



Meeting Minutes
Wednesday, January 8, 2025
Wheeling Plan Commission Regular Meeting
Board Room, Wheeling Village Hall, 2 Community Boulevard, Wheeling, Illinois
6:30 p.m.

1. CALL TO ORDER

Chairman Johnson called the meeting to order at 6:30 p.m. on January 8, 2025.

2. PLEDGE OF ALLEGIANCE

Everyone stood for the pledge of allegiance.

3. ROLL CALL

Present:

Chairman Johnson
Commissioner Riles
Commissioner Smart
Commissioner Sprague
Commissioner Hyken
Commissioner Myer
Commissioner Kasper

Also Present:

Village Planner Marcy Knysz
Village Attorney Mallory Milluzzi

4. CHANGES TO THE AGENDA

There were no changes to the agenda.

5. CITIZENS' CONCERNS AND COMMENTS

There were no requests for concerns or comments from citizens.

6. CONSENT ITEMS

7. ITEMS FOR REVIEW

- a. Docket No. PSPMIN24-0036, Request for Minor Site Plan and Appearance Approval to Construct a New Outdoor Security Facility and Associated Improvements for FedEx (1430 S. Wolf Road).**

Chairman Johnson noted that the item was continued from the last meeting. Village Planner Knysz stated that there was one condition regarding adding shrubs and grasses. The code required plants instead of the gravel that FedEx proposed.

Senior Project Manager Greg Holtzman provided an overview of the project and provided pictures of the existing conditions. The goal was to bolster security, and the proposal included several improvements. He noted that there was a reduction in parking spaces, but there was still more than enough parking. He noted that there was a dedicated and safer walkway added.

Commissioner Hyken stated that he had no questions.

Commissioner Smart stated that she had no questions.

Commissioner Sprague asked if the building was originally going to be put in a different location. Senior Project Manager Holtzman reported that due to the tight circulation pattern, the original building was shifted down and allowed for the use of the existing facility while the new facility was built.

Commissioner Kasper asked if the facility would have customers drop off and pick up packages or if only employees would be in the facility. Senior Project Manager Holtzman reported that customers were allowed to pick up packages, but they were not allowed in the facility. The customers would talk to the security guard in order to receive their package.

Commissioner Myer stated that she had no questions.

Commissioner Riles asked what the daily amount of activity to and from the facility was. Senior Project Manager Holtzman reported that during the off-peak period, there were 100 employees, and during peak time, there were up to 175 employees. Commissioner Riles asked if there were any issues with security in the past. Senior Project Manager Holtzman reported that he was unaware of any issues, but the program was being implemented nationwide.

Chairman Johnson stated that he had no questions.

Village Planner Knysz read the conditions, which included that (1) shrubs and grasses shall be added to the north, northwest, and south sides of the building, which would be confirmed at permitting, and (2) a Wheeling building permit shall be applied for and

secured from the Community Development Department prior to the start of construction.

MOTION: Commissioner Kasper moved to approve the Docket No. PSPMIN24-0036, Request for Minor Site Plan and Appearance Approval to Construct a New Outdoor Security Facility and Associated Improvements for FedEx at 1430 S. Wolf Road, Commissioner Myer seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague, voting in favor.

Village Planner Knysz reported that the permit application was already submitted, and she would review it to ensure that the landscaping adjustments were made when she received it. She noted that she would send a letter on January 9.

b. Docket No. PSPMIN24-0041, Request for Minor Appearance Approval for Recent Modifications to the Exterior Building Façade for BNB Realty Partners, LLC (190 Shepard Avenue).

Village Planner Knysz reported that with the ongoing trend in the industrial district, the petitioner performed some work on the building and was unaware that approval was required for the exterior painting. She presented the before and after pictures of the building.

Barry Seiden provided an overview of the project, noting that no structural modifications were done, and the building was painted to enhance the look.

Commissioner Riles stated that the painting looked good, but he commented that he believed there would be a better understanding of the procedures after being a business owner in the community for 30 years. He asked about the cost of the painting. Barry Siden reported that they were aware that changes that were structural in nature did require approval, but it was the first building they had done exterior painting on. He apologized for the oversight. Barry Seiden stated that he did not recall the cost. Commissioner Riles asked how long the project took. Barry Seiden stated that the improvements in total took approximately one and a half to two months.

Commissioner Myer noted that it would be wise to check with the Village for any future aesthetic-related projects and improvements.

Commissioner Kasper noted that he saw the difference in the color of the bricks, and he asked if any colors aside from white were considered for the painting. Barry Seiden stated that they had examined buildings in the area and different colors, and white was the color that was chosen.

Commissioner Sprague asked if there were any plans for the garage doors, the entry doors, and the window trim. Barry Seiden stated that they ran out of time with the weather and that the garage doors would be painted black. The window trim was not

planned to be painted. Commissioner Sprague noted that the window trim could use a fresh coat. Barry Seiden stated that he would look into painting the window trim.

Commissioner Sprague asked if there was a way that the Village of Wheeling could put out a notice. Village Planner Knysz stated that they were working on putting out a reminder to the business community regarding the need for Village approval for aesthetic modifications to building exteriors.

Commissioner Smart stated that she had no further comments.

Commissioner Hyken stated that he had no further comments.

Chairman Johnson asked if there were several different businesses in the building. Barry Seiden confirmed that that was correct.

Village Planner Knysz read the condition, which was that a Wheeling sign permit was required in order to permit any exterior signage to be installed or modified.

MOTION: Commissioner Hyken moved to approve the Docket No. PSPMIN24-0041, Request for Minor Appearance Approval for Recent Modifications to the Exterior Building Façade for BNB Realty Partners, LLC, at 190 Shepard Avenue, Commissioner Smart seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague, voting in favor.

c. Docket No. PV24-0018, Request for a Variation to Permit a Wall Sign on the West Façade Which Does Not Front a Street Nor is Adjacent to an Off-Street Parking Area for Northbrook Bank & Trust Company (337 W. Dundee Road).

Village Planner Knysz reported that the petitioners were present on November 20, 2024, for the same variation. The request remained to permit a wall sign on the west façade, which did not front a street nor was it adjacent to a parking area. The change was in the size of the sign. On November 20, 2024, a 21-square-foot sign was proposed, and the new size was 117 square feet. The previous signs were all 21 square feet. The staff had no issues with the proposed sign.

Chairman Johnson swore Michelle Foyrs in and opened the public hearing.

Michelle Foyrs provided an overview of the project and noted the goal was to make the sign the same size as the other signs and have greater visibility to traffic.

There were no comments from the Commissioners.

MOTION: Commissioner Myer moved to approve the Docket No. PV24-0018, Request for a Variation to Permit a Wall Sign on the West Façade Which Does Not Front a Street Nor is Adjacent

to an Off-Street Parking Area for Northbrook Bank & Trust Company, at 337 W. Dundee Road, Commissioner Riles seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague voting in favor.

MOTION: Commissioner Sprague moved to close the public hearing, Commissioner Smart seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague voting in favor.

8. APPROVAL OF MINUTES OF THE REGULAR MEETING OF DECEMBER 18, 2024

MOTION: Commissioner Sprague moved to approve the Minutes of the Regular Meeting of December 18, 2024, Commissioner Smart seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague voting in favor.

9. OTHER BUSINESS

Village Planner Knysz reported that Frog Pickleball was open.

Chairman Johnson reported that Headless Horseman Arcade opened.

10. ADJOURNMENT

MOTION: Commissioner Hyken moved to adjourn at 7:07 p.m., Commissioner Riles seconded, and the motion passed unanimously (7-0), with Commissioners Hyken, Johnson, Kasper, Myer, Riles, Smart, and Sprague voting in favor.