus one stall for each employee during peak periods, which equates to 11 parking stalls. The proposed retail or office spaces require parking at a ratio of 4 spaces per 1,000 sq. ft., which equates to 7 parking stalls. The proposed warehouse space requires parking at a ratio of 1 space per 1,000 sq. ft., which equates to 4 stalls. Therefore, the total parking requirement for the property is 22 parking stalls. There is a total of 31 existing parking stalls at the property. Therefore, the parking requirements are met.

**Bicycle parking:** No exterior bicycle parking is provided. Indoor parking may be available for employees.

**Landscaping:** No changes are proposed to the existing landscaping, which is very limited. It appears that the existing shrubs along the north and west property lines, may actually be located in the rights-of-way. The eastern portion of the property is grass. The Plan Commission may wish to discuss opportunities for landscape improvements.

**Site Lighting:** No changes are proposed to the existing building-mounted light fixtures.

**Trash Enclosure:** There is an existing large, dilapidated trash enclosure at the southeast corner of the site. The enclosure is made of chain link fencing with brown slats. It is unknown if an outdoor trash enclosure is necessary. The Plan Commission may wish to discuss this with the petitioner. Consideration should be made to remove, replace, or repair the existing enclosure.

**Building Appearance:** No changes are proposed to the existing building. If a new paint scheme is proposed in the future, it will require minor site plan and appearance approval by the Plan Commission. The man doors on the north and south building facades and the bollards surrounding the building are rusted. Staff suggests these be painted prior to occupancy. A condition of approval has been added to the motion.

### **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.

*“Express Auto Titles have been located in Wheeling for the last 20 years. We are a small family owned business that provides money to people that are in need. Since the company has been in existence, we have helped many repeated customers with no complaints to the Village or anyone. Our primary goal is to help customers with financial needs and we are moving locations due to the current location being torn down this winter. We feel that by moving to this new location, we will be able to continue to help our customers.”*



**There are no other title loan facilities in the Village.**

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

*“The current location we are moving to, is a vacant building that used to be an auto parts store. We are not going to be altering the appearance of the building. We will be repaving the parking area, and fixing the outside landscaping.”*

**There are no substantial modifications proposed to the exterior of the property. The Plan Commission may wish to establish the manner in which the proposed business intends to satisfy the requirements of the Zoning Code with respect to the prominent display of the loan terms.**

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.

*“As addressed in the above question, there will be no changes to the appearance or size of the current building that is zoned as retail space. We will be using it as an office building, conducting the same type of business that we have been currently doing for the last 20 years in our other Wheeling location. Because we are not making any renovation to the outside of the building, we are not going to be creating any disturbance or changes to the neighboring buildings. We are going to keep everything structurally status quo. Our business is run by one or two individuals and it is very quiet. No unnecessary noise or disturbance. As stated above, we have been in our previous location for 20 years with no complaints to the village. Our main goal is to continue to provide the service we currently provide to our existing and future customers.”*

**The proposed use would be located in an underutilized property that has been vacant for over a year. The existing site amenities, including access and parking, are adequate for the proposed use.**

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.

*“As addressed above, we are not making any structural changes to the current building. We will be painting, re-paving the parking lot, and fixing the landscape to make the building in its current location, which is on the main road, look better and newer. We will not be affecting the adjacent lands as we are not going to be redesigning the structure of the building.”*

**Exterior building and site improvements beyond maintenance require Plan Commission review and approval. The Plan Commission should determine the extent of the proposed painting and landscape work.**

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.

*“As addressed above, we are not making any changes to the current parking lot, the only thing we will be doing is re-paving the parking lot to make it look better. We currently have anywhere from 5-10 customers a day, so we don’t feel that re-opening this building will cause any additional traffic or congestion to the area.”*

**The existing parking lot is adequate for the proposed 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.

*“This is currently zoned as B-3. No additional licenses or zoning is being requested. Will stay the same as currently zoned.”*

**If the special use is not approved, then the property will likely remain vacant.**

### **STAFF REVIEW**

**Fire Department Review:** The Fire Department has submitted a review memo, dated November 21, 2018. Since the property is currently vacant, a new Certificate of Occupancy is required. A condition of approval has been added to the motion.

**Engineering Division Review:** The Engineering Division has submitted a review memo, dated November 28, 2018.

**Impact on adjacent uses:** No significant impact on adjacent uses is expected.

**Staff Recommended Action** Staff recommends that the Plan Commission discuss the following prior to making a motion on the special use petition:

1. Determine if an outdoor trash receptacle is necessary and if the existing trash enclosure should be removed, repaired or replaced;
2. Discuss how the applicant plans to prominently display actual interest rates and required fees at the facility;
3. Determine the extent of the landscape improvements; and
4. Determine the extent of the painting of the façade.

### **PROPOSED MOTION**

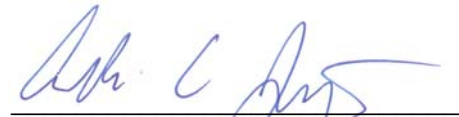
If the Plan Commission finds that the petitioner has satisfied the requirements for the granting of special use-site plan approval, an appropriate motion would be to:

**Recommend approval of Docket No. 2018-29**, 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 Short Term Lending Facility in accordance with the following exhibits submitted by Express Auto Title Loans, to be located at 353 N. Milwaukee Avenue, Wheeling, Illinois:

- Project description, received October 25, 2018, and
- Floor Plan, received October 30, 2018.

And with the following conditions of approval:

1. Prior to occupancy, the man doors on the north and south building facades and the bollards surrounding the building shall be painted;
2. A new Certificate of Occupancy is required; and
3. *Others to be determined at hearing.*

  
\_\_\_\_\_  
Andrew C. Jennings, AICP  
Director of Community Development  
\_\_\_\_\_  
Brooke A. Casolari  
Senior Planner

**Attachments:**

[Fire Department Comments, 11.21.2018](#)

[Engineering Division Comments, 11.28.2018](#)

[Photos of Existing Conditions \(staff\)](#)

[Description of Proposal](#)

[Floor Plan](#)

[Plat of Survey](#)



## 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:** November 21, 2018  
**SUBJECT:** Proposed title loan facility. – 353 N. Milwaukee Avenue – Express Auto Title Loans – Plans received for review by the Fire Department, November 13, 2018.

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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.

### **Express Auto Title Loans – 353 N. Milwaukee Avenue – Expansion Rental Services**

1. Based on the documents submitted for review, the petitioner is proposing to occupy an existing vacant structure for their title loan business. The structure was previously a (M) Mercantile Use Group Occupancy for a retail automotive parts store. The petitioners use and occupancy is a (B) Business Use Group occupancy as defined in the 2012 Editions of the International Building (IBC) and Fire Prevention Codes (IFC). The proposed occupancy would be a change in Use Group from the previous occupant.
2. The petitioner's submittal shows a building floor plan that appears to be subdividing the building into space for their operations, as well as multiple undefined rental spaces.
3. The building is an existing sprinklered building. The sprinkler 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.
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. Any construction related to any remodeling, including those required to meet changes required due to the change in Building Code Use Group to accommodate the petitioner's use shall comply with the Village's Building and Fire Prevention Codes (2012 Editions of the International Building Code & International Fire Code – with amendments).
6. The submittal documents contains incomplete information related to the following information:
  - a. What areas of the building does the petitioner intend on occupying?



Ms. Brooke Casolari

SUBJECT: Proposed title loan facility. – 353 N. Milwaukee Avenue – Express Auto Title Loans –  
Plans received for review by the Fire Department, November 13, 2018.

November 21, 2018

Page 2

- b. Does the petitioner or building owner intend to subdivide the building for multiple tenants for future use, including the area identified on the floor plan as “Rental space as warehouse or storage only?”

### **Fire Department Recommendations**

The Fire Department cannot support the petitioner's request at this time until more detailed information can be provided addressing items related to their proposed occupancy of the structure, including areas identified as “Rental Space”.

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:** Jon M. Tack, Village Engineer

**COPY:** Kyle Goetzelmann, Civil Engineer I  
Steve Robles, Assistant Director of Community Development

**DATE:** November 28, 2018

**SUBJECT:** Express Auto Title Loans  
353 N Milwaukee - Review Comments

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The Engineering Division received a Project Description, Plat of Survey, Floor Plan and Old Site Plan for the subject project. The Engineering Division has completed a review of the above referenced submittal and offers the following comments at this time:

1. Minor parking lot repairs of a few potholes should be completed.
2. Engineering Permit is required for all site work.

## **Express Auto Title Loans – 353 N. Milwaukee Avenue**

**Docket No. 2018-29 (Special Use and Site Approval of a Short Term Lending Facility)**



**Existing conditions of subject property – west elevation**



## **Express Auto Title Loans – 353 N. Milwaukee Avenue**

**Docket No. 2018-29 (Special Use and Site Approval of a Short Term Lending Facility)**



**Existing conditions of subject property – north elevation**



## **Express Auto Title Loans – 353 N. Milwaukee Avenue**

**Docket No. 2018-29 (Special Use and Site Approval of a Short Term Lending Facility)**



**Existing conditions of subject property – north elevation**



## **Express Auto Title Loans – 353 N. Milwaukee Avenue**

**Docket No. 2018-29 (Special Use and Site Approval of a Short Term Lending Facility)**



**Existing conditions of trash enclosure – looking south**

## PROJECT DESCRIPTION LETTER

October 21, 2018

Re: Project Description Letter for Property located at 353 N. Milwaukee Ave.

Dear Sir/Madam:

We are submitting this letter as requested by the Village for the above referenced location. Currently Express Auto Title Loans, is located at 251 E. Dundee Road. We have been a family owned small business in the same location for almost 20 years. Our business is short term loan company providing financial assistance to individuals. Our company is regulated by the State of Illinois, the Department of Financial and Professional Regulations. We have been in good standing with them and the village of Wheeling for almost 20 years.

We are currently in the process of having to relocate due to our current location being demolished. We currently don't intend to do any projects to the building, however, the village of Wheeling requires a special use permit to occupy the building, which is what we are applying for. Our hours of operation are Monday – Friday 10am to 7pm and Saturday from 10am to 3pm, and closed on Sundays. We currently have one full time and two part time employees. We will have between four to five vehicles on site.

Please let me know if you need any additional information regarding the location or the business.

Thank you.  
Roman Zilber

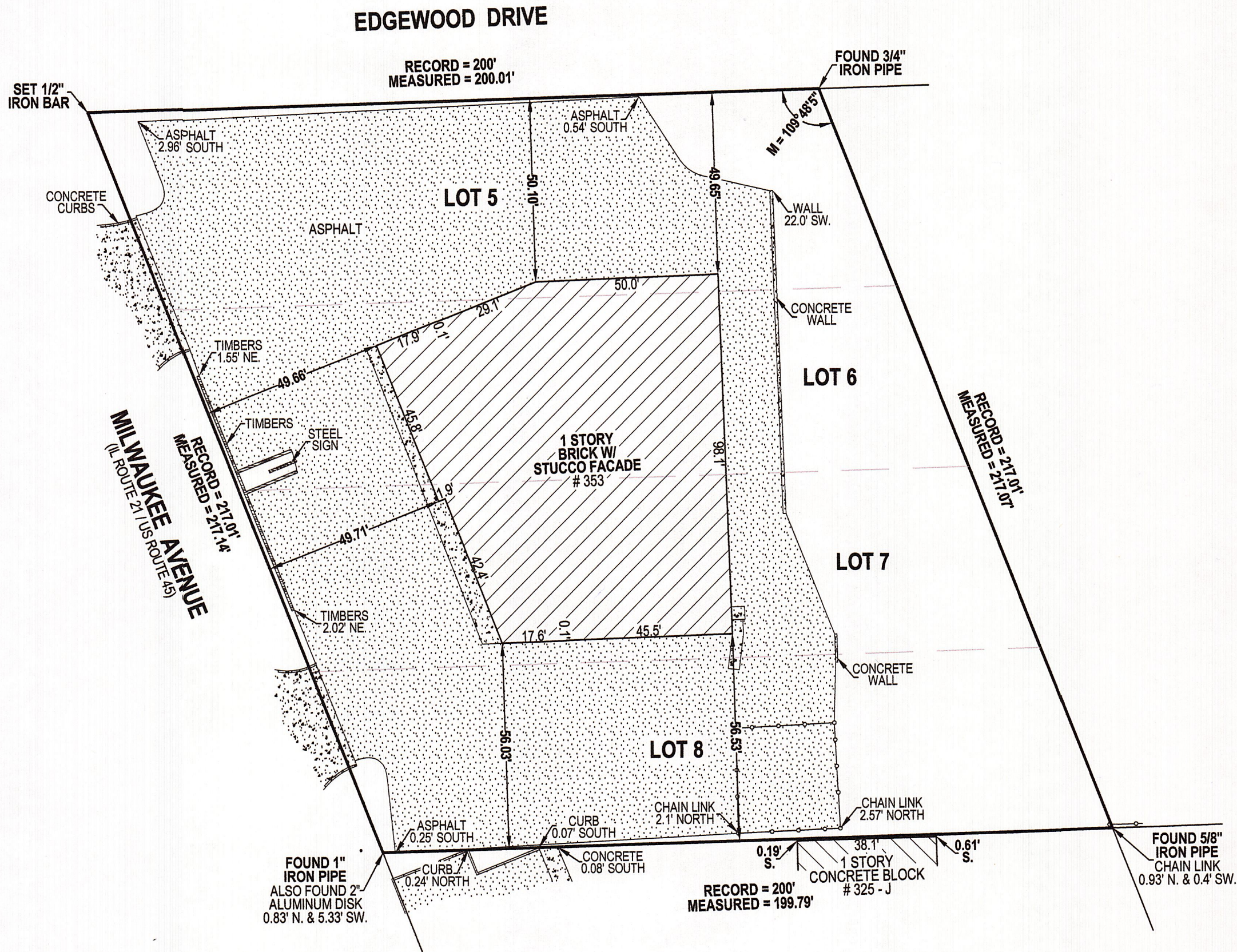
Exhibit received October 25, 2018







LOTS 5, 6, 7 AND 8 IN FOREST EDGE ADDITION TO WHEELING, BEING A SUBDIVISION OF THE EAST 1/2 OF SECTION 2, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 1, 1953, AS DOCUMENT 15782079 IN COOK COUNTY, ILLINOIS.



**SURVEY AREA = 40.827 Sq.Ft.± 0.94 ACRES.**

Only those Building Lines and Easements shown on the Recorded Plat of Subdivision or disclosed on a current Title Policy are shown hereon. All Distances shown in feet and decimal parts thereof. No distances are to be determined by scaling. All fences are located to centerlines, unless otherwise noted. Field work completed on 11/07/2018.

Job no. 459576 P.I.N. 03-02-201-231 Scale 1" = 30'  
Address 353 N. MILWAUKEE AVENUE Township WHEELING Platted By JER  
WHEELING, IL 60090 Ordered By FRONTLINE REAL ESTATE PARTNERS, LLC Checked By NNM

STATE OF ILLINOIS )  
 ) S.S.  
COUNTY OF LAKE )

On behalf of MID LAKES SURVEY COMPANY, I hereby certify that the above described property was surveyed under my supervision and that the annexed plat is a correct representation of said survey. This professional service conforms to the current Illinois minimum standards for a boundary survey.

Dated **NOVEMBER 12, 2018**

MID LAKES SURVEY COMPANY

By Nathaniel N. Messer, PLS  
Illinois Professional Land Surveyor. My license expires 11/30/2018



**CERTIFIED COPIES EMBOSSED WITH RAISED SEAL**



**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  
Steve Robles, Assistant Director of Community Development

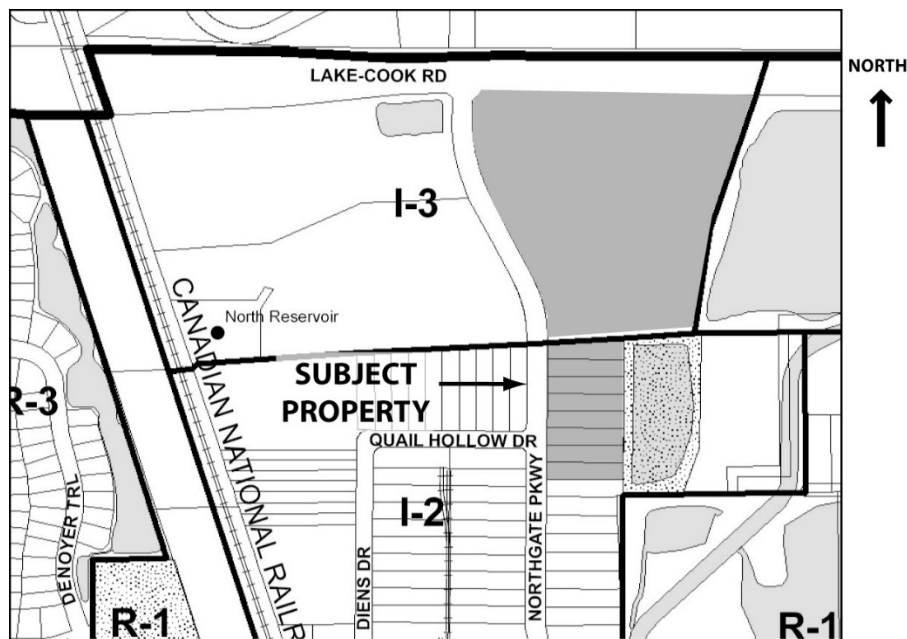
**RE:** **Docket No. PC 18-18**  
**Wieland Metals**  
**567 Northgate Parkway**  
**Minor Change to Approved Building Elevations for a Building Addition**

**DATE OF REPORT:** November 30, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner requests a Minor Change to the approved building elevations associated with a building addition to the existing industrial facility, approved by the Plan Commission on May 10, 2019 as Docket No. PC 18-6.

**LOCATION MAP:**



**GENERAL PROPERTY INFORMATION**

|                                 |                                                 |
|---------------------------------|-------------------------------------------------|
| <b><u>Development Name:</u></b> | Wieland Metals                                  |
| <b><u>Applicant Name:</u></b>   | Charles Riesterer, Grund & Riesterer Architects |
| <b><u>Property Owner:</u></b>   | Wieland Properties, Inc.                        |

|                                                 |                                                                                     |
|-------------------------------------------------|-------------------------------------------------------------------------------------|
| <b><u>Common Location:</u></b>                  | Located at the southeast corner of Lake Cook Road and Northgate Parkway.            |
| <b><u>Neighboring Property Land Use(s):</u></b> | North: Commercial (BG)<br>West: Industrial<br>South: Industrial<br>East: Open Space |
| <b><u>Comprehensive Plan Designation:</u></b>   | Industrial                                                                          |
| <b><u>Property Size:</u></b>                    | 22.121 acres                                                                        |
| <b><u>Building Size:</u></b>                    | 201,334 sq. ft. (existing building);<br>111,200 sq. ft. (proposed addition).        |
| <b><u>Existing Use of Property:</u></b>         | Medium manufacturing                                                                |
| <b><u>Proposed Use of Property:</u></b>         | No change.                                                                          |
| <b><u>Existing Property Zoning:</u></b>         | I-3 General Industrial District & I-2 Limited Industrial District                   |

### **DESCRIPTION OF PROPOSAL**

The petitioner, Wieland Metals, received a parking variation and site plan and appearance approval for an 111,200 building addition which was reviewed by the Plan Commission on May 10, 2018 and approved by the Village Board on May 21<sup>st</sup> (Ordinance No. 5182). The building addition is actually a second building located north of the existing industrial building. As approved, the new building included materials and designs that appear similar to those of the existing building, including the cream color of the metal siding.

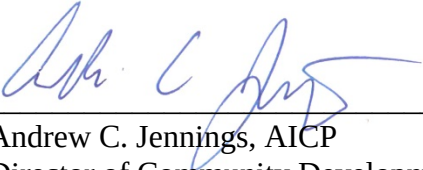
The petitioner has received a building permit for the construction of the new building, and prior to building construction, requests a change to the approved building design to increase the window sizes of the office area and to change the metal siding from cream to gray color. Since the building addition was approved with cream color metal siding to be consistent with the existing building, the requested change requires Plan Commission review for a minor change to the approved appearance.

### **PROPOSED MOTION**

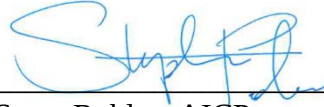
If the Plan Commission finds that the minor changes to the approved building elevations to increase the size of office windows and to permit the metal siding to be gray in color are acceptable, the appropriate motion would be to:

**Recommend approval of Docket No. PC 18-18** granting a minor change to the building elevations approved by Ordinance No. 5182 (Docket No. PC 18-6), as required under Title 19, Zoning, of the Wheeling Municipal Code and Chapter 19-12, Site Plan Approval Requirements, in order to increase the size of the office windows and change the exterior metal siding color from cream to gray for the building addition in accordance with the building renderings submitted by

Grund & Riesterer Architects, Inc., received November 30, 2018, for 567 Northgate Parkway, Wheeling, Illinois.

A handwritten signature in blue ink, appearing to read "Andrew C. Jennings", written over a horizontal line.

Andrew C. Jennings, AICP  
Director of Community Development

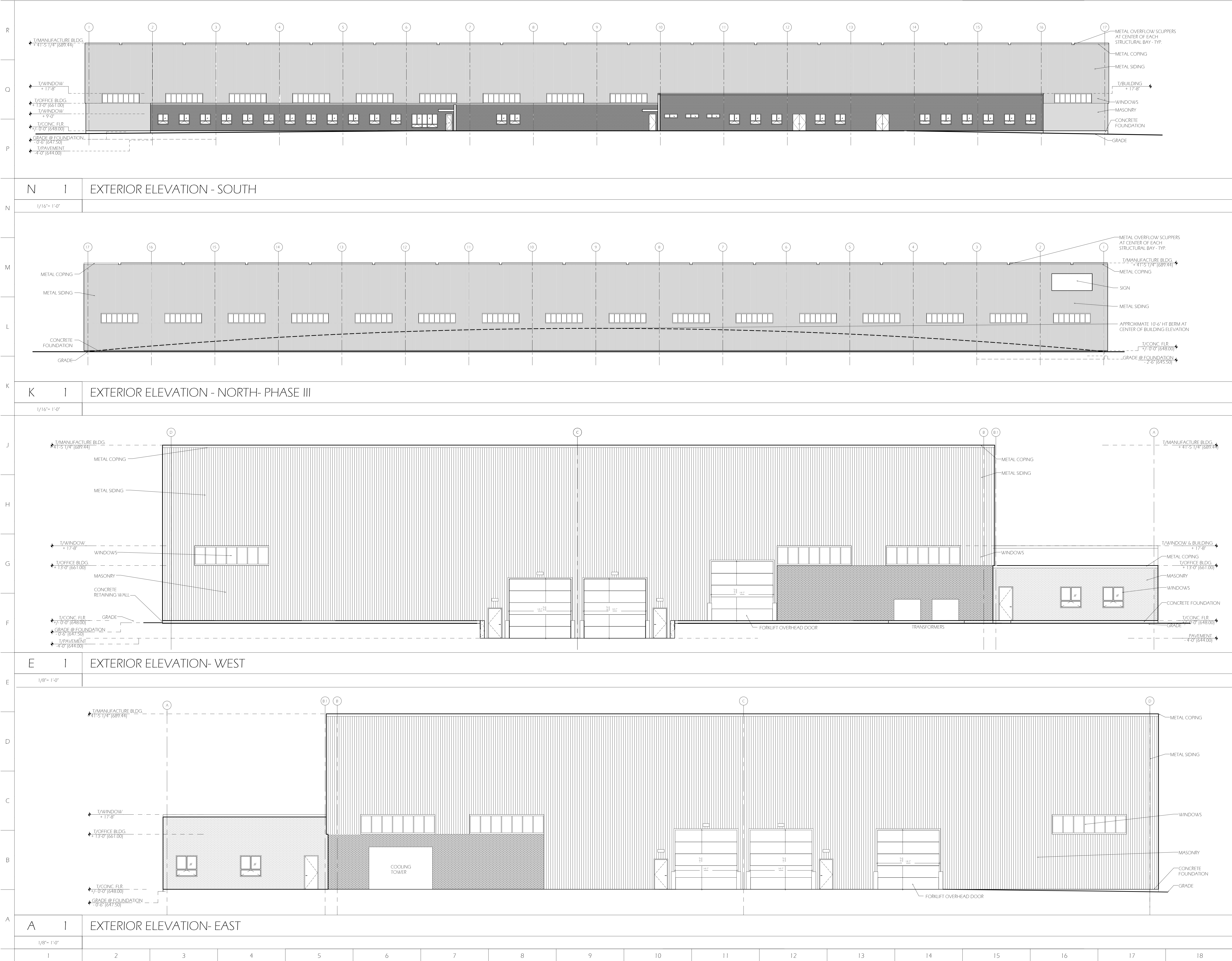
A handwritten signature in blue ink, appearing to read "Steve Robles", written over a horizontal line.

Steve Robles, AICP  
Assistant Director of Community Development

**Attachments:**      [\(Approved\) Elevation plan, Sheet A200](#)  
  
                             [Minor Change Building Renderings, received 11/30/2018](#)



Drawing Name & Location: P:\Project Files\1721\Bldg\Print\Arch\1721-A200.dwg Last Modified: 3/22/2018 4:25 PM Plotted On: 3/23/2018 10:40 AM Plotted By: mark blancic



GENERAL NOTES/MATERIALS KEYING

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12 MAR. 23, 2018 VILLAGE SUBMITTAL  
11 MAR. 9, 2018 CLIENT REVIEW  
10 MAR. 2, 2018 SD/VILLAGE RVW  
10 MAR. 2, 2018 SD/CLIENT REVIEW  
9 FEB. 22, 2018 CLIENT REVIEW  
8 FEB. 21, 2018 CLIENT REVIEW  
7 FEB. 01, 2018 CLIENT REVIEW  
6 JAN. 12, 2018 CLIENT REVIEW  
5 DEC. 26, 2017 VILLAGE REVIEW II  
4 DEC. 12, 2017 VILLAGE REVIEW  
3 JULY 31, 2017 CLIENT REVIEW  
2 JULY 25, 2017 CLIENT REVIEW  
1 JULY 11, 2017 CLIENT REVIEW  
NO. DATE REASON FOR ISSUE  
DRAWN BY: GJC CHECKED BY: CPR

CONSULTANTS

PROJECT TITLE  
WIELAND FACTORY EXPANSION  
567 NORTHGATE PARKWAY  
WHEELING, IL 60090  
G & R PROJECT NO: 1721.00

GRUND & RIESTERER  
ARCHITECTS, INC.

A200  
EXTERIOR ELEVATIONS

THE CIVIC OPERA BUILDING 20 NORTH WACKER DRIVE  
SUITE 2410 CHICAGO, ILLINOIS 60606  
T: 312-372-5353 F: 312-372-5367  
E: GRI@GRANDRIESTER.COM  
WWW.GRANDRIESTER.COM



Exhibit received November 30, 2018





Exhibit received November 30, 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  
Steve Robles, Assistant Director of Community Development  
Brooke A. Casolari, Senior Planner

**RE:** **Docket No. 2018-24A&B**  
**Auto Cars Imports**  
**170 Shepard**  
**(2018-24A) Variation from Title 19, Zoning, Regarding**  
**Required Parking**  
**(2018-24B) Special Use-Site Plan Approval of a Light**  
**Motor Vehicle Repair Facility**

**DATE OF REPORT:** November 29, 2018

**DATE OF MEETING:** December 6, 2018

**PROJECT OVERVIEW:** The petitioner requests special use approval for a light motor vehicle repair facility and is seeking a zoning variation to reduce the required amount of off-street parking at an existing multi-tenant industrial building at 170 Shepard Avenue.

The hearing was continued from September 13<sup>th</sup> to October 11<sup>th</sup> to October 25<sup>th</sup> to allow the petitioner the opportunity to clarify the plans. At the October 25<sup>th</sup> meeting, the Plan Commission recommendation resulted in 3 ayes and 3 nays, resulting in a failure to receive the minimum required 4 yes votes necessary for a positive recommendation. The petition was forwarded to the November 5<sup>th</sup> Village Board meeting, where the Petitioner introduced new information that was not presented at any of the Plan Commission hearings. As result, the Village Board sent the petition back to the Plan Commission to allow the Petitioner to present the new information to the Plan Commission.

**LOCATION MAP:**



### **SUMMARY OF ITEMS FOR DECEMBER 6<sup>TH</sup> PLAN COMMISSION REVIEW**

At the November 5<sup>th</sup> Village Board meeting, the applicant presented new information regarding a garage lease agreement located at 419 Harvester Court, which will allow use of 8,000 square feet of indoor garage space for the proposed auto repair business. As the presentation of the lease was new testimony provided after the Plan Commission's hearing, the Village Board remanded this request back to the Plan Commission in order to allow the applicant to properly present new testimony to the Plan Commission. In preparation for the December 6<sup>th</sup> Plan Commission meeting, the applicant has submitted the following items:

**Formal Site Plan/Floorplan:** The applicant has submitted a more formalized site plan/floorplan, which reflects the same layout as previously presented to the Plan Commission at the October 25<sup>th</sup> meeting, which is drawn to scale (3/32'=1') and provides a clearer layout of the site and proposed floorplan. No changes or additions have been made to the proposed site/floor plan.

**Off-Site Garage Lease Agreement:** Presented at the Village Board meeting, the applicant has entered into a garage lease agreement with the property located at 419 Harvester Court. As described in the supplemental request letter received November 26<sup>th</sup>, the applicant will use the 8,000 square foot off-site garage space for vehicles in repair and waiting parts. Once the parts become available, the vehicle will be retrieved from the off-site garage and return to the subject property for final repairs. As described, the off-site garage will not be used for customer or employee parking, which will occur on-site. The lease began November 2<sup>nd</sup> and is renewable every 6 months and is to be used exclusively for indoor parking storage.

**Supplemental Business Operations Letter:** The applicant has provided a supplemental letter to their original letter of request, which further details their business operations. As described, while the auto repair work varies, the average repair time per vehicle is 3-4 hours. Approximately 20% of the vehicles repaired are considered fleet vehicles, which results in vehicles being serviced more often due to their heavier use over standard personal vehicles. In the event of an influx of vehicles from the daily average, the applicant will port customer's vehicles to/from the off-site garage at 419 Harvester Court.

**Staff Comment:** The off-site garage will allow the petitioner additional space to move cars to/from the site, where space is very limited. However, the garage lease does not eliminate the need for the parking variance at the subject site, since the required off-street parking must be provided on the same lot as the principal use, or not more than 400 feet from the principal use (provided the property is owned by the same entity). The petitioner's ability to secure additional off-site parking spaces offers a greater opportunity to manage the parking demands of customer/fleet vehicles and vehicles waiting parts/repairs. As the garage lease helps address available parking for the proposed auto repair facility, any recommendation for the special use should include a condition that such lease be secured for the duration of the auto repair facility's operation. Staff's responses to the Standards for Variation and recommended action have been updated based on the new garage lease agreement.

### **SUMMARY OF OCTOBER 25<sup>TH</sup> PLAN COMMISSION REVIEW**

At the October 25<sup>th</sup> Plan Commission, the petitioner returned to provide additional information on the business operations in support of the special use and variation requests. At the conclusion of the

hearing, the Plan Commission recommendations were as follows:

Special Use-Site Plan Approval of Light Motor Vehicle Repair: To recommend approval of Docket No. 2018-24B to grant Special Use-Site Plan Approval as required under Chapter 19-07 Industrial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections in order to establish Light Motor Vehicle Repair, in accordance with the following exhibits submitted by Auto Cars Imports be located at 170 Shepard Avenue, Wheeling, Illinois, subject to the following condition:

1. The proposed parking stalls on the east side of the building shall be removed if they obstruct exiting or utilities.

There being three affirmative votes, the motion did not pass.

Zoning Variation to Reduce the Amount of Required Parking: To recommend approval of Docket No. 2018-24A, a variation from Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19.11 General Development Standards, Chapter 19.11 General Development Standards, Section 19.11.010 Off-Street Parking and Loading, Section E Parking Standards, Subsection 1 Minimum Required Parking per Land Use Category, and associated sections, to reduce the required parking for the proposed light motor vehicle repair facility, from forty-two (42) to fourteen (14), which consists of a twenty-eight (28) parking stall variation, as shown on the site/floor plan submitted October 15, 2018 for Auto Cars Imports, to be located at 170 Shepard Avenue, Wheeling Illinois, subject to the following conditions:

1. The parking variation may be increased by one stall in order to meet the access requirements to the FDC; and
2. The parking variation may be increased if the parking stalls on the east side of the building obstruct exiting or utilities.

There being three affirmative votes, the motion did not pass.

### **SUMMARY OF OCTOBER 11<sup>TH</sup> PLAN COMMISSION REVIEW**

On October 11th the Plan Commission reviewed the proposal and continued the hearing so that the petitioner could revise and clarify plans. The following is a list of suggestions from the Plan Commission with staff updates provided in bold:

1. On the east side of the building, only two parallel parking stalls are permitted. No angled parking is permit. **The new plan includes no angled parking on the east side. Two “existing” parallel parking stalls are located at the southeast corner of the building. Two additional parallel stalls are shown on the east side of the building and labeled as “proposed parking 1 & 2.” However, according to the October 18<sup>th</sup> Fire Department memo, there are several required exits from the building that the proposed parking on the east side of the building may obstruct.**
2. Provide one diagram with all parking, uses, trash, overhead garage doors, man doors, and lifts. **A revised plan is provided.**

### **GENERAL PROPERTY INFORMATION**

**Applicant Name:**

Auto Cars Imports LTD.



|                                                   |                                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b><u>Property Owner:</u></b>                     | Ryan McNaughton, Court Appointed Receiver                                                                                                                                                                                                                                                                                                  |
| <b><u>Common Location:</u></b>                    | Located on the north side of Shepard Avenue, which is west of Glenn Avenue                                                                                                                                                                                                                                                                 |
| <b><u>Neighboring Property Land Use(s):</u></b>   | North: Industrial<br>West: Industrial<br>South: Industrial<br>East: Industrial                                                                                                                                                                                                                                                             |
| <b><u>Comprehensive Plan Designation:</u></b>     | Industrial                                                                                                                                                                                                                                                                                                                                 |
| <b><u>Property Size:</u></b>                      | 44,850 sq. ft. (property);<br>21,000 sq. ft. (building);<br>10,200 sq. ft. (subject unit).                                                                                                                                                                                                                                                 |
| <b><u>Existing Use of Property:</u></b>           | Vacant                                                                                                                                                                                                                                                                                                                                     |
| <b><u>Proposed Use of Property:</u></b>           | Light Motor Vehicle Repair Facility                                                                                                                                                                                                                                                                                                        |
| <b><u>Existing Property Zoning:</u></b>           | I-3 General Industrial District                                                                                                                                                                                                                                                                                                            |
| <b><u>Previous Zoning Action on Property:</u></b> | Ord. No. 2490 granted a zoning variation for the height of a cell tower structure (11/7/1988).<br>Ord. No. 2491 granted a special use for a cell tower (11/7/1988).<br>Ord. No. 3498 granted a zoning variation for the height of a cell tower structure (10/16/2000).<br>Ord. No. 3542 granted a special use for a cell tower (4/9/2001). |

### **DESCRIPTION OF PROPOSAL**

The tenant, Auto Cars Imports, which is an auto repair shop relocating from Northbrook, is seeking the following requests:

1. Special use-site plan approval for a light motor vehicle repair facility; and
2. A zoning variation to reduce the amount of required parking for a light motor vehicle repair facility.

The applicant intends to occupy approximately half of the building. A total of eight vehicle lifts for vehicle repair are illustrated on the floor plan. No outdoor storage is planned. Outdoor parking is available on the west side of the building, in front of the building and on the east side of the building. All auto repair work will be conducted indoors. The hours of operation are Monday through Friday, 8am to 6pm. There are eight employees.

### **SITE PLAN REVIEW**

**Scale of site plan:** one square = 4 feet

**General site layout:** There are a total of 17 existing parking stalls on the west side of the building, 7 in front of the building, and 2 “existing” parallel stalls on the east side of the building. The plan also includes 2 additional parallel stalls on the east side of the building, which are labeled as “proposed parking 1 & 2.”

At the October 11<sup>th</sup> hearing, it was determined that proposed parking on the east side of the tenant's space should not be permitted because it obstructs utilities and exiting. As such, the "proposed parking 1 & 2" shall not be permitted.

Also at the October 11<sup>th</sup> hearing, it was determined that the two parallel parking stalls at the southeast corner of the building would be permitted. The petitioner has indicated these stalls are existing. However, there are two man doors, which are not shown on the site plan, which are located in the area of these parking stalls. The Fire Department indicates these parallel parking stalls shall not be permitted because they may obstruct the required building exits. As such, staff recommends against allowing any parking on the east side of the building.

In sum, there are a total of 24 parking stalls at the subject property. No parking is available on the east side of the building. Because the parking stalls are not clearly striped, staff suggests the Plan Commission consider adding a condition of approval that the lot be restriped prior to occupancy.

**Floor plan:** The floor plan submitted for the October 25<sup>th</sup> hearing identifies a mix of uses within the unit including office, warehouse, auto repair, and vehicle storage. A total of eight auto repair lifts are included in the facility. Staff had computed the total uses of the unit as follows:

- Auto repair – 4,700 sq. ft.
- Warehouse – 2,600 sq. ft.
- Vehicle storage – 2,100 sq. ft.
- Office – 800 sq. ft.

**Total Number of Parking Spaces:** There are 24 existing outdoor parking stalls on the property. The petitioner is also proposing four parallel stalls on the east side of the building. Staff is not in favor of allowing these additional stalls due to the Fire Department comments, which indicate the stalls will obstruct exiting.

There is one existing tenant and a vacant unit in the building. These non-auto repair units are counted at a parking ratio of 2/1,000 sq. ft., which is the parking requirement for spec industrial and for manufacturing uses. For a total of 10,800 sq. ft., these other units at the subject property require 22 spaces by code.

An auto repair shop is proposed for the remaining 10,200 sq. ft. of space. The specific uses of the subject unit have been identified under the floor plan section of the staff report. Auto repair requires parking at 6/1,000 sq. ft. plus one space for each employee (eight) during peak shift. This equates to 36.2 spaces. The warehouse portion of the subject unit requires parking at 1/1,000 sq. ft., which equates to 2.6 spaces. The office portion of the subject unit requires parking at 4/1,000 sq. ft., which equates to 3.2 spaces. The vehicle storage portion of the subject unit requires no off-street parking. The total parking requirement for the subject unit is 42 parking stalls.

In addition to the existing 24 on-site parking stalls, the proposed use includes eight auto repair lifts. If these lifts are counted as parking stalls, as they can absorb one vehicle each, then the total available parking spaces for the subject property is 32.

In sum, the subject property requires 42 spaces for the proposed auto repair business and 22 spaces for the remaining units, which totals 64 parking stalls. A total of 32 parking stalls will be provided. Therefore, the total required parking variation for the proposed use is 32.

**Bicycle parking:** There is no existing or proposed bicycle parking. It is assumed that employees can store their bicycles indoors.

**Lighting:** No changes are proposed to the existing site lighting. Since no site changes are proposed, it is likely that the existing lighting is adequate for the proposed use.

**Trash Enclosure:** A plan is provided that indicates the trash enclosure will be stored indoors.

**Landscaping:** A landscape plan is not provided. The cover letter states the applicant “will beautify the property with seasonal flowers and plants.” The Plan Commission may wish to discuss if a landscape plan shall be required.

### **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.)

*“Auto Cars Imports has been a family owned business with top ratings and reviews for over 50 years. Our services would benefit and support the nigh number of residents and employees of the community, who utilize one or more vehicles. The business brings experienced automotive mechanics that have been with the company for many years.”*

**As noted by the petitioner’s description above, the proposed tenant will provide an experienced light auto repair facility for the residents and businesses of Wheeling.**

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.)

*“Auto Cars Imports has great respect for their customers and neighbors alike, business or residential. We do not utilize tools or machines that disrupt in any way. Our customers who utilize our waiting area are able to have a quiet peaceful experience, no less our neighbors outside the building. We will not alter the character of the area but will work with the Village, our neighbors, the residents to only make it better. The business will be in an industrial area with the proper zoning.”*

**The immediate vicinity is all zoned I-3 General Industrial District with a mix of light, medium and heavy industrial uses, the proposed vehicle repair facility will be complementary to the existing uses.**

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?)

*"The proposed Special Use Permit will not hinder any development of the surrounding area. We have found a property that isn't too small for our business but a property that we believe will fit the business perfectly, with room to grow and advance. We do not anticipate any conflicts with the adjacent properties, matter of fact we expect quite the opposite and welcome any feedback to work hand in hand with our neighbors. When shop noise is created, it is only during business hours and kept to a minimum with no outside distractions."*

**The proposed use is complementary to the surrounding uses and area. However, the size of the site in relation to the proposed use may not be sufficient to address the parking demands of the proposed use, based on the need for a parking variation. The applicant has secured an additional 8,000 square feet of leased garage space at 419 Harvester Court to help alleviate the on-site parking deficiencies and provide additional available parking for the proposed use.**

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?)

*"The existing structure of the building will not be altered. The property will be well maintained (i.e. landscaping, snow removal) regularly. The business will not prevent the development of adjacent property or any other business."*

**There is limited landscaping on site. The Plan Commission should discuss if additional landscaping is required.**

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?)

*"There are no homes for parking to be a concern. Adequate parking is within this property. The driveways are assigned for safe access, in and out of the business property. No congestion will be caused from the day to day operations of the business as we have a system in place for vehicle drop-off and pick-up service. No visitors nor employees will need to access the site through residential streets."*

**A parking variation is required for the proposed special use. The proposed use has a parking requirement of 42 and there are 32 parking spaces provided. These 32 spaces must also be shared with the remaining 10,800 sq. ft. of tenant space. The additional 8,000 square feet of leased garage space at 419 Harvester Court will help alleviate the**

**on-site parking deficiencies and provide additional available parking for the proposed 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. (Other than the special use listed in this application, the proposal must meet all other requirements of the Zoning Code. Note any other exceptions.)

*“Per Village requirements, a special use permit is required for automotive repair. Therefore, without the permit our business could not operate.”*

**In addition to the proposed special use, the petitioner is requesting a variation from the required amount of parking for a light motor vehicle repair facility.**

### **STANDARDS FOR VARIATION**

Following are standards for variation with petitioner’s responses. *The petitioners’ response to the following questions has been shown in italics. Staff comments are in bold.*

1. State how the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a practical difficulty or particular hardship upon or for the owner, lessee or occupant, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

*“The hardship of not having a special use permit would mean that Auto Cars Imports could not operate as a business at this location. This would be more than inconvenience; it is a hardship on the business. Our business would fail at this location with the special use permit because we could not open the doors to the business and operate the day to day tasks.”*

**There is very little open space on the property to build additional parking. The additional 8,000 square feet of leased garage space at 419 Harvester Court will help alleviate the on-site parking deficiencies and provide additional available parking for the proposed use. As proposed, two additional parking spaces could be provided on-site, but this would still result in the necessity of a parking variation for the proposed use.**

2. Indicate how the hardship is due to unique circumstances that do not generally apply to the other properties or uses.

*“Auto Cars Imports is a specialty business that requires a Special Use Permit and a parking variation, without it we are unable to do business at this location. It would be a hardship to the business not to be granted a Special Use Permit. Other companies in the area are industrial also but do not require special use permits due to zoning already allowing their businesses to operate and not being a specialty business that needs a permit.”*

**As described in the cover letter by the applicant, the business services an average of 10 vehicles per day. Assuming parking is needed for the 10 customers that drop-off and pick-up their vehicles, the 10 vehicles serviced daily, and for the eight employees, the total demonstrated parking demand for the proposed use is 28, where 42 is required by code.**

3. Describe how the alleged difficulty or hardship has not been created by any person presently having an interest in the property.

*“There is no difficulty or hardship created by any person presently having an interest in the building/property located at 170 Shepard. The hardship is due to the specific business, automotive repair which requires a special use permit. Without the permit, we are unable to assist our customers and open our doors to the business.”*

**The original development of the property was likely intended for warehouse use, resulting in limited parking. Additionally, the request to establish a light motor vehicle repair facility requires a high parking demand by Village Code. To address this, the applicant has secured an additional 8,000 square feet of leased garage space at 419 Harvester Court will help alleviate the on-site parking deficiencies and provide additional available parking for the proposed use.**

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

*“The property located at 170 Shepard will be unable to perform the day to day business without a special use permit, therefore not yielding a reasonable return or any return without it.”*

**If the variation is not granted, the petitioner will not be able to establish its proposed light motor vehicle repair use. As such, the subject unit will likely remain vacant.**

5. State how the granting of the variation will not alter the essential character of the locality.

*“Granting the variance will not alter the essential characteristics of the locality. There is no construction or other use of the property that will change the appearance of the neighborhood or area. This property is located in an industrial area zoned for automotive repair and does not and will not affect the residential neighborhood what so ever.”*

**The applicant indicates the remaining parking on the property is adequate to accommodate the use. If this is not true, the petitioner has secured an off-site parking agreement for 8,000 square feet of garage space to use for additional parking. No parking is allowed on the street.**

6. Describe how the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood.

*“There is already parking in place for this building and it will not be changed or altered. No structural changes will be made inside or outside the building. This is no concern for the safety of the public or our neighbors. No negative impact will be made on surrounding properties. The rear of the building (north side) will stay open and clear for emergency vehicles to pass through as needed. There will be no external noise, odor, light, or smoke from the everyday business. The only possible changes that we may want to improve on is the striping of the parking lot spaces in the future.*

**As noted above, the available parking is not adequate as required by code. The proposed auto repair facility has an option to park additional cars off-site through a garage lease agreement.**

**STAFF REVIEW**



**Fire Department Review:** The Fire Department has submitted comments dated October 18, 2018. The Fire Department memo recommends against the outdoor parking plan for the east side of the building because of its potential to block required existing from the building. The memo notes there are several required building exits that are not depicted on the plan.

**Engineering Division Review:** The Engineering Division has submitted a memo dated October 17, 2018

**Impact on Adjacent Uses:** The Plan Commission should discuss with the petitioner how parking will be managed and if it will have impacts on adjacent uses. Of notable concern is that there should also be available parking for the remaining 10,800 sq. ft. of tenant space on the subject property.

**Staff Recommended Action:** Staff's initial concern of the proposed requests was due to the size of the parking variation. However, to address the parking deficiency caused by the special use request, the petitioner has secured the use of 8,000 square feet of garage space at 419 Harvester Court through a lease agreement that will automatically renew each 6 months. Although the additional parking is off-site, the petitioner has described how they would use this parking for excess customer vehicles and vehicles that need to remain due to longer repairs, so that there is available parking at the subject property. As a result, a recommendation for the Special Use should be conditioned upon a parking lease be required at all times during the operation of the special use.

Staff suggests that the Plan Commission also review the following:

- Decide if a landscape plan is required; and
- Consider adding a condition of approval that the lot be restriped prior to occupancy.

### **PROPOSED MOTIONS**

If the Plan Commission approves of the requested special use for a light motor vehicle repair facility and a parking variation, appropriate motions would be to:

**Recommend approval of Docket No. 2018-24A**, granting a variation from Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19.11 General Development Standards, Chapter 19.11 General Development Standards, Section 19.11.010 Off-Street Parking and Loading, Section E Parking Standards, Subsection 1 Minimum Required Parking per Land Use Category, and associated sections, to reduce the required parking for the proposed light motor vehicle repair facility, from forty-two (42) to ten (10), which consists of a thirty-two (32) parking stall variation, for Auto Cars Imports, to be located at 170 Shepard Avenue, Wheeling Illinois.

And with the following condition of approval:

1. That the parking variation may be increased by one stall in order to meet the Fire Department fire lane requirements.

**And recommend approval of Docket No. 2018-24B** to grant special use-site plan approval for a light motor vehicle repair facility in accordance with the following exhibits submitted by Auto Cars Imports to be located at 170 Shepard Avenue, Wheeling, Illinois:

- Cover letter, August 9, 2018, and

- Business Operations letter, received 11/26/2018
- Site/floor plan, received 11/26/2018.
- Garage Lease Agreement, received 11/26/2018

And with the following conditions of approval:

1. The current Garage Lease Agreement shall be effective for the entirety of the light motor vehicle repair facility operated by Auto Cars Imports. If the current Garage Lease Agreement expires or is terminated, the petitioner shall obtain the rights to utilize parking at another property location and a copy of the agreement shall be provided to Community Development.
2. *Any additional conditions as determined at the hearing...*

  
\_\_\_\_\_  
Andrew C. Jennings, AICP  
Director of Community Development

  
\_\_\_\_\_  
Brooke A. Casolari  
Senior Planner

  
\_\_\_\_\_  
Steve Robles, AICP  
Assistant Director of Community Development

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

[Cover letter, received 8/9/2018](#)

[Business Operations letter, received 11/26/2018](#)

[Garage Lease Agreement, received 11/26/2018](#)

[Site/floor plan, received 10/15/2018](#)

[Site/floor plan, received 11/26/2018](#)

[Plat of survey](#)

[Fire Department comments, 10.18.2018](#)

[Engineering Division comments, 10.17.2018](#)

## **Auto Cars Imports – 170 Shepard Avenue**

**Docket No. 2018-4A&B (Special Use-Site Plan Approval of a Light Motor Vehicle Repair Facility & a Zoning Variation to Reduce the Amount of Required Parking)**



**Existing conditions of property along Shepard Ave. (looking north)**



## **Auto Cars Imports – 170 Shepard Avenue**

**Docket No. 2018-4A&B (Special Use-Site Plan Approval of a Light Motor Vehicle Repair Facility & a Zoning Variation to Reduce the Amount of Required Parking)**



**Existing conditions of west side of subject unit (looking northeast)**



## **Auto Cars Imports – 170 Shepard Avenue**

**Docket No. 2018-4A&B (Special Use-Site Plan Approval of a Light Motor Vehicle Repair Facility & a Zoning Variation to Reduce the Amount of Required Parking)**



**Existing conditions of west side of subject unit (looking southeast)**



## **Auto Cars Imports – 170 Shepard Avenue**

**Docket No. 2018-4A&B (Special Use-Site Plan Approval of a Light Motor Vehicle Repair Facility & a Zoning Variation to Reduce the Amount of Required Parking)**



**Existing conditions of east side of subject unit (looking southwest)**



## **Auto Cars Imports – 170 Shepard Avenue**

**Docket No. 2018-4A&B (Special Use-Site Plan Approval of a Light Motor Vehicle Repair Facility & a Zoning Variation to Reduce the Amount of Required Parking)**



**Existing conditions of east side of subject unit (looking southwest)**

# AUTO CARS IMPORTS

ADMIN@AUTOCARSIMPORTS.NET

847-724-4404

---

08/09/2018

To Whom it May Concern

Auto Cars Imports has been in business for over 50 years, servicing Chicago & the Northshore. We service both foreign and domestic vehicles. We deliver quality auto repair & maintenance services by professional & experienced technicians. We strive to offer exceptional service by communicating effectively with our customers.

The hours of operation for Auto Cars Imports are Monday thru Friday 8am-6pm. The current number of employees is 8.

There are no elevation plans or exterior changes being proposed.

Auto Cars Imports services an average of 8-10 vehicles per day. Parking for the business is sufficient as we are continuously rotating vehicles. Once service is completed on a vehicle, the customer either picks up their vehicle or it is delivered to their home or place of business.

Attached is a floor plan which has been labeled and color coded to visually differentiate the space within the building, warehouse, auto, & office space. Furthermore, I have listed the overall footage for each category and the space needed for each suite.

No outside automotive repair work is done outside of the building.

Landscaping will be kept up by Auto Cars Imports for the whole building, as the face of our business represents who we are. We will keep the bushes trimmed, the grass cut, and will beautify the property with seasonal flowers & plants. During the winter months, we will also take care of any snow removal. As of this point, we cut back the bushes and cleaned up some debris on the property. We will continue to remove the pallets by Suite B & debris to ensure that the property stays neat and organized.

The rear of the building (North side) will stay clear as a pass through from one side of the building to the other (East to West) for emergency vehicles and such.

If there are any further questions we can answer for you, please let us know.

Sincerely,

Steve Vago, President

Auto Cars Imports

Exhibit received August 9, 2018

Auto Cars Imports is asking that a Special Use Permit be granted for Automotive repair and a parking variance be given to be able to operate the business at 170 Shepard in Wheeling. We are currently leasing this property in hopes of operating an Auto Repair shop there. This property is in foreclosure and has been with no updates for over 3 years.

\*The current owners of the property are Colony Bank and the receiver is McNaughton Holdings.

\*An auto repair shop would be a great asset to Wheeling, as there is a need for this Special Use within the community.

\*We offer mechanical auto repair for both import and domestic vehicles. This type of work varies from windshield wiper replacement to brakes, to alternators and starters, etc.

\*The average turnaround time for a vehicle is hard to say as changing wipers and a light bulb are much faster than tanks or an alternator, but depending on the job the average turn around time on repairs for a vehicle are 3-4 hours.

\*There are vehicles that need to stay at the shop due to parts not being available.

\*These vehicles will be moved to the offsite parking location. As soon as the part comes in and a lift becomes available we will return the vehicle to the shop on Shepard and continue the job. The offsite parking is located at 419 Harvester in Wheeling.

\*When customers come to the shop to either drop or wait for their vehicle, they will utilize the West side of the building parking spaces.

\*We patronize several businesses in Wheeling daily. Some of those businesses are World Pac, Napa, Auto Zone, Future, Mexico Mufflers, Hinkley, etc.

Having so many of our parts stores/warehouses so close to the shop in Wheeling also cuts down on the time we wait for parts. World Pac, who is our main supplier, delivers to us 6 times in a 10 hour day and they are walking distance from the Shepard location. The other shops/stores deliver on an "as needed" basis.

\*When a part is not in stock, we will try to find it through other avenues (i.e.:dealers). When the dealers do not have a part in stock, they usually get it the next day and is delivered to us in the morning.

\*Employees will use the indoors labelled "vehicle storage" for their parking.

\*We do not work with any chemicals involved with painting vehicles or body work.

\*Approximately 20% of our vehicles are fleet vehicles. These vehicles are treated just like a customer vehicle with the exception that it may be serviced sooner. The only difference between fleet vehicles and everyday customer vehicles is that fleet are run a lot of the day, daily, for business purposes. A fleet vehicle will be in for service more often, (brakes, tires, oil changes, etc).

\*There are approximately 4 new vehicles brought in per day.

\*The average amount of customers/vehicles per season seem to be about the same. If there is an influx of vehicles, we will utilize our off site location and porter vehicles to and from as lifts open up and jobs are completed.

## OFF SITE PARKING



The garage lease that we have obtained is located at 419 Harvester.

The lease has the option to be extended as needed.

The purpose of having the offsite parking is to comply with code and utilize it for any long term jobs or daily overflow.

This is not parking for customers to drop their vehicles at, it will strictly be used for our employees to transport overflow to that location.

We believe that we have done everything in our power to create a healthy working environment and believe we can only state that our operations work within these parameters. Auto Cars Imports is a proven, productive business that lives by their reputation.

We employ 8 employees, with families. Without the Special Use Permit and parking Variance they will all be without a job. These employees have been with Auto Cars Imports for several years and are committed to us like we are to them. We live on our reputation and know that if the Village allows us to be a part of Wheeling we would show that to you and the community.

If we do not get a Special Use Permit and Parking Variance we will have to close the shop and let all 8 employees go and they will be without a job. This hardship before the Holiday's (or anytime) is not what we want. We will also have to break the lease that we already have on Shepard and the building again will be vacant without that income.

in closing, we are asking that you let us prove orselves and show you, the Village of Wheeling just how committed we are.

# GARAGE LEASE AGREEMENT

This Lease Agreement ("Lease") is entered by and between Robert Chinn ("Landlord") and Auto Cars Imports ("Tenant") on November 2<sup>nd</sup>, 2018. Landlord and Tenant may collectively be referred to as the "Parties."

The Parties agree as follows:

**PREMISES:** Landlord hereby leases the following:

A garage estimated to be 8000 square feet (SF) at 419 Harvester Ct Wheeling, IL 60090

**LEASE TERM:** The lease will start on November 2<sup>nd</sup> 2018 and will be renewable every 6 months, indefinitely

**LEASE PAYMENTS:** Tenant agrees to pay to Landlord as rent for the Premises the amount of \$2,000.00 (US Dollars) ("Rent") each month in advance on the first day of each month at: 393 S Milwaukee Ave, Wheeling, Illinois, 60090 or at any other address designated by Landlord. If the Lease Term does not start on the first day of the month or end on the last day of a month, the rent will be prorated accordingly.

**LATE CHARGES:** There shall be no fee assessed. A notice to payor quit shall be submitted to the Tenant(s) for the requested payment.

**INSUFFICIENT FUNDS:** If the Tenant(s) pays the rent with a check that is not honored due to insufficient funds (NSF) there shall be a fee of \$35.00 (US Dollars).

**SECURITY DEPOSIT:** There is no security deposit.

**KEYS:** Tenant will be given 1 door(s) opening devices to the Premises. Tenant shall be charged \$50.00 (US Dollars) if all keys or opening devices are not returned to Landlord following termination of the Lease.

**DEFAULTS:** If Tenant fails to perform or fulfill any obligation under this Lease, Tenant shall be in default of this Lease. Subject to any statute, ordinance or law to the contrary, Tenant shall have seven (7) days from the date of notice of default by Landlord to cure the default. In the event Tenant does not cure a default, Landlord may at Landlord's option (a) cure such default and the cost of such action may be added to Tenant's financial obligations under this lease; or (b) declare Tenant in default of the Lease. In the event of default, Landlord may also, as permitted by law, re-enter the Premises and re-take possession of the Premises. Landlord may, at its option, hold Tenant liable for any difference between the rent that would have been payable under this Lease during the balance of the unexpired term, if this Lease had continued in force and any rent paid by any successive Tenant if the Premises are re-let. In the event Landlord is unable to re-let the Premises during any remaining term of this Lease, after default by Tenant, Landlord may at its option hold Tenant liable for the balance of the unpaid rent under this Lease if this Lease had continued in force. The failure of Tenants or their guests or invitees to comply with any term of this Lease is grounds for termination of the tenancy, with appropriate notice to Tenants and procedures as required by law.



**POSSESSION AND SURRENDER OF PREMISES:** Tenant shall be entitled to possession of the Premises on the first day of the Lease Term. At the expiration of the Lease, Tenant shall peaceably surrender the Premises to Landlord or Landlord's agent in good condition, as it was at the commencement of the Lease, reasonable wear and tear excepted.

**USE OF PREMISES:** Tenant shall only use the Premises exclusively for: indoor parking storage.

**ASSIGNMENT AND SUBLEASE:** Tenant shall not assign or sublease any interest in this Lease without prior written consent of the Landlord.

**DANGEROUS MATERIALS:** Tenant shall not keep or have on or around the Premises any item of a dangerous, flammable or explosive nature that might unreasonably increase the risk of fire or explosion on or around the Premises or that might be considered hazardous by any responsible insurance company.

**ALTERATIONS AND IMPROVEMENTS:** Tenant agrees not to make any improvements or alterations to the Premises without prior written consent of the Landlord. If any alterations, improvements or changes are made to or built on or around the Premises, with the exception of fixtures and personal property that can be removed without damage to the Premises, they shall become the property of Landlord and shall remain at the expiration of the Lease, unless otherwise agreed in writing.

**MAINTENANCE AND REPAIR:** Tenant will, at Tenant's sole expense, keep and maintain the Premises in good, clean sanitary condition and repair during the term of this Lease, unless otherwise agreed in writing.

**SECURITY AND RESPONSIBILITY FOR LOSS:** Tenant understands that Landlord does not provide any security alarm system or other security for the Premises. Tenant's vehicle or other possessions will occupy the parking space entirely at the risk of the Tenant. Tenant releases Landlord from any loss, damage, claim or injury resulting from any casualty.

**SEVERABILITY:** If any part or parts of this Lease shall be held unenforceable for any reason, the remainder of this Lease shall continue in full force and effect. If any provision of this Lease is deemed invalid or unenforceable by any court of competent jurisdiction, and if limiting such provision would make the provision valid, then such provision shall be deemed to be construed as so limited.

**BINDING EFFECT:** The covenants and conditions contained in the Lease shall apply to and bind the parties and the heirs, legal representatives, successors and permitted assigns of the parties.

**GOVERNING LAW:** This Lease shall be governed by and construed in accordance with the laws of the State of Illinois.

**ENTIRE AGREEMENT:** This Lease constitutes the entire agreement between the Parties and supersedes any prior understanding or representation of any kind preceding the date of this Lease. There are no other promises, conditions, understandings or other agreements, whether oral or written, relating to the subject matter of this Lease. This Lease may be modified in writing and must be signed by both Landlord and Tenant.



**NOTICE:** Any notice required or otherwise given pursuant to this Lease shall be in writing and mailed certified return receipt requested, postage prepaid, or delivered by overnight delivery service to the following addresses:

If to Tenant: 170 Shepard Ave , Wheeling, Illinois, 60090

If to Landlord: 393 S Milwaukee Ave, Wheeling, Illinois, 60090

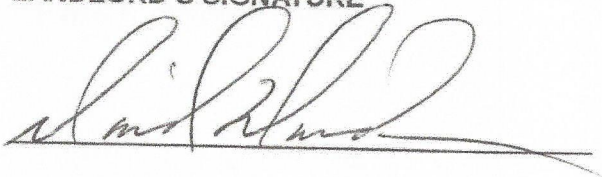
**CUMULATIVE RIGHTS:** Landlord's and Tenant's rights under this Lease are cumulative, and shall not be construed as exclusive of each other unless otherwise required by law.

**WAIVER:** The failure of either party to enforce any provisions of this Lease shall not be deemed a waiver or limitation of that party's right to subsequently enforce and compel strict compliance with every provision of this Lease. The acceptance of rent by Landlord does not waive Landlord's right to enforce any provisions of this Lease.

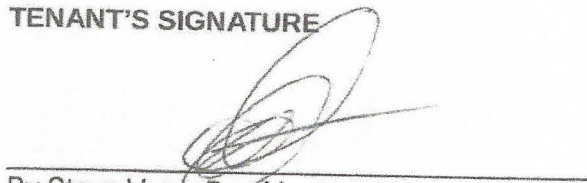
**ADDITIONAL PROVISIONS:** In addition to the above stated terms and conditions of this Agreement, the Landlord and Tenant agree to the following: This lease is pending Village of Wheeling approval for Special Use Permit and Parking Variance at 170 Shepard Ave.

IN WITNESS WHEREOF, the parties have caused this Lease to be executed the day and year first above written.

**LANDLORD'S SIGNATURE**



**TENANT'S SIGNATURE**



By Steve Vago, President

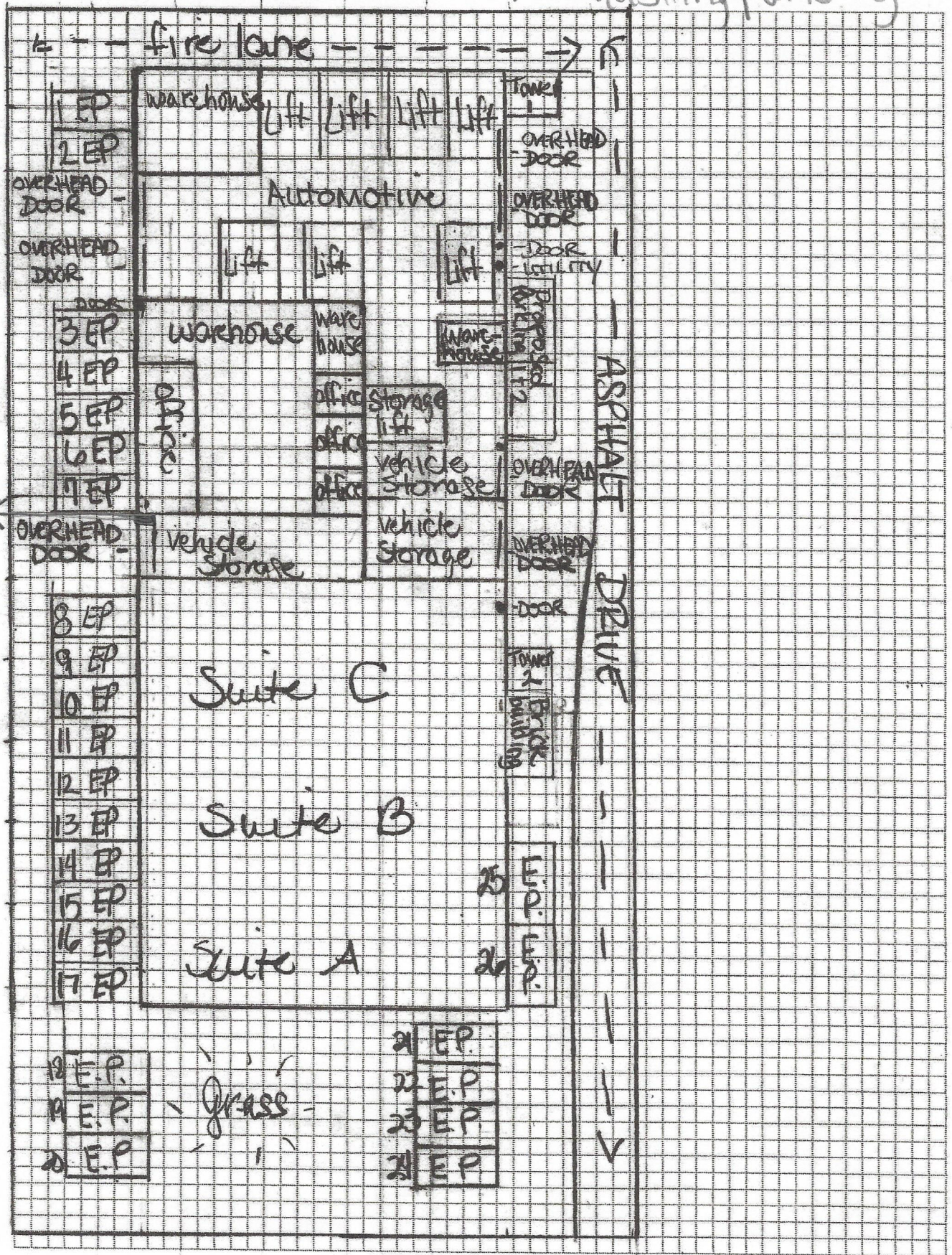


N

4 ft per square  
EP = existing parking

trash container

W



S



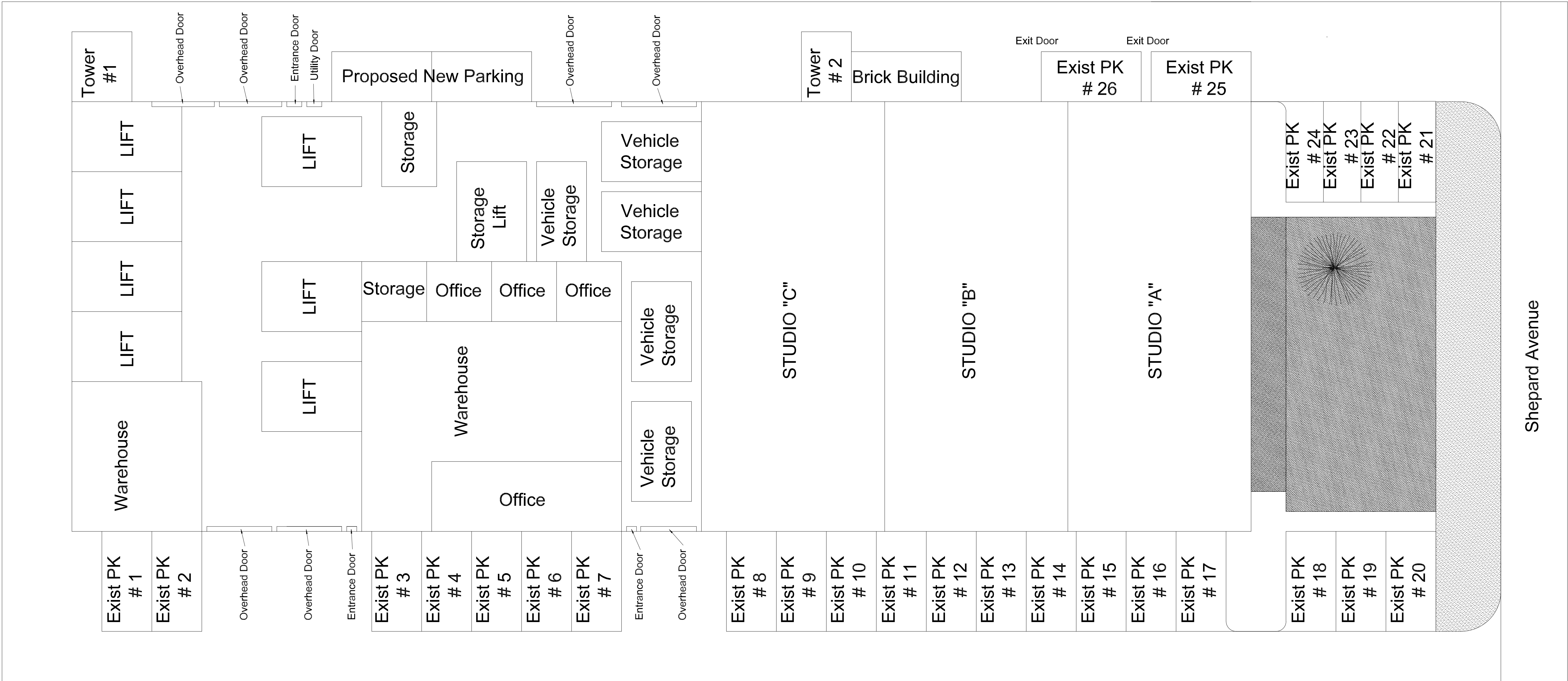


Exhibit received November 26, 2018

TITLE  
170 Shepard Avenue  
Wheeling IL

|                   |           |        |     |
|-------------------|-----------|--------|-----|
| SIZE<br>D         | CAGE CODE | DWG NO | REV |
| SCALE<br>3/32"=1' |           | SHEET  |     |



# CHICAGOLAND SURVEY COMPANY INC.

PROFESSIONAL DESIGN FIRM LICENSE NO: 184-005262 EXPIRES 04/30/2019

6501 W. 65TH STREET CHICAGO, ILLINOIS 60638 (773) 271-9447  
CHICAGOLANDSURVEY@SBCGLOBAL.NET

## PLAT OF SURVEY

### PARENT PARCEL

A TRACT OF LAND BEING ALL OF LOT 9 IN BLOCK 3 IN AMERRLINE SUBDIVISION OF PART OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 3, 1964 AS DOCUMENT NO. 19062053, IN COOK COUNTY, ILLINOIS.

### LEASED PREMISES

THAT PART OF LOT 9 IN BLOCK 3 IN AMERRLINE SUBDIVISION OF PART OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 3, 1964 AS DOCUMENT NO. 19062053, IN COOK COUNTY, ILLINOIS BOUNDED AND DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 9; THENCE NORTH 00°17'44" EAST, A DISTANCE OF 88.50 FEET; THENCE NORTH 89°42'16" WEST, A DISTANCE OF 15.00 FEET TO THE POINT OF BEGINNING; THENCE NORTH 89°42'16" WEST, A DISTANCE OF 11.95 FEET; THENCE NORTH 00°17'44" EAST, A DISTANCE OF 20.00 FEET; THENCE NORTH 89°42'16" EAST, A DISTANCE OF 11.95 FEET; THENCE SOUTH 00°17'44" WEST, A DISTANCE OF 20.00 FEET TO THE POINT OF BEGINNING, ALL IN COOK COUNTY, ILLINOIS.

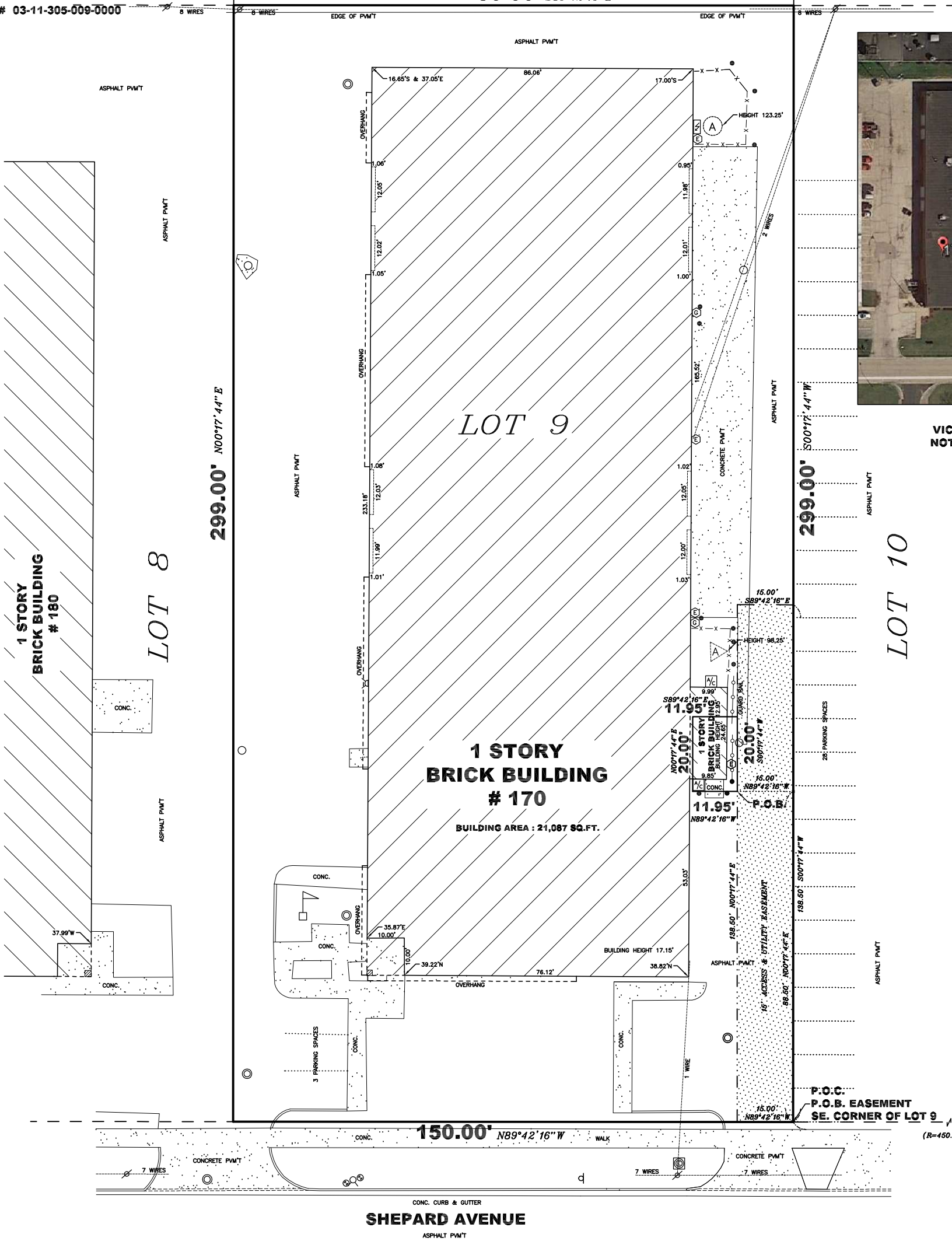
### ACCESS AND UTILITY EASEMENT

THAT PART OF LOT 9 IN BLOCK 3 IN AMERRLINE SUBDIVISION OF PART OF THE EAST 1/2 OF THE SOUTHWEST 1/4 OF SECTION 11, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED MARCH 3, 1964 AS DOCUMENT NO. 19062053, IN COOK COUNTY, ILLINOIS BOUNDED AND DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF SAID LOT 9; THENCE NORTH 89°42'16" WEST, A DISTANCE OF 15.00 FEET; THENCE NORTH 00°17'44" EAST, A DISTANCE OF 138.50 FEET; THENCE SOUTH 89°42'16" EAST, A DISTANCE OF 15.00 FEET TO A POINT ON THE EASTERLY LINE OF SAID LOT 9; THENCE SOUTH 00°17'44" WEST ALONG THE EASTERLY LINE OF SAID LOT 9, A DISTANCE OF 138.50 FEET TO THE POINT OF BEGINNING.

PROPERTY KNOWN AS: 170 SHEPARD AVENUE, WHEELING, ILLINOIS.

P.I.N.# 03-11-305-009-0000

LOT 4  
150.00' S89°42'16" E

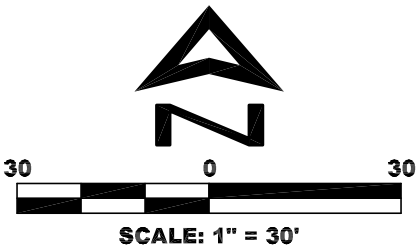


VICINITY MAP  
NOT TO SCALE

### LEGEND:

- |       |                  |
|-------|------------------|
| N     | NORTH            |
| S     | SOUTH            |
| E     | EAST             |
| W     | WEST             |
| O.L.  | ON LINE          |
| ⊙     | MANHOLE          |
| ⊙     | CATCH BASIN      |
| ⊙     | POWER POLE       |
| ⊙     | SIGN POLE        |
| ⊙     | GUARD POST       |
| ⊙     | GAS METER        |
| ⊙     | WATER METER      |
| ⊙     | ELECTRIC METER   |
| ⊙     | ELECTRIC MANHOLE |
| ⊙     | ANTENNA          |
| —     | WOOD FENCE       |
| -X-X- | CHAIN LINK FENCE |
| —     | GUARD RAIL       |
| —     | PROPERTY LINE    |
| —     | LOT LINE         |
| —     | EASEMENT         |
| ...   | EASEMENT AREA    |
| ⊙     | FLAG POLE        |
| ⊙     | SPRINKLER        |

PROPERTY AREA= 44,850 SQ. FT. OR 1.0296 ACRES



ORDERED BY: STEVE VAGO  
FILE NO.: 134-17/A

UPDATED 8/03/2018  
FIELD WORK COMPLETED 7/30/2018



LICENSE EXPIRES  
11/30/2018

STATE OF ILLINOIS }  
COUNTY OF COOK } S.S.

THIS IS TO CERTIFY THAT THIS PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE BY ME, OR BY PERSONS UNDER MY DIRECT SUPERVISION AND CONTROL. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED THIS 6 TH. DAY OF AUGUST 2018.

BY:

Roger P. Jacob

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3384



## 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:** October 18, 2018  
**SUBJECT:** Proposed Auto Repair Facility (Revised Submittal 2) – 170 Shepard Avenue – Auto Cars Imports – Plans received for review by the Fire Department, October 15, 2018.

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

### **Site Plan**

1. The petitioner's proposed plans in this submittal show revisions to parking spaces on the east side of the building as discussed at the previous Plan Commission hearing on this project.
2. The drive along the north side of the building shall be posted as a "Fire Lane".
3. The parking space in front of the building's Fire Department Connection (FDC) shall be striped out and posted as a "Fire Lane" with parking prohibited in this area.
4. Although not shown on the petitioner's drawing, there are several required exits from the structure that the proposed parking may interfere with the code required exits from the tenant spaces.

### **170 Shepard Avenue – Auto Cars Imports – Proposed Auto Repair Facility**

1. Based on the documents submitted for review, the petitioner's proposal is for conversion of existing warehouse and office space within an approved multi-tenant industrial building into an automotive repair facility. The petitioner's proposed use would be classified as a (S) Storage Use Group occupancy as defined in the 2012 Editions of the International Building Code (IBC) and Fire Prevention Codes (IFC).
2. The petitioner's tenant space is within an industrial warehouse building with an existing fire sprinkler system. The sprinkler system for this tenant space shall be installed/modified as required during the build-out of this tenant space 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: Proposed Auto Repair Facility (Revised Submittal 2) – 170 Shepard Avenue – Auto Cars Imports – Plans received for review by the Fire Department, October 15, 2018.

October 18, 2018

Page 2

3. The petitioner's tenant space is within an industrial warehouse building with an existing fire alarm system. The fire alarm system for this tenant space shall be installed/modified as required during the build-out of this tenant space in accordance with the 2012 Editions of the International Building and Fire Prevention Codes as amended by the Village of Wheeling.
4. 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).
5. The petitioner and their tenant space will be required to comply with the Village's Fire Prevention Code, specifically Section 2311 relating to Repair Garages.
6. The petitioner's current submittal shows proposed vehicle storage within the building. However, the drawing does provide sufficient information to evaluate compliance with code required exiting requirements in the Fire Prevention Code.
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  
Steve Robles, Assistant Director of Community Development

**DATE:** October 17<sup>th</sup>, 2018

**SUBJECT:** **Auto Cars Import – Special Use**  
**170 Shepard Ave. - Review Comments**

---

The Engineering Division received a revised project description, site plan, and floor plan, for the subject project on October 2<sup>nd</sup>, 2018. The Engineering Division has completed a review of the above referenced submittal and has no comments at this time.

**Plan Commission  
Regular Meeting**

**November 8, 2018**

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**1. CALL TO ORDER**

Chairman Ruffatto called the meeting to order at 6:30 p.m. on Thursday, November 8, 2018.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present were Commissioners Creech, Johnson, Kalis, Powers and Ruffatto. Commissioner Blinova arrived late with prior notice. Also, present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney, Mr. Kyle Goetzelmann, Civil Engineer and Mr. Ron Antor, Fire Inspector.

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**4. CHANGES TO THE AGENDA - None**

**5. CITIZEN CONCERNS AND COMMENTS**

Commissioner Powers read the following statement.

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.

From the audience, Mr. Terry Steilen, 473 Briarwood Drive, Wheeling came forward. Mr. Steilen extended his condolences to Pam Dorband's family. He had served on the Plan Commission with Pam for 17 years. He mentioned that Pam was responsible for many of the improvements that had been done to the landscaping in the community. He hopes that one of the Commissioners might be willing to step up and fulfill the hole that will now exist. He mentioned that Pam was also a member of the Library Board and other entities and was an asset to the community.

**6. CONSENT ITEMS**

- A) [Docket No. SCBA 18-48](#)  
Korean Cultural Center of Chicago  
9935 Capitol Drive  
Appearance Approval of a Wall Sign
- B) [Docket No. SCBA 18-49](#)  
Hawthorne Aviation  
1120 S. Milwaukee Avenue  
Appearance Approval of Wall and Freestanding Signs

Commissioner Johnson moved, seconded by Commissioner Kalis to approve the following consent items.

**Approve Docket No. SCBA 18-48** to permit installation of the wall sign in accordance with the sign plans (2 sheets) submitted October 29, 2018 by TFA Signs, on behalf of the Korean Cultural Center of Chicago, located at 9935 Capitol Drive, Wheeling, Illinois.

**Approve Docket No. SCBA 18-49** to permit the installation of the wall and freestanding signs in accordance with the following exhibits submitted October 29, 2018, for Hawthorne Aviation, located at 1120 S. Milwaukee Avenue, Wheeling, Illinois:

- East elevation sign plan,
- West elevation sign plan,
- Monument sign plans (2 sheets),
- Site plan, and
- Landscape plan.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

## 7. ITEMS FOR REVIEW

- A) [Docket No. PC 18-17](#)  
Housing Authority of Cook County  
200 N. Milwaukee Avenue  
Minor Site Plan and Appearance Approval of a Gazebo



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Ms. Alicia H, Housing Authority of Cook County and Ms. Jan Behounek, Architect, Holabird & Root were present.

Ms. Behounek explained the proposed is an open air structure to be located in the northeast of the existing Wheeling building. The intention is to be a park-like pavilion for the residents of Wheeling Tower. It is brick with a standing seam metal roof. The footprint of the structure is 25' x 25' with pavers as the base (29' x 29'). The peak of the roof is about 12'4". Material samples were provided at the meeting and were intended to match the existing building. The brick will match the existing brick on the building and the standing seam metal roof will be a dark bronze color. The pavers will be a lighter version of red/brown.

Commissioner Kalis questioned if there was a sprinkler requirement for the structure. Ms. Behounek explained she had a conversation with Mr. Antor earlier in the day and they agreed to reduce the footprint to 400 square foot in order to comply with the requirement. Mr. Antor reported that subsequent to their conversation he checked into the Code and the exception does not apply for assemble use group occupancy so reducing the footage of the structure did not negate the need for the sprinklers. Ms. Behounek explained then they would look at changing the material of the trusses to steel. Mr. Antor explained that as long as everything that was supporting the roof was non-compostable construction it would not require a sprinkler. Ms. Behounek confirmed they would maintain the visible appearance. Chairman Ruffatto explained that the Plan Commission needed to know the color and specific material.

Commissioner Creech questioned if treated timber would be an acceptable material. Mr. Antor explained that treated wood is just a fire resistant material and deteriorates over time, so it isn't non-compostable.

Commissioner Johnson was uncertain if the petition could be approved with a condition that allowed Staff to review a substituted material and if it changed the appearance drastically, they would need to return. Ms. Casolari explained that the petitioner was currently proposing to just change the truss material. Ms. Beounek confirmed the color would be dark bronze. Mr. Antor confirmed they would comply if the standing seam roof and trusses were replaced with a non-compostable material. Commissioner Creech explained there were other members that were part of the roof system than just the standing seam. Ms. Beounek confirmed they would change all of it to metal. Commissioner Creech wanted to see another drawing.

Commissioner Powers questioned if they were going to try and save the tree. Ms. Beounek confirmed their intention was to try and save the tree.

Chairman Ruffatto took a pole if the Commission wanted to see a new drawing before taking a vote or if adding a condition to change the trusses and other wood material to dark bronze metal would be acceptable.

Commissioner Johnson: in favor of a condition  
Commissioner Powers: wants to see a new drawing  
Commissioner Kalis: wants to see a new drawing  
Commissioner Creech: wants to see a new drawing  
Commissioner Ruffatto: in favor of a condition

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The vote was 3:2 in favor of requiring a new drawing so the docket needed to be tabled.

Commissioner Powers moved, seconded by Commissioner Creech to table Docket No. PC 18-17.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

**B)**     [Docket No. 2018-23](#) (Continued from October 25, 2018)  
          H2O Express Car Wash  
          966 S. Milwaukee Avenue  
          Special Use-Site Plan Approval of a Car Wash

See Findings of Fact and Recommendation for Docket No. 2018-23.

Commissioner Kalis moved, seconded by Commissioner Creech to recommend approval of Docket No. 2018-23, 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 s noted), to be located at 966 S. Milwaukee Avenue, Wheeling, Illinois:

- Cover letter,
- Site plan, A-0,
- Landscape plan, L1.1,
- Floor plan, A-2.1,
- Roof & tower plans, A-2.3,
- Main elevation & window schedules, A-3.1,
- Elevations, A-3.2,
- Wall details & building signs, A-5,
- Landscape plan, L1.1,
- Irrigation plan, L1.2,
- Building renderings (5 sheets),
- Landscape site plan with aerial insert,
- Renderings of north property line (3 sheets),
- Civil engineering plans (8 sheets),
- Existing tree exhibit,
- Existing tree inventory (3 sheets),
- Photometric plan

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- Lighting fixture specs (5 sheets),
- Snow removal plan,
- Bicycle rack specs,
- Sound evaluation and associated report (16 sheets),
- Safety data sheets for car wash products (40 sheets),
- IDOT response letter, July 19, 2018,
- Traffic update memo, November 1, 2018, and
- Traffic Impact Study (64 sheets).

And with the following conditions of approval:

1. Prior to permit issuance, a draft public access easement for the sidewalk shall be reviewed and approved by staff.
2. If a looping water main is proposed, then a draft plat of easement shall be provided prior to permit issuance.
3. The final configuration of the access to and from Milwaukee Avenue shall be subject to approval by IDOT with the additional limitation that left outs shall be prohibited.
4. The trash enclosure elevation label shall be corrected at permit.
5. Vegetative screening allowed on the north property line shall be planted at a minimum height of 10’.

On the roll call, the vote was as follows:

AYES: Commissioners Creech, Kalis, Johnson, Powers  
NAYS: Commissioner Ruffatto – he had a number of concerns with the site and traffic  
ABSENT: Commissioner Blinova  
PRESENT: None  
ABSTAIN: None

There being four affirmative votes, the motion was approved.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-23. The motion was approved by a voice vote.

- C) [Docket No. 2018-27](#)  
Pace Suburban Bus  
1600 S. Wolf Road  
Special Use-Site Plan Approval of a Ground Transportation Service, Large

See Findings of Fact and Recommendation for Docket No. 2018-27.

Commissioner Johnson moved, seconded by Commissioner Powers to recommend approval of Docket No. 2018-27, granting Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-07 Industrial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order



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to establish a ground transportation service, large, at 1600 S. Wolf Road, located in Wheeling, Illinois:

- Cover letters, dated August 31, 2018 and October 2, 2018
- Floor plan, dated June 13, 2018
- Site plan,
- Northwest corner and CNG rendering, dated October 2, 2018
- CNG canopy example, dated October 2, 2018
- Site Landscape plan
- Proposed Site Plan Improvements Old Willow Road Access/East Entrance
- Proposed Site Plan Improvements Old Willow Road Access/West Entrance
- Security fence images
- Photometric lighting plans, received October 31, 2018
- Traffic Impact Study, dated September 26, 2018

And with the following conditions of approval:

1. The west exterior wall shall be repaired to its original condition to the greatest extent possible following the removal of the building addition in that area.
2. Prior to the issuance of a permit for the CNG fueling area, the landscape plan be revised to specify the quantity and species of the new landscaping.
3. Investment by the proposed property purchaser in the roadway resurfacing and/or reconstruction to be completed prior to any bus operations at the subject property. (Are they paying us or doing the work or TBD?)
4. The restriping of Willow Road to provide a turning lane within the center of Willow Road shall be subject to final review by the Engineering Division and be installed prior to any transit vehicle operations from the subject site.
5. The existing access to the subject site on Willow Road that is located 125 feet west of the Wolf Road/Willow Road intersection shall be removed and the area restored prior to any transit vehicle operations from the subject site.
6. Prior to any transit vehicle operations from the subject site, the west half of the Willow Road/Wolf Road intersection shall be widened subject to obtaining all necessary approvals from the Village and IDOT.
7. The site geometric plan shall be adjusted to remove conflicts identified in the Fire Department review of the turning radius diagram provided on November 2, 2018.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-

27. The motion was approved by a voice vote.

**8. APPROVAL OF MINUTES – October 25, 2018** (including Findings for Docket Nos 2018-24, 2018-25 and 2018-26)

Commissioner Powers moved, seconded by Commissioner Johnson to approve the minutes dated October 25, 2018 as presented. The motion was approved by a voice vote.

**9. OTHER BUSINESS**

Ms. Casolari updated the Commission on the November 15<sup>th</sup> meeting. It is a regularly scheduled meeting, but the agenda has been cleared to allow the consultant that is working on the station area plan to provide a presentation to the Plan Commission regarding their work on the updates to the plan. There will be opportunity for the Plan Commission to provide feedback, but it would not be a public hearing.

Chairman Ruffatto announced Pam Dorband's service at St. Mary's on Friday at 10:00 a.m. in Buffalo Grove.

**10. ADJOURNMENT**

Commissioner Powers moved, seconded by Commissioner Johnson to adjourn the meeting at 9:20 p.m. All were in favor on a unanimous voice vote and the meeting was adjourned.

Respectfully submitted,

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Steve Powers, Secretary  
Wheeling Plan Commission

**DISTRIBUTED TO THE COMMISSION 11.30.2018  
FOR APPROVAL ON 12.06.2018**

**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. 2018-23](#)  
H2O Express Car Wash  
966 S. Milwaukee Avenue  
Special Use-Site Plan Approval of a Car Wash

H2O Express Car Wash, Inc., property owner, 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 car wash at 966 S. Milwaukee Avenue, which is zoned B-3 General Commercial and Office District.

Chairman Ruffatto called Docket No. 2018-23 on September 13, 2018. Present were Commissioners Blinova, Creech, Johnson, Powers and Ruffatto. Commissioners Dorband and Kalis were absent with prior notice. Also present were Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney, Kyle Goetzelmann, Civil Engineer 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 the Staff Reports and submittals of the petitioner were part of the public record.

Ms. Casolari reported that Staff had received some revised plans and noted the petitioner will provide the Commission a copy of the revised landscape plan. There were some other minor revisions to some of the plans, but they were so minor (correction of labels) they didn't need to be reviewed.

Mr. Allen Jacob, Attorney, Mr. Nick Spallone, project manager, Car Wash Pro Designers, 500 North Michigan Avenue, Chicago, Mr. Mitch Mole, Neri Architects, 444 North Northwest Highway, Park Ridge and Mr. Mike Elliott, Terra Consulting, Park Ridge were present and sworn in.



Mr. Jacob reported that the proposal was for a standalone automatic luxury carwash facility. It is a state-of-the-art 5,000 square foot building. The plans include two rows of covered parking with vacuums and room for 36 vehicles to stack. The operating hours are Monday – Saturday from 7:00 a.m. to 9:00 p.m. and Sunday from 8:00 a.m. to 6:00 p.m. with a maximum number of five employees during peak hours.

Mr. Jacob referred to a question from the Staff Report regrading the purpose of the car prep outside lane. He explained the purpose for the lane was if someone pulled into the car wash and needed to remove an antennae, put up a convertible cover top, etc. before moving car into the wash they could do so in the outside lane.

Mr. Jacob referred to a question from the Staff Report regarding the type of vending items that would be for retail sale. He stated they would sell car charges, wipes for the cars and other small items.

Mr. Jacob referred to a question from the Staff Report concerning a bike rack. He confirmed the amended plan included a bicycle rack for 6 located near the vending area.

Mr. Jacob confirmed the elevation plan labels were corrected and confirmed there was foliage to screen the residential properties. The amended plans include adding more foliage to screen away from the residential area. The landscaping plan was available at the meeting for submittal to the Plan Commission.

Mr. Jacob referred to a question from the Staff Report regarding how the car wash distinguished itself from another car wash in Wheeling located at 400 North Milwaukee Avenue. He explained the other car wash was approximately 1.9 miles from 966 South Milwaukee Avenue and took approximately 20-30 minutes to complete. It is a full service track system car wash and the cost is probably double of the proposed car wash. The proposed car wash is finished in 3 minutes or less and the cost is probably half and is automated and not full service. It is a belt rather than a track and could accommodate low riding vehicles or higher up vehicles. It moves along the wash without pulling it.

Mr. Jacob provided photographs of the proposed car wash which resembles a bank building. He confirmed the glass would be clear, so the vehicles could be seen as it runs through the wash.

Chairman Ruffatto asked for a description of the building and materials.

Mr. Mole described the building as a 150' long masonry building with brick and block throughout. The exterior consists of stone and brick with limestone accents. The stone itself is white limestone. As part of the aesthetics, they incorporated the exterior columns to break up the long length. The columns are made of stone and makes the foundation for the building. There are storefront windows on both sides. The windows face into the wash to show the equipment. The roof is flat and at the towers it is a hip roof with a standing seam. The vacuum bays consists of long bays of covered parking with the same standing seam roof. The same thing occurs at the pay station when a customer enters the wash.

Mitch provided material samples.

The existing site is wooded to the west between the residential area and the site. The area beyond the woods is a retention pond and to the north is an existing 6' board on board fence. The intent is to replace the fence with the same type of fence. Along the west side, they've added more landscaping but did not go heavy on the height. They added grasses, hydrangeas and plantings that would do well in a wet area by the retention/detention.

The Commission had not reviewed the new plans, but they were reviewed by Ms. Casolari. She reviewed the landscape plans very closely and had some comments. She looked at the other pages and it appeared they had only changed labels or the orientation of a layout. The fire truck turning radius exhibit was modified. Chairman Ruffatto told the petitioner it would be helpful to have received the information prior to the meeting.

Chairman Ruffatto asked for details about the landscape plan and their intentions. He asked if the plans were to scale since the detention pond did not look similar. Mr. Mole explained the detention pond was beyond their property.

Chairman Ruffatto asked for details about the north end. Mr. Mole explained there was an existing fence off the property which belonged to the residential development. They are proposing to replace it.

Chairman Ruffatto asked about the lighting plan and the impact to the residents. Mr. Mole explained the light fixtures within the parking lot were on 25' standards. The light fixtures are LED and face into the parking lot and will not spill beyond the fixture.

Chairman Ruffatto opened the discussion to the public.

From the audience, Ms. Wendy Kramer, 792 Riverwalk Parkway, Wheeling came forward and was sworn in. She stated she was representing the 180 homeowners at River Mill Crossing. She expressed concern about protecting the community and is against approving the proposed car wash at 966 South Milwaukee Avenue. She stated they were not against commercial development that would better the Village of Wheeling but were against development that is deemed unnecessary and would negatively impact the residents of Wheeling along with the environment. She referred to the 8 car washes and car detailing locations within a 2.5 mile radius of the proposed site. She feels it will increase traffic and expressed a concern for the safety. She explained it was difficult to get out of their main entrance at River Mill Crossing and Astor Place and mentioned the proposed main entrance was right next to their entrance and exit. She felt the car wash would make the traffic worse and more dangerous because of the increase of chances of accidents near a residential community. She provided information to the Commission regarding the current traffic conditions. She felt the car wash would cause additional noise and pollution with lights shining in the homes all night. She referred to a noise study that was conducted at Tommy's Express Car Wash in Grand Rapids, Michigan in 2008. The study stated that producers that use plastic housing may produce less noise, she was unsure on the type of blower system the petitioner plans on installing. The study gave a representation of an express car wash's noise level. Tommy's Express Car Wash's last blower was approximately 10' from the exit door of the car wash. The reading started at that blower and preceded at increments to the exit of the wash then outside. At the nozzle it was 104 decibels, 5' away from the nozzle it was 103 decibels, 10' was 102 decibels, 5' out the door was 101 decibels,

15' out the door was 94 decibels, 25' out of the door was 92 decibels and 45' out the door it was still at 87 decibels. She explained that noise could be detrimental to one's health. She noted that the sidewalk on River Mill's property was not even 45' from 966 Milwaukee Avenue. She referred to the environmental impact on the community. She explained there was not a thick amount of forest by the fence and was right about against the pond. She mentioned that wash water did contain toxic chemicals and the runoff had a negative effect on the environment. Adjacent to the building site where River Mill Crossing's pond resides is where residents walk their pets, is home to wildlife and in addition, Dam #1 East West Forest Preserve is directly across the street. The contaminants could be carried onto the conservation land, in the sewer systems as well as into the pond.

Ms. Kramer read some excerpts from documents that she had provided to the Commission. "Washing a car may impact the environment in ways vehicle owners had never realized. Many cities in the USA and Canada have taken action especially against detergents. Concerned Governments and organizations hope to minimize or eliminate potential aesthetic, physical, chemical and biological threats of car washing." What has some cities and agencies concerned is a 1999 environmental protection agency, the EPA study on class 5 injection wells is implacable in this case, the EPA found many washed off pollutants to be in excessive of primary and secondary maximum contaminant levels (MCL). She provided a table that lists 6 of the toxic elements. Every element exceeds health agency levels (HAL). In a study of urban waste water, it determined commercial car washes were a major contributor of lead, chromium and zinc to water treatment. The EPA raises awareness of the following list from a vehicle and equipment wash waters: TSS, PH, Salts, particulate matter, oil, grease, organics, COD, chlorinated solvents, detergents, lubricants, additives, heavy metals, anti-freeze, acid cited by the EPA in 1995. The National Water Research Institute of environment in Canada studied highway runoff toxicities and found many of the same chemicals running off roads were discovered in car wash water. Many of the pollutants are washed off cars. The lead in the study was attributed to brake lining and tires. There is a chance for a large amount of brake linings and chemicals to wash down the drain especially considering 70-90% of domestic car washes see wash waters flowing into the streets and storm sewers. Petroleum is an ingredient of detergents used to clean vehicles and is a basis of mostly commonly used LAS. LAS is a very slow to biodegrade and has carcinogenic toxic byproducts and can cause cancer. She referred to California prop 65 that requires all labeling with certain chemicals. Surfactants move pollutants into storm sewers with every wash. NTA is a standard component of most car wash detergents that are used to make a car's exterior more appealing and may have the opposite effect on natural surroundings. A study of detergents common to Seattle residents showed no detergent was safe to be discharged to a storm drain and were toxic to fish. The common detergents surfactants have been shown to be present in the environment and were considered toxic.

Ms. Kramer felt the studies and research within the articles alone stress the negative effects car washing has on the environment especially when there are ponds and rivers located within feet of a proposed car wash location. Overall, they feel the car wash would depreciate their homes values and many people would not choose to live in a community inflicted by all of the points she made which would make it more difficult for the residents to sell or rent their homes in the future driving the property values down. They feel the car wash would be a step in the opposite direction of where the town has been heading. She did not think there was a need for another car wash and urged the Commission to vote no for the application of Special Use permit and to stop the building of the car wash.



Chairman Ruffatto explained that the Plan Commission was appointed by elected officials and they were a recommended Board. All Special Uses come before the Plan Commission. This proposal also goes to the Village Board.

From the audience, Ms. Nancy Maroney, 671 River Mill Parkway, Wheeling came forward and was sworn in. She stated that everyone was concerned with the proposed use. Their community is quiet, and her home would be the first section past the pond and would be directly affected. If the car wash is built, she would most likely sell her house. She referred to the lights from the car wash and the existing bad traffic. She confirmed there was not a lot of shrubbery between the west and the pond. She referred to the wildlife at the pond and the use by families. She did not want to live near a large car wash and expressed concern with her home value. She does not want the car wash built by them.

From the audience, Mr. Bob Boho, BP Gas Station, 11 East Dundee Road, Wheeling came forward and was sworn in. He stated he owns the car wash on his property but is not a resident of Wheeling.

He has owned the property for 44 years and has seen a lot of good things happen in the Village. He is familiar with the proposed property and it is currently unsightly. He understands it would compete with his carwash. He wants to see the property redone. He expressed concern about the safety of only having 5 employees. He questioned if there was a traffic study for the proposed site. Ms. Casolari confirmed there was not a traffic study. He questioned if the petitioner would be willing to submit a traffic study. He submitted a traffic study when he built his car wash years ago. He stated that traffic at his location has not been a problem. He mentioned there were a couple of accidents at the intersection by his property, but they were not created by his business. He did not understand the pricing. He questioned if the car wash would be cheaper than the \$3 one on Milwaukee Avenue.

From the audience, Mr. Gene Newman, 660 Mill Circle, Wheeling came forward and was sworn in. Mr. Newman had phoned the Village in the morning to discuss the environmental impact study that was required for the proposed. The Illinois EPA addresses both drinking water and ground water. There is an Illinois ground water protection act that has requirements and studies that need to be done. There is an impact study requirement if there are wells located in the Village. He was disappointed that no one in the Village was aware of the requirements. He suggested that the petitioner should not be able to build the car wash until he can comply with the requirements of the drinking water preservation and ground water protection.

Chairman Ruffatto asked if there was anyone else from the audience that had additional information they wanted to present. No one came forward.

Commissioner Powers asked if they had other locations with a similar setup. Mr. Jacob confirmed it was the first car wash in Wheeling for the petitioner. They have proposed others in West Chicago, Carol Stream, Bartlett, Gurnee, Cary and Orland Park. Gurnee is operating. He stated that all of the locations had been approved.

Commissioner Powers asked for details about the resale area. Mr. Spallone confirmed the retail would be in the front corner inside the building. All of the windows for the wash facility face the public storage. None of the vehicles are seen from the residential side. Everything is closed from the residential side. In response to Commissioner Powers' question, Mr. Spallone confirmed their

other locations included a retail area. He confirmed the retail portion is 1.5% of their sales. The total gross sales from most location is upward to \$3 million gross.

In reply to Commissioner Powers' question, Mr. Spallone confirmed the back rack was located in front of the entrance to the retail vending area. Details of the bike rack were not provided. Ms. Casolari confirmed the details could be provided at permitting.

Commissioner Powers questioned if there would be any mechanical units on the 150' building. Mr. Spallone confirmed there will be mechanical units that would be grilled screened. Mr. Mole confirmed the parapet wall of the building is 3' 8" and will screen the mechanicals and go all the way around.

In response to Commissioner Powers' question, Ms. Casolari confirmed the labels had been corrected on the new drawings.

Commissioner Powers questioned the location of the trash enclosure. Mr. Mole confirmed the materials for the enclosure matched the building. The base is stone and the top is brick.

Commissioner Powers asked about the proposed irrigation. Mr. Spallone confirmed they are proposing irrigation to all the new landscaping. There are 30' existing trees that cover the entire back of the lot and wrap around the farthest River Mill unit.

Ms. Casolari questioned if there was any existing landscaping that would remain that wasn't represented in the landscape plan. Mr. Spallone confirmed the plan indicates the existing plantings that were remaining but were located off of their property. He confirmed all of their existing vegetation would be removed.

Commissioner Powers questioned if the Caldwell Banker building to the south was part of the plan. Mr. Spallone confirmed they abutted the public storage property. They are removing Gators.

Commissioner Powers questioned if the rear fence on the west side of the property was being removed. Mr. Spallone explained the flimsy wooden fence was being removed between them and the existing trees.

In reply to Commissioner Powers' question, Mr. Spallone confirmed the plan was to only have the lights on during the hours of operation. He confirmed there would be zero lighting spilled outside of their lot line.

Commissioner Powers questioned if there was a proposed fence or vegetation proposed on the south side. Mr. Spallone confirmed there is an existing chain link fence. They are adding vegetation all along that side.

Commissioner Powers wants to see a traffic study. Mr. Spallone asked if one was required and was told it was not. Commissioner Powers want to see one and suggested polling the Commission. Mr. Spallone stated that KLOA was currently in the process of working with IDOT. Commissioner Powers expressed concern about the north drive. Mr. Spallone explained that KLOA was in talks

with IDOT and was discussing eliminating the two drives and making one single entrance so when people were pulling out of River Mills Crossing there wasn't a close tie between the two. IDOT has not yet decided. Mr. Spallone confirmed they would be open to a single drive.

Chairman Ruffatto took a casual poll regarding requiring a traffic study and it was determined that the Plan Commission was in favor of requiring a traffic study. Mr. Jacob questioned if the approval could be a condition on the traffic study. Chairman Ruffatto would not allow a condition for a traffic study without seeing it or knowing the configuration. A traffic study needs to be seen before any vote.

Commissioner Powers referred to the environmental issues brought up by the residents. He questioned how the petitioner would respond to the environmental issues. He questioned if a noise study had been done. Mr. Spallone agreed to do a noise and pollution study. They have done it for other projects. He explained the data presented by the residents sounded like very aged data. They positioned the building the farthest away from the residential area because the loudest part is from the exit of the wash. They have designed the wash where the towers rotate the air so there is 10 decibels 10' away from the building. All of their fan belts are plastic. Their products are all biodegradable and their light is eco-friendly. Commissioner Powers would like to see it in writing. Mr. Spallone agreed to provide MSDS sheets. Mr. Spallone confirmed the water after the car gets washed is filtered into the actual trough and then goes into a triple receptor system where it is then filtered into oils and sediment and then goes out to the sanitary. They do have a storm sewer plan where they take the water from the parking lot from rain and then it gets put into a filter system that then goes into the basin and then out to the sanitary sewer. The parking lot water would be the same as any other business. Mr. Spallone stated they used 15 gallons of water per car.

Commissioner Powers likes the design of the building. He expressed concern for the west side and the height of the actual landscaping. He questioned if it was a good enough buffer. Mr. Spallone referred to all of the trees that wrapped around were on the outskirts of the property. Ms. Casolari clarified that the north side of the property had no trees located north of the existing fence. She noted it was a false statement and was incorrectly noted on the landscape plan. All of the heavy screening was within their site, but the petitioner had stated they were removing all existing landscaping from their site. Ms. Casolari stated there would be no vegetation north of the fence. Mr. Spallone stated they had no problem leaving the vegetation. Ms. Casolari reiterated that the label on the landscape plan just received states "existing highly dense wooded" just north of the property line was an incorrect label. She confirmed there was no vegetation in that area and was all grass and was located on the River Mills property. It is not highly dense.

Commissioner Powers questioned if they could add a berm in that area with vegetation on top of it. Mr. Spallone stated if it was recommended they would be happy to do it. Mr. Jacob agreed.

Commissioner Johnson requested detail on what a customer would experience from when they enter the site until they leave. Mr. Spallone explained the vehicle would enter the site on the north entrance and would either go south toward the vacuum area or travel through the wash which will go through kiosks (manned). Chairman Ruffatto asked where the five employees would be stationed. Mr. Spallone stated there would be 3 employees that would service the wash area to help guide the customers. The gate will then open allowing the vehicle to pass through to enter the wash where



there will be another person at the entrance of the wash that will guide them. It is a belt wash and not a track wash, so they'll ask the customer to pull up to the belt and put the car in neutral. They guide the customer through the wash and at the end they would exit out of the wash either a left, right or go to the vacuum area. There is an area included to put up a top or do anything else needed before entering the wash.

In reply to Commissioner Johnson's question, Mr. Spallone confirmed the retail area was in the far east corner. The retail area is large vending machines and includes one employee to monitor it. There is another employee that walks the lot at all times to make sure everything is clean.

Commissioner Johnson questioned if there was a prewash prior to the wash. Mr. Spallone confirmed there wasn't a prewash. He explained there was no physical labor involved in washing the vehicle.

Commissioner Johnson questioned the distance from the exit to the property line and/or nearest residence. Mr. Spallone stated it was approximately 220'. The noise pollution consultant they hired said the noise level would be similar to a laptop's fan from 10' so beyond it would be virtually zero.

Mr. Spallone confirmed that anything that touches the vehicle does not get mixed into the storm system or the basins/ponds.

Commissioner Johnson questioned if it had a central vacuum system. Mr. Spallone confirmed it was a central vac with several drops and was provided at no cost. There is a muffler system built so there is zero decibel outside the actual enclosure.

Commissioner Creech wants to see a traffic study. Mr. Spallone asked if he wanted to see the noise and pollution study. Commissioner Creech confirmed it would be very helpful for the residents and Village Board.

Mr. Goetzelmann explained there were at least 4 permits that control storm water discharge, sanitary discharge and all the works. They are all requirements of the Engineering Division in order for the project to be built.

Commissioner Creech was in favor of a fence on the west side for the retention pond to prevent any debris from blowing into the area and would help limit it.

Commissioner Creech asked if they recycled the water and reused it. Mr. Spallone explained because the volume was so low they don't and the recycled water can only be used at the very end and the volume of water they use is more at the beginning. They also try to avoid the sulphur smell from the recycled water.

Commissioner Creech questioned if the car washes were taxed. Mr. Spallone confirmed the washes were not taxed since it was a service. He explained there had been discussions with the client that he would be open to putting a surcharge on the washes that would go to the Village. Chairman Ruffatto confirmed it was not a decision for the Plan Commission.

Commissioner Blinova had no additional comments except for requiring the MSDS sheets.

Chairman Ruffatto had the same concerns for a traffic study, noise study and the environmentals. Mr. Goetzelmann confirmed they were all done during the final permitting phase. They don't issue the Village of Wheeling's engineering permit until they received all permits. Chairman Ruffatto questioned if a ground study was done. Mr. Goetzelmann was unsure. Mr. Spallone agreed to provide the current ground status.

Chairman Ruffatto questioned if they had any location currently built so they could see it to understand the noise level. Mr. Spallone mentioned that Mr. Portillo was their direct competitor and he had built a brand called Wash U that uses the same equipment and the closest facility is in Villa Park on North Avenue and Addison. At the Wash U facility, the vacuum facility is uncontained and is out in the open and the decibel level is zero without any enclosure. The proposed vacuum facility is in an enclosure. He urged the Commission to visit the site and get out of the car and walk away from the entrance of the wash and they'll see there is no noise at 5' away. The equipment is the exact same as the proposed. Their first car wash will open in West Chicago but has not yet broken ground.

Chairman Ruffatto had a concern about the landscaping and buffering for the residents. He was not so concerned about the west side since there was a warehouse on the other side of the retention pond. His concern is from an appearance standpoint on what would be seen when driving through River Mill Parkway on the southside and acting as a buffer for the properties close to Milwaukee Avenue. Ms. Casolari stated that the fencing does not count toward the buffering since it is off of their property. Chairman Ruffatto wants bigger trees and possibly increasing the size of calipers on the north and west sides and maybe reducing something on the south side by the storage. Mr. Jacob questioned if the Commission was looking for a fence or shrubbery or both. Chairman Ruffatto confirmed all of it in order to provide a better buffer and look nice. He wants it to provide a nice appearance, so no one would know what's on that side. Mr. Spallone suggested removing the one northern prep lane and putting a row of very high trees all along that side. Mr. Mole agreed to maybe use evergreens to fill up that side. Mr. Spallone did not want to impact the community in a negative way. They are willing to work with the community as much as it takes to appease the residents, so they feel they were not at a loss but in a gain.

Chairman Ruffatto noted the striping was drawn incorrectly and wanted it corrected. Mr. Elliott explained the striping looks like parking, but it is striping so someone doesn't park in that location.

Commissioner Powers asked if the Fire Department had any concerns. Mr. Antor noted that the Fire Department asked for additional turning radius analysis because there was only one. They provided one to Staff that he was shown today but he wants four, one for each turning radius direction of travel because the single sheet with four directions was congested and confusing and difficult to review. A couple of the other items in the Staff Report could be addressed at final engineering and were adjustments to fire hydrant locations and other non-significant items.

In reply to Commissioner Powers' question, Mr. Spallone confirmed they would not be detailing any autos in their facility.

Commissioner Powers questioned where the snow would be stored. He questioned if there was a designated snow removal area. Mr. Spallone explained they planned on stacking it in the areas by

the retention and they were proposing heating the pads in the back area so when the snow removal companies come after hours they would stack a lot of the snow on the heated pads, so it can melt off. Commissioner Powers requested that they designate the snow removal areas on the plan.

Chairman Ruffatto requested that the irrigation be designated on the landscape plan.

Chairman Ruffatto asked when they expected to hear back from IDOT. Mr. Spallone confirmed there were talks between KLOA and IDOT on a resolution that will be a safe impact to the drive. Chairman Ruffatto was uncertain it could be approved without the information. Mr. Spallone stated that KLOA was finishing their part of the study and thought it would take about a week.

Chairman Ruffatto explained the information needed to be submitted to Village Staff by September 27<sup>th</sup> in order to review the plans prior to the next meeting. If the date doesn't work for the petitioner, it can be pushed out further. The petitioner needs a later date. The next meeting date after is October 25 so the materials would be due to Staff by October 11<sup>th</sup>. The petitioner agreed the October 25<sup>th</sup> date would work and if not, they will contact Staff.

Mr. Jacob wanted clarification that the landscaping in the south and east was OK as proposed, but the Commission wanted an amendment to the north and west. Chairman Ruffatto confirmed his understanding was correct.

Commissioner Powers moved, seconded by Commissioner Johnson to continue Docket No. 2018-23 to October 25<sup>th</sup>.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

### **October 25, 2018 Public Hearing**

Prior to the meeting, the petitioner asked Staff if the petition could be continued without discussion to November 8, 2018.

Commissioner Johnson moved, seconded by Commissioner Creech to continue Docket No. 2018-23 to November 8, 2018.

On the roll call, the vote was as follows:

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



ABSENT: Commissioner Dorband  
PRESENT: None  
ABSTAIN: None

There being six affirmative votes, the motion was approved.

**November 8, 2018 Public Hearing**

Chairman Ruffatto called Docket No. 2018-23 on November 8, 2018. Present were Commissioners Creech, Johnson, Kalis, Powers and Ruffatto. Commissioner Blinova was absent with prior notice. Also, present were Brooke Casolari, Senior Planner, Steve Robles, Assistant Director of Community Development, Mallory Milluzzi, Village Attorney, Mr. Kyle Goetzelmann, Civil Engineer and Mr. Ron Antor, Fire Inspector.

Ms. Casolari noted that the Staff Reports and submittals of the petitioner were part of the public record.

Mr. Alan Jacob, Attorney for the property owner and applicant, 950 North Milwaukee Avenue, Suite 329, Glenview, IL was present and previously sworn in.

Mr. Jacob noted that the docket had been continued from the October 25<sup>th</sup> meeting. The following items were discussed at the last meeting.

- Chemical use
- Traffic
- Distinguishing characteristics from another car wash
- Landscaping Plan
- Sound

Mr. Jacob referred to the chemical use. The petitioner submitted SDF sheets for the five chemicals used in the car wash. All of the chemicals are biodegradable and considered Go Green. Mr. Jacob let it be known that a representative from Pro Finish was present at the meeting if additional information was needed.

Mr. Jacob referred to the traffic and the issue of points of entry and exit. The received a report from the Illinois Department of Transportation that indicates that they would allow a three point for entry and exit which means left out, right in and right out. The petitioner was seeking to have a left out restrictive or partially restrictive that no left turn on to Milwaukee Avenue would be permitted between the hours of 4:00 – 6:00 p.m. but IDOT did not recommend it. The previous use of the property was a bar which had full access but IDOT reevaluated it since it was a new use. A representative from KLOA was present and could provide more information if needed.

Mr. Jacob referred to the standards for Special Use. One of Staff's notes indicated there was a car wash at 400 North Milwaukee Avenue and questioned how the proposed car wash was different. Mr. Jacob explained it was approximately 1.8 miles from the existing car wash and crossed Dundee

Avenue. The proposed car wash could capture business of the traffic that flows north on Milwaukee and turns east and west on to Dundee to catch the highways and then returns east and west from Dundee and south on Milwaukee. Some people don't cross Dundee Road from Milwaukee Avenue going to and from work.

Mr. Jacob obtained a brochure from the car wash at 400 North Milwaukee Avenue and their price ranged from \$3.00 to \$24.99 and have a narrower track for the cars so it couldn't sustain special vehicles that were wider or had lifts. It is a track system so cars are driven on to the track and then the track pulls the car. It is a full detail and full service. The price of the proposed car wash is from \$3.00 to \$10.00 and lower than the 400 North Milwaukee Avenue car wash. The proposed car wash is a belt track system so the car drives on to the belt and the belt moves the vehicle and it doesn't matter how the car is aligned. It is also wide enough to accommodate larger and wide vehicles. The proposed car wash does not offer detailing and is not a full service car wash. The aesthetics of the proposed car wash is different than 400 North Milwaukee Avenue.

Mr. Jacob referred to the landscape plan. The previous plan showed 8' trees on the north end on the inside of the north 8' fence. They have submitted an amended plan which shows the trees at 6'.

Mr. Jacob referred to the sound issue. They have someone present at the meeting that could address sound.

Chairman Ruffatto requested that the experts present their testimony.

Mr. Kevin Griffin, Pro Finish, 649 Chase Avenue, Elk Grove Village was present and sworn in. Mr. Griffin explained they would supply and manufacturer the products in house. They have water-based non-corrosive style cleaners. They are trying to make it safer for the people using the car wash, the equipment and environment. The chemicals are safe and can be used by hand.

Mr. Griffin described the chemicals being proposed for the car wash. All of the chemicals are water based.

- A pre-soak that will loosen the dirt from the vehicle.
- Triple foam.
- Drying agent which will help bead the water.
- Tire dressing (water based).

Mr. Giffin explained the chemicals go in the drain, then a triple basin, and then the sanitary system.

Mr. Jacob confirmed that someone else was also present that could discuss what happens after the chemicals come off the car.

Dr. Thomas Thunder, 867 Scottsdale Avenue, Pinegree Grove was present and sworn in. Dr. Thunder explained the sound analysis starts with an analysis of the sound source. They reviewed data from a similar car wash in Missouri at 82 decibels at 50 feet which was consistent with measurements that they made in an around the Chicago area of some other car washes. He stated that there was no town that limits the noise level emissions but limits what people can hear when the

sound gets to their property. It is referred to as property line noise codes. They took the 82 decibels and extrapolate it to the nearest resident. Further residents are protected since noise levels drop over distance. The focus is the nearest residents to the car wash. He stated that sound drops about 6 decibels per doubling of distance. They also consider the orientation of the car wash. The sound levels drops consistently when someone walks around the car wash and can't see the exit. The further you move away from the access the sound level drops. They determined the sound levels from the blowers would be about 53 decibels which meets the Illinois State Code which is 55 decibels and it also meets the Wheeling Code. He felt the Wheeling Code was outdated since equipment can no longer be purchased to make the measurements. He encouraged Wheeling to modify their Code.

Dr. Thunder explained they went out to the site and did a 24 hour ambient noise study. There was over 60 decibels at the receiver location and was contributed mostly by the traffic along Milwaukee Avenue. They determined that the car wash sound levels were significantly lower than the ambient noise unless it was running during the middle of the night. Their studies showed that the sound levels dropped off and were the lowest at about 3:00 a.m. and then started to go back up fairly quickly. He explained it would be a different story if the car wash was operating during the middle of the night. He provided a graph that helped assess what could be the operating hours of a car wash facility and not be an impact to the neighbors based on the ambient noise.

Dr. Thunder stated that their conclusion based on the proposed hours of operation was that it would not be an impact to the residents.

Mr. Luay Aboona, KLOA, 9575 West Higgins Road, Rosemont was present and sworn in. Mr. Aboona reviewed the plan and did a traffic study similar to IDOT and the Village. The study showed the proposed access works well in terms of the ability to accommodate the traffic in and out. There is definitely congestion at the intersection of Milwaukee Avenue and Hintz Road and was identified in the study particularly in the evening hours. Their proposal to IDOT was to keep it as a full movement access drive and limit the left turns out through signage during the evening rush hours between 4:00 – 6:00 pm. The study showed that morning traffic on Milwaukee as well as Saturday was a lot less than the evening rush hours and more than enough gaps to accommodate their projected left turning movements coming out of the car wash facility. IDOT disagreed with it and believes that the location of the driveway and proximity to the intersection would make it more difficult throughout the day. IDOT's most recent letter indicates that they would allow three quarter access, right-in, right-out and left-in but no left-out. He is still recommending to the operator that they give it one more shot with IDOT. He was successful on a similar car wash in Niles on Milwaukee Avenue near Golf Road in a similar location with similar concerns of left turns out. They were agreeable to allowing full movement access with rush hour restrictions at that location. He believes it is a better solution than imposing restrictions all the time. Traffic on Milwaukee Avenue during off peak hours and on Saturday is less and prohibiting people from making a left out is impractical. They will give it one more try but the operator has indicated that should IDOT insist on the three quarter access they would still be able to move on with the project.

Mr. Nick Spallone, project manager, Car Wash Pro Designers, 500 North Michigan Avenue was present and previously sworn in.



Mr. Spallone explained there were two exits of water that leave the site. One is storm and would empty into a drainage basin that is south and west of the property and some held on at the center of the property and then sanitary. They built the building to meet EPA Codes with a triple receptor system. Any water coming from the wash itself will go into a triple basin where solids and oils would be separated and then the clean version of the water would go out. He stated that the proposed chemicals were Green chemicals and were biodegradable.

Mr. Mitch Mole, Neri Architects, 444 North Northwest Highway, Park Ridge was present and previously sworn in. Mr. Mole stated that a tree study was conducted with the existing trees on the lot and directly off of the lot (west and north). It indicated there is a wooded area directly west. The plan indicates the trees marked in red need to be removed for the construction of the building. A fence will be installed on the west side which is indicated on the landscape plan. It will be an 8' board on board wooden fence. On the northwest corner is heavily wooded and the plan now indicates the trees off of their property would remain and the trees on their property would be removed. In place of the trees, they would install evergreens along the full length of their property line (arborvitaes and white spruce). In order to accommodate the plantings, there was a prep lane located on the north side of the drive but was removed to allow for more dense plantings and screening. A bike rack was also installed close to the building.

Chairman Ruffatto opened the discussion to the public.

From the audience, Mr. Terry Steilen, 473 Briarwood Drive, Wheeling was present and sworn in. He questioned the distance from the property line to the closest door/window of a neighboring structure. He visited the site and felt the neighboring structure was very close. He referred to the traffic and mentioned that he was on the Plan Commission for the approval of the River Mills property and remembers all of the conversations about IDOT. He mentioned that the River Mills property had only right-in and right-out access with no left access. He believes IDOT wants the same for the proposed property and Mr. Steilen agrees and feels this property would have more impact.

Mr. Steilen referred to the Village's Code regarding sound levels. He knows the Village has definitive sound levels no matter what their measurement system is no matter how antiquated it is. The last time he evaluated the lot line interpretation of sound level per the Village of Wheeling's ordinance it was very similar to a whisper in a library. He suggested that they closely evaluate the noise level that will be escaping from the property especially if the distance to the closest window or door of a neighboring structure is close by. He also referred to light level contamination. He referred to the headlights from the cars driving in and out. He hopes the trees and shrubs will take care of it. He referred to the last meeting where it was stated that the cost of this car wash would be 50% less than the \$3 car wash located on the other side of Dundee Road. He questioned if that was a true statement and questioned the cost of their minimum car wash.

From the audience, Ms. Wendy Kramer, 792 River Walk Drive was present and sworn in. She referred to the community need, safety concerns, environmental impact and impact to the residents of River Mills Crossing. She questioned the need since there were 8 car washes located within less than 3 miles. She questioned the public on how they chose their car wash. She was told it was about convenience and cost and the people didn't care about the belts or type since it wasn't advertised to the consumer. She referred to the traffic and felt they would only get southbound traffic and felt the

cars would pass the other car wash down the street. She noted that there was no turning median to make a left hand turn which would be a safety concern. She stated there had been 7 accidents from 2012 to 2016. She was unsure about any accidents between 2016 and 2018. She referred to their estimate of \$3 million in revenue of which only 1.5% would be merchant and taxable which equates to \$45,000 in taxable goods. She mentioned that services were not taxable, so they were only bringing in property taxes. She referred to their testimony about bringing in a lot of people for jobs in the community but disagreed since the maximum was for 5 employees. She mentioned the competitive car washes provide more services. She referred to the stated price of \$3-\$10 so at the \$3 level it would be a million cars a year (2,740 cars on average a day at \$3) and at \$10 it would be 300,000 cars a year (822 cars on average per day) with the traffic and added safety concerns. She explained that was an average and was not during peak times or during the summer based on their revenue estimates. She referred to the environmental impact and the safety data sheets and stated they did not address on how it affects aquatic environments. She stated that even green products were not safe on aquatic environments. She referred to Mr. Spallone's testimony at the last meeting that stated there would be a sulfur smell if the water levels got too high. She questioned the screening and how it would block the view.

Ms. Jay Newman was present and sworn in. He stated there would be a great increase to the utilities in the Village. He felt there were more cars going to Lake Cook Road, Gurnee and Lincolnshire than going to Willow Road which is south of the car wash. The pollution idea was centered on the car wash and needed to be addressed beyond on how much noise the car wash was making.

Commissioner Creech had no comments.

Commissioner Johnson questioned if a curbed device would be required since left turns out would not be required. Mr. Aboona explained that they need to work it out with IDOT. He believes they would require some type of channelization to force a right turn out. Commissioner Johnson referred to changing the median on Milwaukee Avenue. Mr. Aboona explained IDOT suggested part of the median be replaced. Commissioner Johnson questioned if the car wash was agreeable to it. Mr. Jacob confirmed they agreed.

Commissioner Powers questioned if they were replacing the 8' fence on the north side. Mr. Jacob confirmed they could not touch it since it did not belong to them. Commissioner Powers questioned the type of landscaping on the north side on the inside of the fence. Mr. Jacob confirmed they were now requesting 6' high versus the 8' high that was previously presented. Commissioner Powers wanted something higher since there is no other screening to the north. Mr. Jacob explained they wanted 8' but referred to the Village Code that stated the screening could not exceed 6'. He was confused since the fence was 8'. Ms. Casolari explained the screening required by Code was year-round and could be vegetative or a solid fence. She explained the landscaping provided at the first meeting was not year-round. Mr. Jacob referred to the review which mentions that the height was not to exceed 6'. They wanted it to be taller to exceed the fence height. Commissioner Powers preferred a higher height. Chairman Ruffatto explained it needed to be year-round screening. Ms. Casolari confirmed the proposed plan does meet the Code in terms of year-round screening with evergreen trees. Mr. Jacob confirmed at planting the trees would be 6' and would grow taller. Commissioner Powers wants them to be higher than 6' at planting. Ms. Casolari noted that 6' at plantings was a generous height and meets Code. Mr. Jacob noted that the trees would grow to 10-

15' in height. Commissioner Powers doesn't see any additional screening with planting a 6' tree in front of an 8' fence.

Commissioner Powers referred to the trash enclosure and the incorrect elevations. Mr. Jacob agreed to fix it and confirmed it should be on the south elevation. Commissioner Powers referred to a second elevation that was labeled incorrectly. Mr. Jacob agreed to fix it.

Commissioner Powers asked for an explanation of the trash enclosure. Mr. Jacob confirmed the trash enclosure would also house the vacuum system. Commissioner Powers questioned how the vacuum system was emptied. Mr. Jacob explained it would be triggered off when the container unit is filled.

Commissioner Powers referred to the north property line near the west side of the property. He referred to the light levels that goes from 0 to 3, 4, 4, 3 going west to east. He questioned why the level was so high. Mr. Jacob confirmed it was 0.2, 0.3, 0.4.

Chairman Ruffatto questioned the distance from their property line to the first residential home. The petitioner confirmed the distance from the loudest part of the facility (northeast corner of the building near the bike rack) to the nearest resident's window was over 200 feet. Chairman Ruffatto questioned the distance from the lot line. The petitioner will figure it out.

Commissioner Powers questioned if the chemicals were used in a concentrate form and then diluted. The petitioner confirmed the products come in a 50 gallon drums and is concentrated.

Commissioner Powers questioned how the chemical gets filtered out. The petitioner referred to one of the resident's comments that maybe the oil from the vehicle could fall off. He explained the way the triple basin worked was that the trough catches stones, tar and etc. and then when the liquid parts leaves the trough it goes into a triple basin and the height of the basin exits and openings will filter the water out. Oil will stick to the height and the first basin catches any sediment that the trough misses and the third basin has a pipe that leaves the center that keeps the sediment and the oil separated, and a clean material leaves the site and exits to the sanitary and does not go to the storm water or the retention pond in the back. Commissioner Powers questioned what happened to the oil. The petitioner explains they have a service that will pump the triple basins out regularly. The petitioner confirmed they do not recycle the water so there will be no sulfur smell.

Mr. Spallone referred to the noise pollution. He explained the sound study was not based on their exact build. They had the sound expert design it based on doors wide open. Their car wash is equipped with speed doors. In the area that dries the vehicle, it is designed to be similar to an oven. When the car leaves the site, it is completely dry. The area heats up to almost 130 degrees, which acts like an oven with speed doors that come up quick before the car leaves and the car is completely dry before it exits.

Commissioner Powers referred to a car wash in Villa Park, he thought there looked like some equipment by the exit. Mr. Spallone explained Villa Park has their vacuum system exposed so if the Commission visited the car wash at Villa Park, they could hear how the vacuum system sounds with



no screening. The proposed facility in Wheeling has a masonry screen so the noise would be screened unlike Villa Park.

Commissioner Powers questioned if the Fire Department had any questions about turning radiuses. Mr. Antor explained the petitioner's last submittal addressed all of the turning radiuses previous issues. He noted that the existing driveway does not show a porkchop which would have an impact on the turning radius and the access coming into the site. Commissioner Powers questioned if the proposed could be approved with or without a porkchop? Mr. Jacob felt the Commission could approve it upon contingent on IDOT's final recommendation.

Commissioner Powers didn't see a screening diagram for the HVAC. The petitioner confirmed the parapet is 3'8" above the roof which is enough to provide screening.

Commissioner Kalis questioned if the noise study included an open blower. Mr. Spallone confirmed the study was based on a worst case scenario without any screening or fencing.

Commissioner Kalis questioned if the petitioner felt there would be a traffic problem based on the number of cars required to get the revenue. Mr. Spallone explained based on their perform data, at absolute peak and worst case scenario there would be 40-60 vehicles per hour (1 vehicle leaving the site every minute and 10 seconds).

Chairman Ruffatto questioned the minimum price. Mr. Spallone confirmed the minimum price was \$3.00. They had testified at the last meeting that the highest price of the other car wash was almost 2 to 3 times higher than their highest price. The price of the proposed car wash is \$3.00, \$5.00, \$8.00 and \$10.00 and the other car wash was \$3.00, \$6.00, \$10.00, \$14.00 and \$24.00.

Mr. Spallone mentioned they offer loyalty package plans for monthly unlimited washes. The other car wash does not offer it.

In reply to Commissioner Kalis' question, Mr. Spallone confirmed the car washes were not taxable.

Chairman Ruffatto questioned the number of employees. Mr. Spallone explained there will be between 3-5 employees at peak times. There will be staff of a dozen people, but they won't be present at one time.

Chairman Ruffatto referred to the gap studies. Mr. Aboona confirmed there were 618 gaps (northbound left turn movement) available to turn into the property over a 1-hour period during peak hours. Some gaps were large enough to accommodate multiple vehicles. A minimum gap is 7.5 seconds, but some could be longer. Chairman Ruffatto mentioned there were only 75 gaps for the eastbound left turn movement.

Chairman Ruffatto referred to the level of service. He referred to table 4 (weekday mornings during peak hours), there is an E for left turns and a C for right turns with a D over both of them. He questioned the meaning. Mr. Aboona explained it was for the Hintz and Milwaukee Avenue intersection. In the morning the intersection operates at a C and in the evening, it operates at a D and a B on Saturdays. Chairman Ruffatto referred to Table 6 and asked for an explanation of the delay.

Mr. Aboona explained a delay was the average delay a vehicle would experience. Chairman Ruffatto referred there was an 18.4 second delay (eastbound) in getting out and over a minute during evening peak hours.

Chairman Ruffatto explained the Plan Commission could restrict the left turn left out of the car wash regardless of IDOT.

The Plan Commission took a break at 8:00 p.m. and reconvened at 8:06 p.m.

Chairman Ruffatto expressed concern with the amount of traffic and the overall capacity analysis results. Mr. Aboona explained it was an acceptable design criteria as defined by IDOT. Any intersection that operates at a level of service of D or better was an acceptable design. He agreed the intersection was very busy but noted that it operated very well.

In reply to Chairman Ruffatto's question, Mr. Aboona explained they conducted the traffic study on two days because they usually get pretty consistent traffic during the week and they added a Saturday because that's when a car wash usually gets busy.

In reply to Chairman Ruffatto's question, Mr. Spallone confirmed the new trees on the northside would be behind the fence. Chairman Ruffatto noted the fence was in poor condition and questioned if replacing it had been discussed. Mr. Jacob stated that the petitioner was willing to work with the homeowner's association but can't touch the fence since it did not belong to them.

Chairman Ruffatto asked for a representative from the homeowner's association. From the audience, Wendy Kramer, a representative of the River Mills HOA, came forward. He questioned if they would be willing to work with the petitioner to replace the fence. Ms. Kramer agreed if the petition gets approved, they would be willing to work with the petitioner, but she stated that they were not in agreement with the proposal.

Chairman Ruffatto referred to the existing property with an empty building and explained that at some point a new use would be built. The homeowner's representative agreed they would work with the petitioner if it gets approved but, again she reiterated that they were not in favor of the use.

Chairman Ruffatto asked the distance from the lot line to the closest residence. The petitioner confirmed it was 75'.

Chairman Ruffatto took a poll if the Commission wanted to prohibit the left turn out regardless of what IDOT determines.

Commissioner Johnson: in favor

Commissioner Powers: in favor

Commissioner Kalis: in favor

Commissioner Creech: No, in favor of IDOT's approval

Commissioner Ruffatto: in favor

The vote was 4:1 in favor of prohibiting the left turn out.

Mr. Jacob mentioned they had visited the 400 N. Milwaukee Avenue car wash and they had 2 points with full access. Chairman Ruffatto referred to Hintz Road and the subdivision and felt there was more room to turn left at the 400 N Milwaukee Avenue location.

Chairman Ruffatto explained what is used to prohibit the left turn will impact the turning radius.

Commissioner Powers wants to see trees planted at least 10' along the north property line. Mr. Mole agreed.

Chairman Ruffatto questioned if the noise study included the vacuum. Mr. Spallone explained the vacuums are in their containment with a muffler system so there is zero sound.

Commissioner Creech questioned if a condition should be added for the fence. Ms. Milluzzi explained they had no control over the fence since they don't own it, so the Village can't require the petitioner to modify the fence. Chairman Ruffatto hopes that the goodwill of the homeowner's association continues on and will work with the car wash if it gets approved to replace the fence.

Commissioner Kalis moved, seconded by Commissioner Creech to recommend approval of Docket No. 2018-23, 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 Car Wash Facility in accordance with the following exhibits submitted October 25, 2018 (except as noted), to be located at 966 S. Milwaukee Avenue, Wheeling, Illinois:

- Cover letter,
- Site plan, A-0,
- Landscape plan, L1.1, November 6, 2018,
- Floor plan, A-2.1,
- Roof & tower plans, A-2.3,
- Main elevation & window schedules, A-3.1,
- Elevations, A-3.2,
- Wall details & building signs, A-5,
- Irrigation plan, L1.2,
- Building renderings (5 sheets),
- Renderings of north property line (3 sheets),
- Civil engineering plans (8 sheets),
- Existing tree exhibit,
- Existing tree inventory (3 sheets),
- Photometric plan
- Lighting fixture specs (5 sheets),
- Snow removal plan,
- Bicycle rack specs,
- Sound evaluation and associated report (16 sheets),
- Safety data sheets for car wash products (40 sheets),
- IDOT response letter, July 19, 2018,



- Traffic update memo, November 1, 2018, and
- Traffic Impact Study (64 sheets).

And with the following conditions of approval:

1. Prior to permit issuance, a draft public access easement for the sidewalk shall be reviewed and approved by staff.
2. If a looping water main is proposed, then a draft plat of easement shall be provided prior to permit issuance.
3. The final configuration of the access to and from Milwaukee Avenue shall be subject to approval by IDOT with the additional limitation that left-outs shall be prohibited.
4. The trash enclosure elevation labels shall be corrected at permit.
5. Vegetative screening along north property line shall be planted at a minimum height of ten feet.

On the roll call, the vote was as follows:

AYES: Commissioners Creech, Kalis, Johnson, Powers  
NAYS: Commissioner Ruffatto – he had a number of concerns with the site and traffic.  
ABSENT: Commissioner Blinova  
PRESENT: None  
ABSTAIN: None

There being four affirmative votes, the motion was approved.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-23.  
The motion was approved by a voice vote.

Respectfully submitted,

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

**DISTRIBUTED TO THE COMMISSION 11.30.2018  
FOR APPROVAL ON 12.06.2018**

**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. 2018-27](#)  
Pace Suburban Bus  
1600 S. Wolf Road  
Special Use-Site Plan Approval of a Ground Transportation Service, Large

Pace Bus, applicant, on behalf of Allstate Insurance Company, property owner, is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-07 Industrial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a ground transportation service, large, at 1600 S. Wolf Road, which is zoned I-1 Light Industrial and Office District and I-3 General Industrial District.

Chairman Ruffatto called Docket No. 2018-27 on November 8, 2018. Present were Commissioners Creech, Johnson, Kalis, Powers and Ruffatto. Commissioner Blinova was absent with prior notice. Also, present were Steve Robles, Assistant Director of Community Development, Brooke Casolari, Senior Planner, Mallory Milluzzi, Village Attorney, Mr. Kyle Goetzelmann, Civil Engineer 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 the Staff Reports and submittals of the petitioner were part of the public record.

Mr. T. J Ross, Executive Director, Pace Suburban Bus, 550 West Algonquin Road, Arlington Heights and Mr. Josh Berg, Pace Suburban Bus, 550 West Algonquin Road, Arlington Heights were present and sworn in.

Mr. Ross reported that the proposal is to bring Pace's Northwest Operations Division at the 1600 South Wolf Road location currently Zoned I-1 and I-3. The site is approximately 23 acres with an existing building that contains a little over 400,000 square feet. Pace is in negotiations with the current owner to purchase the facility. The proposal is to convert the facility to a transit operation center for Northwest Cook County. It would be the second of their ten transit operation divisions that would support a fleet of low emissions CNG fuel buses. The current Pace Northwest Operations Division sits on 5.6 acres and currently houses 124 buses. The facility was originally built in 1965 and has been modified over the years but is overcrowded and functionally absolute. It cannot be renovated to meet Pace's needs. Pace has been working on finding a site for a new Northwest Transit Operation Center for several years. This location is attractive for their use because of the location, access to I-294 and supports service in Northwest Cook County. They have implemented express bus service in the I-90 coordinator and they have seen significant ridership increases as a result. As the tollway completes the rebuilding of I-294 from south to 95<sup>th</sup> Street, a similar express bus service is planned, and this location would support these services.

Mr. Ross stated that the site is large enough for their existing fleet and a modest expansion. It also presents the opportunity to move some Pace services from rented facilities to Pace owned facilities if it works out.

Mr. Ross explained their intent is to covert the existing building which results in a significant cost savings to Pace and construction. The basic footprint and façade of the building would be preserved. All buses would be parked inside and would be fueled outdoors as required and would be an evening activity. Pace is the Suburban bus division of the regional transportation authority and is a unit of local government. They are responsible for providing public transportation by bus in the Metropolitan region which covers the six northeastern Illinois counties. If Pace acquires the property, it would be public property and the acquisition is contingent on obtaining a Special Use permit from the Village of Wheeling. Providing public transit exempts Pace from home rule zoning ordinances but Pace has been and will be a good neighbor.

Mr. Ross read aloud the proposed conditions and stated they agreed with all conditions.

1. The west exterior wall shall be repaired to its original condition to the greatest extent possible following the removal of the building addition in that area.
2. Prior to the issuance of a permit for the CNG fueling area, the landscape plan be revised to specify the quantity and species of the new landscaping.
3. Investment by the proposed property purchaser in the roadway resurfacing and/or reconstruction to be completed prior to any bus operations at the subject property. (Are they paying us or doing the work or TBD?)
4. The restriping of Willow Road to provide a turning lane within the center of Willow Road shall be subject to final review by the Engineering Division and be installed prior to any transit vehicle operations from the subject site.
5. The existing access to the subject site on Willow Road that is located 125 feet west of the Wolf Road/Willow Road intersection shall be removed and the area restored prior to any transit vehicle operations from the subject site.



6. Prior to any transit vehicle operations from the subject site, the west half of the Willow Road/Wolf Road intersection shall be widened subject to obtaining all necessary approvals from the Village and IDOT.
7. The site geometric plan shall be adjusted to remove conflicts identified in the Fire Department review of the turning radius diagram provided on November 2, 2018.

Chairman Ruffatto opened the discussion to the Public.

From the audience, Mr. Terry Steilen, 473 Briarwood Drive, Wheeling was sworn in. Mr. Steilen was horrified about the number of pages in the packet especially on the traffic study. He was amazed when he got into the traffic study. Tables were provided when every bus would leave. He felt the traffic study almost did an outstanding job, but he expressed concern about the amount of traffic that would be leaving toward Palatine Road and then returning. He was unsure if there was a traffic analysis of the impact at the Wolf Road and Palatine Road intersection. He wants to make sure there will be sufficient turning capacity to handle the bus traffic especially when returning in the evening rush hour.

From the audience, Mr. Matt Osman, 100 West Willow Road, Wheeling was sworn in. His office is located directly across the street from the site and he has some concern about the traffic. His business has about 20 semi-trucks daily coming in and out of the area. He didn't think Willow Road was wide enough to support bus traffic going in and out in addition to the semi-truck traffic. He has issues with the intersection at Old Willow Road and Wolf Road. He does not believe the intersection can support a semi turning right from Wolf on to Old Willow. A semi turning right goes on the sidewalk or into the left turn lane on Old Willow. He is there daily, and it happens multiple times daily. If the use gets approved, his request is that the intersection must be redone in order to support all of the traffic and Old Willow must be redone. He reported that the petitioner had indicated to him that they intend to go operational before the renovations. He stated that IDOT controls the intersection and if it gets approved it would put a significant burden on his business. He finds it unfair that Pace isn't a property tax payer and he is so it is concerning to him since it puts his business into a significant difficulty to operate. His office is located on the north side of Old Willow.

Chairman Ruffatto asked Mr. Ross to respond to the concerns about the traffic and the intersection of Old Willow and Wolf Road not being able to handle right turns onto Old Willow Road.

Mr. Ross referred to proposed condition #6 that they agreed to prior to any transit vehicle operations from the subject site, the west half of Old Willow and Wolf Road intersection shall be widened and subject to obtaining all necessary approvals from the Village and IDOT. This deals specifically with the issue of being able to make a right-hand turn to go westbound on Old Willow Road. The current design is insufficient for everybody. All of their bus service during the peak hours are out on the street operating. They return to the garage during off peak times (mid-day or evening). They had CMT do a traffic study at the intersection. They didn't do a traffic study at Wolf and Palatine or Palatine and I-294 since they would be there at off peak times.

From the audience, Mary Ann Liguori, 105 North Debra was present and sworn in. Ms. Liguori reminded the Commission that the Allstate facility just laid off 220 employees and was a large impact on the potential on what the property could generate. It pays almost a \$1 million a year in property taxes. She asked that the Commission be cautionary to quickly approve something that could generate so much more for the Village of Wheeling. She noted that it was a large loss of employment and that traffic was a nightmare. She felt it would be a huge loss to the Village of Wheeling to not have opportunity for manufacturing or something else that could go into the property.

From the audience, Mr. Gregory Piasny, 207 North Wolf Road was present and sworn in. He expressed concern for the fuel tanks exploding and impacting the existing water wells. Mr. Ross explained the facility would house only compressed natural gas. There will be no diesel buses operating from this facility and they have no underground diesel storage tanks at the facility.

Ms. Milluzzi explained this was unique for the Plan Commission since the use was already an allowed use in the area but because Pace is a regional governmental authority it would be similar to when the Park District, Library or School come before the Commission. They have the right to run their operation, so the consideration of property taxes should not be part of the Plan Commission's consideration. The Commissioner should focus on the impacts (traffic, traffic flow, etc.).

No one else from the audience came forward.

In reply to Commissioner Powers' question, Mr. Ross confirmed the minimum time period to move into the facility was over a three-year period.

In reply to Commissioner Powers' question, Mr. Ross reconfirmed there would not be any diesel buses going into the proposed facility.

Commissioner Powers questioned if the print shop they currently rent space to was being incorporated into the new facility. Mr. Ross confirmed the new site also accommodated for it.

In reply to Commissioner Powers' question, Mr. Ross confirmed they had a separate area for repairs.

Commissioner Powers was impressed with the layout. He questioned how the road improvements would be done if it gets approved. Mr. Goetzelmann explained that Pace would probably hire a consultant to do the engineering design to adhere to their traffic study and submit it to IDOT for their review/approval/comments. Once it gets approved, then the work would begin. Commissioner Powers questioned if the improvements would alleviate the semis. Mr. Goetzelmann confirmed the turning radius adjustments would be increased up to 50' and would help the truck and bus traffic make the turn. Commissioner Powers questioned if a separate right turn lane would be a possibility. Mr. Goetzelmann explained it would depend on IDOT.

Mr. Ross explained they usually enter into an intergovernmental agreement and they have the municipality carry it out and they pay for it.

Commissioner Powers thought it was a clever way to use the facility.

Commissioner Johnson questioned the number of bus trips per day. Mr. Ross thought there were about 110 buses that would pull out of the facility in the morning and about half return during mid-day and pull out in the afternoon and then they all return in the evening.

Commissioner Johnson questioned if the fuel was good for all day once they filled up. Mr. Ross confirmed it was good for the entire day, they fuel once a day.

Commissioner Johnson questioned what they were doing with the existing northside overhead doors. Mr. Ross explained they were removing the doors and the exterior would be replaced to match the existing.

Commissioner Johnson referred to the route tables provided. Mr. Berg explained the routing provided was if the Wheeling facility gets approved. The pull start is when the buses pull out for service and pull in is when they return back to the garage.

In reply to Commissioner Johnson's question, Mr. Ross confirmed it was a 24-hour operation. They have 275 employees which includes staff and drivers. The employees are not all present at one time.

Commissioner Johnson questioned if Allstate had any underground storage tanks. Mr. Antor was not aware of any.

Commissioner Kalis questioned the definition of low emission buses. Mr. Ross explained the buses use compressed natural gas. There is a new design on compressed natural gas buses that reduces knocks and reduces hydrocarbon emissions and the CO. He stated the buses had not yet been purchased for the garage. They would be roughly equivalent to the carbon production that would be seen if they were battery powered buses.

Commissioner Kalis questioned if the buses only come in and out on the north side. Mr. Ross confirmed it was on the northwest side and not on the neighborhood side.

Commissioner Kalis mentioned that 23 acres was a huge jump from their existing 5.6 acres. He questioned how they would use the acreage. Mr. Ross explained there would be a certain amount of open space per the Village Code. They are moving all of their current employees to the new location, but they were always looking for new employees.

Commissioner Creech had no questions or comments.



Chairman Ruffatto questioned if the print shop employees were factored into the 275 number. Mr. Ross explained they currently have 3 people in the print shop. Chairman Ruffatto was asking because of the parking requirement for employees. Mr. Berg confirmed the parking analysis assumes all employees including the print shop.

In reply to Chairman Ruffatto's question, Mr. Ross confirmed they were closing off the access closest to Wolf Road on the north side. The business will not be crossing the tracks.

Chairman Ruffatto questioned the number of buses that would potentially go south on Wolf Road. Mr. Ross stated their intent was not to go south on Wolf Road.

Chairman Ruffatto questioned the impact on the roads and wondered if IDOT looked at the impacts to other intersections. Mr. Ross stated the buses weighed 26,000 lbs.

Commissioner Johnson questioned if the vans also used compressed natural gas. Mr. Ross confirmed the vans used regular gasoline and fueled at gas stations.

Commissioner Johnson moved, seconded by Commissioner Powers to recommend approval of Docket No. 2018-27, granting Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-07 Industrial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a ground transportation service, large, at 1600 S. Wolf Road, located in Wheeling, Illinois:

- Cover letters, dated August 31, 2018 and October 2, 2018
- Floor plan, dated June 13, 2018
- Site plan,
- Northwest corner and CNG rendering, dated October 2, 2018
- CNG canopy example, dated October 2, 2018
- Site Landscape plan
- Proposed Site Plan Improvements Old Willow Road Access/East Entrance
- Proposed Site Plan Improvements Old Willow Road Access/West Entrance
- Security fence images
- Photometric lighting plans, received October 31, 2018
- Traffic Impact Study, dated September 26, 2018

And with the following conditions of approval:

1. The west exterior wall shall be repaired to its original condition to the greatest extent possible following the removal of the building addition in that area.
2. Prior to the issuance of a permit for the CNG fueling area, the landscape plan be revised to specify the quantity and species of the new landscaping.
3. Investment by the proposed property purchaser in the roadway resurfacing and/or reconstruction to be completed prior to any bus operations at the subject property. (Are they paying us or doing the work or TBD?)

4. The restriping of Willow Road to provide a turning lane within the center of Willow Road shall be subject to final review by the Engineering Division and be installed prior to any transit vehicle operations from the subject site.
5. The existing access to the subject site on Willow Road that is located 125 feet west of the Wolf Road/Willow Road intersection shall be removed and the area restored prior to any transit vehicle operations from the subject site.
6. Prior to any transit vehicle operations from the subject site, the west half of the Willow Road/Wolf Road intersection shall be widened subject to obtaining all necessary approvals from the Village and IDOT.
7. The site geometric plan shall be adjusted to remove conflicts identified in the Fire Department review of the turning radius diagram provided on November 2, 2018.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

Commissioner Johnson moved, seconded by Commissioner Powers to close Docket No. 2018-27. The motion was approved by a voice vote.

Respectfully submitted,

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

**DISTRIBUTED TO THE COMMISSION 11.30.2018  
FOR APPROVAL ON 12.06.2018**

**1. CALL TO ORDER**

Chairman Ruffatto called the meeting to order at 6:30 p.m. on Thursday, November 15, 2018.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present were Commissioners Blinova, Creech, Johnson, Kalis, Powers and Ruffatto. Also, present were Steve Robles, Assistant Director of Community Development, Andrew Jennings, Director of Community Development and Mallory Milluzzi, Village Attorney.

**4. CHANGES TO THE AGENDA - None**

**5. CITIZEN CONCERNS AND COMMENTS**

Commissioner Powers read the following statement.

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 - None**

**7. ITEMS FOR REVIEW - None**

**8. APPROVAL OF MINUTES – None**

**9. OTHER BUSINESS**

**A) Presentation regarding the update to the Station Area Plan**

Mr. Jennings explained that the process the Village is undergoing started about a year ago. Staff had a joint meeting with the Plan Commission and Village Board where the needs were discussed and some of the aspects of the Comprehensive Plan needed to be updated for the plan for the area of the train station. The Village Manager worked with Staff and provided direction to go back to the Board with a proposal for an RFP. Before the RFP was sent out, Staff defined the process that they wanted to go through. The consultant was selected through the RFP process and Staff has been working with them since that point. The station area plan was approved in 2004 not long after the Comprehensive Plan was adopted. Staff found it to be functionally obsolete. It is not a tool the Village can use to guide development at this time. Staff set out to provide both the development community, Village Staff, the Plan Commission and Village Board a functional tool.

Mr. Doug Farr, President of Farr Associates, Tim Kirkby, Farr Associates, Mercedes Harris, Farr Associates, Bridget Lane, EDI Business Districts, Inc. and Jane Wilberding, Sam, Schwartz Engineering were present.

Mr. Jennings explained that the charrette is the second step and produces a set of materials that will be displayed at the meeting. The materials that came out of the charrette will be posted and available on the Village website. Staff will be asking for feedback before its refined and brought back for an actual recommendation.

Chairman Ruffatto questioned if the Village Board sees the draft. Mr. Jennings explained that the Village Board would have access to it like everyone else.

Mr. Farr explained the schedule over the last few days included some precise scheduled meetings with a steering committee including key Village Staff. The meetings steered them in a different direction. They met with developers and key personnel over the last three days. They would like to have a set of established goals and objectives against what they might judge the plans. They have three plans to present to the Plan Commission.

They have four themes for the project called Greater Wheeling.

- Add people
- Make a walkable place
- Connections across, along and parallel along Dundee Road
- Three scenarios

Mr. Farr explained they organized the three scenarios: regulate, build roads and support the assemblage of land.

Ms. Lane explained her role was to guide the process so what they have is a plan that responds to the market today and into the future. One of the most important changes today is the fact there are existing markets that were important. People shop everyone but buy at stores, so it's extended the size of the market in most cases. In this case, there are existing markets that are



within a 30-minute drive time. 30 minutes is about how far the typical Chicago person travels to go to their job and to drive to get something different and unusual. If someone lives in Wheeling, they have a choice of 1.1 million jobs at the typical drive time of the Chicago market. It's now more important to create forms and environments that attracts businesses. The only important market is the community and the ownership and the pride that they take. They will use ½ mile for the walkable market which is approximately 2,460 people and 1,205 jobs. The 30-minute market takes someone to ORD and almost to Wisconsin. She explained the way people shop has changed and changes how they plan. The form will be more important than the use and that the form promotes walking and promotes entrepreneurship.

Ms. Lane stated that the Wheeling Town Center according to the typical census tract data has a population of 2,460 with 1,205 jobs. When you create a walkable environment, you need people to walk in the environment. She questioned the number of additional units that were needed and jobs that were needed in order to create the walkable environment. She looked at Park Ridge, Arlington Heights, Palatine and Mt. Prospect and even at 3,800, Wheeling would still be short of those communities, so they determined more units were needed for people. There is current market development that needs to continue and expand the programming. Anything that is done needs to welcome the new residents coming, retain the existing residents and make them part of the new development, support the new businesses and then improve the existing businesses to the quality standards of what is being added. They want to capitalize on the public recreation facilities which is important in the area. In the initial stages, they want to increase jobs through entrepreneurship by capitalizing on the smaller businesses that were already in the area west of the tracks.

Ms. Lane explained a difference in today's market is that people stay in places and in business a lot shorter in time. Re-tenanting today is very important and creating an environment that encourages it. More residents are needed so products need to be created that entice the residents to remain as owners and create a relationship with Wheeling that allows them to grow and remain part of the community. It involves providing a full product offering that has rentals to grow into townhomes and then products that support young families with places for their parents to move to town. Old buildings and new buildings need to be integrated. Plan ways to make the buildings look good but still remain the economics of an existing building. Signature jobs need to be attracted as an ultimate goal. It is the employer who comes because their employees have all of the amenities around.

Commissioner Johnson questioned if the additional 900 units were from Northgate. Ms. Lane explained it was a general number that included Northgate, the 500 and also One Wheeling.

Mr. Farr thinks the basis for a greater Wheeling is walkability. They mapped all of the pedestrian paths on the major streets with red, yellow and green. Green is rewarding and safe. Poor or average is a walk path with a sidewalk and cars should not be in the same space and it is unrewarding. There is a lot of this along Dundee Road. Red is where the pedestrian path and the car path are in conflict. The analysis showed 4% green. In a good transit oriented development, it is 70-70% green and Wheeling has 4% green which was in front of the two fast food restaurants along Dundee. Red was 11% of the frontage with a lot of cars cutting in front of the pedestrian path. Walking along Dundee or Elmhurst needs to be upgraded.

Mr. Farr compared conventional zoning codes and a form-based code. Zoning codes were invented in the 1920s to segregate uses. Form-based codes say that there is some zoning that is compatible and can be mixed with other things. The form-based code emphasizes the form of the development over the use. Uses still regulate it but form takes precedent. The conventional code zoning is characterized is a text document. The attorneys of the world are very comfortable with it, but the rest of the world is not. With a form-based code, the public can open it up and have an easier time figuring out what is permitted. The form-based code relays on diagrams and drawings and is much more graphic and easier to read. The diagrams can now be substituted for text. A form-based code assures that a blank wall can't be put on a public street since it isn't what a pedestrian wants. A conventional zoning code will often regulate the bulk (minimum setback, maximum height). The form-based code has a variety along the streetscape. Suburban retrofit or sprawl repair is where development is added to the site to bring the new development closer to the sidewalk to create the pedestrian realm on the street.

Mr. Farr provided a diagram that is called "missing middle house". The idea is across the country, single family houses will be built, and the other extreme is a building with an elevator. The stuff in the middle has been forgotten (townhouses, 2/3/6 flats, courtyard buildings). The middle house can be more attainable and affordable for people. It is designed where there is more shared walls and floors.

Mr. Farr stated that all of the scheme being shown at the meeting show that step 1 is for the Village to adopt some sort of pedestrian code in the greater downtown area.

Chairman Ruffatto questioned if form-based zoning could be specific to an area. Mr. Farr explained it could be done with an overlay on top of the existing. He referred to a conversation in the steering committee with Mr. Jennings about Wheeling's current regulations and if they were predictable. Does a developer who pays for a piece of land feel like the rules are clear enough to know what their investment could turn into.

Commissioner Kalis questioned if form-based zoning could be any area a developer is looking at on a case-by-case basis. Mr. Farr explained it can be done parcel-by-parcel, but you can't do spot zoning. It has to be in guidance of a greater purpose. Form-based codes are helpful in parts of towns undergoing some sort of transition. Commissioner Kalis questioned how a village could initiate it. Chairman Ruffatto explained the Code could be changed. Ms. Milluzzi explained that Staff has the ability to make Zoning Code amendments through the Plan Commission process.

Chairman Ruffatto questioned if form-based zoning was easier for the developer to understand what the Village was trying to accomplish. Mr. Farr explained that the current regulations tells someone that. A form-based code might specify the location of entrances. A pretty common one in a retail establishment would be to specify a minimum transparency from 2' to 8'. When a walkable code is adopted and laid over the top of existing auto-oriented uses, there is lots to work out. He advised not to do it alone.

Ms. Wilberding referred to a 10-minute walk for pedestrians. From a transportation perspective that is what they perceive as a transportation oriented development area. There are some

constraints within the ½ mile (Dundee Road). Dundee Road cuts off some of the top part of the ½ mile. They want to make the area more accessible to the residents, visitors, customers coming in and make it more walkable. Dundee Road is a very high traffic volume road (29,000 average daily traffic volume). In addition, it is exacerbated by the physical dimensions of the road ways. There is a large number of curb cuts and driveways. There is disjointed bike ped facilities along it because of the curb cuts and driveways. There are wide roadways up to 71'. The highest speed limit is about 35 mph, but people go faster because of the wide lanes and large curb radius leads to having more people want to drive and park as opposed to really motivating them to want to walk. They are really trying to address it through going across, along and parallel to Dundee Road.

Ms. Wilberding referred to crossing Dundee Road. There are several intersections (Elmhurst, McHenry, Northgate, Community) that have pedestrian crossings. They want to focus on some of the crossings that are less than 500' from an intersection. Sample A is just west of the railroad tracks and B is just above the creek. Sample A is 71' wide. The drawing shows what a potential pedestrian island looks like and would encourage people to cross the major roadway but would also slow traffic and really signal them that along this section of Dundee Road that it is more of a slow section.

Ms. Wilberding referred to creating connections parallel to Dundee Road. It allows some of the residential areas to access some of the retail areas (Park District, other residential areas). She provided a rendering that showed a 30' existing roadway along with a rendering of what it might look like with retail and sidewalk and being a livelier area.

Ms. Wilberding referred to the Buffalo Creek Trail that they see connecting to a bike facility. She felt it could be a very viable connection to Heritage Park and allow people to access the parkway and the paths in a non-vehicular way.

Ms. Wilberding referred to access management. When the number of access points of curb cuts, driveways are decreased along a roadway, it allows there to be a more continuous bike ped facility which ultimately improves and enhances the experience of the pedestrian. It also allows the opportunity for a landscaped medium which also creates a better crossing for pedestrians and a shorter curb radius.

Ms. Wilberding stated that they spoke with IDOT and asked about the key criteria. IDOT was very vague about the specifics but they mentioned having and monitoring the number of pedestrians and/or cyclists along the roadway would ensure there is the demand for a pedestrian facility. She explained it would really enable them to do more walking and warrant the demand for a pedestrian island, surrounding amenities with a park and residents. If there is an intersection with a signalized crossing nearby, IDOT would be less likely to allow it. The rule of thumb, IDOT would like to see pedestrian crossing about 500' from one another. The different development patterns would also decrease the demand for parking since it would be more of a mixed use dense area and a park once area. You park once and then crash shop and not have to move the car. The TOD overlay zone with reduced parking requirements (4 cars per unit for residential) would allow for development in the ½ mile area to reduce the number. They see on street parking on new local roadways as a huge opportunity to slow traffic and allow increased capacity of vehicles and reducing the parking required.

Ms. Wilberding explained the goal was to prioritize the connections and increase the pedestrian amenities, increase bike amenities for the ½ mile radius of the Metra station.

Chairman Ruffatto referred to the undeveloped area between Northgate Parkway and the Post Office and asked if the access to the properties would be through the back (east). Mr. Farr confirmed the proposal is for a rear lane constructed that would allow them to minimize/eliminate the driveways and curb cuts coming in and out of Dundee.

Commissioner Powers felt the access to Dundee Road was important.

Commissioner Kalis referred to the traffic issue in the area so he questioned about slowing down the traffic because of more pedestrians. Ms. Wilberding explained there were currently pedestrians in the area, so she felt it was very important to provide amenities for them and the vehicles. At a railroad track, you don't want to encourage cars to be going so fast around the area.

Mr. Farr referred to a meeting they had with the Fire Chief and he had briefed them on injuries and safe and unsafe conditions. The Fire Chief's advice about the tracks was that it crests at the tracks and he was concerned about anything that would be a pedestrian below the horizon line of a driver. The decision to propose a median west of the tracks was to get across when the gates were down, and cars stacked. IDOT generally does not approve it.

Ms. Wilberding reported that IDOT will be completing a resurfacing on this portion of Dundee Road in 2021. This is an opportunity to get permits and approval to ease the process of making lanes smaller (12' vs. 11') or incorporating a pedestrian island. The plans would need to be downstate by 2020 and sent to District 1 by August of 2019.

Commissioner Kalis loves the idea and used to work in Highland Park and would come across the Wheeling area for two years and it was never less frustrating waiting for the trains. He was unsure how cars would feel about waiting for pedestrians. Mr. Farr explained the conflict was not unique to Wheeling but was a national conflict between the people that want walkable places and the traffic engineers. He explained that the engineers feel that the streets pass through different contexts. He used the Eisenhower Expressway as an example for when it turns into Congress Parkway. Reducing the lanes to 11' wide through the pedestrian lanes could be done with paint and would be attainable in 3 years.

Mr. Farr referred to a conversation with Andrew Jennings about a couple of fatalities just east on Dundee during the last few years and it was brought to IDOT's attention as justification to make some improvements. Mr. Jennings explained with large agencies, the more committed to the concept through approval of formal documents the more likely they are to take seriously the proposal. Having a plan that is paired with the active transportation plan with the form based zoning code and a concept for an improvement would help to emphasize the idea of defining a pedestrian zone within the area shows the commitment the Village has to do it and would carry more weight than the previous events.



Mr. Farr referred to a center median on Dundee Road in Buffalo Grove. It can be done when there isn't curb cuts and driveways that allow a left turn. The issue of making Dundee pedestrian friendly and slowing cars down is related to elimination or consolidation of driveways.

Mr. Farr explained the first level of effort they would propose is to regulate and adopt a code and sit back. It says that the Village has adopted a form based code for redevelopment and construction with the buildings close to the sidewalk and the doors/windows facing the street. It does not assume any of the new streets are built and does not assume that any of the land has been assembled. Mr. Kirkby explained that they were not messing with property lines or assembling parcels. There are curb cuts to get into the property. Some of the lots are narrow and they illustrate a range of things that might happen. Mr. Kirkby referred to the area west of the tracks if the town center wants to grow. He explained some of the properties had already been consolidated. He mentioned a Top Golf or an opportunity to partner with the Park District. He explained there would be an opportunity to keep some of the old buildings with character to blend in with the new buildings.

Mr. Farr referred to the pros and cons of the first level of effort. It improves shifting from a standard code to a form based code and improves predictability. People know what they are in for and the rules are clear. Form based codes result in a higher quality project. It advances the walkability agenda by placing the buildings in the correct placement on a site and asks that their frontages have entries and windows in the right places. Of the three proposed levels, this has the least effort on the part of the Village, both time, money and low staff burden. The cons, it has the lowest return on investment. They recommend not doing it on your own.

The next level is to facilitate. The idea of intervening to cause the connections to take place on all of the isolated parcels. It can be done through negotiated easements with land owners, with a much more active role on the part of the Village to build the road. They think it is important that there be pedestrian connections from the train station and back to the neighborhood. The parcel west of the Post Office and the Kmart site have opportunities to create great connections. They met with the owner of Lynn Plaza and the idea for the Buffalo Creek Trail. The bridge is 12-15' above the water surface so there is ample room for an under bridge passage. The Lynn Plaza owner wanted to know how he could enhance his property. Mr. Farr explained it could be a good way for people to get to the back side by the future trail or by opening up the corner.

Mr. Kirkby referred to the property west of the train tracks. He explained if it was used for recreational and it turned out to need very expensive remediation required, in the mid-term the land could be used as an amenity as a driving range or reusing the building the Village owns as maybe an indoor playground. He referred to the Tobacco Campus in Durham, North Carolina that has old existing buildings that have been repurposed in different ways. They did it in a way that embraced the character of the brick. He suggested that the existing buildings in Wheeling could be used and not compete with something finished.

Mr. Farr reviewed the pros and cons of the facilitate level. The pros is that they believe it would achieve some local level of transformation. It continues to improve predictability, quality, advances and the walkability agenda. It is a moderate level of Village effort and Staff burden and it begins to foster a lot more development and could feed the TIFT. It has a high level of return on investment. It accelerates development by years. The con is that more money is spent.

Mr. Farr referred to the third level, participate. Zone it with a walkable code, set in motion the connections, lanes and streets that make it all possible and then help with assemblage. It is to encourage the parcel west of the Post Office and the parcel south of Dundee, Kmart, Chevy and all of the sites for cooperation and/or assemblage amongst all of the landowners.

Mr. Kirkby explained it was one of the more challenging areas where there were currently a lot of curb cuts. If there was a shared access drive aisle along the backside then it would free up the Dundee side to not necessarily need quite so many curb cuts. If the extension of Community Blvd. ran along the north side of the property, it is their understanding it's within a floodway so if a building can't get built there, it makes even more sense to try and use it in that way. He pointed out that underneath the powerlines you can't do a lot, but cars can be parked underneath. A diagram was provided to show if all of the parcels were assembled, you could end up with something that feels a little more pulled together. No additional curb cuts would be needed.

Mr. Kirkby provided a slide that whatever is built has a presence that is consistent with what is already happening with Uptown 500. You don't want to see something that would be disappointing in 30 years. In the triangle shaped corner, they would suggest putting the building up to the corner and find a way to make it a little taller.

Mr. Farr opened the discussion to questions. He thought it might make sense for the recommendation from this Commission to cut and paste and figure out the right level of effort based on their understanding of the constraints of that site.

Chairman Ruffatto questioned if the three levels of effort were equal in increasing the number of units. He questioned if all three produced the same amount. Ms. Lane explained that Arlington Heights, Mt. Prospect and Park Ridge have about 5,000 units and Oak Park and Evanston have about 12,000-13,000. She has done a lot of work with retailers and a lot of the sites Wheeling has, the goal is to increase the sales per square foot in existing retail rather than build a lot more retail at lower than per square foot sale. The more people you add, the more a local economy you create that spends money there plus people are attracted from the distance. Retailer's goals today is not getting more retailers but making every retailer count and being successful. She thought another 500 or 600 units where people could move up in. A place where grandparents could move to be closer and babysit. Multi-generational living is the middle market where accessory buildings and families living closer together. She referred to the apartments and wants to make sure they become permanent Wheeling residents as they create entrepreneurial businesses and grow into homeownership. She felt Wheeling has been an introductory community and the opportunity is to build the long-term resident through the creative use of different products.

Mr. Farr felt the assembly of parcels would have the capacity to hold the higher density. At the end of the day, inefficient parking (drive lanes and parking) take up a lot of space that could otherwise be used as buildings. He felt assembling parcels would bring in more folks.

Commissioner Kalis questioned if they had local examples of the three phases. Mr. Farr confirmed they could provide examples. He mentioned Orland Park was one of their past clients and they did a TOD plan in 1999 for the 143rd and LaGrange Road triangle. They had to relocate a cement plant and inaccessible landlocked land that needed new streets to get there and

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they had to assemble the parcels. They built their first two buildings and had an RFP for all their remaining parcels. His advice is if the demand is there and the private sector can't get to it, force some municipal action to unleash it to make the community better sooner.

Mr. Kirkby referred to Mundelein which has a lot of similarities to this project. They are super active and got a lot done within the last few years through acquiring properties and little transformations that has had a huge impact.

Chairman Ruffatto referred to Wheeling being a starting point and then people move out. He wants the Village to have a bigger plan to keep people within the Village. He thinks it is greater than the station area plan and feels something needs to be done outside of it. He questioned the housing mix outside of the ½ mile radius and wants folks to build bigger homes in some areas. He wants people to stay in Wheeling.

Mr. Farr referred to Dunhurst and Meadowbrook and felt they were very well served by the train station. He feels the housing stock is at an age where it needs investment. He suggested adding on to the houses in smaller increments and would add a lot of values for families and keep them in the Village. Mr. Farr refers to flex housing that can be one unit and then can be changed to adding a renting unit when the homeowner doesn't need it.

Ms. Lane explained that connections keep people in communities. She referred to the environment Wheeling is creating which would differentiate it from many surrounding communities. The connection to the community and lifestyle is being created.

Ms. Lane referred to The Glen and the fastest selling unit there was the 2-flats. There is a ground floor unit with an English basement and two stories above is single family.

Mr. Farr stated they finished their Mundelein plan in December and by the following November, the streets were all built. He believes in working on a timeline. He mentioned that moving a cement plant takes 3-20 years.

Mr. Farr will correct the typos from tonight and will get the updated version to Mr. Jennings. The next date with the Plan Commission will be in January.

Mr. Jennings reported the goals that were discussed when Village Staff first met with Doug and his team included addressing the lack of predictability of the processes. Village Staff explained that their own procedures were somewhat of a constraint to the development because the way the Zoning Code is written it relies on the developer to get most of the way through the zoning and title process to have a pretty good idea of what could be built. Staff is suggesting that there might be an opportunity to improve the predictability of this process. The control would be exercised through defining the vision more clearly. Mr. Jennings feels the form-based code allows it. He feels they've done a good job in given a tool that addresses that issue and gives the flexibility if the market changes. They want people to be able to live, work and walk in the Village even if the market changes.

Mr. Jennings reported that Village Staff would be working with Doug and his team on the development of the implementation section as a plan. The Board periodically updates the

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strategic plan for the idea that the Village is doing what they can to house people through all phases of life.

Mr. Jennings explained the plan will be posted on the website soon, so people can provide their input. Feedback forms/surveys will also be posted. The Village wants to hear from people to make sure they were incorporating the thoughts of the community and Plan Commission.

Commissioner Johnson questioned what would be provided to the general public to review so they would understand. Mr. Jennings explained he felt the team would be able to put together some graphics to illustrate the concepts.

Mr. Jennings noted that the TIF District has a life and that the market has cycles, so it was important to get through the planning process sooner rather than later. The longer the TIF District has on it, the easier it is for a project to be financed with the incentive. It is important to have a plan in place that can deal with the development of the market while the market is still developing. Staff wants to keep it moving and keep the momentum to have it approved so they can work on the implementation as soon as practical.

Chairman Ruffatto wants to take a section of the current Code and have it converted into the formed-based. Mr. Farr explained they were planning to do a context zone overlay. They can take a patch of the current text based regulation and compare it to formed-based. They will send some examples for review.

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Mr. Jennings indicated he had spoken to Chairman Ruffatto earlier in the week about the items going to the Board on Monday night. He explained that when items leave the Plan Commission with the recommendation, an additional report goes on to the Board that includes what happened at the Plan Commission meeting included any changes. A section of the Staff Report goes to the Board along with his recommendation. Occasionally, Staff may have a concern with the condition of approval and would include the reasons. If Mr. Jennings has a recommendation that differs from what the Plan Commission recommends it is always spelled out very clearly to the Board. The Village Board will see the ordinance exactly how the Plan Commission drafted it along with the Staff Report and their concerns.

Mr. Jennings referred to next Monday night's Board Meeting. He included a condition of approval concerning the car wash relating to the right-in/right-out versus full access and what it would mean in terms of the predictability for the development. He suggested an alternate wording that allows the developer to move forward at their risk until they get full approval from IDOT. He suggested a condition of approval that was slightly different, but the Board will see the Ordinance along with the conditions the Plan Commission recommended. His recommendation states that with the benefit of thinking through how it would impact the development, the Board may wish to consider an alternate wording for this condition. He is available for any questions.

Commissioner Powers questioned if Mr. Jennings' recommendation was posted on the Website and could be seen the Friday prior to the meeting. Mr. Jennings confirmed it would be available.



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Commissioner Johnson had no questions or comments.

Commissioner Blinova had no questions or comments.

Commissioner Powers had no questions or comments.

Commissioner Kalis announced December 1-9 was Lollipop Lane with free photos with Santa.

Commissioner Creech had no questions or comments.

Commissioner Johnson would not be present at the December 6<sup>th</sup> meeting. Everyone else will be present.

## **10. ADJOURNMENT**

Commissioner Johnson moved, seconded by Commissioner Powers to adjourn the meeting at 8:33 p.m. All were in favor on a unanimous voice vote and the meeting was adjourned.

Respectfully submitted,

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Steve Powers, Secretary  
Wheeling Plan Commission

**DISTRIBUTED TO THE COMMISSION 11.30.2018  
FOR APPROVAL ON 12.06.2018**