

1. CALL TO ORDER

Chairman Johnson called the meeting to order at 6:30 p.m. on March 26, 2025.

2. PLEDGE OF ALLEGIANCE

Everyone stood for the pledge of allegiance.

3. ROLL CALL

Present were Commissioners Riles, Smart, Sprague, Hyken, Myer, Kasper, and Johnson. Also present were Village Planner Marcy Knysz and Village Attorney Mallory Milluzzi.

4. CHANGES TO THE AGENDA - None

5. CITIZEN CONCERNS AND COMMENTS - None

6. CONSENT ITEMS - None

7. ITEMS FOR REVIEW

**A. Docket No. PSPMIN25-0007
Request for Minor Site Plan and Appearance Approval for the Construction of a
New Trash Enclosure within Wheeling Town Center.**

Ms. Knysz reported that the Village was presenting the two projects on behalf of Wheeling Town Center. The project area and zoning map for the new trash enclosure were presented. Ms. Knysz explained that the request would allow for the construction of a new external trash enclosure to be located within an existing parking area, south of The Learning Experience and east of the Moretti's Restaurant. The former City Works Restaurant building was constructed with an attached trash enclosure area at the southeast corner of the building and was accessed from within the restaurant building. However, as part of the Moretti's renovations of the existing restaurant building, the former trash enclosure area was enclosed and will now be used for Moretti's customer pick-up/carry-out area. As a result, the trash collection area requires relocation to a new location within the Town Center.

Ms. Knysz explained that in order to properly site the new trash enclosure within the Town Center, the Village consulted with Kimley-Horn and Associates, who is concurrently conducting a large-scale analysis of the Town Center to improve the overall functionality of the center. In consideration of the restaurant needs and site conditions, the small parking area south of The Learning Experience building was selected. This area would result in the loss of three of the four parking spaces to accommodate the new trash enclosure. Ms. Knysz explained that overall, there is a surplus of parking due to two outlots that will not be developed but were included in the original site plan, accounting for approximately 200 parking spaces. While the new trash enclosure location will be in front of an existing building, there will be an open landscaped area between the enclosure and day care building that will provide for enhanced landscaping to further screen the new structure. The trash enclosure design is consistent with the other trash enclosure within the center and will be finished with modular sized veneer brick to match the nearby day care building to provide architectural consistency. Since restaurant employees will be required to cross the internal drive

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lane to access the trash enclosure, a new pedestrian crossing and traffic calming measures will also be installed with this project.

Ms. Knysz read the proposed conditions:

1. The petitioner shall apply for and receive all necessary Village permits from the Community Development Department prior to installation of the enclosure.

Commissioner Riles asked if the two outlots in the front would be converted to a different use. Ms. Knysz reported that the buildings would not be built. Since nothing was being built, there were 200 parking spaces available.

Commissioner Myer asked if the crosswalk would be brick pavers. Ms. Knysz responded that the stripes would be painted. Commissioner Myer asked if there was consideration that it was not typical to have to cross the street to throw trash away. She raised concerns about sufficient lighting and the safety of employees going across the drive aisle. Ms. Knysz stated that it was the same configuration as the trash enclosure on the north side of the development, near Starbucks.

Commissioner Kasper commented that sometimes vehicles went very fast through that parking lot and asked about putting in a speed bump. Ms. Knysz stated that Kimley Horn was doing a full analysis of the development.

Commissioner Sprague raised concerns about the gate hitting a car. Ms. Knysz stated that they would have to check how far the door came out.

Commissioner Smart stated that she had the same questions and also thought a speed bump could be useful if traffic increased.

Commissioner Hyken had no additional questions.

There were no additional questions from the Commissioners.

Commissioner Hyken moved, seconded by Commissioner Kasper, to approve Docket No. PSPMIN25-0007 granting Minor Site Plan and Appearance approval as required under Title 19, Zoning, of the Wheeling Municipal Code and Chapter 19-12, for the construction of a new trash enclosure within the Wheeling Town Center, in accordance with the Trash Enclosure Modifications plan set consisting of seven pages, photographs of proposed enclosure, and subject to the following condition:

1. The petitioner shall apply for and receive all necessary Village permits from the Community Development Department prior to installation of the enclosure.

On the roll call, the vote was as follows:

AYES:	Commissioners Sprague, Smart, Riles, Hyken, Johnson, Kasper, Myer
NAYS:	None
ABSENT:	None
ABSTAIN:	None

There being seven affirmative votes, the motion was approved.

**B. Docket No. PPUD25-0001
Request to Amend the Planned Unit Development for Wheeling Town Center to
Include Additional Provisions for Projecting Signs.**

Ms. Knysz reported that there were amendments to the original PUD; however, the list of permitted zoning deviations was not subject to those subsequent amendments. Therefore, this request would add further signage relief to the initial PUD deviations. She stated that based on the layout of the Wheeling Town Center, there are internally oriented buildings that are further setback from Dundee Road, which makes it challenging to see such buildings to passing motorists traveling along Dundee Road. In addition, since the Wheeling Town Center can be accessed from multiple directions, there's further need to identify the businesses within the core of the Town Center where traditional wall signage may not be optimal.

Ms. Knysz explained that the petitioner was seeking to allow projecting/blade signs based on permissible wall signage/size of building rather than the flat 8 sq. ft. sign area of the Wheeling Sign Code. Similar to wall signs where the area is based on the ratio of the building wall, basing projecting signs on the building size will also provide signage that is appropriate and balanced with the scale of the building. Projecting signs were limited to extend no further than the adjacent curb, with a maximum allowable projection of 9 feet. Ms. Knysz referenced the table in the Staff Report to review the proposed signage requirements specific to the Wheeling Town Center. The complete list of Planned Unit Development (PUD) deviations was also provided for review.

Commissioners Hyken, Smart, and Sprague had no questions.

Commissioner Kasper stated that he believed the amendment was a great idea to improve visibility.

Commissioner Myer had no questions.

Commissioner Riles echoed what Commissioner Kasper said.

Chairman Johnson asked if Moretti's was still planning a ground sign. Ms. Knysz stated that she was uncertain about the current status.

There were no additional questions from the Commissioners.

Commissioner Myer moved, seconded by Commissioner Smart, to approve Docket No. PPUD25-0001 amending Ordinance No. 5672, which amended Ordinance No. 5157, which amended Ordinance No. 5033, which granted Special Use Approval for Final Planned Unit Development (PUD) approval for Wheeling Town Center Planned Unit Development, as required under Title 19, Zoning, of the Wheeling Municipal Code, Chapter 19-09 Planned Unit Developments, to include additional provisions for projecting signs at Wheeling Town Center, in the MXT (Transit Oriented Mixed Use) zoning district, located at 365 W. Dundee Road, in accordance with the Wheeling Town Center Final PUD Statistical Sheet and List of Variations, dated 9/1/16 and amended 3/26/25.

On the roll call, the vote was as follows:

AYES:	Commissioners Sprague, Smart, Riles, Hyken, Johnson, Kasper, Myer
NAYS:	None
ABSENT:	None
ABSTAIN:	None

There being seven affirmative votes, the motion was approved.

8. APPROVAL OF MINUTES

Commissioner Sprague moved, seconded by Commission Myer, to approve the Minutes of the Regular Meeting of March 12, 2025.

AYES: Commissioners Sprague, Smart, Riles, Hyken, Johnson, Myer, Kasper
NAYS: None
ABSENT: None
ABSTAIN: None

There being seven affirmative votes, the motion was approved.

9. OTHER BUSINESS

Commissioner Smart announced that the mock trial at Wheeling High School placed in the top 10 at State for the second year in a row. There were 50 schools involved.

10. ADJOURNMENT

Commissioner Hyken moved, seconded by Commissioner Riles, to adjourn the meeting at 6:56 p.m. The motion was approved by a voice vote.