



**WHEELING PLAN COMMISSION
THURSDAY, DECEMBER 20, 2018 6:30 P.M.**

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

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

*Municipal Code 2.03.060 Subjects of Orders of Business:

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

6. CONSENT ITEMS

- A) [Docket No. SCBA 18-55](#)
Tracy's
18 W. Dundee Road
Appearance Approval of a Wall Sign
- B) [Docket No. SCBA 18-56](#)
La Raza Dollar
859 W. Dundee Road
Appearance Approval of a Wall Sign

7. ITEMS FOR REVIEW

- A) [Docket No. 2018-30](#)
House of Rental
318 N. Milwaukee Avenue
Special Use-Site Plan Approval of Tool/Equipment Rental Facility with Outside Display or Storage
- B) [Docket No. 2018-31](#)
Kelly's Café
30 W. Dundee Road
Special Use-Site Plan Approval of a Sit-Down Restaurant

- C) [Docket No. 2018-29](#) (Continued from December 6, 2018 hearing)
Express Auto Title Loans
353 N. Milwaukee Avenue
Special Use-Site Plan Approval of a Short-Term Lending Facility
 - D) [Docket No. PC 18-19](#)
JV Global Services LLC
150 Abbott Drive
Minor Change to Approved Site Plan
 - E) [Docket No. SCBA 18-57](#)
Village of Wheeling
Appearance Approval of Gateway Freestanding Signs
8. **APPROVAL OF MINUTES** – [December 6, 2018](#) (including Findings for Docket Nos. 2018-28, 2018-29, and 2018-24A&B)
9. **OTHER BUSINESS**
- A) Approval of the [2019 Plan Commission Meeting Calendar](#)
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 20, 2018
(Attachment to Agenda)

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.

2018-30 House of Rental, lessee, is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a Tool/Equipment Rental Facility with Outside Display or Storage at 318 N. Milwaukee Avenue, which is zoned B-3 General Commercial and Office District.

2018-31 Kellys Cafe, LLC, lessee, is seeking Special Use-Site Plan Approval as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, in order to establish a sit-down restaurant at 30 W. Dundee Road, 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

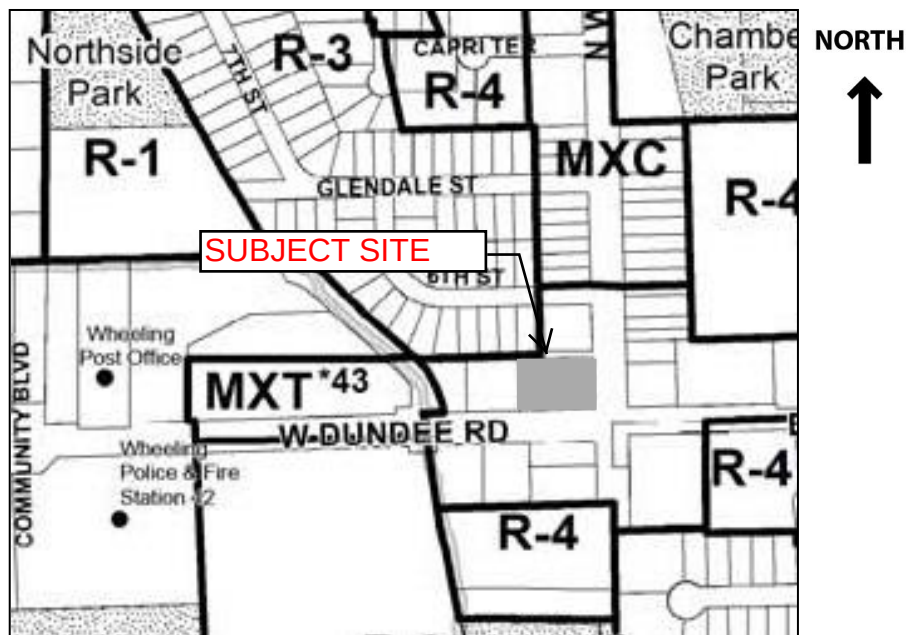
RE: **Docket No. SCBA 18-55**
Tracy's Bistro
18 W. Dundee Rd
Appearance Approval of Wall Sign

DATE OF REPORT: December 13, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The petitioner is seeking appearance approval for a new wall sign for a new sit-down restaurant.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Signs3, Inc.
<u>Property Owner Name:</u>	Gust Turlis
<u>Common Location:</u>	Located in Center Plaza.
<u>Neighboring Property Land Use(s):</u>	North: Multi-Family Residential West: Single-Family Residential/Commercial South: Commercial East: Commercial

Existing Use of Property: Commercial

Existing Property Zoning: B-3, General Commercial & Office District

Previous Relevant Zoning Action on Property:

2018-25 Ordinance No. 5218, passed 11/5/2018, granted special use-site plan approval for a sit-down restaurant (18 W. Dundee Rd).

DESCRIPTION OF PROPOSAL

The petitioner is requesting appearance approval to install a new wall sign for Tracy's Bistro, a sit-down restaurant/gaming café.

SIGNAGE PLAN REVIEW

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

Proposed Signage Size, Style and Type: Tracy's Bistro, a gaming café, is located within the Center Plaza commercial center at 18 W. Dundee Rd. A new wall sign is proposed on the south building façade, for the portion of the building occupied by Tracy's Bistro and facing West Dundee Rd. The internally illuminated sign is aluminum construction with translucent vinyl letters/graphics applied to the lexan sign panel that includes the business name, logo, and color scheme. The sign meets the requirements of the Sign Code based on the following:

- Proposed Sign Area: 35.9 square feet (87" wide x 59.4" high)
- Allowable Sign Area: 36 square feet (based on a 24' wide unit space)

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 18-55 to grant appearance approval of the wall sign, as shown on the following exhibits dated October 23, 2018 by Signs3, Inc., for Tracy's Bistro located at 18 W. Dundee Rd, Wheeling, Illinois:

- South façade wall sign plans (3 sheets total)



Andrew C. Jennings, AICP
Director of Community Development



Steve Robles, AICP
Assistant Director of Community Development

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

[South Façade Wall Sign Plans](#)

Tracy's Bistro – 18 W. Dundee Rd
Docket No. SCBA 18-55 (Appearance Approval of Wall Sign)



Existing conditions of subject unit (looking north)



847.222.0505

CLIENT



18 W. DUNDEE RD.
WHEELING, IL 60090

PROJECT

DATE: 10/23/2018

Tracy's 18 W Dundee Wheeling 10232018.ai

ACCOUNT REP: JD

DESIGNER: NP

DESIGN TIME: N/A

R1:00/00/00

R2:00/00/00

R3:00/00/00

R4:00/00/00

R5:00/00/00

DESIGN STATUS:

- ☐ REVISE & RESUBMIT
☐ APPROVED AS NOTED
☐ APPROVED

SIGN:

DATE:

MUNICIPALITY: WHEELING, IL

PERMIT STATUS:

- ☐ REVISE & RESUBMIT
☐ APPROVED AS NOTED
☐ APPROVED

PRINT SIZE: ☒ 11"x17" ☐ 8.5"x11"

SACALE: N.T.S.

CHANNEL LETTERS

RENDERING
SHEET
1 OF 3

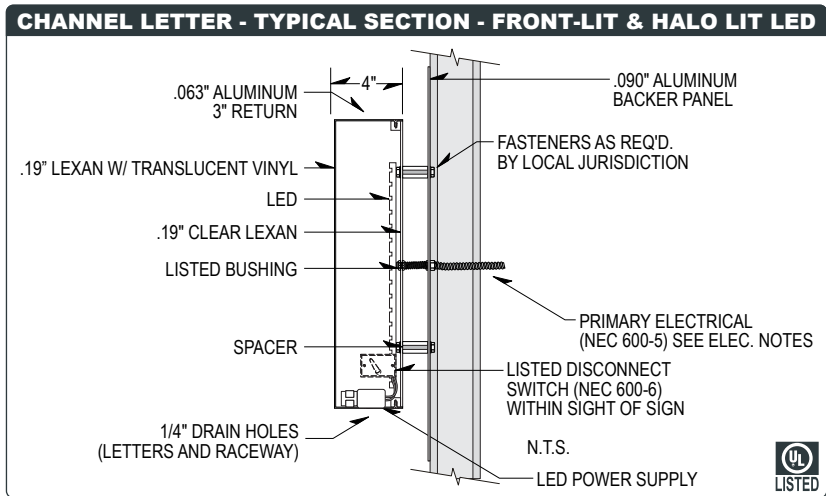


COLOR SCHEDULE

LETTERS	DISC	BACKERPLATE
GREEN-FACE	WHITE-FACE	WHITE
BLACK-TRIMCAP	BLACK-FACE	
BLACK-RETURN	GREEN-FACE	
	BLACK-TRIMCAP	RACEWAY
	BLACK-RETURN	MP 04484 DECO BEIGE

SPECIFICATIONS

-QUANTITY: (1) SET OF FRONT LIT CHANNEL LETTERS
-ILLUMINATION: WHITE LED
-FACES: LEXAN W/ TRANSLUCENT VINYL
-CANS: ALUMINUM/COLOR TO MATCH RENDERING
-TRIMCAP: ALUMINUM/COLOR TO MATCH RENDERING
-RACEWAY: YES/PAINTED TO MATCH FASCIA
-DIMENSIONS: 59.4"x87"
-TOTAL SQUARE FEET: 35.89 SF
-PRIMARY ELECTRICAL REQUIREMENT: CONNECT TO EXISTING POWER SUPPLY
-UL LISTED: YES



ELECTRICAL NOTES

Sign Company DOES NOT provide primary electrical to sign.
Power to the sign must be done by a licensed electrical contractor or licensed electrician.
Each sign must have: 1. A minimum of one dedicated 120V 20A circuit
2. Junction box installed within 6 feet of sign
3. Three wires: Line, Ground, Neutral

EXISTING



PROPOSED



847.222.0505

CLIENT

18 W. DUNDEE RD.
WHEELING, IL 60090

PROJECT

DATE: 10/23/2018

Tracy's 18 W Dundee Wheeling 10232018.ai

ACCOUNT REP: JD

DESIGNER: NP

DESIGN TIME: N/A

R1:00/00/00

R2:00/00/00

R3:00/00/00

R4:00/00/00

R5:00/00/00

DESIGN STATUS:

☐ REVISE & RESUBMIT

☐ APPROVED AS NOTED

☐ APPROVED

SIGN:

DATE:

MUNICIPALITY: WHEELING, IL

PERMIT STATUS:

☐ REVISE & RESUBMIT

☐ APPROVED AS NOTED

☐ APPROVED

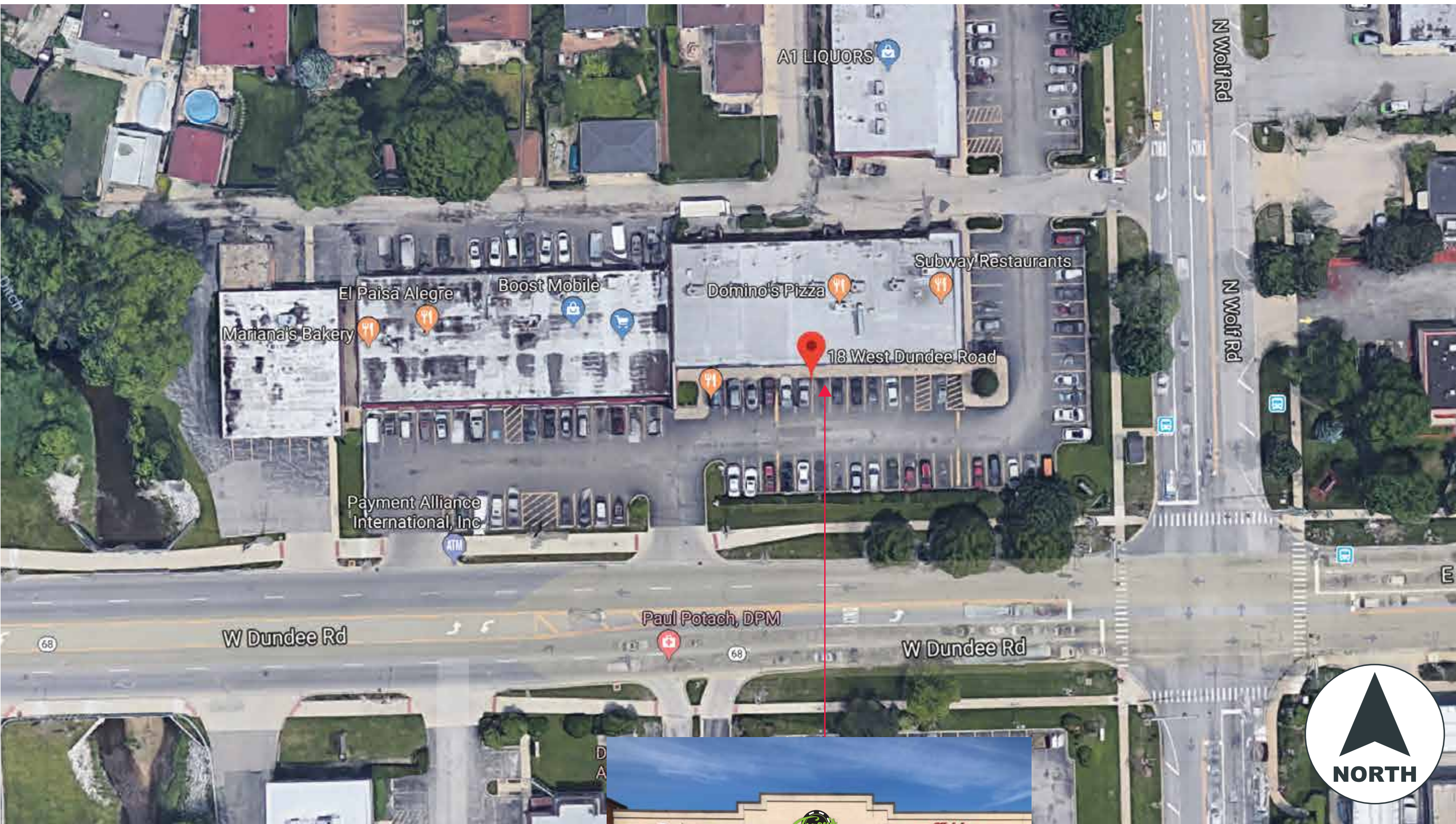
PRINT SIZE: ☒ 11"x17" ☐ 8.5"x11"

SACALE: N.T.S.

CHANNEL LETTERS

DETAIL SHEET

2 OF 3



847.222.0505

CLIENT



18 W. DUNDEE RD.
WHEELING, IL 60090

PROJECT

DATE: 10/23/2018

Tracy's 18 W Dundee Wheeling 10232018.ai

ACCOUNT REP: JD

DESIGNER: NP

DESIGN TIME: N/A

R1:00/00/00

R2:00/00/00

R3:00/00/00

R4:00/00/00

R5:00/00/00

DESIGN STATUS:

- ☐ REVISE & RESUBMIT
☐ APPROVED AS NOTED
☐ APPROVED

SIGN:

DATE:

MUNICIPALITY: WHEELING, IL

PERMIT STATUS:

- ☐ REVISE & RESUBMIT
☐ APPROVED AS NOTED
☐ APPROVED

PRINT SIZE: ☒ 11"x17" ☐ 8.5"x11"

SACALE: N.T.S.

CHANNEL LETTERS

SITE PLAN

SHEET

3 OF 3

your image is our priority.

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

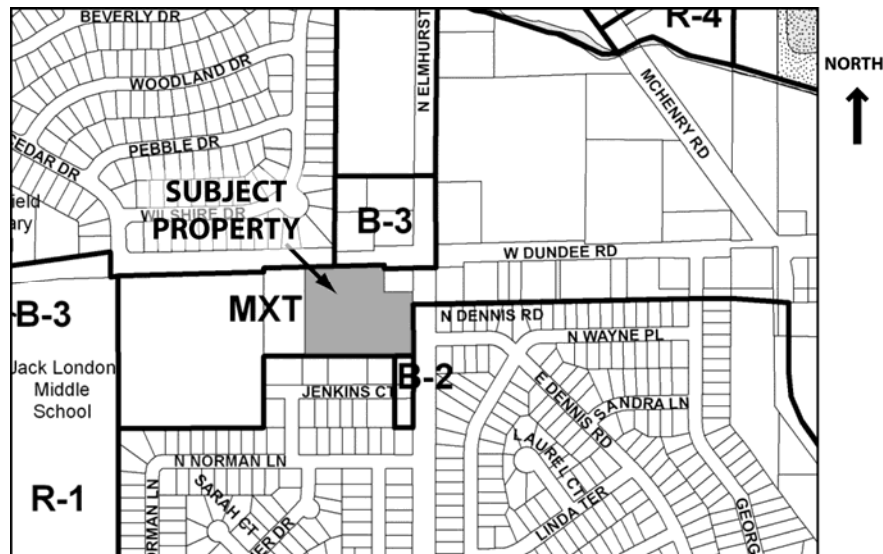
RE: **Docket No. SCBA 18-56**
La Raza Dollar
859 W. Dundee Road
Appearance Approval of a Wall Sign

DATE OF REPORT: December 12, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The petitioner is requesting appearance approval of a wall sign for a new retailer within Dunhurst shopping center.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	American Sign
<u>Property Owner Name:</u>	Dunhurst Realty
<u>Common Location:</u>	Located near the southwest corner of Elmhurst Road and Dundee Road, within Dunhurst Plaza.
<u>Neighboring Property Land Use(s):</u>	North: Commercial & Single-Family Residential West: Commercial South: Commercial & Single-Family Residential East: Commercial & Single-Family Residential

Existing Use of Property:

Retail

Existing Property Zoning:

MXT, Transit Oriented Mixed Use

Previous Zoning Action for Unit:

None.

DESCRIPTION OF PROPOSAL

The petitioner is requesting appearance approval to install a wall sign for a new retailer within Dunhurst shopping center.

SIGN REVIEW

Sign Location: The proposed business identification sign will be located on the front façade, facing north to Dundee Road.

Sign Type, Material and Size: The proposed sign is a total of 35 sq. ft. in size. The store has a 35 foot linear frontage. The sign, which displays the business name, is comprised of internally illuminated channel letters. The sign is flush mounted to the building façade. The sign has red block letter faces with white trims and returns. The proposed sign meets the size requirements of the Sign Code.

STAFF REVIEW

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

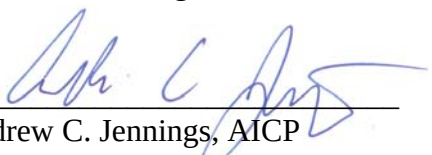
Staff Recommended Action: Staff recommends approval of the wall sign, subject to the condition that the façade be repaired, power-washed and painted prior to sign installation.

PROPOSED MOTION

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

Approve Docket No. SCBA 18-56 to grant appearance approval for the wall sign in accordance with the sign plan submitted December 3, 2018 by American Sign, on behalf of La Raza Dollar, located at 859 W. Dundee Road, Wheeling, Illinois, and subject to the following condition of approval:

1. Prior to sign installation, the façade shall be repaired, power-washed and painted.



Andrew C. Jennings, AICP
Director of Community Development



Brooke A. Casolari
Senior Planner

Attachments:

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

[Wall sign plan](#)

La Raza Dollar – 859 W. Dundee Road
Docket No. SCBA 18-56 (Appearance Approval of a Wall Sign)



Existing conditions of storefront – looking south

859 W Dundee - Wheeling - IL
New Sign

We are not doing any electric work, we
are attaching the sign to the existing
outlet.

35'
24" **LA RAZA DOLLAR** 5' facade
210" high

16' 25'

Exhibit received December 3, 2018

859 W. Dundee Road, Wheeling, IL

Facade Hight 5'
Store front length 35'
Store front hight 25'
Total Hight of sign 24"
Total Length of sign 210"
Total Square foot 35
LA RAZA DOLLAR 24"X210"
illuminated by LED modules
5" Return white outside and white inside
white trim cap
1/16" acrylic face RED
channel letters mounted on raceway
using existing electric connection

Details of Channel Letter

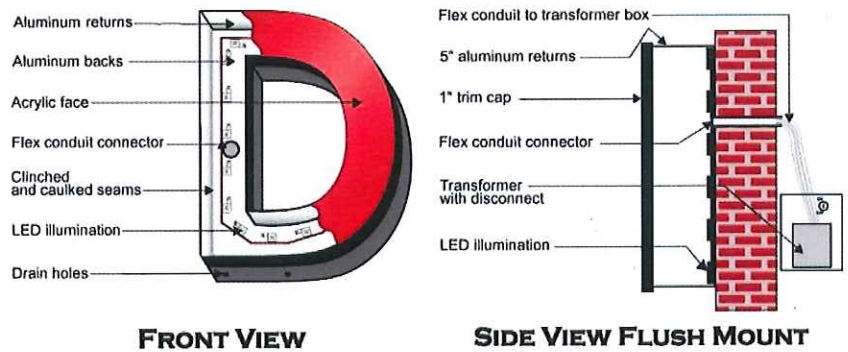


Exhibit received December 3, 2018

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

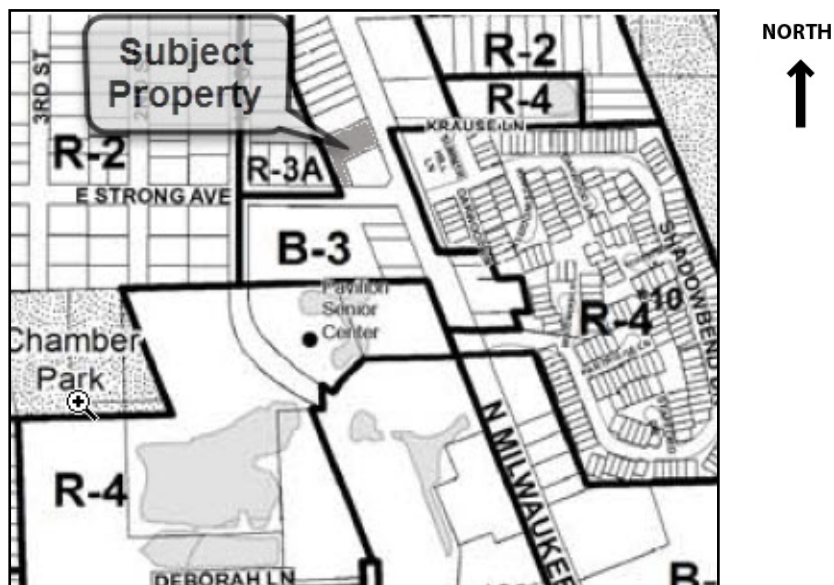
RE: **Docket No. 2018-30**
House of Rental
318 N. Milwaukee Avenue
Special Use-Site Plan Approval for a Tool/Equipment Rental
Facility with Outside Display or Storage

DATE OF REPORT: December 12, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The petitioner is seeking special use-site plan approval to establish a tool/equipment rental facility with outside display or storage located at a property that is zoned B-3 General Commercial and Office District. While no substantive changes are proposed to the existing operations of the business, staff recently discovered that the business did not have proper zoning approval.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

Applicant Name: Chris Wright, business owner

Property Owner Name: CSP Series, LLC-Series Milwaukee Avenue

Common Property Location: Located on the west side of Milwaukee Avenue,
just north of Strong Avenue.

<u>Neighboring Property Land Use(s):</u>	North: Commercial West: Single-Family Residential South: Commercial East: Commercial / Multi-Family Residential
<u>Comprehensive Plan Designation:</u>	Commercial
<u>Property size:</u>	20,676 sq. ft. (0.47 ac) for the entire site; 5,414 sq. ft. for the principal building
<u>Existing Use of Property:</u>	Tool/Equipment Rental Facility
<u>Proposed Use of Property:</u>	Tool/Equipment Rental Facility with outdoor storage or display
<u>Existing Property Zoning:</u>	B-3 General Commercial and Office District
<u>Previous Zoning Action on Property:</u>	
1981-34A	Ord. No. 1840, passed 02/16/1982, granted a variation for a front yard setback.
1981-34B	Ord. No. 1839, passed 02/16/1982, granted special use approval for an equipment rental service.
1983-13	Ord. No. 2033, passed 01/16/1984, granted a variation for a front yard fence.
PC-62	Ord. No. 2037, passed 01/23/1984, granted site plan and appearance approval for a building addition.

BACKGROUND INFORMATION / DESCRIPTION OF PROPOSAL

Recently, it had come to the attention of staff that the existing business at 318 N. Milwaukee Avenue, House of Rental, did not have legal zoning authority for its outdoor storage or display.

The petitioner, House of Rental, was granted a special use for an equipment rental service in 1982, subject to the following condition of approval:

- That all outdoor storage shall be eliminated within three years.

It was the Village's intent that outdoor storage would be allowed temporarily to allow the applicant time to prepare a long term plan for its equipment storage. However, this condition was not adhered to by the applicant and was not tracked by staff. Since its initial special use approval, the business has continued outdoor storage.

To rectify this violation, the applicant is now petitioning for special use-site plan approval of a tool/equipment rental facility with outdoor storage or display. The use will generally continue as it has been for years. The types of equipment stored outdoors includes trailers, tow behind air compressors, wheeled loaders, track backhoe, tow behind wood chipper, and scissor lifts. During operating hours, the business also displays seasonal or new equipment in the front parking lot. Customer pickups and other equipment orders are prepared and loaded in the fenced area north of the building. This location averages six customers per day. There are two employees. The hours of operation are 7am to 5:30pm Monday through Friday and 8am to 3pm on Saturday.

No building changes are proposed. Very minor site changes are proposed related to landscaping.

SITE PLAN REVIEW

Scale of Site Plan: unknown.

General site layout: There are two existing curb cuts onto Milwaukee Avenue. While the property also abuts Strong Avenue, access is fenced off on Strong.

Customer parking is provided in the front lot. The existing striping includes a total of seven parking stalls. However, the site plan indicates a total of six because only one angled parking stall is shown. The Plan Commission may wish to confirm if the front parking lot is to be restriped per the site, which reduces customer parking by one stall (to six).

The only equipment display area is shown at the northeast corner of the site.

All outdoor storage areas are located in within the fenced area. The Fire Department has noted concern in its memo that the outdoor storage may have impacts on emergency access. It does not appear that storage along the property lines would impact access. The Plan Commission may wish to discuss with the Fire Department and petitioner if the proposed storage adjacent to the garage is the main point of concern and if it can be adjusted to allow for better emergency access.

Floor Plan: The existing floor plan shows that most of the building is used as warehouse space. There is less than 1,000 sq. ft. of customer areas at the front of the building.

Total Number of Parking Spaces: The proposed use has a parking requirement of 6 stalls per 1,000 sq. ft. of customer area. As such, only six parking stalls are required. This requirement is met. In addition to the customer parking in the front lot, additional stalls for employees are provided in the fenced portion of the lot.

Bicycle parking: No exterior bicycle parking is provided. Indoor parking is likely available for employees.

Landscaping: A landscape plan is provided that notes existing trees around the perimeter of the site, some of which have been removed. The petitioner plans to install three juniper shrubs in the existing bare planter space at the front of the parking lot.

Screening: An existing chain link fence surrounds the outdoor storage area. There is gated access from Milwaukee Avenue.

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.

“A special use is necessary for customers to see equipment available for rental. Equipment is positioned for the ease of customers to be able to load, unload and test equipment.”

The special use is required for outdoor storage or display of equipment. The use as a tool/equipment rental facility (without outdoor storage or display) is a permitted use.

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

“The property is fenced. Equipment visibility makes it easier for customers to find our location. Trees block views from the south. A building blocks views from the north.”

No substantial change is proposed to the existing operations of the business.

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.

“We have been in the same location doing the same business since 1977. For over 40 years, we have been able to service our customers and neighbors without any incidents. The site works well for the size of the operation we have and will not cause conflicts with adjacent properties.”

No substantive changes are proposed to the existing operations.

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 on existing adjacent land use. The area is fully developed.”

Very little landscaping is provided on site. The outdoor storage is enclosed by an existing chain link fence. No changes are proposed to the existing structures.

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.

“Business is expected to continue at the same rate. Parking areas are not visible to homeowners. Entrance and exits have safe access and good visibility. The special use will not change traffic or cause congestion.”

The parking is adequate for the proposed special use. Access to the site is only via Milwaukee Avenue, not Strong Avenue.

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.

“Equipment & Party rental equipment is 100% of our business. Without outdoor storage we would be forced to close the business. Since the Village of Wheeling has limited storage, business is down 20% this year. It is very difficult to see our business driving on Milwaukee Avenue from the north. Siding 1 Windows 1 is the business to the north. It is a non-compliant structure that blocks all views of our sign & building. Driving on Milwaukee Avenue from the south, it is very difficult to see our business. Starbucks has landscaping & structures that blocks views of the building and signage. Outdoor storage helps identify that we are a rental business. With customers being able to view the business they are able to have time to slow down and use proper signals to safely enter our business. It prevents any U turns and last minute braking from vehicles coming to House of Rental.”

If the special use is not approved, then the petitioner could only use the property as a tool/equipment rental facility without outdoor storage or display.

STAFF REVIEW

Fire Department Review: The Fire Department has submitted a review memo, dated November 21, 2018. The Fire Department is concerned that the outdoor storage will impact emergency access. This issue should be addressed by the petitioner.

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

Impact on adjacent uses: No significant changes to the 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 the outdoor storage can be adjusted to meet the emergency access concerns of the Fire Department.

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:

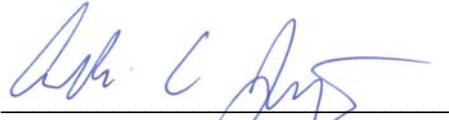
Recommend approval of Docket No. 2018-30, Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit Tool/Equipment Rental Facility with outdoor storage or display in accordance with the following exhibits submitted November 16, 2018, by House of Rental, located at 318 N. Milwaukee Avenue, Wheeling, Illinois:

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

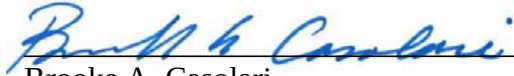
- Landscape plan.

And with the following conditions of approval:

1. To be determined at the hearing.



Andrew C. Jennings, AICP
Director of Community Development



Brooke A. Casolari
Senior Planner

Attachments:

[Fire Department Comments, 11.21.2018](#)

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

[Cover letter](#)

[Floor plan](#)

[Site plan](#)

[Landscape 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 21, 2018
SUBJECT: Proposed tool/equipment rentals with outside displays. Existing Rental Facility – 318 N. Milwaukee Avenue – House of Rental – Plans received for review by the Fire Department, November 19, 2018.

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

Site Plan

1. The proposed plans show areas identified as proposed outside storage. The site plan provided with the petitioner's submittal also shows a parking lot striping plan that is significantly different than current striping based on recent Village GIS images for the property.
2. Village aerial GIS images also show equipment parked within the entry driveways to the site.

House of Rental – 318 N. Milwaukee Avenue – Expansion Rental Services

1. Based on the documents submitted for review, the petitioner does not appear to be proposing any changes within the existing building.

Fire Department Recommendations

1. The submittal documents provide limited information, including quantity of equipment to be stored and specific information on where equipment will be stored or on display. There is also limited and conflicting information provided on vehicle parking for employees and customers with the proposed outside storage. These items have a cumulative effect on site access for the Fire Department during emergency incidents. Therefore, the Fire Department cannot support the petitioner's request until more detailed information can be provided

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

House of Rental – 318 N. Milwaukee Avenue

**Docket No. 2018-30 (Special Use and Site Approval of a Tool/Equipment Rental Facility
with Outdoor Storage or Display)**



Existing conditions of subject property – east elevation

House of Rental – 318 N. Milwaukee Avenue

**Docket No. 2018-30 (Special Use and Site Approval of a Tool/Equipment Rental Facility
with Outdoor Storage or Display)**



Existing conditions of subject property – looking into fenced storage area



HOUSE OF RENTAL

Skokie
5115 Church St.
Skokie, IL 60077
Tel. (847) 677-2010
Fax (847) 677-3790

Wheeling
318 N. Milwaukee.
Wheeling, IL 60090
Tel. (847) 537-2255
Fax (847) 537-4599

Glenview
1766 Waukegan Rd.
Glenview IL 60025
Tel. (847) 657-9020
Fax (847) 657-9099

HOUSE OF RENTAL was founded in May of 1969 in Skokie. Originally called A to Z Rental Center, we had one store on Dempster Street. In 1970, the name was changed to HOUSE OF RENTAL as we ended our affiliation with the A to Z Rental franchise system.

In June 1977, our second store was established at its current location in Wheeling. Designed as a tool rental location, it gave us access to the northwest suburbs. This facility was remodeled and expanded to its present size in 1983, providing space for a shop, more indoor storage and a larger showroom.

The original Skokie store was moved to its second location on Dempster in September of 1985. Glenview opened in June of 1988 in its award winning new building. This filled the gap between Skokie and Wheeling so that there is less than five miles separating each location.

By 1992, HOUSE OF RENTAL had entered the special event field and continued to mature into the Company you see today. With approximately 40 employees, we rent a broad range of equipment from three locations covering the north and northwest Chicagoland, with a customer base extending far beyond our immediate market area.

HOUSE OF RENTAL has continued to evolve during the years. As the target customers have changed, store locations have also changed. The Skokie facility is now located on Church street. The new facility offers more space and opportunities to broaden the Company's horizons. House of Rental has moved away from paper good sales and more towards renting upscale linens and dishes. A dish wash facility and laundry facility have been added as well as more yard space for contractor equipment. House of Rental continues to change as the needs of the customers changes.

ORGANIZATION

HOUSE OF RENTAL has stores in three locations serving customers in the north and northwest suburban markets and adjacent areas of Chicago.

Headquarters store:	5115 Church St, Skokie IL
Additional stores:	318 N. Milwaukee Ave., Wheeling IL
	1766 Waukegan Rd., Glenview IL

Detailed use of the property

House of Rental Wheeling is open 7:00am-5:30pm Monday thru Friday and Saturday 8:00am - 3:00pm.

There are 2 employees at the Wheeling location. Types of rental equipment stored outside: trailers, tow behind air compressors, wheeled loaders, track backhoe, tow behind wood chipper and scissor lifts. During business hours, we have seasonal or new equipment displays in the front parking lot. All party & equipment deliveries are made from our Skokie location. Customer pick up orders at Wheeling are prepared and loaded out of the back warehouse overhead doors. Equipment orders are loaded and unloaded in the fenced in areas of the side asphalt lot. On average the Wheeling facility has 6 customers a day. The site works well for the size of its operation. We have been able to service our customers without any accidents or incidents for over 40 years.

Exhibit received November 16, 2018

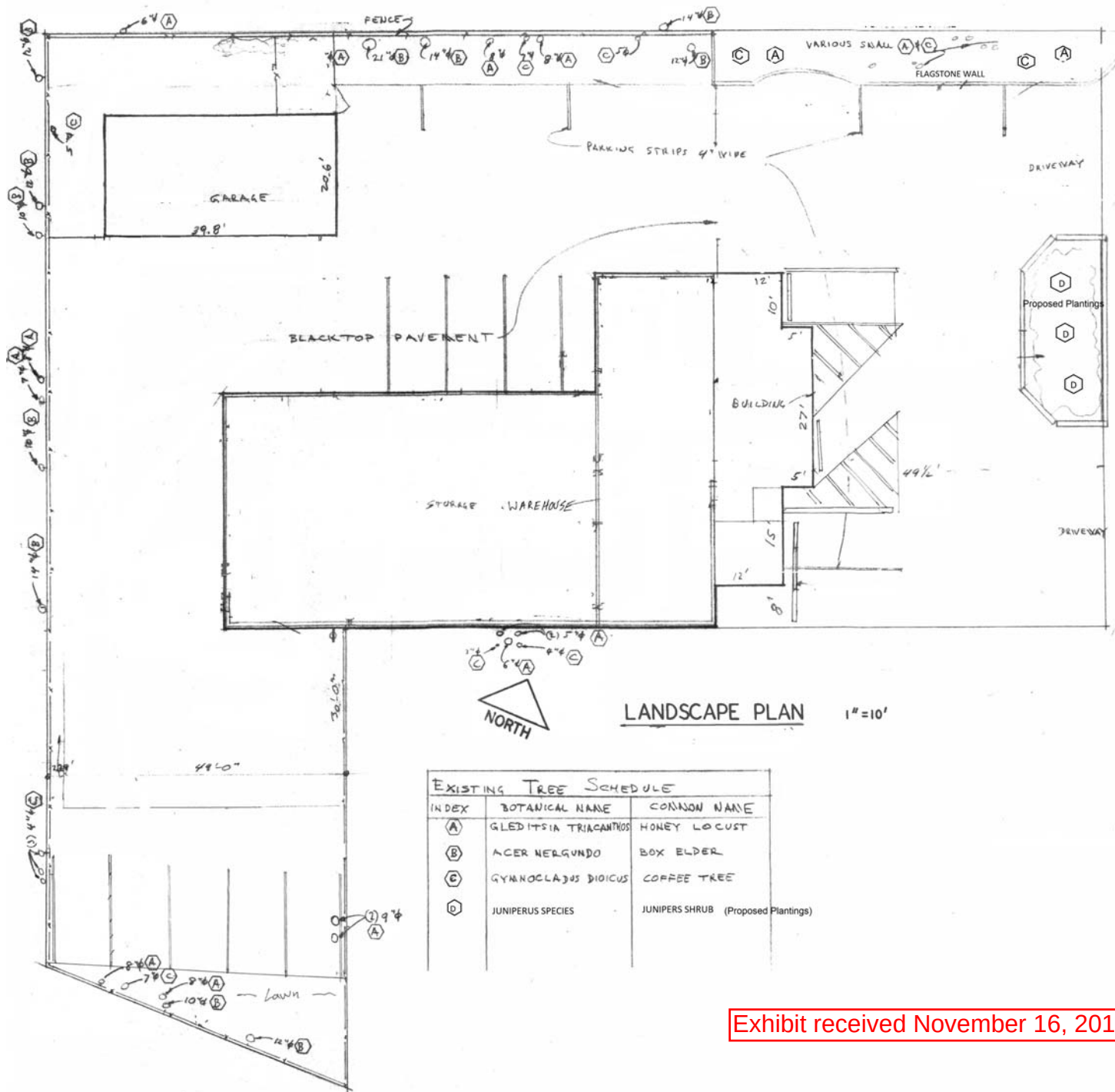


Exhibit received November 16, 2018

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

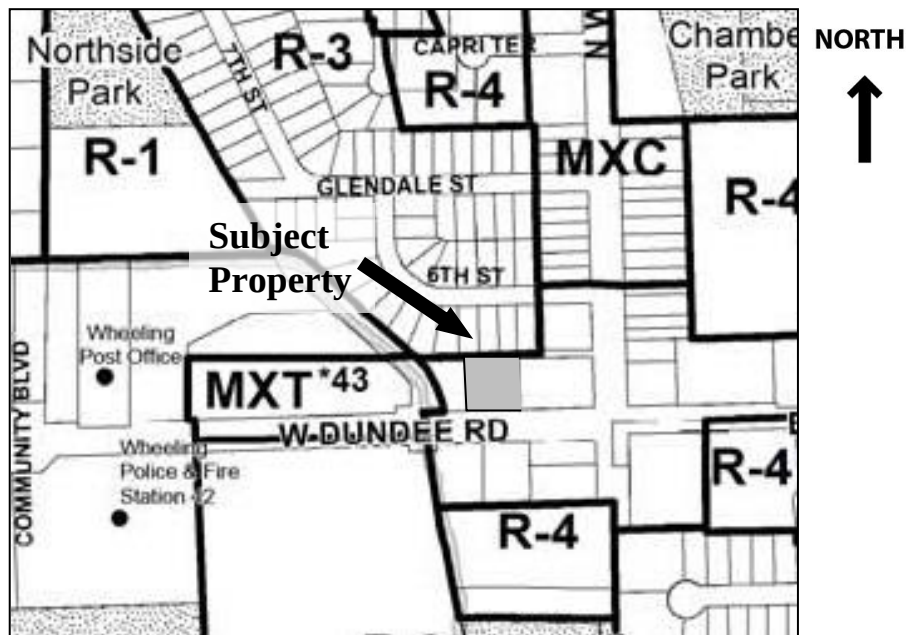
RE: **Docket No. 2018-31**
Kelly's Café
30 W. Dundee Road
Special Use-Site Plan Approval of a Sit-Down Restaurant

DATE OF REPORT: December 13, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The petitioner requests special use-site plan approval for a sit-down restaurant to establish a new restaurant in vacant commercial space at 30 W. Dundee Road.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Robert Stambolic, Kellys Café LLC
<u>Property Owner Name:</u>	Demetrios Eliadia
<u>Common Location:</u>	Located in Wolf Plaza.
<u>Neighboring Property Land Use(s):</u>	North: Single-Family Residential West: Commercial South: Commercial East: Commercial

<u>Comprehensive Plan Designation:</u>	Commercial
<u>Property size:</u>	24,280 sq. ft. (entire zoning lot) 9,600 sq. ft. (building) 1,000 sq. ft. (unit)
<u>Existing Use of Property:</u>	Commercial
<u>Proposed Use of Unit:</u>	Sit-down restaurant
<u>Existing Property Zoning:</u>	B-3, General Commercial & Office District

Previous Relevant Zoning Action on Property:

2004-12	Ordinance No. 3863, passed 4/26/2014, granted special use site-plan approval for a carry-out restaurant (48 W. Dundee Rd).
2004-13	Ordinance No. 3864, passed 4/26/2014, granted parking variation to reduce parking (26-48 W. Dundee Rd).

DESCRIPTION OF PROPOSAL

The applicant, Kelly's Café, is seeking to operate a café for adults offering light meals and gaming within the Wolf Plaza. The applicant is requesting Special Use-Site Plan Approval for a sit-down restaurant.

The proposed floor plan provides seating for 5 at gaming terminals and 5 counter service seats, totaling 10 seats.

According to the project description, there will be two managers, one for each day and night shift, and two total employees, for a total of two employees at any one time. The proposed hours of operation are defined as 8 AM to 2 AM, seven days a week. As described, the restaurant would be open in the morning offering coffee, different varieties of breakfast sandwiches, and gaming machines.

No exterior changes are proposed to the building façade or site.

SITE PLAN REVIEW

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

Floor plan: The floor plan indicates seating for a total of 10 customers (5 counter service chairs and 5 gaming stations). The dining area and bar are located within the same counter service area, with the gaming area located at the front of the space.

Total Number of Parking Spaces: Based on staff records, there are 40 existing parking spaces for all tenants in the Wolf Plaza (26-48 W. Dundee Rd), and a parking variation for 11 spaces. Based on the proposed floor plan of 10 seats (including gaming terminals) and 2 employees, 6 parking stalls are required. Since there are 7 parking stalls allocated for this unit, there is sufficient parking for this request.

Trash enclosure: There are existing common trash containers available for the proposed restaurant located at the rear of the building (north) within existing parking area/alley. However, none of the containers are located within dedicated enclosures.

Lighting: No changes are proposed to the existing lighting on the site.

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.)

"The special use permit is necessary in order to create an upscale luxury cafe with gaming, which requires a pouring license to sell beer and wine. Residents will benefit by coming in anytime and enjoying free internet, a variety of food items, different types of coffee, video gaming and televised sporting events, movies, etc."

The applicant proposes to convert an existing vacant commercial tenant space into a sit-down restaurant/gaming café, offering light meals and gaming opportunities.

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.)

"Kelly's Café will benefit people and businesses alike within the shopping plaza. Anyone can come in the morning and get coffee to start their day, have different varieties of breakfast sandwiches, and to win on the slot machines. Our business concept is new to the plaza so all the other businesses will benefit from the clientele that we attract."

No changes will occur to the site based on the proposed commercial use for a sit-down restaurant; there are existing restaurants and commercial uses within the center.

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?)

"Kelly's Café will not adversely affect any of the nearby businesses. There will not be smoking allowed in our cafe. We also don't anticipate that access to other properties, or the overall climate of the neighborhood, will be adversely effected by our presence."

The proposed café will be located within an existing commercial tenant space of the shopping center and will not require any exterior changes to the building.

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?)

"No negative impact on the existing land use is foreseeable".

No 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 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?)

Parking is safe and designed for the convenience of entering and exiting our establishment, even at peak hours. There are plenty of parking spaces available during all business hours. Visitors will have access to the properties parking spaces off of Wheeling Rd. The special use will not cause congestion or parking issues."

The current parking for allocated for the unit is sufficient, which is accessed from W. Dundee Road. No changes will occur to the existing parking lot and access to/from the site.

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.)

"The upscale concept of Kelly's Café will be much more successful and profitable with a gaming license. A gaming license requires the special use pouring license variance we seek."

The proposed special use will comply with all other zoning requirements.

STAFF REVIEW

Fire Department Review: The Fire Department has reviewed the plans and there are no conditions of approval at this time. The change in use group for occupancy will trigger a requirement to upgrade the tenant space, including installation of an automatic fire sprinkler system, which the petitioner has been advised of these requirements to be confirmed at time of building permit review.

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

Health Division Review: The Health Officer has reviewed the plans and has indicated there are no comments at this time.

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

Staff Recommended Action: Staff recommends approval of the special use for a sit-down restaurant.

PROPOSED MOTIONS

If the Plan Commission approves of the requested special use for a restaurant, the appropriate motion would be to:

Recommend approval of Docket No. 2018-31, to grant Special Use-Site Plan Approval as required under Chapter 19-06 Commercial Districts, Chapter 19-10 Use Regulations, Chapter 19-12 Site Plan Approval Requirements, and associated sections, to permit a Sit-Down Restaurant in accordance with the following exhibits by Kelly's Café, to be located at 30 W. Dundee Road, Wheeling Illinois:

- Cover letter, dated October 18, 2018; and
- Floor plan, received December 3, 2018

And with the following condition of approval:

1. *Any additional conditions as determined at the hearing...*



Andrew C. Jennings, AICP
Director of Community Development



Steve Robles, AICP
Assistant Director of Community Development

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

 [Cover Letter, dated 10/18/2018](#)

 [Floor plan, received 12/3/2018](#)



Existing conditions of subject unit (looking north)



KELLY'S CAFE

30 W Dundee Rd, Wheeling IL 60090 | Kellyscafe LLC@gmail.com

October 18, 2018

Village of Wheeling
2 Community Blvd
Wheeling IL, 60090

Dear Village of Wheeling:

Kelly's Café will be a unique business offering a variety of refreshments and light meals for customers to enjoy while playing the most modern slot machines in Illinois. Refreshments such as freshly brewed coffee and complimentary sodas, including Coke, Sprite, Dr. Pepper and bottled water will be available. Customers will also be able to enjoy an assortment of sandwiches with options varying from breakfast choices to lunch and dinner, as well as, a delicious dessert menu for those who want a quick treat such as cookies, pastries and other sweet delicacies. For adults looking for a place to unwind, we sell alcoholic beverages with a variety of wine, beer, and top-shelf liquors.

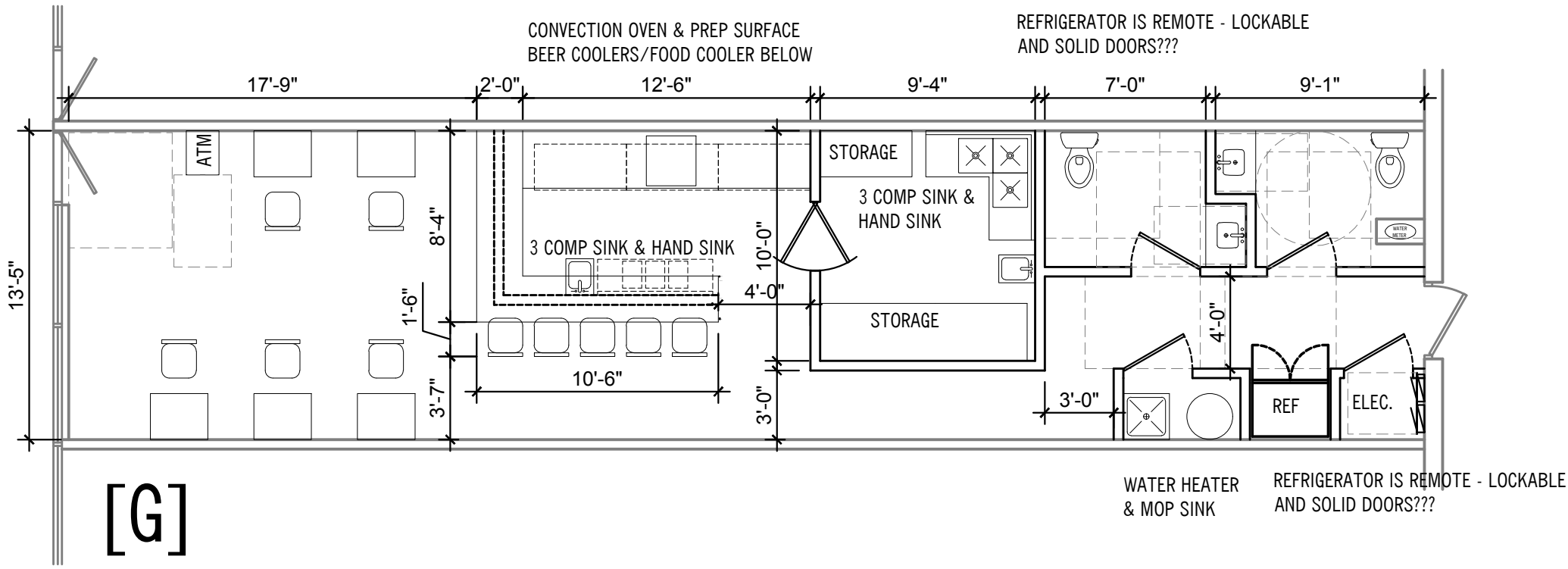
What makes Kelly's Café different than other establishments is the attention to detail offering a luxurious surrounding that provides a comfortable environment, with free WIFI and delicious light plates that help the customer feel relaxed to socialize as they please. We pride ourselves on providing a clean, safe environment for all our customers and employees.

Kelly's cafe will hire four employees, including two managers (day and night) and two employees. Hours of operation will be 8am-2am, 7 days a week.

Stop in any time of the week to check out Kelly's Café and play on Illinois' newest gaming machines to win big, have a drink, enjoy some delicious sandwiches. Spend your time with us and we'll make sure you're treated right!

Sincerely,

KELLY'S CAFE



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

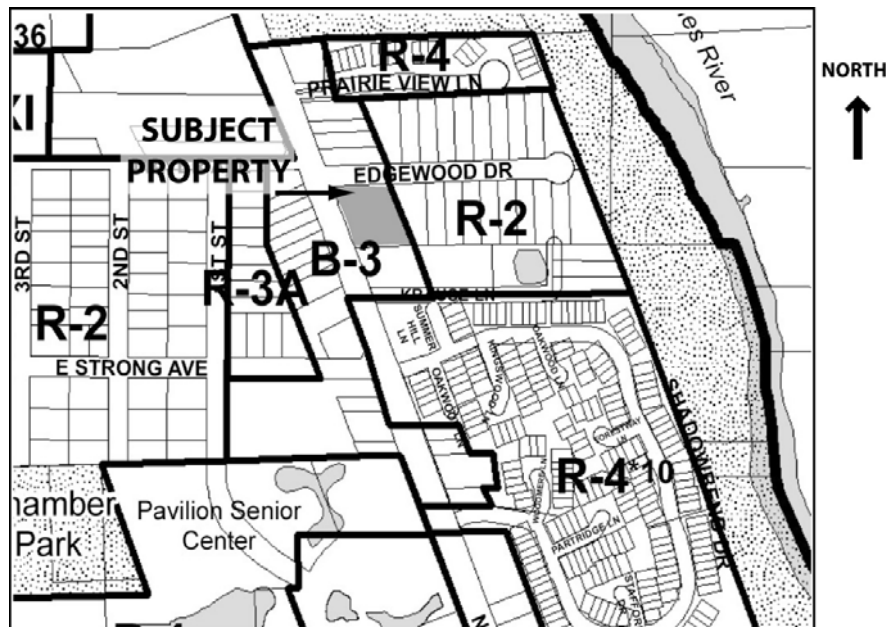
RE: **Docket No. 2018-29**
Express Auto Title Loans
353 N. Milwaukee Avenue
Special Use-Site Plan Approval for a Short Term Lending
Facility

DATE OF REPORT: December 12, 2018

DATE OF MEETING: December 20, 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. The hearing was continued on December 6th to December 20th.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Applicant Name:</u>	Roman Zilber, business owner
<u>Property Owner Name:</u>	Eagle Property Investments
<u>Common Location:</u>	Located at the southeast corner of Milwaukee Avenue and Edgewood Drive.

<u>Neighboring Property Land Use(s):</u>	North: Commercial West: Commercial South: Commercial East: Single-Family Residential
<u>Comprehensive Plan Designation:</u>	Commercial
<u>Property size:</u>	40,865 sq. ft. (0.94 ac) for the entire site; 7,650 sq. ft. for the building 1,440 sq. ft. for the subject unit
<u>Existing Use of Property:</u>	Vacant commercial building
<u>Proposed Use of Property:</u>	Short term lending facility
<u>Existing Property Zoning:</u>	B-3General Commercial and Office District
<u>Previous Zoning Action on Property:</u>	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 plan to repave the parking lot and perform landscape maintenance.

SUMMARY OF DECEMBER 6TH PLAN COMMISSION REVIEW

On December 6th 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. Provide proposed color scheme/palette for the exterior building paint. **As described in the cover letter, the petitioner does not plan to change the building exterior at this time. If in the future he plans to paint the building, then he will return for minor site plan and appearance approval.**
2. Provide a plan illustrating how the trash enclosure will be repaired or replaced. **As described in the cover letter, the petitioner plans to store trash indoors. He will remove the existing enclosure and repair the pavement below.**

3. Provide a landscape plan. **A landscape plan has now been provided.**
4. Provide a floor plan for the Express Auto Title Loans space. **A revised building floor plan has been provided that more clearly delineates the proposed space for Express Auto Title Loans.**

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. The revised floor plan for the subject unit indicates one large office with bathrooms and a separate utility room.

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 substantial changes are proposed to the existing landscaping, which is very limited. There are existing shrubs along the north and west property lines. The eastern portion of the property is grass. A landscape plan is now provided that indicates the following changes:

- Pruning and weeding of existing hedges,
- Replace dead or missing bushes, and
- Remove/replace old railroad ties.

Because most of the shrubs are located in the right-of-way, approval from IDOT would be required for substantial changes to the existing landscaping. As such, staff agrees with the proposed maintenance, as noted on the landscape plan.

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 petitioner indicates in his cover letter that outdoor trash bins are unnecessary for his business and that the trash will be stored indoors. The petitioner agrees to remove the existing enclosure and to repair the pavement below. A condition of approval has been added to the motion to address this plan.

Building Appearance: As described in the cover letter, no exterior changes are proposed to the 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 review the revised cover letter, floor plan, and landscape plan prior to making a motion on the special use petition. Staff also recommends clarifying the petitioner's intent to "repave the lot." A condition of approval shall be added to the motion to reflect the intent of the parking lot improvements.

PROPOSED MOTION

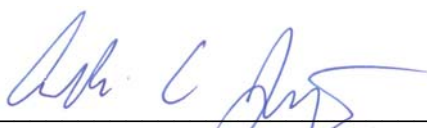
If the Plan Commission finds that the petitioner has satisfied the requirements for the granting of special use-site plan approval, an appropriate motion would be to:

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,
- Cover letter, received December 12, 2018,
- Floor plan, received December 12, 2018, and
- Landscape plan, received December 12, 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. Prior to occupancy, the trash enclosure shall be removed and the pavement below shall be repaired;
3. A new Certificate of Occupancy is required; and
4. *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 \(staff\)](#)

[Project description](#)

[Cover letter](#)

[Floor plan](#)

[Landscape 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.

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

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

Dear Board:

During the Plan Commission meeting held on December 6th, there were several unresolved issues that needed to be address and therefore the granting of the Special Use License was continued to be addressed at the December 20th meeting. Per your suggestion, I worked with the Village employees to come up with a resolution to all the open items:

1. Provide Proposed Color:

The Village and I discussed, and together we decided to keep the current color of the building as is and we will look at painting the building at a later time. When we are ready to commence painting, we will submit the necessary permits to the village at that time for review and approval.

2. Need to identify and show how the trash enclosure will be repaired or replaced:

At the current time, my business does not have any waste besides mostly paper. We would prefer to get small containers and keep then inside the building. We will remove the old metal enclosure and repair the pavement. At the later time, when needed, we will submit all the necessary permit request and provide a design for the trash enclosure to the village for review and approval.

3. Provide a landscape plan:

We have created current landscape drawing and as weather permits we will trim all the bushes and we will replace the bad and dry evergreens with new ones, and we will replace the broken railroad ties with new ones or remove them completely depending on a landscape professional suggestion. It is very hard to access them now as they are covered with snow.

4. Provide a floor plan for Express Auto Title Loans.

We have created current office plan. Please see attached.

Sincerely,

Roman Zilber

Exhibit received December 12, 2018

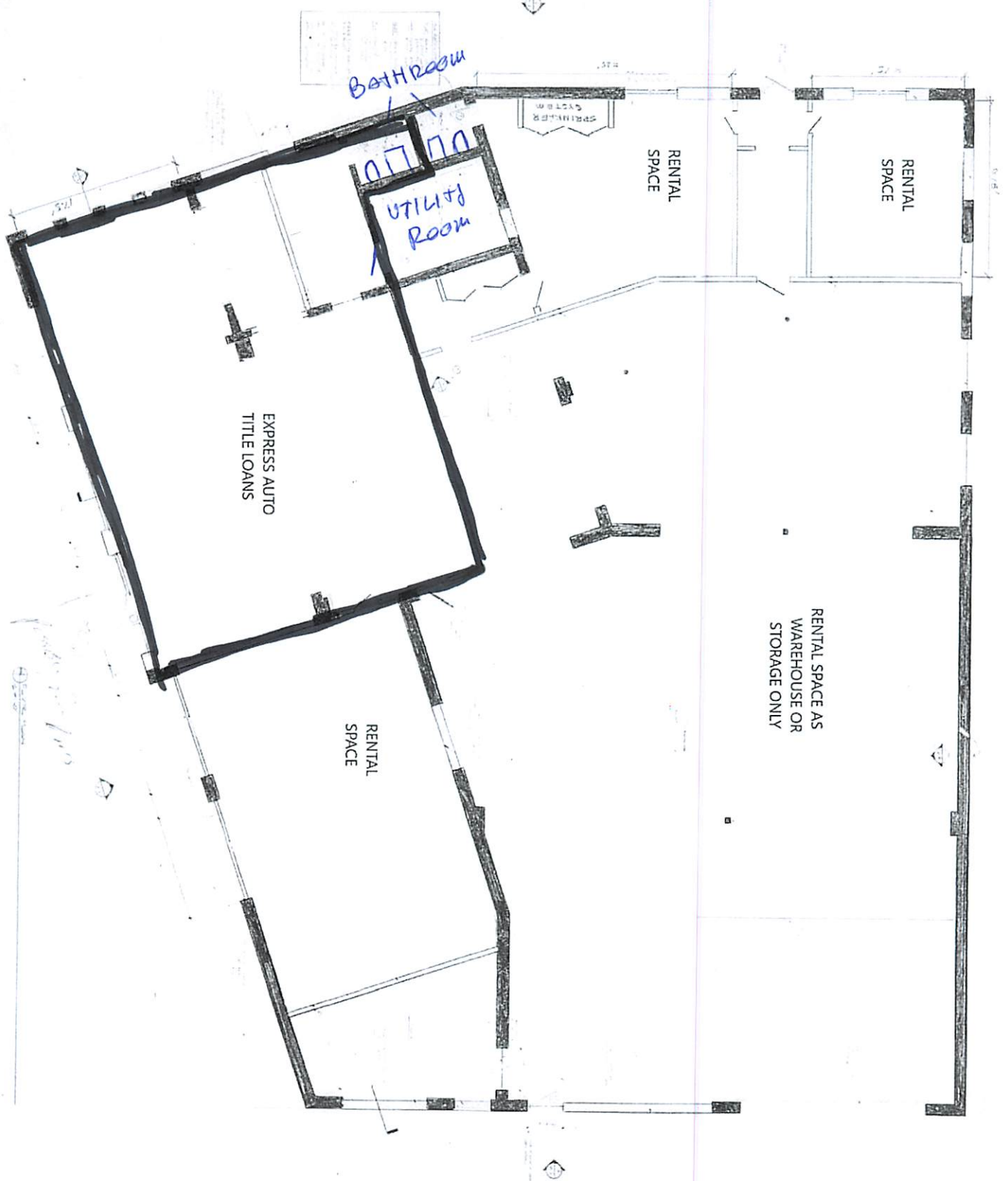
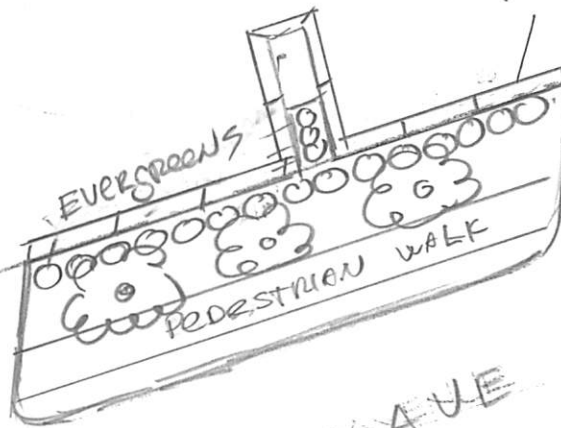


Exhibit received December 12, 2018

EXISTING LANDSCAPE
TO REMAIN

DENSE SCREENING IS
REQUIRED FOR
PERIMETER OF PARK LOT

PERIMETER
RAILROAD
TIES



MILWAUKEE AVE

PROPOSAL LANDSCAPING

- PRUNING AND WEEDING EXISTING HEDGES
- REPLACE DEAD OR MISSING BUSHES
- REMOVE/REPLACE OLD RAILROAD TIES

MidLakesSurvey.Com
382 Lake Street
Antioch, IL 60002

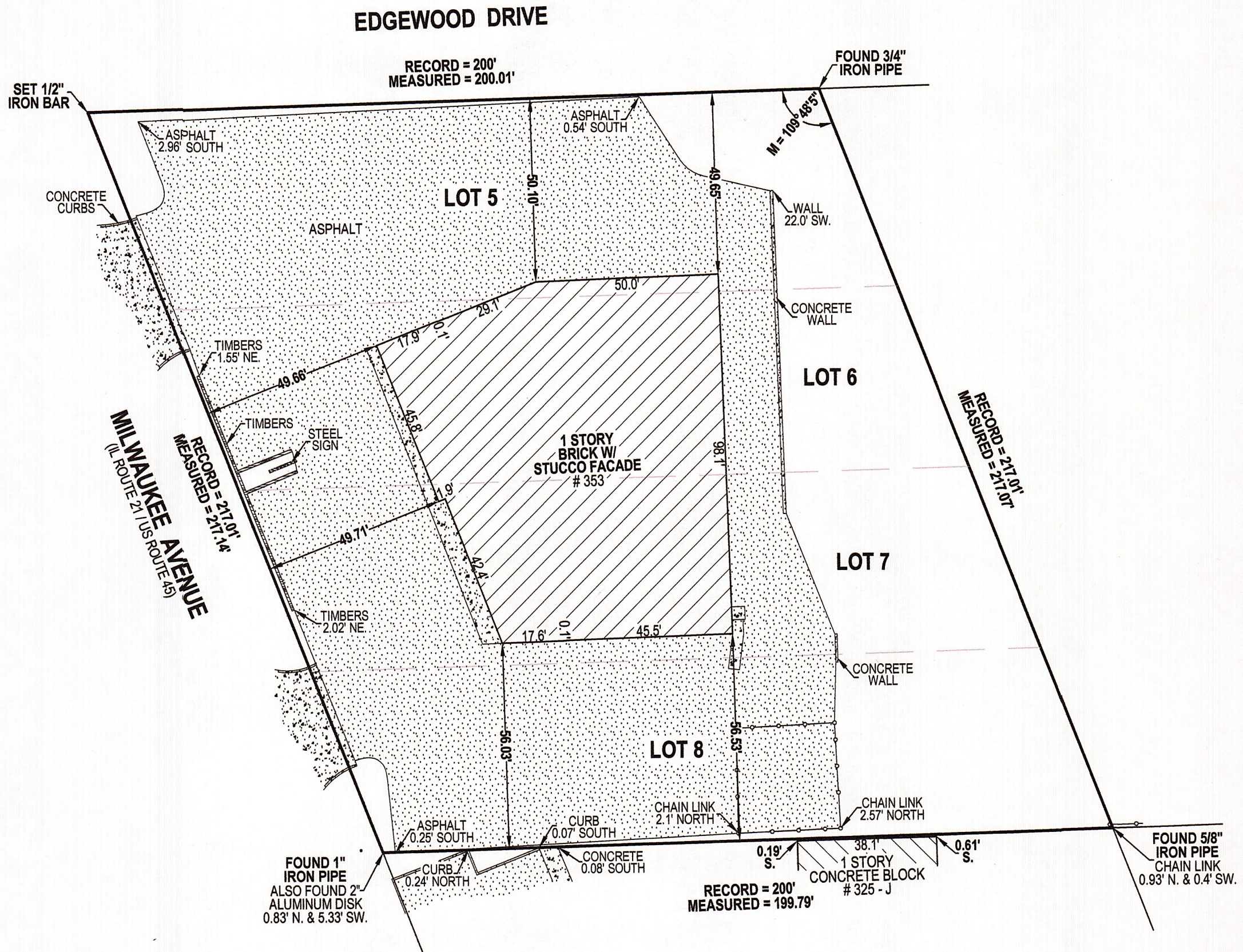
MID LAKES SURVEY COMPANY

Illinois Professional Design Firm 184.006153

PLAT OF SURVEY

Phone: 847-973-1873
Fax: 847-973-9783
midlakes.survey@yahoo.com

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

COPYRIGHT© 2018 - MID LAKES SURVEY COMPANY

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)
COUNTY OF LAKE) S.S.

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

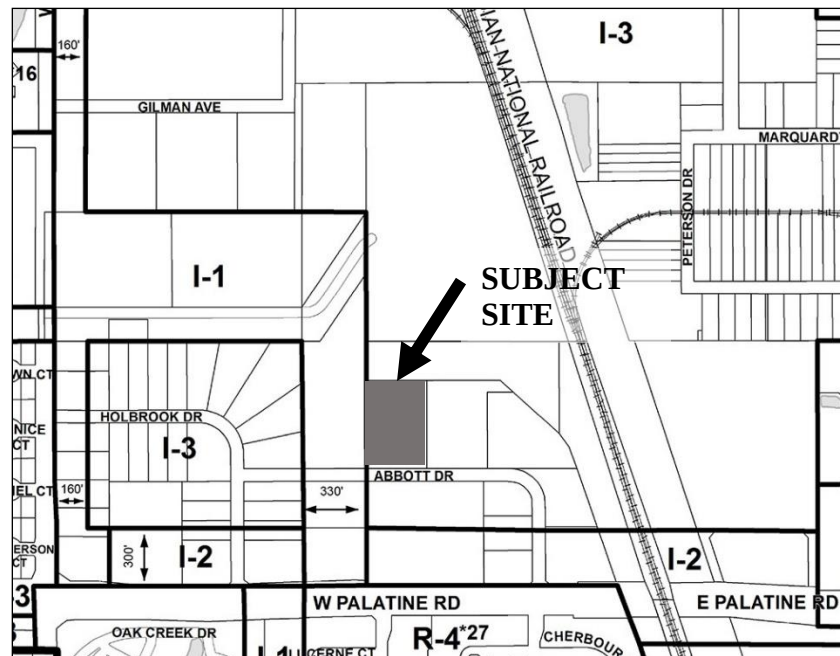
RE: **Docket No. PC 18-19**
JV Global Services LLC
150 Abbott Drive
Minor Change to Approved Site Plan

DATE OF REPORT: December 14, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The petitioner requests a Minor Change to the approved site plan associated with heavy motor vehicle outdoor storage/truck freight terminal, approved by the Plan Commission on December 1, 2016 as Docket No. 2016-21C.

LOCATION MAP:



GENERAL PROPERTY INFORMATION

<u>Development Name:</u>	JV Global Services LLC
<u>Applicant Name:</u>	Ashley Vareldzhyan
<u>Property Owner:</u>	Abbott Drive LLC
<u>Common Location:</u>	Located on the north side of Abbott Drive, east of Holbrook Drive.

<u>Neighboring Property Land Use(s):</u>	North: Industrial South: Industrial West: Industrial East: Industrial
<u>Comprehensive Plan Designation:</u>	Industrial
<u>Property Size:</u>	3.2 acres (total lot)
<u>Building Size:</u>	400 sq. ft. (building area)
<u>Existing Use of Property:</u>	Truck freight terminal/Heavy motor vehicle outdoor storage
<u>Proposed Use of Property:</u>	No change.
<u>Existing Property Zoning:</u>	I-3 General Industrial District

DESCRIPTION OF PROPOSAL

The petitioner, JV Global Services, received special use-site plan approval for a truck freight terminal and heavy motor vehicle outdoor storage use, which was reviewed by the Plan Commission on December 1, 2016 and approved by the Village Board on December 19th (Ordinance No's. 5064 and 5065). The approved site plan permits outdoor parking of trucks and contractor's vehicles not to exceed 78 parking stalls (76 in winter due to snow storage), but does not permit outdoor material storage and daily/hourly parking. The approvals were conditioned upon improvements being made to the property, such as replacement of asphalt pavement and striping, new landscaping along Abbott Drive, and replacement of concrete aprons. Inspections to confirm compliance with the provisions of the Special Use approval were conducted in the summer of 2018, and the operators have been working with Staff since that time to respond to the items listed in the inspection report. While several items have been corrected, the petitioner is now requesting approvals necessary to modify certain aspects of the site plan.

During a follow-up site inspection conducted by staff on October 16, 2018, it was observed that additional truck parking spaces were added to the site, which not only increased the parking total limited by Ordinance No's. 5064 and 5065, but also resulted in the parking layout deviating from the approved site plan. Approximately 20 truck parking spaces were added to the southern portion of the site to accommodate overflow cab-less refrigerator truck trailers from Richelieu Foods (located across Abbott Drive from the subject property). As a result, the petitioner is seeking a minor change to the approved site plan to increase the parking by 17 stalls, resulting in 93 total spaces. The change will convert the middle parking row from a single parking row to a double parking row and locate 19 spaces at the southern end. The approved site plan is attached for comparison. The new southern parking row also requires the relocation of the employee parking spaces to be located immediately north of the office building, which these parking spaces have already been relocated. The petitioner has identified snow storage will be located in the 3 southeastern parking stalls.

Upon request by staff, the petitioner has provided a fire truck auto turn exhibit for the center parking row, since there is concern the reduced drive aisle will not provide adequate turning maneuvering for fire response vehicles. As demonstrated, the two end stalls (within the south row

of the middle aisle, labeled “24 Spaces”), requires a fire truck to go over the adjacent concrete curbs to make the full turn, which is not acceptable. Therefore, any approval of a change to the site plan should require the removal of stalls as needed to demonstrate full and uninterrupted maneuvering around the center parking aisle through a new auto-turn exhibit to illustrate compliance.

STAFF REVIEW

Fire Department Review: The Fire Department has reviewed the site plan and has indicated the auto turn exhibit demonstrates the revised parking layout does not provide adequate emergency vehicle maneuvering and does not support the plan as proposed.

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

Staff Recommended Action: Staff recommends approval of the change to the approved site plan, subject to the following condition:

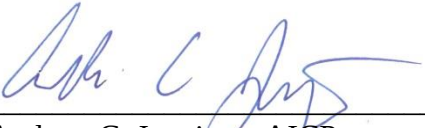
1. Prior to the issuance of a permit, a revised site plan shall be submitted to reduce the number of stalls located within the south parking row of the center parking aisle (labeled “24 Spaces”) to demonstrate full and uninterrupted maneuvering around the center parking aisle.

PROPOSED MOTIONS

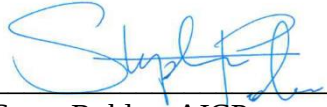
If the Plan Commission finds that the minor changes to the approved site plan to increase the increase the total number of truck parking to 91 spaces are acceptable, the appropriate motion would be to:

Approve Docket No. PC 18-19 granting a minor change to the site plan approved by Ordinance No. 5064 (Docket No. 2016-21A) and Ordinance No. 5064 (Docket No. 2016-21C), as required under Title 19, Zoning, of the Wheeling Municipal Code and Chapter 19-12, Site Plan Approval Requirements, in order to increase the outdoor parking of trucks and contractor’s vehicles for 150 Abbott Drive, Wheeling, Illinois, and subject to the following condition:

1. Prior to the issuance of a permit, a revised site plan shall be submitted to reduce the number of stalls located within the south parking row of the center parking aisle (labeled “24 Spaces”) to demonstrate full and uninterrupted maneuvering around the center parking aisle.



Andrew C. Jennings, AICP
Director of Community Development

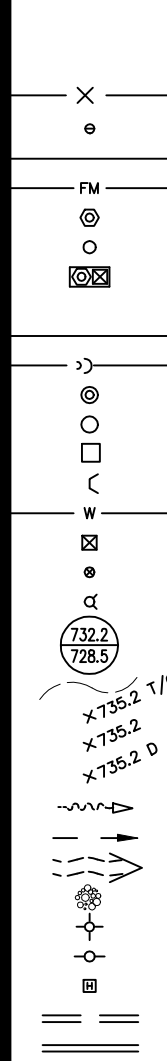


Steve Robles, AICP
Assistant Director of Community Development

Attachments: [\(Approved\) Site plan, December 19, 2016](#)

 [Minor Change Site Plan, received 12/14/2018](#)

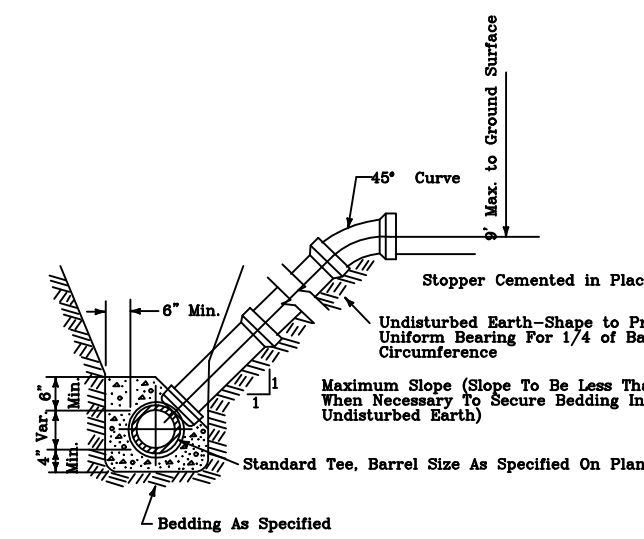
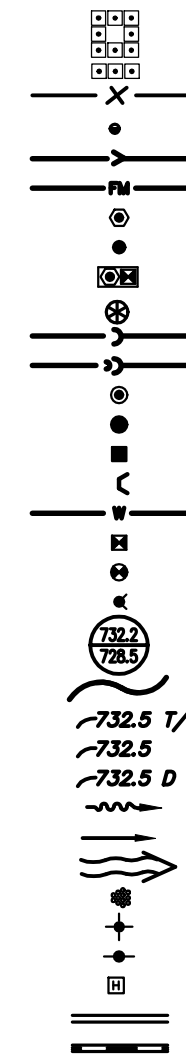
EXISTING



SYMBOLS LEGEND

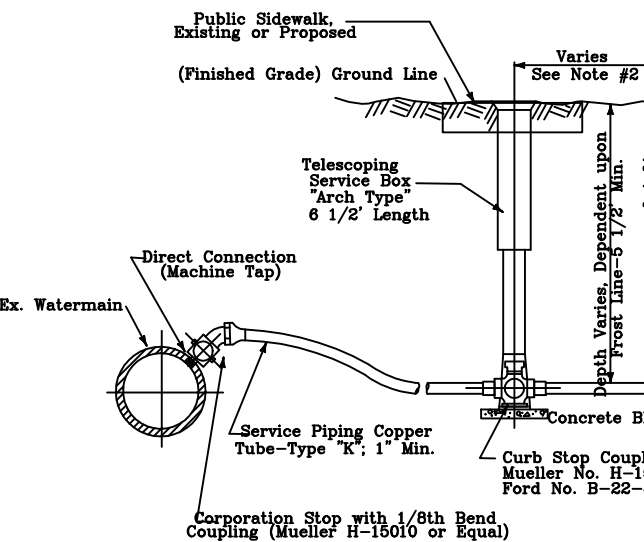
INLET PROTECTION
DITCH CHECK
SILT FENCE
B-BOX
SANITARY SEWER
SANITARY MANHOLE
CLEANOUT
LIFT STATION
SOIL BORING
STORM SEWER
P.V.C. UNDER DRAIN
STORM MANHOLE
CATCH BASIN
INLET
FLARED END SECTION
WATERMAIN
VALVE VAULT / WELL
VALVE BOX
FIRE HYDRANT
RIM ELEVATION
INVERT ELEVATION
CONTOURS
TOP OF CURB ELEVATION
PAVEMENT/GROUND ELEVATION
SWALE ELEVATION
SWALE
OVERLAND FLOW
OVERFLOW RELIEF ROUTE
RIP-RAP
STREET LIGHT
POWER POLE
HANDHOLE
CURB AND GUTTER
REVERSE CURB AND GUTTER
③ SUMMIT POINT
① LOW POINT

PROPOSED



1. Riser To Be Constructed In Line Of Pipe
Sewer Depth Exceeds Nine (9) Feet
2. The bedding under the riser shall be carefully
compacted to prevent the riser from rotating.
3. The sanitary service connection shall be laid in a straight line
and at a uniform gradient from the top of the riser from the
main line to 5' beyond the right-of-way line.
4. Securely plug the end of the service connection.

SEWER SERVICE INSTALLATION



- Notes:
1. Compacted Granular Trench Backfill is Required where any Portion of
Excavation Activity is Within Three (3) Feet Horizontally of Existing
or Proposed Pavements, Driveways, or Sidewalks.
 2. Where Public Sidewalk is Present or Proposed, B-Box
Shall Be Centered Within Width of Sidewalk.
 3. When Water Services are Installed as Replacements for an Existing
Service, Village Water Maintenance Personnel Shall Make the Tap
for Services 2" in Diameter or Smaller.

WATER SERVICE INSTALLATION

JOINT UTILITY LOCATING INFORMATION FOR EXCAVATORS

Call 48 hours before you dig
 (Excluding Sat., Sun. & Holidays)

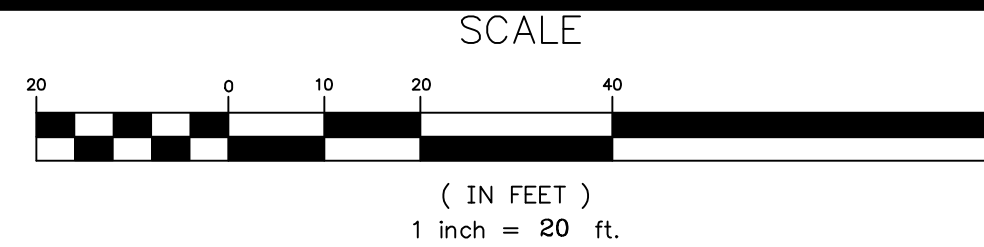
1-800-892-0123

PARCEL 1:
 LOT 1 IN IGINI SUBDIVISION, BEING A SUBDIVISION OF PART OF THE SOUTH 1/2 OF THE
 SOUTHWEST 1/4 OF SECTION 14, TOWNSHIP 42 NORTH, RANGE 11 EAST OF THE THIRD
 PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF FILED JULY 16, 1980 AS
 DOCUMENT LR 3169270, IN COOK COUNTY, ILLINOIS

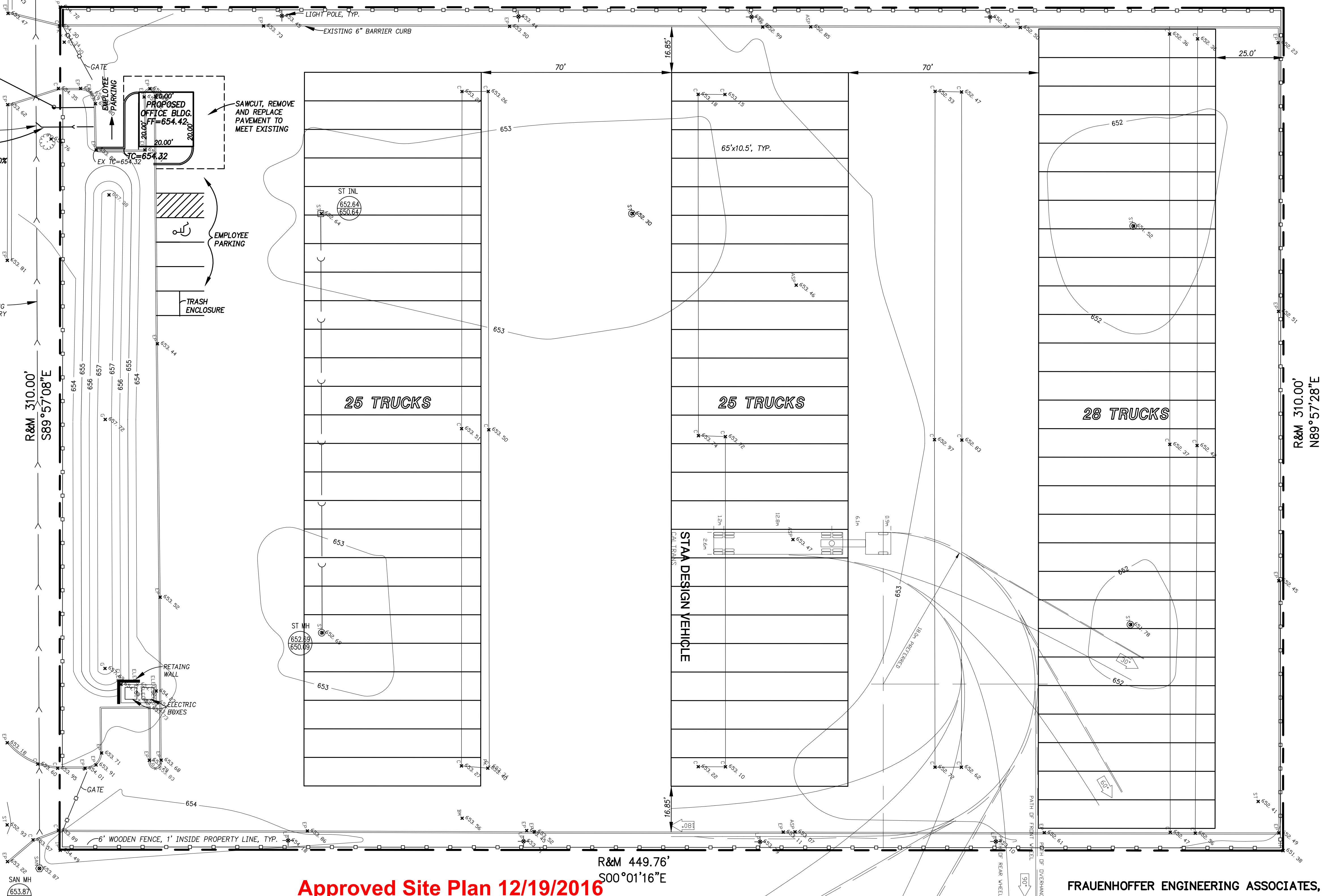
PARCEL 2:
 THE SOUTH 528.66 FEET OF THE WEST 600 FEET OF THE FOLLOWING DESCRIBED PARCEL:
 THAT PART OF THE EAST 3/4 OF THE EAST 1/2 OF THE SOUTHWEST 1/4 AND OF THE WEST
 1/2 OF THE SOUTHEAST 1/4 OF SECTION 14, TOWNSHIP 42 NORTH, RANGE 11, EAST OF THE
 THIRD PRINCIPAL MERIDIAN (TAKEN AS A TRACT) LYING WESTERLY OF THE WESTERLY LINE
 OF RAILROAD RIGHT-OF-WAY OF THE CHICAGO AND WISCONSIN RAILROAD (EXCEPTING
 FROM SAID TRACT OF LAND THAT PART THEREOF LYING NORTHERLY AND EASTERLY OF
 THE FOLLOWING DESCRIBED LINE: BEGINNING AT A POINT ON THE WEST LINE OF THE EAST

3/4 OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 14 AFORESAID, 200 FEET
 SOUTH OF THE NORTHWEST CORNER OF SAID EAST 3/4 OF THE SOUTHEAST 1/4 OF THE
 SOUTHWEST 1/4 OF SAID SECTION 14; THENCE EAST ALONG A LINE 200 FEET SOUTH OF
 MEASURED AT RIGHT ANGLES TO AND PARALLEL WITH SAID NORTH LINE OF THE EAST 3/4
 OF THE SOUTHEAST 1/4 OF THE SOUTHWEST 1/4, A DISTANCE OF 685.89 FEET; THENCE
 SOUTHEASTERLY ALONG A DIAGONAL LINE A DISTANCE OF 500 FEET TO A POINT IN A LINE
 WHICH IS 140 FEET SOUTHWESTERLY OF MEASURED AT RIGHT ANGLES TO AND PARALLEL
 WITH THE WESTERLY RIGHT-OF-WAY LINE OF SAID RAILROAD; THENCE SOUTHEASTERLY
 ALONG SAID PARALLEL LINE A DISTANCE OF 826.27 FEET TO THE INTERSECTION OF SAID
 PARALLEL LINE WITH THE SOUTH LINE OF SAID SOUTHWEST 1/4 OF THE SOUTHEAST 1/4 OF
 SECTION 14; AND EXCEPTING FROM SAID TRACT OF LAND THOSE PARTS THEREOF
 DESCRIBED IN DEEDS TO THE COUNTY OF COOK REGISTERED IN THE OFFICE OF THE
 REGISTRAR OF TITLES OF COOK COUNTY, ILLINOIS AS DOCUMENTS 1982200 AND 1982201)
 (EXCEPTING THAT PART FALLING IN STREETS), ALL IN COOK COUNTY, ILLINOIS.

R&M 449.79'
 N00°01'16"W



ABBOTT DRIVE



Approved Site Plan 12/19/2016

BOUNDARY INFORMATION PROVIDED BY:
 GREMLEY AND BIEDERMANN
 CHICAGO, ILLINOIS
 DATED 7-14-2015

FRAUENHOFER ENGINEERING ASSOCIATES, P.C.

ROBERT J. FRAUENHOFER
 ILLINOIS REGISTERED PROFESSIONAL ENGINEER
 062-046760
 EXPIRATION DATE: 11-30-2017

FRAUENHOFER ENGINEERING ASSOCIATES

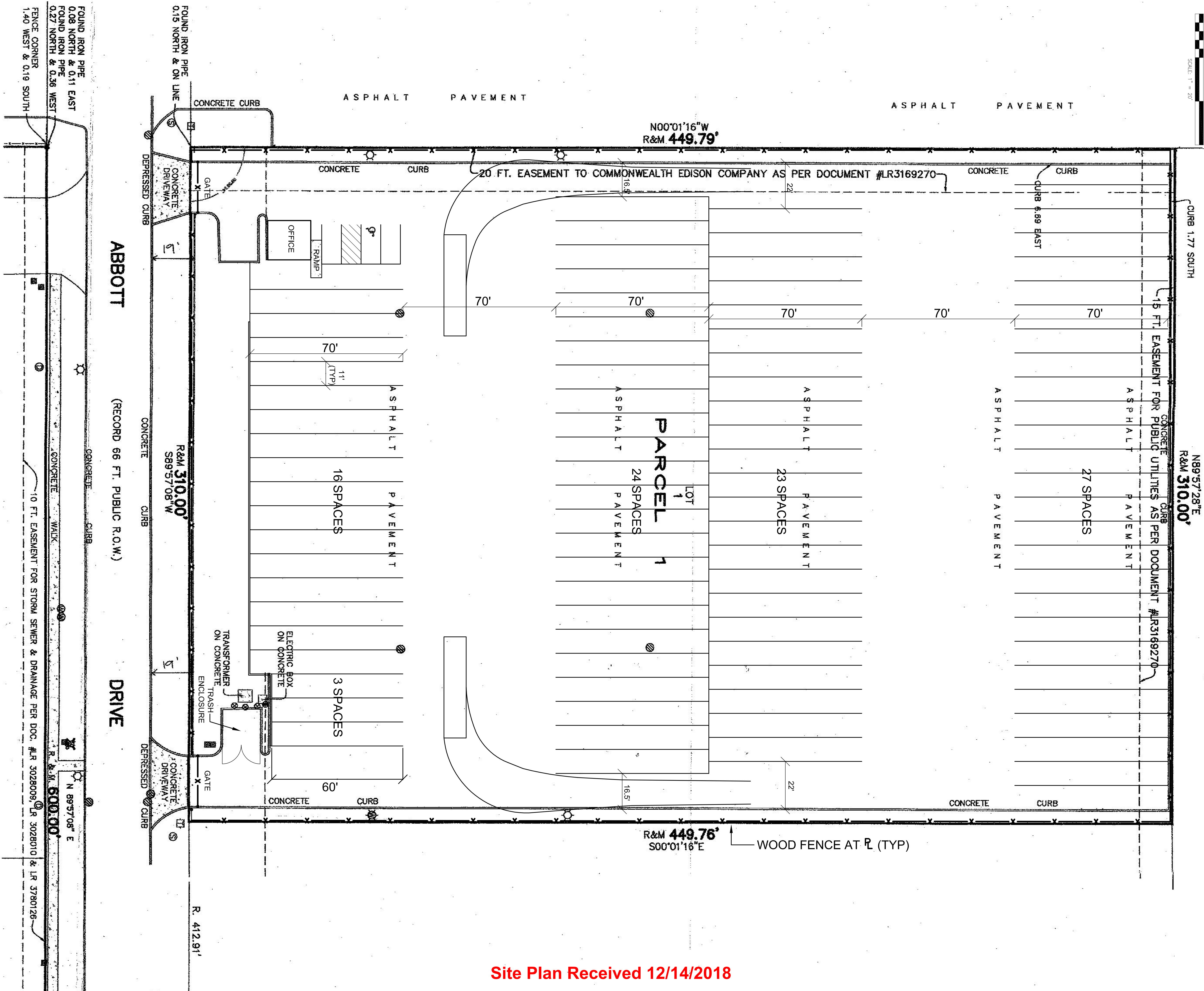
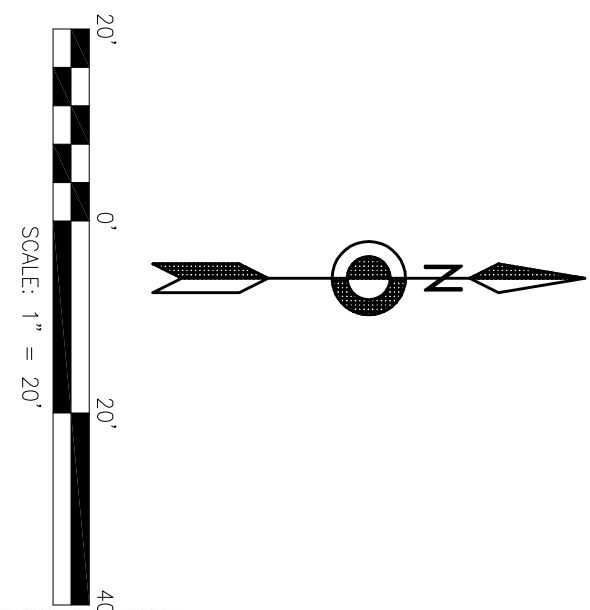
Consulting Civil Engineers

28835 N. Herky Drive, Suite 205 • Lake Bluff, Illinois • 60044
 (847) 680-1866 • FAX (847) 362-4477

DATE	REVISIONS
11-10-16	REVISED PER VILLAGE COMMENTS

DRAWN BY:	RJF
CHECKED BY:	RJF
DATE:	8-26-16
SCALE:	1"=20'

150 ABBOTT DRIVE
VILLAGE OF WHEELING
BUILDING ADDITION AND SITE PARKING LAYOUT



Site Plan Received 12/14/2018

150 ABBOTT DRIVE
WHEELING, ILLINOIS

SITE PLAN

NOVEMBER 21, 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

RE: **Docket No. SCBA 18-57**
Village of Wheeling Gateway Signs
Various Locations
Appearance Approval of Twelve Freestanding Signs

DATE OF REPORT: December 13, 2018

DATE OF MEETING: December 20, 2018

PROJECT OVERVIEW: The Village of Wheeling is seeking appearance approval for new freestanding gateway signs to replace the existing gateway signs, with various locations in the Village of Wheeling.

LOCATION MAP: Various locations, see attached map

DESCRIPTION OF PROPOSAL

The Village of Wheeling is seeking appearance approval for the new design of the Village's gateway signs to replace the existing signs throughout the Village.

SIGNAGE PLAN REVIEW

Signage Locations: The new gateway signs would be installed in the same locations as the existing signs, where there are 12 total signs located at key entry areas into the Village. A map identifying the 12 sign locations is attached to this report. It should be noted that the Village is exploring the possibility of a 13th sign. If an acceptable location can be identified after the sign design package is approved, Staff would request that the Board approve the purchase and installation of a matching sign without additional appearance review.

Proposed Signage Size, Style and Type: The gateway sign design was first presented to the Plan commission during the joint Village Board and Plan Commission workshop in spring 2017, and then again in fall 2017. The design continues the progression from the drawings previously presented to the Plan Commission, which have been further refined to 2 design options. The 8' diameter wheel continues to serve as the base of the sign structure with the single-faced sign panel installed on the front and is meant to be visible only from one direction.

The difference between the two options is primarily the appearance of the wheel. As with previous designs, one version has a darker finish with the other having a lighter finish. The darker finish is a material labeled "corten steel with an oxidized finish". The corten steel is a new material finish being proposed based on input from the Village's sign contractor, Parvin-Clauss Sign Company. Rather than the previously proposed painted bronze color, the corten steel will

provide a more natural bronze/oxidized finish. This is the same material and color used on the Friendship Park signs. The lighter finish would still be produced by using stainless steel for the wheel structure. From the previous Plan Commission discussion, the Commission has a slight preference toward the stainless steel. Based on the appearance and durability of the corten steel material, Staff prefers Option A over the stainless steel option.

The sign panel material is aluminum and contains the Village of Wheeling and date of incorporation, 1895. The panel design/shape is the same in both sign options, but the color varies between the two to provide sufficient contrast from the wheel structure. Illumination will be reverse channel letters, where the lighting is cast from the back of the letters (no light is visible through the front of the letters) to provide a subtle lighting effect and is the same for both design options. Gateway Sign #10, located on South Milwaukee Avenue, will use a solar panel to power the sign's electrical. All other signs will have standard electrical connections from an existing electrical supply.

Sign Landscaping: A low maintenance landscape design includes decorative grasses, shrubs, limestone slabs, and wood mulch has been prepared for the signs. The design would be modified only slightly from sign to sign, using the same palette of plant material, but adjusting to the topography of the sign location as needed. A single, deluxe landscape plan has been created for Gateway Sign #4, located in the median of North Milwaukee Avenue, near the Westin Hotel, which is also low maintenance but includes a larger quantity of plantings.

STAFF REVIEW

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

Staff Recommended Action: Staff recommends approval of the proposed gateway signs in the corten steel with oxidized finish color scheme (Option A).

PROPOSED MOTION

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

Approve Docket No. SCBA 18-57 to permit the installation of twelve gateway freestanding signs in accordance with the Gateway Sign Package, prepared by Parvin-Clauss Sign Company, 4 sheets total, last revised November 29, 2018, for the Village of Wheeling, and with the following conditions of approval:

1. Fabrication and installation shall be subject to final approval of the Village Board;
2. The signs shall be fabricated using design Option A (corten steel wheel support structure); and
3. Additional signs matching the approved design package may be fabricated and installed without further appearance approval.



Andrew C. Jennings, AICP
Director of Community Development

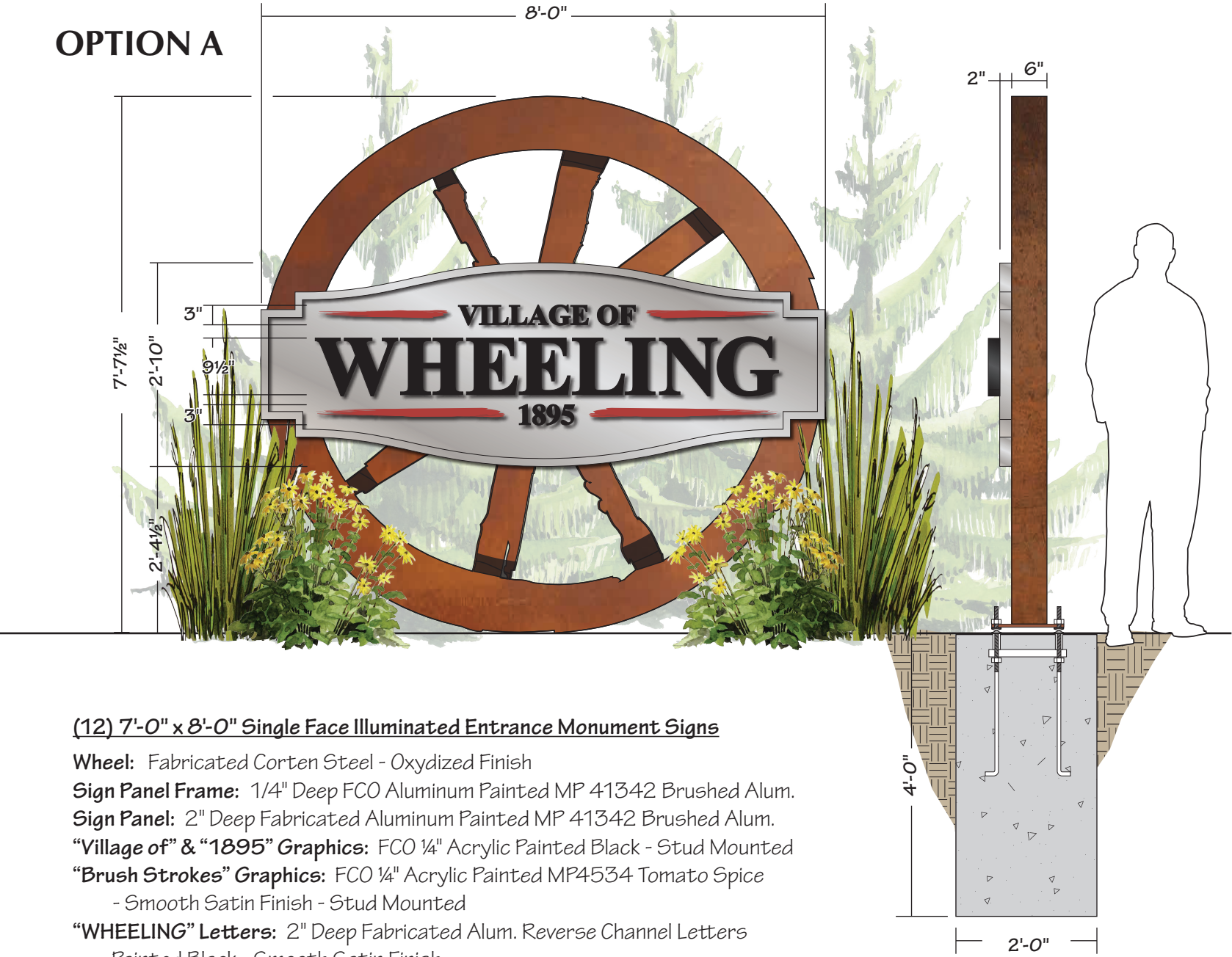


Steve Robles, AICP
Assistant Director of Community Development

Attachments: [Gateway Sign Package](#)

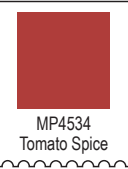
[Welcome Sign Map](#)

OPTION A



(12) 7'-0" x 8'-0" Single Face Illuminated Entrance Monument Signs

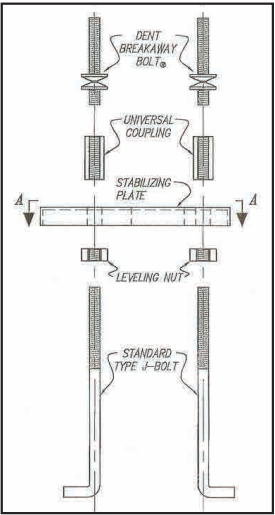
- Wheel:** Fabricated Corten Steel - Oxydized Finish
- Sign Panel Frame:** 1/4" Deep FCO Aluminum Painted MP 41342 Brushed Alum.
- Sign Panel:** 2" Deep Fabricated Aluminum Painted MP 41342 Brushed Alum.
- "Village of" & "1895" Graphics:** FCO 1/4" Acrylic Painted Black - Stud Mounted
- "Brush Strokes" Graphics:** FCO 1/4" Acrylic Painted MP4534 Tomato Spice
- Smooth Satin Finish - Stud Mounted
- "WHEELING" Letters:** 2" Deep Fabricated Alum. Reverse Channel Letters
- Painted Black - Smooth Satin Finish
 - Clear Polycarbonate Backs
- Illumination:** White LEDs w/ 60W Power Supplies
- Wheel Illumination:** LEDs Ground Spots - RAB LFLED8 Ground Spots - Bronze
- Power:** Use Existing Electrical Circuits at Sites
- Mounting:** Steel Base Plate w/ DENT Breakaway Bolts / Universal Couplings / Standard J-Bolts
- 2'-0" dia. x 4'-0" deep Concrete Base



ALUMINUM
PAINTED FINISH



CORTEN STEEL
OXIDIZED FINISH



Existing



Parvin-Clauss
SIGN COMPANY

Design ■ Fabrication ■ Installation ■ Maintenance

165TubewayDrive ■ CarolStream ■ Illinois60188
Tel/630-510-2020 ■ Fax/630-510-2074
e-mail/signs@parvinclauss.com
www.parvinclauss.com

PROJECT:



Various Locations
Wheeling, IL

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / BN

DRAWN BY

Bill Marlow

DATE

8.24.18

SCALE

1/2" = 1'

SHEET NO.

1 of 4

WORK ORDER

80385

FILE NAME

WHE80385

REVISIONS:

- 9.20.18 - round 2 designs
- 11.05.18 - panel shape / materials
- 11.29.18
-
-
-
-
-

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

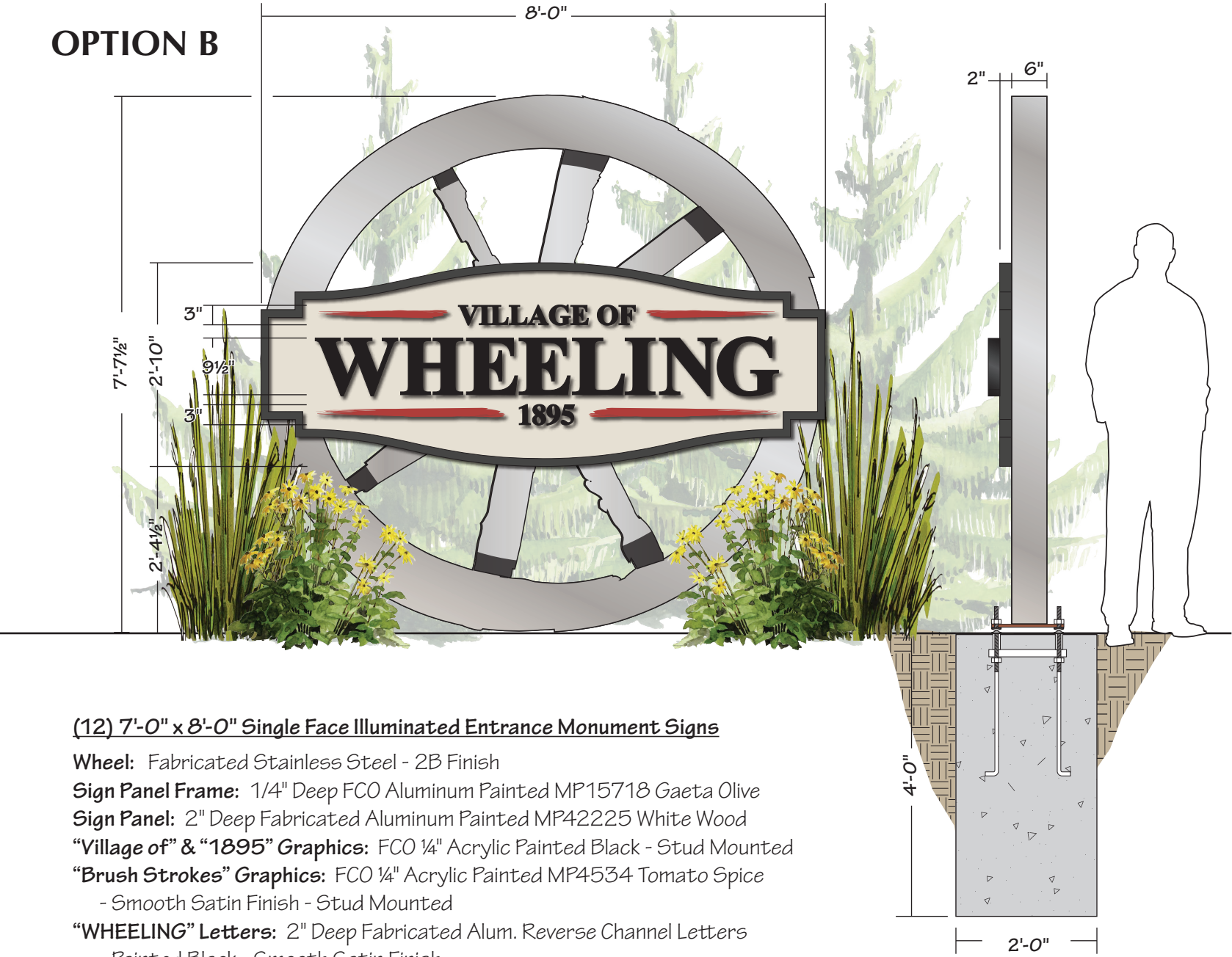


This sign is built to UL Standards for operation in North America.

"This Document is owned by, and the information contained in it is proprietary to, Parvin-Clauss Sign Company. By receipt hereof the holder agrees not to use the information, disclose it to any third party, nor reproduce this document without the prior written consent of Parvin-Clauss Sign Company. Holder also agrees to immediately return this document upon request of Parvin-Clauss Sign Company."

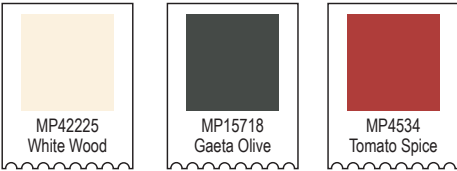
© Copyright 2018 by Parvin-Clauss Sign Co.

OPTION B

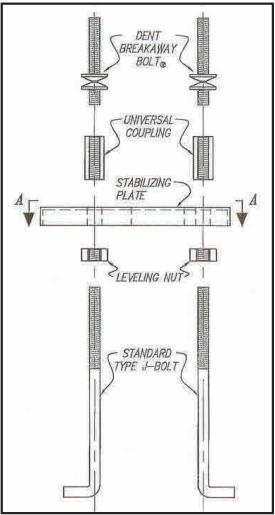


(12) 7'-0" x 8'-0" Single Face Illuminated Entrance Monument Signs

- Wheel:** Fabricated Stainless Steel - 2B Finish
- Sign Panel Frame:** 1/4" Deep FCO Aluminum Painted MP15718 Gaeta Olive
- Sign Panel:** 2" Deep Fabricated Aluminum Painted MP42225 White Wood
- "Village of" & "1895" Graphics:** FCO 1/4" Acrylic Painted Black - Stud Mounted
- "Brush Strokes" Graphics:** FCO 1/4" Acrylic Painted MP4534 Tomato Spice
- Smooth Satin Finish - Stud Mounted
- "WHEELING" Letters:** 2" Deep Fabricated Alum. Reverse Channel Letters
- Painted Black - Smooth Satin Finish
 - Clear Polycarbonate Backs
- Illumination:** White LEDs w/ 60W Power Supplies
- Wheel Illumination:** LEDs Ground Spots - RAB LFLED8 Ground Spots - Bronze
- Power:** Use Existing Electrical Circuits at Sites
- Mounting:** Steel Base Plate w/ DENT Breakaway Bolts / Universal Couplings / Standard J-Bolts
- 2'-0" dia. x 4'-0" deep Concrete Base



ALUMINUM
2B FINISH



Existing



Parvin-Clauss
SIGN COMPANY

Design ■ Fabrication ■ Installation ■ Maintenance

165TubewayDrive ■ CarolStream ■ Illinois60188
Tel/630-510-2020 ■ Fax/630-510-2074
e-mail/signs@parvinclauss.com
www.parvinclauss.com

PROJECT:



Various Locations
Wheeling, IL

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / BN

DRAWN BY

Bill Marlow

DATE

8.24.18

SCALE

1/2" = 1'

SHEET NO.

2 of 4

WORK ORDER

80385

FILE NAME

WHE80385

REVISIONS:

- 9.20.18 - round 2 designs
- 11.05.18 - panel shape / materials
- 11.29.18 - add option
-
-
-
-
-

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

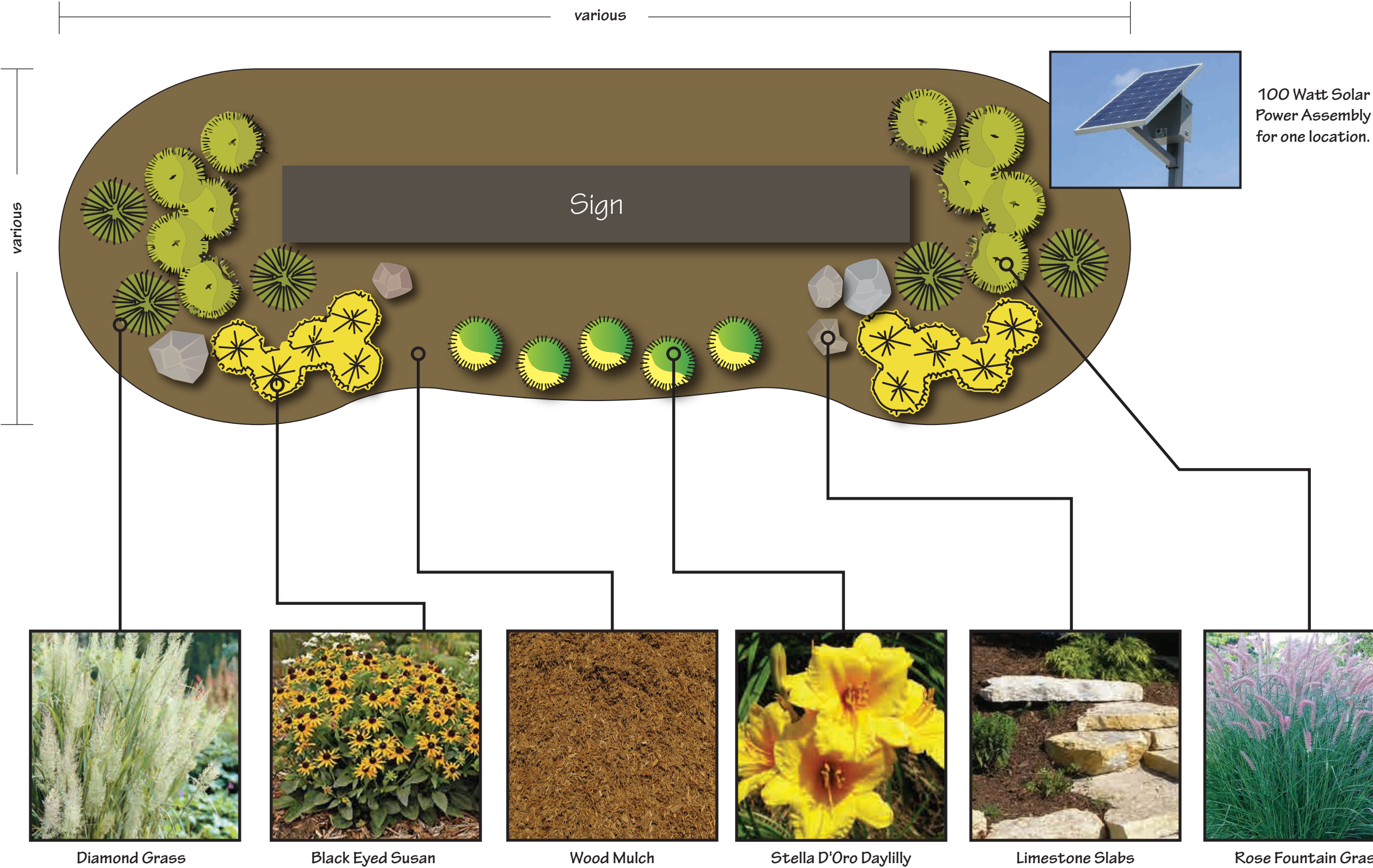


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Low Maintenance Landscaping Plan



PROJECT:



Various Locations
Wheeling, IL

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / BN

DRAWN BY

Bill Marlow

DATE

8.24.18

SCALE

3/4" = 1'

SHEET NO.

3 of 4

WORK ORDER

80385

FILE NAME

WHE80385

REVISIONS:

1 11.29.18

2

3

4

5

6

7

8

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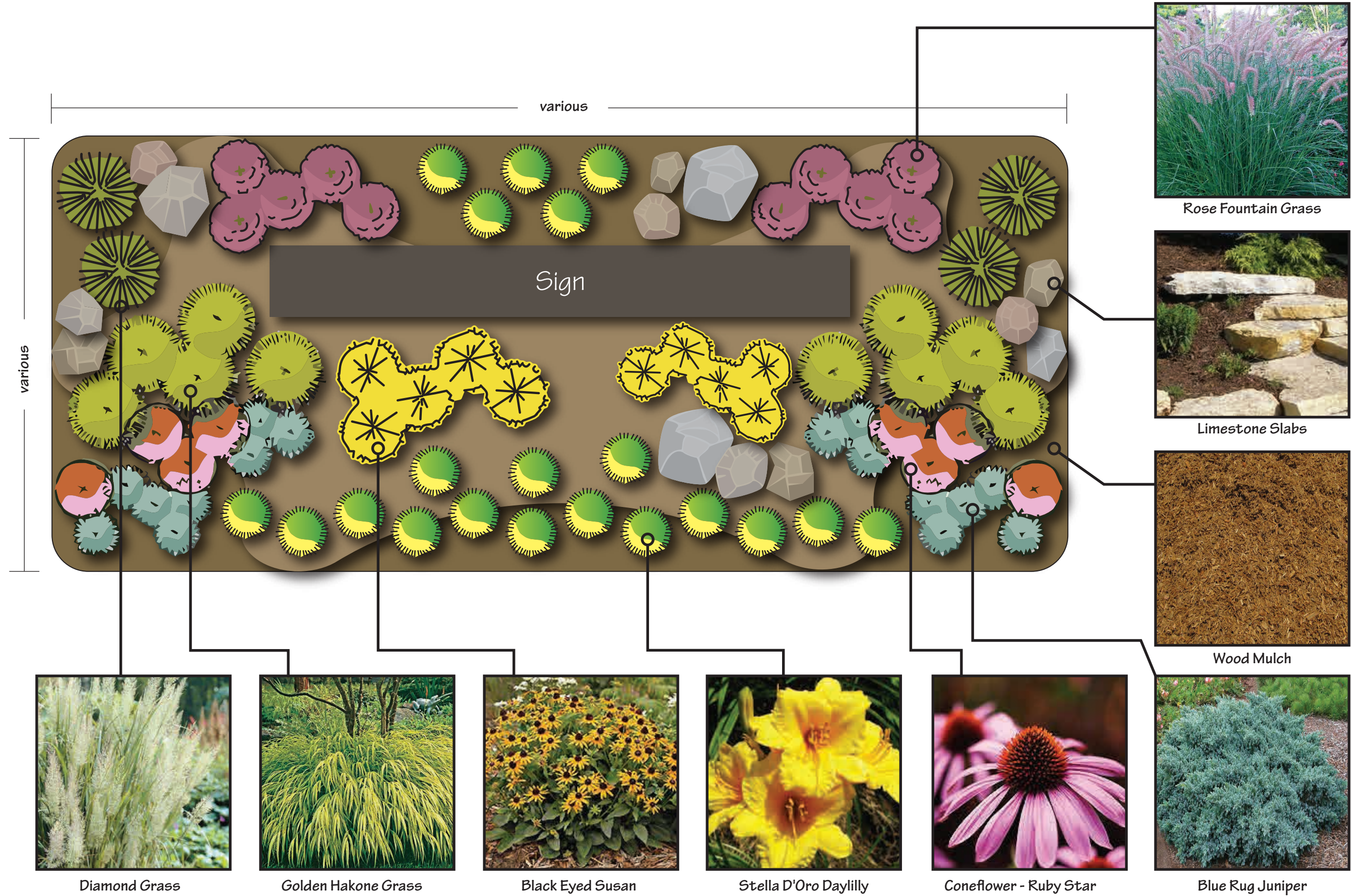


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Deluxe Landscaping Plan



Parvin-Clauss SIGN COMPANY

Design ■ Fabrication ■ Installation ■ Maintenance
165TubewayDrive■CarolStream■Illinois60188
Tel/630-510-2020 ■ Fax/630-510-2074
e-mail/signs@parvinclauss.com
www.parvinclauss.com

PROJECT:



Various Locations
Wheeling, IL

CUSTOMER APPROVAL:

DATE

AUTHORIZED SIGNATURE

REPRESENTATIVE

House / BN

DRAWN BY

Bill Marlow

DATE

8.24.18

SCALE

3/4" = 1'

SHEET NO.

4 of 4

WORK ORDER

80385

FILE NAME

WHE80385

REVISIONS:

1 11.29.18

2

3

4

5

6

7

8

This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and/or other applicable local codes. This includes proper grounding and bonding of the sign.

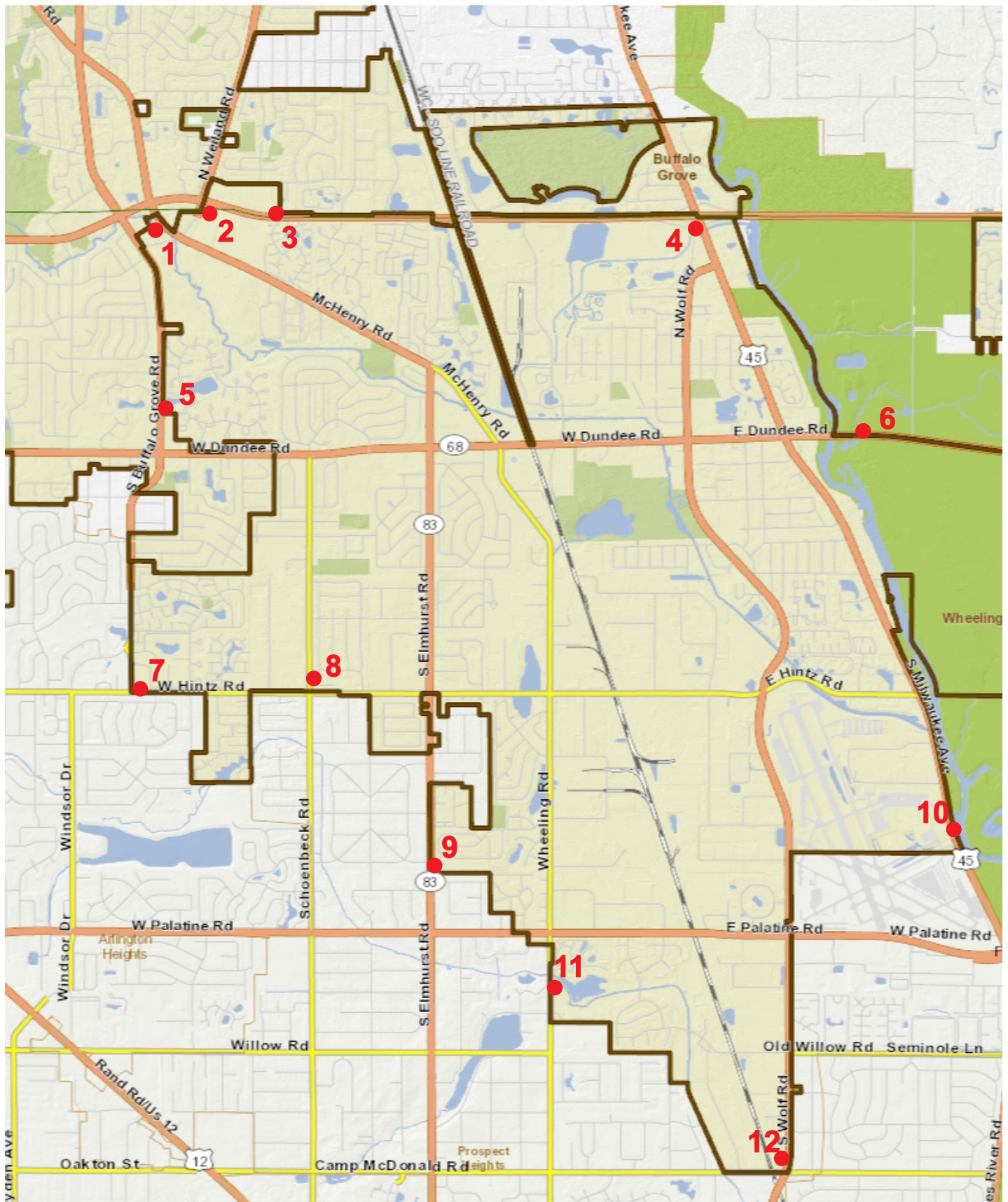


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Village Of Wheeling Welcome Sign Map





Map created on February 6, 2017.

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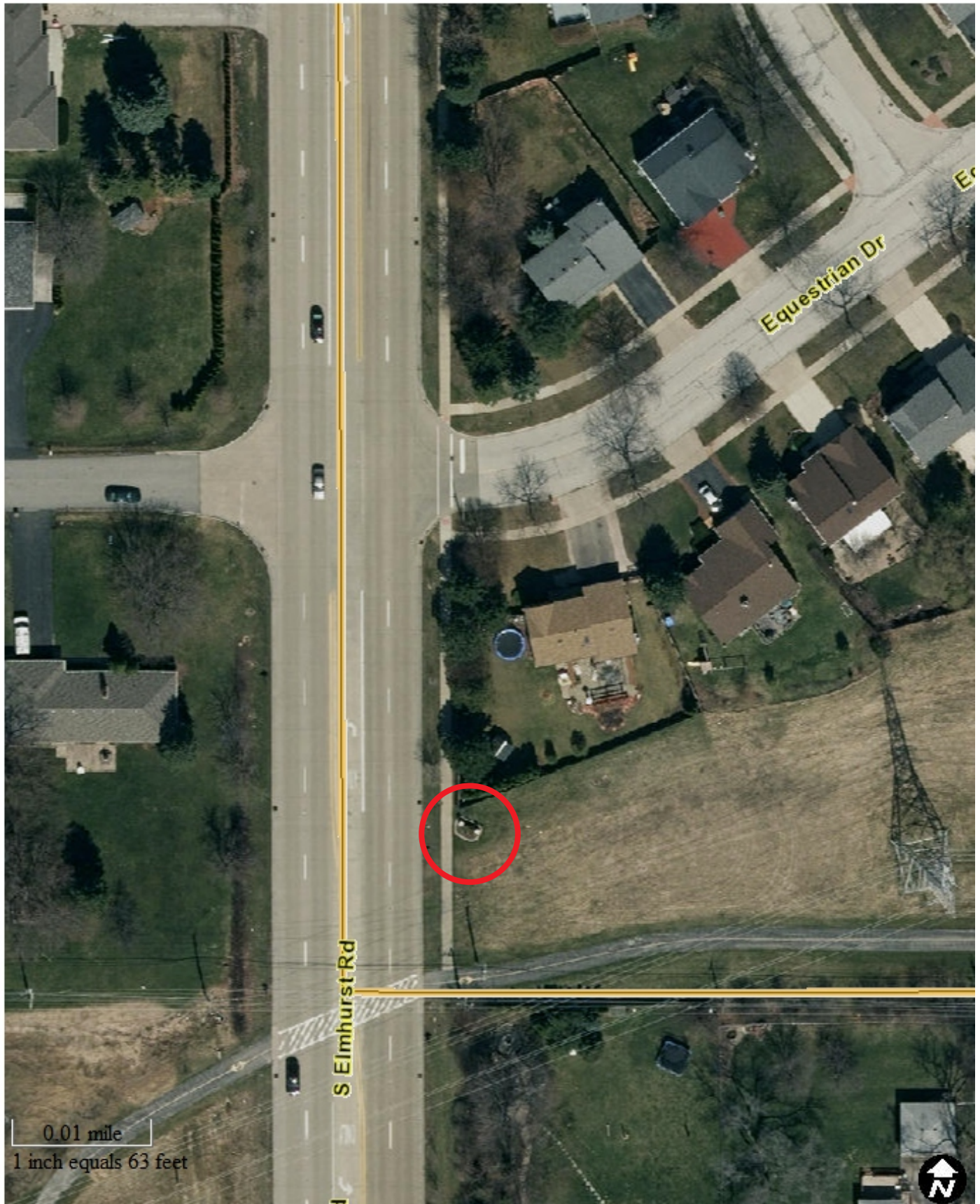


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**Plan Commission
Regular Meeting**

December 6, 2018

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

Present were Commissioners Blinova, Creech, Kalis, Powers and Ruffatto. Commissioner Johnson was absent with prior notice. Also, present were Steve Robles, Assistant Director of Community Development, Mallory Milluzzi, Village Attorney, Kyle Goetzelmann, Civil Engineer and Ron Antor, Fire Inspector.

4. CHANGES TO THE AGENDA - None

5. CITIZEN CONCERNS AND COMMENTS - None

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

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

Approve Docket No. SCBA 18-50 to permit the installation of two wall signs in accordance

**Wheeling Plan Commission
Regular Meeting**

December 6, 2018

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,

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)

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)

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

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

See Findings of Fact and Recommendation for Docket No. 2018-28.

Commissioner Powers moved, seconded by Commissioner Blinova 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 Tocumbo, 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;
2. Prior to the Village Board meeting, a floor plan shall be provided that demonstrates the dry storage requirements of Title 5 (Health and Sanitation) are met; and
3. Prior to occupancy, the trash enclosure gates shall be restored.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

Commissioner Powers moved, seconded by Commissioner Blinova to close Docket No. 2018-28.
The motion was approved by a voice vote.

- B)** [Docket No. 2018-29](#)
 Express Auto Title Loans
 353 N. Milwaukee Avenue
 Special Use-Site Plan Approval of a Short-Term Lending Facility

See Findings of Fact and Recommendation for Docket No. 2018-29.

Commissioner Powers moved, seconded by Commissioner Kalis to continue Docket No. 2018-29 to December 20, 2018.

On the roll call, the vote was as follows:

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

There being four affirmative votes, the motion was approved.

- C)** [Docket No. PC 18-18](#)
 Wieland Metals
 567 Northgate Parkway
 Minor Change to Approved Building Elevations

**Wheeling Plan Commission
Regular Meeting**

December 6, 2018

Mr. Robles stated the Staff Reports and submittals of the petitioner were part of the public record.

Charles Riesterer, Grund & Riesterer Architects, 20 N. Wacker Drive, Chicago and Frank Billmayer, Maintenance Manager, Wieland Metals, 567 Northgate Parkway, Wheeling were present.

Mr. Riesterer explained they received previous approval from the Plan Commission but want to change the color from creme to gray. It is a separate building but they believe the gray color would look nice next to the crème building.

Mr. Riesterer stated they used larger windows on the office building, but the masonry remained the same. The larger windows make it more inviting inside.

Commissioner Creech did not have any issues with the simple changes.

Commissioner Kalis agreed it looked better. He liked the new color and larger windows. He questioned if they updated their logo. Mr. Riesterer confirmed there was a worldwide logo change.

Commissioner Powers was fine with the changes.

Commissioner Blinova did not see any issues with the changes.

Chairman Ruffatto had no problems with the changes.

Commissioner Kalis moved, seconded by Commissioner Creech 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.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

- 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

See Findings of Fact and Recommendation for Docket No. 2018-24.

Commissioner Blinova moved, seconded by Commissioner Powers 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 conditions of approval:

1. That the parking variation may be increased by one stall in order to meet the Fire Department fire lane requirements; and
2. There shall be no outside parking or storage at the property located at 419 Harvester Court and such condition shall only apply to Auto Cars Imports.

On the roll call, the vote was as follows:

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

There being two affirmative votes, the motion was denied.

Commissioner Powers moved, seconded by Commissioner Blinova to 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:

**Wheeling Plan Commission
Regular Meeting**

December 6, 2018

1. The parking stalls on the east side of the building shall be removed if they obstruct exiting or utilities; and
2. 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.

On the roll call, the vote was as follows:

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

There being two affirmative votes, the motion was denied.

The docket was not closed.

8. APPROVAL OF MINUTES - [November 8, 2018](#) (including Findings for Docket Nos. 2018-23 and 2018-27) and [November 15, 2018](#)

Commissioner Powers moved, seconded by Commissioner Blinova to approve the minutes dated November 8, 2018 as presented. The motion was approved by a voice vote.

Commissioner Blinova moved, seconded by Commissioner Powers to approve the minutes dated November 15, 2018 as presented. The motion was approved by a voice vote.

9. OTHER BUSINESS

Chairman Ruffatto wished Brooke the best.

Chairman Ruffatto reminded the Commission there needed to be five Commissioners present at the December 20th meeting.

10. ADJOURNMENT

Commissioner Powers moved, seconded by Commissioner Kalis to adjourn the meeting at 7:52 p.m. All were in favor on a unanimous voice vote and the meeting was adjourned.

Respectfully submitted,

DRAFT

**Wheeling Plan Commission
Regular Meeting**

December 6, 2018

Steve Powers, Secretary
Wheeling Plan Commission

**DISTRIBUTED TO THE COMMISSION 12.14.2018
FOR APPROVAL ON 12.20.2018**

**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. 2018-28](#)
La Michoacana de Tocumbo
35 W. Dundee Road
Special Use-Site Plan Approval of a Sit-Down Restaurant

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.

Chairman Ruffatto called Docket No. 2018-28 on December 6, 2018. Present were Commissioners Blinova, Creech, Kalis, Powers and Ruffatto. Commissioner Johnson was absent with prior notice. Also, present were Steve Robles, Assistant Director of Community Development, 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.

Mr. Robles stated the Staff Reports and submittals of the petitioner were part of the public record.

Mr. Eliseo Chavez, business owner, 35 West Dundee Road was present and sworn in.

Mr. Chavez explained he wanted to open an ice cream parlor and needed Special Use approval due to the seating. They have opened a location in Chicago and was in the process of one in Waukegan. It is a family-oriented ice cream parlor with a sit-down area.

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

with questions or comments.

Commissioner Powers questioned if the petitioner owned another business in Wheeling. Mr. Chavez confirmed it was not part of the other business and was totally different.

Commissioner Powers questioned the reason for the Special Use. Mr. Robles explained it was classified as a sit-down restaurant rather than take out. A sit-down restaurant requires a Special Use.

Commissioner Powers mentioned the existing trash enclosure needed to be repaired and mentioned that the exit out of the parking lot had pot holes. He questioned if these items would be repaired? Commissioner Powers mentioned that the façade needed to be repaired prior to the sign installation.

Commissioner Blinova questioned if the petitioner was Ok with having another facility less than a mile from the proposed site. Mr. Chavez confirmed he was OK with it and believes there were enough people in the area for two locations. Commissioner Blinova questioned if the business was a franchise. Mr. Chavez confirmed it was part of a franchise.

Commissioner Kalis referred to the floorplan and asked for an explanation of the clouded section. Mr. Robles explained they were architectural notations for revisions from a previous plan.

Commissioner Kalis mentioned the sign location was worn out.

Commissioner Kalis questioned the location for the dry storage. Mr. Chavez confirmed they were aware of the requirement. Chairman Ruffatto asked if Village Staff had received an updated floorplan with the location of the dry storage. Mr. Robles confirmed they have not yet received an updated plan. Mr. Chavez was not aware he needed an updated plan. Village Attorney Milluzzi stated that the condition stated the updated floorplan was needed by occupancy. Chairman Ruffatto wants the updated plan prior to going to the Village Board.

Commissioner Kalis questioned if a plan was needed for the trash enclosure. Chairman Ruffatto confirmed the updated plan also needed to include the trash enclosure area.

Commissioner Creech questioned if the trash enclosure was for the entire shopping mall. Mr. Robles confirmed it was for the entire center and not just the petitioner's unit. Commissioner Creech questioned if the trash enclosure requirement would be for the owner of the mall rather than the business owner. Mr. Robles confirmed it would be the owner.

Chairman Ruffatto referred to the poor condition of the parking lot. He questioned if enforcement could go to the site to get the items fixed. Mr. Robles agreed to send the Village to the site.

Commissioner Creech felt the requested bike racks would benefit the entire shopping center. He did not feel it was fair to ask the petitioner to provide a bike rack just for his unit. Chairman Ruffatto explained it was included as a condition to push the owner to have it installed. Chairman Ruffatto agreed that the petitioner was not responsible for the façade, bike rack and parking lot. Mr. Robles will follow up with property maintenance.

Chairman Ruffatto wants to leave in the conditions that the gate on the trash enclosure be repaired. The other items will be handled through property maintenance.

Commissioner Powers moved, seconded by Commissioner Blinova 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 Tocombo, 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;
2. Prior to the Village Board meeting, a floor plan shall be provided that demonstrates the dry storage requirements of Title 5 (Health and Sanitation) are met; and
3. Prior to occupancy, the trash enclosure gates shall be restored.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

Commissioner Powers moved, seconded by Commissioner Blinova to close Docket No. 2018-28. The motion was approved by a voice vote.

Respectfully submitted,

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

**DISTRIBUTED TO THE COMMISSION 12.14.2018
FOR APPROVAL ON 12.20.2018**

**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. 2018-29](#)
Express Auto Title Loans
353 N. Milwaukee Avenue
Special Use-Site Plan Approval of a Short-Term Lending Facility

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.

Chairman Ruffatto called Docket No. 2018-29 on December 6, 2018. Present were Commissioners Blinova, Creech, Kalis, Powers and Ruffatto. Commissioner Johnson was absent with prior notice. Also, present were Steve Robles, Assistant Director of Community Development, Mallory Milluzzi, Village Attorney, Kyle Goetzelmann, Civil Engineer and Ron Antor, Fire Inspector.

Mr. Robles stated the Staff Reports and submittals of the petitioner were part of the public record.

Mr. Roman Zilber, business owner, 251 East Dundee Road was present and sworn in.

Mr. Zilber wants to use part of the building for his business. His current building is being demolished. A floorplan of the entire building was provided.

Chairman Ruffatto opened the discussion to the public. No one from the audience came forward with questions or comments.

Commissioner Kalis questioned if the petitioner would be repainting the exterior. Mr. Zilber confirmed he will be fixing everything. The repairs will be done weather permitting. He stated that he will fix the parking lot and paint the building.

Commissioner Kalis questioned if he had any plans for the landscaping. Mr. Zilber stated he would do it weather permitting.

Commissioner Kalis noted the trash enclosure was in bad shape. Mr. Zilber confirmed he would fix it weather permitting. Commissioner Kalis questioned if he had plans to replace the fence. Mr. Zilber was open to suggestions. He offered to remove it or fix it.

Commissioner Kalis questioned if the petitioner was just using the lower left-hand section and had no other plans for the remaining space at this time.

Commissioner Powers questioned the address of his previous location. Mr. Zilber confirmed it was located at 251 East Dundee Road by Fresh Farms.

Commissioner Powers had concerns about the trash enclosure. He wants details of the material.

Commissioner Powers questioned if there was the approved landscaping plan on file. Mr. Robles didn't think there was a landscaping plan. He explained there was minimal area around the site for landscaping. The property line is at the parkway, so there is only a very small area of private property for landscaping. Most of the landscaping will be around the sign.

In reply to Commissioner Powers' question, Mr. Zilber confirmed he was planning to purchase the building but didn't want to purchase it unless he could get the special use approval. Commissioner Powers mentioned the landscaping was worn and needed to be replaced. He also mentioned the parking ties needed to be repaired. Mr. Zilber explained he did not have any plans until he gets special use approval.

Commissioner Blinova questioned if the interest rate would be advertised. Mr. Zilber stated he had been in business for 20 years and had never displayed it but would do so if required.

Commissioner Creech questioned the future plans for the space. He mentioned it was a sizeable unit and the petitioner was only using 1,400 square feet of it. The floorplan doesn't provide any information. He wants to know the plans for the rest of the building. Mr. Zilber wants to space it out and use it for rentals. He will submit the plans to Staff after the special use permit.

Commissioner Creech questioned the parking lot drainage. He questioned if there was a large enough sewer system for the petitioner to subdivide. Mr. Goetzelmann explained it was not taken into consideration since when they did the review, they were under the impression they would be the only owners. If they were to subdivide the building, the water and sanitary systems would need to be taken into consideration. Mr. Goetzelmann confirmed the current system should be sufficient for their intended use. He was unsure about future expansion.

Village Attorney Milluzzi reminded the Commission that the proposal is for the Special Use of the portion of the building for the auto title loans. If the rest of the building requires a Special Use it would come back but if it was a permitted use, it could go in as a permitted use.

Commissioner Creech thought the building look inhabitable. Village Attorney Milluzzi explained it would be dealt with prior to occupancy.

Chairman Ruffatto mentioned the petitioner didn't provide any colors for the paint of the building or plans for the trash enclosure. He explained that the Commission wants to see plans for the building improvements, a detailed floorplan and a detailed landscaping plan in order to approve a Special Use. He suggested working with Village Staff. Village Attorney Milluzzi agreed the information was needed.

Mr. Zilber was confused why a Special Use permit was required for a title loan office space. Mr. Robles explained there were defined uses in the Zoning Code such as restaurants, short term title loan uses that for certain reasons require the Special Use process to require the Plan Commission to

go through the review and public hearing process to determine that the standards of the Special Use were being met. He understood the main component was an office use but the Zoning Code for the office use requires the Special Use.

Mr. Zilber questioned what needed to be done with the landscaping since it had been present for 30 years. Chairman Ruffatto explained it needed to be updated since it's tired and old. He suggested using some creativity and working with someone to assist with it. Chairman Ruffatto referred to the trash enclosure and explained there were standards for it. He also mentioned that a color pallet was needed for the paint.

In reply to Mr. Zilber's question, Commissioner Ruffatto explained that the petitioner needs to return to the Plan Commission and then the petition goes before the Village Board. Mr. Zilber explained he needs to be out of the existing building by December 31st. He questioned if something could be done before that date. Chairman Ruffatto suggested working with Village Staff to schedule a date.

Commissioner Kalis questioned if bollards were required in front of the glass plate windows. Mr. Robles suggested working with Engineering but felt since parking wasn't abutting the window elevation it may not be required.

Mr. Robles read the following list of items that needed to be addressed.

- Color scheme for the building needs to be provided.
- Proposed plan on how to repair the trash enclosure area and fencing.
- Provide a landscaping plan to update the landscaping on the site.
- Provide an internal floorplan for the office space associated with the title loan use.

Commissioner Powers moved, seconded by Commissioner Kalis to continue Docket No. 2018-29 to December 20, 2018.

On the roll call, the vote was as follows:

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

There being four affirmative votes, the motion was approved.

Respectfully submitted,

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

**DISTRIBUTED TO THE COMMISSION 12.14.2018
FOR APPROVAL ON 12.20.2018**

DRAFT

DOCKET NO. 2018-24A&B

**FINDINGS OF FACT
AND RECOMMENDATION**

To: Village President and Board of Trustees

From: Wheeling Plan Commission/Sign Code Board of Appeal

Re: [Docket No. 2018-24A&B](#)
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

2018-24 Steve Vago, President of Auto Cars Imports LTD, tenant, is seeking the following for the property at 170 Shepard Avenue, which is zoned I-3 General Industrial District:

2018-24A Variation from Title 19, Zoning, of the Wheeling Municipal Code, 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 a motor vehicle (light) repair facility; and

2018-24B 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, to establish a motor vehicle (light) repair facility.

Chairman Ruffatto called Docket No. 2018-24A&B on December 6, 2018. Present were Commissioners Blinova, Creech, Kalis, Powers and Ruffatto. Commissioner Johnson was absent with prior notice. Also, present were Steve Robles, Assistant Director of Community Development, Mallory Milluzzi, Village Attorney, Kyle Goetzelmann, Civil Engineer and Ron Antor, Fire Inspector.

Mr. Robles explained the petition was returning to the Plan Commission because the special use and parking variance received a tie vote from the Plan Commission at the October 5th meeting and was forwarded to the November 5th Village Board meeting. At the Village Board meeting there was presentation of additional materials/evidence by the petitioner so in fairness to the Plan Commission, the Village Board requested this item return to the Plan Commission to fully consider the additional material and allow the petitioner to present the information to the Plan Commission and to allow for any further public comment.

M. Robles stated the Staff Reports and submittals of the petitioner were part of the public record.

Commissioner Powers moved, seconded by Commissioner Blinova to reopen Docket No. 2018-24A&B.

On the roll call, the vote was as follows:

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

There being five affirmative votes, the motion was approved.

Mr. Steve Vago, 170 Shepard Avenue, Wheeling, IL and Ms. Patty Cantori, 170 Shepard Avenue, Wheeling, IL were present and previously sworn in.

Chairman Ruffatto asked the petitioner to explain the new information. Mr. Vago explained he tried to make the variation work, so he could open the business in Wheeling. He researched additional properties to open a second location and found an 8,000 square foot open warehouse that is sprinklered and fire protected. He would have separate insurance to cover it.

Ms. Cantori confirmed that approximately 20% of their customers were fleet vehicles. Mr. Vago explained that fleet vehicles were short time vehicles. Most of the fleet vehicles that come in are 3-6 years old. They come in, get repaired and then leave. The max they stay is a couple of days. The purpose of having a second location is for the parking variance.

Chairman Ruffatto opened the discussion to the public.

From the audience, Mr. David Marder, 419 Harvester Court, Wheeling was present and sworn in. Mr. Marder stated they were open to leasing the property to Steve for the parking variation.

From the audience, Mr. Mark LoCasso, 100 Burlington Court, Wheeling was present and sworn in. He stated that he has known Steve for 15 years and was present to support him. He wants to help him and feels he would be a great addition to the Village.

Commissioner Powers questioned the distance from the Harvester Court location to the Shepard Avenue location. Mr. Vago confirmed it was approximately a mile. Commissioner Kalis stated it was 1.4 miles.

Commissioner Powers questioned if the interior layout of the original building was remaining the same. Mr. Vago explained the second building gives him a lot more room, so he won't need to keep cars waiting for parts at the Shepard location. He confirmed the lifts and everything else that were previously approved were remaining the same.

In reply to Commissioner Powers' question, Mr. Vago confirmed they were renting the Shepard location but would like to purchase it.

Commissioner Creech questioned if the 32-parking variation was including parking spaces 25 and 26. Mr. Robles confirmed it was including the two spaces. Commissioner Creech questioned if the two parking spaces had been approved. Mr. Robles explained it was subject to fire lane requirements. Commissioner Creech thought it had been determined at the last meeting that they wouldn't be allowed since the spaces were not large enough and located right in front of the doors. Mr. Antor explained the conversation at the last meeting was regarding the spaces further to the front of the building and he did not know the size of the spaces. He explained if they weren't 20', they needed to be adjusted for the spacing and needed to maintain the exit of the building. Commissioner Creech stated they did not have the space between the doors. He thought they might be able to get one further toward Shepard. Mr. Antor questioned if the concern regarding the two spaces was a mute point since they had the second building. Commissioner Creech expressed concern that if it was being approved, it would be approving the two spaces. Mr. Robles explained the condition for the parking variation was that the variation may be increased by one stall in order to meet the fire lane requirements. If 25 and 26 needed to be reduced to one space, then the variance would be increased by one space for the loss of that one space. It was incorporated into the conditions of the tie vote at the last meeting.

Commissioner Creech questioned the number of parking spaces at Harvester. Mr. Robles did not receive any data on it and Staff did not do any assessment since the variance on the site was still required. From a variance standpoint, the offsite parking doesn't reduce the variance in any way from a technical code standpoint. Commissioner Creech mentioned that a floorplan for the Harvester building was not provided so the number of available parking spaces was unknown. Mr. Vago confirmed they would be using 15 spaces inside the building of 18,000 square feet. Commissioner Creech felt having the second building was still defeating the purpose since they were not replacing enough parking spaces for the petitioner's needs. Mr. Vago explained that he would be relieving a lot of parking spaces at Shepard since they were taking advantage of the secondary building that had enclosed parking.

Mr. Robles clarified the 32-parking variance was based on the old previous floorplan. Following the October 25th discussion, the revised number was the variance to reduce the parking from 42 required to 14 which consists of a 28-parking stall variance rather than the 32.

Chairman Ruffatto explained the reason the petitioner returned to the Commission was because of the lease agreement. It doesn't change anything relating to the variation. They still need a variation of 28 parking stalls with the conditions of the two being decreased or increased. The property they signed a lease for does not impact it. Chairman Ruffatto questioned if the use of indoor parking needed to come before the Plan Commission. Commissioner Creech doesn't understand how the two could be put together. He doesn't feel he has enough information about the second building. Ms. Cantori explained the building owner was present to answer any questions. Commissioner Creech questioned if there was a floorplan for the new building. Ms. Cantori explained it was an open space. Commissioner Creech questioned the location of the office, restrooms, storage and etc. He questioned the parking on the outside of the building. He visited the second building and it appeared to have only 4 parking spaces on the outside of the building. Ms. Cantori confirmed they were not using parking on the outside. Mr. Vago explained they were renting the portion of the inside of the building for just 15 parking spaces.

He agreed to provide a floorplan of the interior of the building. Commissioner Creech did not want to make a decision without seeing the floorplan. Village Attorney Milluzzi explained the use of the offsite parking was going into the standards and how they could meet the standards of the variation. They would still need the variation on the property. Mr. Vago explained he was trying to come to Wheeling and keep a business going with 8 employees. Commissioner Creech felt it would have been helpful to have more information on the building. Mr. Vago explained no one had requested it since it's an empty box with an office and two restrooms. They will not use it for any business except for overflow of cars. Commissioner Creech was unsure if the building was zoned for the proposed use. Mr. Vago confirmed it was zoned correctly. Mr. Robles confirmed the zoning of the offsite building was zoned to allow for interior storage. If it was exterior, it would be another situation. Internal storage in an industrial zoned property was a permitted use. Commissioner Creech questioned if the Village Code differentiated between dry storage and automobile storage with gas and oil. Mr. Robles explained it would need to comply with occupancy requirements of the Fire Code. It would be assessed at permitting and occupancy review rather than the Special Use.

Commissioner Creech questioned if outdoor storage was permitted on the Harvester Court building. Mr. Robles was unsure if there was any existing special use on the Harvester Court building. Ms. Cantori agreed to add a condition that they would not store or park anything outside at the Harvester Court building.

Commissioner Kalis had no questions.

Commissioner Blinova had no questions.

Chairman Ruffatto expressed a concern since it doesn't give any relief and it would set a precedent. The Village can't control a lease.

Mr. Vago stated he is currently out of his previous building. Chairman Ruffatto explained the parking at Harvester Court can't be used to reduce his variation and the lease agreement can't be controlled. Village Attorney Milluzzi stated that there was a proposed condition regarding the lease. Chairman Ruffatto had an issue regarding the enforcement. Village Attorney Milluzzi suggested making a note in the business license file to check at the time of renewal.

Ms. Cantori questioned how long the special use permit was valid. Mr. Robles explained it was good for as long as there was a valid business license.

Chairman Ruffatto didn't think a floor plan of the Harvester Court building was needed since it was a permitted use and had been investigated. He suggested adding a condition that there would be no offsite parking. Village Attorney Milluzzi explained the condition would need to be specific for this user not having outdoor storage at that location. Chairman Ruffatto agreed.

Commissioner Creech explained it was enforcement of an issue and would be very difficult to enforce once the business was established. Chairman Ruffatto agreed but noted it would be in

the business license. Commissioner Creech mentioned that the Village was already overburden with enforcement issues.

Commissioner Blinova moved, seconded by Commissioner Powers 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 conditions of approval:

1. That the parking variation may be increased by one stall in order to meet the Fire Department fire lane requirements; and
2. There shall be no outside parking or storage at the property located at 419 Harvester Court and such condition shall only apply to Auto Cars Imports.

On the roll call, the vote was as follows:

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

There being two affirmative votes, the motion was denied.

Commissioner Powers moved, seconded by Commissioner Blinova to 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 parking stalls on the east side of the building shall be removed if they obstruct exiting or utilities; and
2. 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.

On the roll call, the vote was as follows:

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

There being two affirmative votes, the motion was denied.

The docket was not closed.

Respectfully submitted,

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

**DISTRIBUTED TO THE COMMISSION 12.14.2018
FOR APPROVAL ON 12.20.2018**

2019 REGULAR MEETING SCHEDULE
VILLAGE OF WHEELING
PLAN COMMISSION

SECOND AND FOURTH THURSDAY OF THE MONTH*
(except as noted)

6:30 P.M.

January 10
January 24
February 14
February 28
March 14
March 28
April 11
April 25
May 9
May 23
June 13
June 27
July 11
July 25
August 8
August 22
September 12
September 26
October 10
October 24
November 7*
November 21*
December 5*
December 19*

**THESE MEETINGS WILL BE HELD IN THE BOARD ROOM AT THE
VILLAGE HALL, 2 COMMUNITY BOULEVARD**