

**MINUTES OF THE PLAN COMMISSION**  
**May 23, 2022**

The regular meeting of the Plan Commission was called to order by Chairman Mark Moore at 7:03 p.m. at the Village Hall.

Members present: Chairman Mark Moore, Amy Flores, Walter Oakley, Richard Pyter, Thomas Rankin, Eric Steffe, and Gregory Wheeler.

Members absent: None.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development; David Smith, Senior Planner, and Harrison Meyer, Senior Project Engineer.

Others present: Brooke Lenneman, Village Attorney.

Commissioner Oakley moved, seconded by Commissioner Pyter, to approve the April 25, 2022, Plan Commission meeting minutes.

Motion carried 7 - 0.

Commissioner Oakley moved, seconded by Commissioner Pyter, to approve the May 9, 2022, Plan Commission meeting minutes.

Motion carried 7 - 0.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**PC 22-10 Zeke Hellenbrand, BCU, Applicant**  
**929 N. Milwaukee Avenue**

**Request is for a Special Use Permit for a Drive-In Establishment accessory to a Credit Union for property located in a C-3 General Commercial District.**

Mr. Zeke Hellenbrand, introduced their request for the Special Use Permit for their drive-through facility for the BCU Credit Union. He stated that they have been working on rehabbing the interior of the credit union building and discovered that the prior tenant's special use permit had expired. He stated that the existing drive-through is still intact and ready for use. He stated that they are not making any changes to the facility or drive-through lanes.

Chairman Moore asked the applicant if he is ready for the Plan Commission to render their recommendation to the Village Board. Mr. Hellenbrand stated that he is ready for the Plan Commission to render their recommendation tonight.

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*In the matter of PC 22-10, Commissioner Steffe moved, seconded by Commissioner Pyter, to recommend that the Village Board of Trustees approve a Special Use Permit for a Drive-In Establishment accessory to a Credit Union for property located in a C-3 General Commercial District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

*Ayes: Moore, Flores, Oakley, Pyter, Rankin, Steffe, Wheeler*  
*Nays: None*  
*Absent: None*

**PC 22-11 Jeff Davidson, Cornerstone Automotive, Applicant**  
**939 E. Park Avenue**

**Request is for a Text Amendment to Section 26-16-8.5 of the Libertyville Zoning Code relating to Authorized Variations – Board of Trustees in order to allow the Village Board of Trustees the authority to grant variations as it relates to the screening requirement of outdoor storage in Section 26-16-13-5.1.**

**PC 22-12 Jeff Davidson, Cornerstone Automotive, Applicant**  
**939 E. Park Avenue**

**Request is for a Special Use Permit for Rental and Leasing Services for truck and utility trailer rental to include outdoor storage to not exceed fifty (50%) percent of the lot in order to allow a U-Haul moving truck facility for property located in an I-1 Limited Industrial District.**

**PC 22-13 Jeff Davidson, Cornerstone Automotive, Applicant**  
**939 E. Park Avenue**

**Request is for a Site Plan Permit in order to construct a building addition and provide outdoor storage for property that requires a Special Use Permit located in an I-1 Limited Industrial District.**

Mr. David Smith, Senior Planner, introduced the zoning requests by the applicant.

Mr. Bob Bleck, architect and agent for the applicant, described the proposed scope of work for the project. He stated that they will relocate the U-Haul truck storage towards the rear of the lot and move the towed vehicle storage area towards the front. He stated that the screening of the outdoor storage area will comprise of a 10 foot high chain link with vinyl slats. He stated that there will be minor expansion of green area to slightly reduce the impervious coverage of the subject lot.

Chairman Moore stated that the applicant should address the Fire Department comments regarding fire suppression.

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Mr. Bleck stated that they wanted to appear before the Plan Commission first before deciding how to address the Fire Department's comments.

Commissioner Wheeler stated that he is concerned about how the structure of the text language is worded for the text amendment.

Village Attorney Brooke Lenneman stated that consideration should be given to including additional parameters on screening reduction quantity and when the reduction is permitted.

Chairman Moore stated that consideration could be given to limiting the Village Boards authority to granting variations to reduce the minimum required amount of outdoor storage screening in those circumstances where no new nonconformity is created.

Commissioner Wheeler asked what the screening would look like if it complied with the Zoning Code requirement. Mr. Bleck described what the screening would look like without the request for a variation.

Commissioner Steffe stated that consideration should be given to not making the text amendment language too broad.

Commissioner Oakley asked the applicant about the company history at this location. Mr. Jeff Davidson stated that they subleased from H&H Towing, then eventually purchased the property subsequently naming it Cornerstone Automotive. He stated that they started the U-Haul in 2014. He stated that before they occupied the property it was the Harts Terminal facility where they stored trucks and trailers.

Commissioner Rankin asked the applicant about the fence line along the rear portion of the property. Mr. Davidson stated that in addition to the fence there is ample screening provided by an existing tree line along the rear property line.

Mr. Bleck stated that the proposed fence screening will be ten (10) feet in height.

Chairman Moore stated that there appears to be several staff review comments that still need to be addressed and that a continuation is necessary.

*In the matters of PC 22-11, PC 22-12, and PC 22-13, Commissioner Steffe moved, seconded by Commissioner Wheeler, to continue these items to the June 27, 2022, Plan Commission meeting.*

*Motion carried 7 - 0.*

*Ayes: Moore, Flores, Oakley, Pyter, Rankin, Steffe, Wheeler*  
*Nays: None*  
*Absent: None*

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**PC 22-14 Ryan Hickman, Tala Coffee Roasters, Applicant**  
**834 Liberty Drive, Unit B**

**Request is for a Text Amendment to the Libertyville Zoning Code in order to include Food Service and Drinking Places but limited to Snack and Nonalcoholic Beverage Bars as Special Permitted Use in the I-3 General Industrial District.**

**PC 22-15 Ryan Hickman, Tala Coffee Roasters, Applicant**  
**834 Liberty Drive, Unit B**

**Request is for a Special Use Permit for a Snack and Nonalcoholic Beverage Bar in order to allow a Coffee Shop with on-premise brewing for property located in an I-3 General Industrial District.**

Ms. Joanna Tong, applicant, introduced the requested zoning actions. Ms. Tong described the Tala Coffee Roasters business model and their desire to expand from their current operations of warehousing and distribution of their product to include an onsite café. She stated that they are leasing parking spaces from the abutting property owner on the west side of the subject site and they intend to improve some of the landscaping.

Commissioner Rankin stated that he is concerned about the Tala business operations if the lease on the parking lot next door expires and not renewed. He asked for clarification about operating hours. Ms. Tong stated that the business hours of operation will be 7:00 a.m. to 6:00 p.m.

Commissioner Flores stated that there does not seem to be a pedestrian path from the adjacent parking lot to the subject site. Ms. Tong stated that they will incorporate a pedestrian path to accommodate access from the adjacent parking lot to their building's parking lot.

Commissioner Steffe stated that he is concerned about the proposed sign plan. He stated that the large size and number of signs should be reduced.

Commissioner Wheeler asked if the café is private or open to the public. Ms. Tong stated that it will be open to the public.

Commissioner Wheeler asked if they have an advertising plan. Ms. Tong stated that they will offer free delivery to anyone with the Village of Libertyville zip code.

Commissioner Wheeler asked what their expected traffic volume will be. Ms. Tong stated that their Highwood location generated approximately 200 customers per day. She stated that they anticipate between 75 to 100 customers per day initially at this location.

Commissioner Wheeler stated that the proposed signage should be reduced.

Commissioner Pyter asked if the building complies ADA regulations. Ms. Tong stated that the building entrance is ADA compatible.

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Commissioner Pyter stated that consideration should be given to providing a drop off point for customers. Ms. Tong stated that there is an opportunity for a drop off location towards the rear of the building.

Commissioner Pyter stated that the signage should be reduced.

Mr. John Spoden, Director of Community Development, stated that Staff will review the Zoning Code for an interpretation for the proposed directional signs located on the adjacent lot and provide guidance to the applicant and the Plan Commission at the next meeting.

Mr. Ryan Hickman, co-applicant, stated that it is his wish that the Plan Commission can view this proposal and this business as a hidden gem for the Village and hopes that the Plan Commission will support their requests.

Chairman Moore stated that he is concerned about the proposed size of the wall signs and that he could not support the sign variation as proposed. He stated that there are a number of items to be addressed and that a continuation for these requests is appropriate.

*In the matters of PC 22-14 and PC 22-15, Commissioner Pyter moved, seconded by Commissioner Wheeler, to continue these items to the June 27, 2022, Plan Commission meeting.*

*Motion carried 7 - 0.*

*Ayes: Moore, Flores, Oakley, Pyter, Rankin, Steffe, Wheeler*  
*Nays: None*  
*Absent: None*

**PC 22-16 Steven S. Bunning, Eleven5 Lake LLC, Applicant**  
**115 Lake Street**

**Request is for an Amendment to the Special Use Permit for a Planned Development to allow for residential deliveries in the courtyard off of Lake Street and to amend the site plan to allow for additional residential parking consistent with the plan submitted for property located in the C-1 Downtown Core Commercial District.**

**PC 22-17 Steven S. Bunning, Eleven5 Lake LLC, Applicant**  
**115 Lake Street**

**Request is for an Amendment to the Planned Development Final Plan for signage and parking area improvements consistent with the plans submitted for property located in the C-1 Downtown Core Commercial District.**

Mr. Gregg Handrich, applicant, introduced the requested Amendment to the Special Use permit for a Planned Development and Amendment to the Planned Development Final Plan. Mr. Handrich stated that the court yard area that is accessed from Lake Street is currently configured in a way that is not ideal for deliveries or garbage trucks. He stated that when an Amazon delivery

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truck enters the court yard area it completely shuts down the circular drive for other vehicles. He stated that the proposed improvements will be to realign the parking in a perpendicular fashion and enable dual loading ability.

Mr. Bob Bleck, architect for the applicant, stated that there will be no change in the impervious surface for the property.

Mr. Handrich introduced the proposed signage plans to the Plan Commission. He stated that the existing stone bands with the insets are the most appropriate locations for the proposed wall signs. He stated that the proposed wall signs will alleviate confusion for guests coming to the building and will help to take advantage of both drive by and walk by traffic. He stated that he needs to keep the apartments full and the sign band is designed for the proposed wall signs to help capture southbound Milwaukee Avenue traffic. He stated that both the Egg Harbor and the Board Room customers don't know we are here.

Commissioner Pyter asked for clarification as to what the sign deviations are.

Mr. John Spoden, Director of Community Development, described the sign deviations being requested by the petitioner.

Commissioner Steffe stated that the proposal seems to be a good change and that the signs are tasteful.

Commissioner Flores asked if there are signs proposed for the office space. Mr. Handrich stated that they are not proposing signs for the office space at this time.

Commissioner Oakley asked for clarification of the proposed plant list for the landscape plan. Mr. Bleck stated that the plant list was chosen partly due to the shade cast into the court yard by the building.

Commissioner Rankin stated that the proposed plan makes sense.

Chairman Moore stated that he supports the proposal and asked the applicant if they are ready for the Plan Commission to render their recommendation. Mr. Handrich stated that he is ready for the Plan Commission to render their recommendation.

*In the matter of PC 22-16, Commissioner Steffe moved, seconded by Commissioner Wheeler, to recommend that the Village Board of Trustees approve an Amendment to the Special Use Permit for a Planned Development to allow for deliveries in the courtyard off of Lake Street and to amend the site plan to allow for additional residential parking consistent with the plan submitted for property located in the C-1 Downtown Core Commercial District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

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*Ayes: Moore, Flores, Oakley, Pyter, Rankin, Steffe, Wheeler*  
*Nays: None*  
*Absent: None*

*In the matter of PC 22-17, Commissioner Oakley moved, seconded by Commissioner Steffe, to recommend that the Village Board of Trustees approve an Amendment to the Planned Development Final Plan for signage and parking area improvements consistent with the plans submitted for property located in the C-1 Downtown Core Commercial District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

*Ayes: Moore, Flores, Oakley, Pyter, Rankin, Steffe, Wheeler*  
*Nays: None*  
*Absent: None*

**STAFF COMMUNICATIONS AND DISCUSSION:**

Mr. John Spoden, Director of Community Development, stated that the Village closed on the Sports Complex property with Midwest Industrial Funds. He stated that Liberty Junction is going to the June 14, 2022 Village Board meeting.

Commissioner Steffe moved, seconded by Commissioner Rankin, to adjourn the Plan Commission meeting.

Motion carried 7 - 0.

Meeting adjourned at 9:45 p.m.