MEETING MINUTES
OF THE
PLAN COMMISSION
DECEMBER 7, 2016 – 7:00 P.M.

LINCOLNWOOD VILLAGE HALL
COUNCIL CHAMBERS
6900 NORTH LINCOLN AVENUE
LINCOLNWOOD, ILLINOIS 60712

MEMBERS PRESENT:
Chairman Mark Yohanna
Patricia Goldfein
Henry Novoselsky
Anthony Pauletto

MEMBERS ABSENT:
Irving Fishman
Steven Jakubowski
Don Sampen

STAFF PRESENT:
Aaron N. Cook, AICP, Community Development Manager
Kathryn M. Kasprzyk, Community Development Coordinator

I. Call to Order
Chairman Yohanna noted a quorum of four members and called the meeting to order at 7:05 p.m.

II. Pledge of Allegiance

III. Approval of Minutes

Motion to approve the November 16, 2016 Plan Commission Minutes was made by Commissioner Pauletto and seconded by Commissioner Novoselsky.

Aye: Pauletto, Novoselsky, Goldfein, and Yohanna
Nay: None
Motion Approved: 4-0

IV. Case #PC-18-16: School District No. 74 – Final Plat of Consolidation

Chairman Yohanna announced Case #PC-18-16 for consideration of a Final Plat to consolidate multiple lots into one lot on the school campus. This item was continued from November 16, 2016.

Development Manager Cook reviewed the action taken at the November 16, 2016 Plan Commission meeting to eliminate multiple parcels that exist on the current school campus. The property has been rezoned to a new S, Schools Zoning District. The proposed Plat of Consolidation was presented for review. Staff recommended approval of the Final Plat of Consolidation as presented.
Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

**Motion to approve** the Final Plat of Consolidation, as presented, was made by Commissioner Pauletto and seconded by Commissioner Goldfein.

**Aye:** Pauletto, Goldfein, Novoselsky, and Yohanna  
**Nay:** None  
**Motion Approved:** 4-0

V. **Case #PC-19-16: Public Hearing: 6428 North Ridgeway Avenue – Special Use And Variation**

Chairman Yohanna announced Case #PC-19-16 for consideration a request for office and warehouse/distribution operation for a packaged goods liquor business. Chairman Yohanna swore in the Petitioners Mr. Harlan Powell and Mr. Michael Weiss.

Development Manager Cook outlined the request for the Special Use and Variation for a packaged goods liquor business at 6428 North Ridgeway Avenue located in the M-B, Manufacturing and Business District. The plat of survey, site plan, and floor plan was presented for review.

The business proposed is a packaged goods liquor business with sales made via an online mobile app and not by entering the subject’s premises. This location will house the sales office and be the distribution point for deliveries. The facility is not open to the public. The operation will require a Village Class “B” liquor license.

The Special Use request is to allow a liquor store, packaged goods in the M-B District. The requested Variation is to allow less than the minimum off-street parking for a liquor store. The Zoning Code requires twelve off-street parking spaces. The Petitioner is proposing no exterior improvements relating to off-street parking and will use the existing ten spaces.

Mr. Weiss outlined his business plan. Orders cannot be picked up at this location nor do they plan to offer product tastings. Deliveries will be made by a third party delivery service. Their business consists of exclusively selling distilled spirits without distribution rights only in the State of Illinois.

Development Manager Cook presented draft language to prohibit walk-in traffic as an expressed condition of approval. This draft language presented was “Approval is for a business that provides direct to customer delivery with no physical customer interaction at the subject property.” Mr. Weiss accepted the draft language as part of this approval.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

**Motion to approve**, with the draft language “Approval for a business that provides direct to customer delivery with no physical customer interaction at the subject property,” the Special Use and Variation requested for a liquor store, packaged goods at 6428 North Ridgeway Avenue was made by Commissioner Pauletto and seconded by Commissioner Novoselsky.

**Aye:** Pauletto, Novoselsky, Goldfein, and Yohanna  
**Nay:** None  
**Motion Approved:** 4-0
VI. **Case #PC-10-16: Public Hearing: 4320 West Touhy Avenue – Special Uses and Variations**

Chairman Yohanna announced Case #PC-10-16 for consideration for a Special Use and Variations for a multi-tenant retail building with drive-through and off-street parking area. This Public Hearing has been continued since July 6, 2016. Chairman Yohanna swore in the Petitioners Mr. John Hague and Mr. Javier Millan.

Development Manager Cook outlined the requested Special Use and Variations for a new multi-tenant retail building and off-street parking area. The new development is in the B-2 General Business Zoning District and has frontage on Touhy, Kildare, and Lowell Avenues. This Public Hearing was continued from July 6, 2016 to allow the Petitioners to complete a traffic study to be reviewed by the Village Engineer due to concerns expressed with traffic exiting the site into the residential neighborhood, garage, and noise.

In the revised site plan, the building has been shifted to the east to provide additional exit stacking on Lowell Avenue due to the concerns and findings by the Village Engineer as a result of the traffic study. This revised site plan also allows increased landscaping from 3 feet to 7 feet 2 inches along the eastern perimeter of the site. A revised landscape plan has not been submitted for review at this time.

Commissioner Goldfein asked to review the landscape plan before approval by the Village Board. Other revisions include pavement markings and signage to allow left hand turns only on Lowell Avenue to Touhy Avenue. The same signage will be included for right hand turns only on Kildare Avenue to Touhy Avenue. These steps would help minimize traffic into residential areas.

Commissioner Novoselsky questioned Staff as to the recommended language to allow the Village to analyze the traffic operations after the development has been fully built out and occupied and to require the owner to make physical changes to the entrances at no expense to the Village. If going forward, the Village Attorney would need to identify the specific physical changes be included in the proposed Ordinance. This condition would allow the Village to go forward and assess the situation upon completion.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Listed below are comments from members of the audience.

Mr. Mike Toth, 7240 Lowell Avenue, commented on the traffic situation. He is happy with the left turn only proposal on Lowell Avenue.

Before going ahead with the landscape plan, Staff thought it appropriate to receive comments on the modified site plan before moving forward with the landscape plan. The landscape plan would be consistent with the plan previously presented except for the proposed increased eastern perimeter landscaping. This was achieved by decreasing the foundation plantings on the east side. A recommendation can be made subject to the Petitioner completing the landscape plan prior to review by the Village Board or subject to Staff approval.

There was a lengthy discussion whether or not the site has enough space for adequate car stacking and the exiting issues on Lowell Avenue and the installation of a pork chop on Kildare Avenue. Mr. Millan stated that the drive-through would see about a ten percent increase in the volume of customers currently seen at the Starbucks at David Square. Mr. Millan said that this site has sufficient space to accommodate...
this increased traffic. A gap study was conducted and the results showed that the wait time to turn right onto Touhy Avenue was approximately 10-15 seconds. Mr. Hague stated that any plan modification examples could be submitted along with the drawings for review and approval. Mr. Cook stated that ingress/egress from Touhy Avenue was explored internally. Mr. Hague said a Touhy Avenue entrance/exit was not considered and there was no guarantee that IDOT would approve these curb cuts on Touhy Avenue. There was also discussion as to what would trigger a traffic review for any modifications to the site in the future.

Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission regarding this Public Hearing. Let the record state that no one came forward.

**Motion to approve** the requested Special Use and Variations for a multi-tenant retail business with a drive-through and off-street parking area with the condition that a landscape plan be approved by Village Staff. The Petitioner will also be required to provide a traffic study one year after completion and be required, if necessary, to make changes to the east and west entrances to the site with any internal flow markers and signage and directional arrows required at the entrances, including, but not limited to, physical changes to those entrances and exits. Additionally, include the recommendation of Staff as to signage being placed at the exit of the drive-through to direct westbound Touhy traffic to exit on Lowell Avenue to direct two-way traffic onto Kildare Avenue. Directional signs will also be required on Kildare Avenue to indicate right hand turns only out of the site and left-hand turn only onto Lowell Avenue.

Other recommended conditions would include the replacement of the ADA ramp to provide a tactile surface for pedestrians traveling in all directions at the northeast corner of Lowell and Touhy Avenues, installation of a Fire Department Knox Box, and a security plan approved by the Police Chief prior to occupancy was made by Commissioner Pauletto and seconded by Commissioner Novoselsky.

Draft language to be incorporated into the Ordinance would include “After a period of one year upon completion of the project, the Petitioner is required to submit a traffic study for review by the Village Engineer to determine if improvements are necessary. Such improvements include, but not limited to, physical changes to ingress/egress points to the property, modified/increased directional signage within the property, and alternative internal vehicular movements to the property.”

Aye: Pauletto, Novoselsky, and Yohanna
Nay: Goldfein
Motion Approved: 3-1

**VII. Approval of 2017 Plan Commission Schedule**

**Motion to approve** the 2017 Plan Commission schedule was made by Commissioner Pauletto and seconded by Commissioner Goldfein.

Aye: Pauletto, Goldfein, Pauletto, and Yohanna
Nay: Nay
Motion Approved: 4-0

**VIII. Other Business**

No other business was presented for discussion.
Chairman Yohanna asked if there was anyone in the audience who would like to address the Plan Commission. Let the record state that no one came forward.

IX. **Next Meeting**

The next meeting of the Plan Commission is scheduled for Wednesday, January 4, 2017.

X. **Adjournment**

Motion to adjourn was made by Commissioner Pauletto and seconded by Commissioner Novoselsky. Meeting adjourned at 9:26 p.m.

**Aye:** Pauletto, Novoselsky, Goldfein, and Yohanna  
**Nay:** None  
**Motion Approved:** 4-0

Respectfully submitted,

[Signature]

Kathryn M. Kaspryzk  
Community Development Coordinator