

MINUTES OF THE PLAN COMMISSION
September 26, 2022

The regular meeting of the Plan Commission was called to order by Temporary Chairman Eric Steffe at 7:00 p.m. at the Village Hall.

Commissioner Oakley moved, seconded by Commissioner Pyter, to appoint Commissioner Steffe as Temporary Chairman of the Zoning Board of Appeals in Chairman Mark Moore's absence.

Motion carried 6 - 0.

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

Members absent: Chairman Mark Moore.

A quorum was established.

Village Staff present: John Spoden, Director of Community Development; David Smith, Senior Planner; and Jeff Cooper, Village Engineer.

Others present: Brooke Lenneman, Village Attorney.

Commissioner Oakley moved, seconded by Commissioner Pyter, to approve the August 22, 2022, Plan Commission meeting minutes.

Motion carried 6 - 0.

OLD BUSINESS:

**PC 22-30 AMZ Supply, Applicant
 410 E. Church Street**

Request is for a Special Use Permit for Warehousing and Storage for property located in an I-3 General Industrial District.

**PC 22-31 AMZ Supply, Applicant
 410 E. Church Street**

Request is for a Special Use Permit for Warehousing and Storage for property located in an I-3 General Industrial District.

Ms. Marina Snopova, introduced her requests for a Special Use Permit, Site Plan Permit and variations from the parking regulations. Ms. Snopova stated that the variations are to reduce the minimum required setback for parking and the minimum required number of parking spaces in order to occupy and space located at 410 East Church Street and operate a warehousing and distribution facility. Ms. Snopova stated that AMZ Supply is a shipping, packaging, medical and

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safety supplies company. She stated that operations include the warehousing and distribution of materials. She stated that they do not manufacture on site and customers do not come to the site. She stated that they have up to four (4) employees on site and have hours of operation Monday thru Friday from 8am to 6pm and Saturdays from 8am to 1pm. She stated that the distribution activity includes UPS daily pick-up/deliveries and semi-truck twice weekly pick-up/deliveries.

Ms. Snopova stated that the subject property is located at the northeast corner of East Church Street and Second Street in a single story building that has approximately 25,170 square feet in floor area. She stated that the size of the warehouse building shall require 23 parking spaces and they are able to provide 18 parking spaces and therefore shall require the approval for a variation to reduce the minimum required number of parking spaces. She stated that the restriping of the parking area places spaces approximately 3 feet from the eastern property line and the Zoning Code requires a minimum of five (5) feet setback for parking from all property lines. She stated that this is the second of the two parking variations they are requesting.

Mr. Tim Hart, 141 Adler Drive, stated that he is the real estate broker for both the applicant and the property owner. Mr. Hart stated that AMZ Supply is an ideal user for this particular warehouse building. He stated that this user will have a low impact on traffic in the area.

Mr. George Green, 341 Third Street, stated that he has been a Libertyville resident for 28 years. He stated that the prior tenant at 410 East Church Street was Harbor Town and their operations were 24/7 with truck traffic. He stated that Harbor Town was a substantial noise nuisance. He stated that he supports the AMZ Supply as the new tenant provided that they are not a 24/7 operation.

Mr. John Spoden, Director of Community Development, stated that Mr. Green can always call the Police Department non-emergency number to report noise nuisances.

Commissioner Pyter stated that he supports the requests by the petitioner.

Commissioner Wheeler asked if the building will be modified. Mr. Hart stated that other than the restriping of the parking lot and the installation of interior racks there is no other building modifications proposed.

Commissioner Wheeler asked if there is any asbestos in the building. Mr. Hart stated that there is no asbestos.

Commissioner Wheeler asked if the applicant is planning for company growth and if that will have an impact upon the anticipated truck traffic. Ms. Snopova stated that there will be no truck traffic increases as the trucks are scheduled by appointments and will be under AMZ Supply control.

Commissioner Wheeler asked if there will be any combustible materials and if the stacking will obscure line of sight to exit signs within the building warehouse itself. Ms. Snopova stated that they will comply with all of the Fire Department and Building Code regulations.

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Commissioner Flores asked how trucks will maneuver on the property. Ms. Snopova stated that they will be able to pull in and back up to the truck dock area unencumbered.

Commissioner Oakley asked why the applicant couldn't land bank parking spaces behind the building. Mr. Hart stated that the property owner wants to reserve that area for future development not associated with AMZ Supply.

Temporary Chairman Steffe asked the petitioner if they are ready for the Zoning Board of Appeals to make a recommendation regarding their requests. Ms. Snopova stated that they are ready for the Zoning Board of Appeals to vote and make their recommendation.

In the matter of PC 22-30, Commissioner Oakley moved, seconded by Commissioner Rankin, to recommend the Village Board of Trustees approve a Special Use Permit for a Warehousing and Storage facility for property located in an I-3 General Industrial District at 410 East Church Street.

Motion carried 6 - 0.

Ayes: Steffe, Flores, Oakley, Pyter, Rankin, Wheeler

Nays: None

Absent: Moore

In the matter of PC 22-31, Commissioner Pyter moved, seconded by Commissioner Wheeler, to recommend the Village Board of Trustees approve a Site Plan Permit for a Warehousing and Storage facility for property located in the I-3 General Industrial District at 410 East Church Street, in accordance with the plans submitted subject to the following condition.

- 1. Revise the Site Plan to stripe out the southernmost parking space that abuts the Church Street right of way property line prior to the issuance of a Certificate of Occupancy.*

Motion carried 6 - 0.

Ayes: Steffe, Flores, Oakley, Pyter, Rankin, Wheeler

Nays: None

Absent: Moore

NEW BUSINESS: None.

STAFF COMMUNICATIONS AND DISCUSSION:

Temporary Chairman Eric Steffe suggested that further discussion should happen regarding the use of videotaped testimony in the future.

Commissioner Pyter moved, seconded by Commissioner Wheeler, to adjourn the Plan Commission meeting.

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Motion carried 6 - 0.

Meeting adjourned at 8:50 p.m.