

**VILLAGE OF VERNON HILLS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
OF JUNE 7, 2022**

Village Manager Timony called the meeting to order at 7:34PM.

IN ATTENDANCE: Trustees Forster, Koch, Oppenheim, Marquardt, Takaoka, and Schenk. President Byrne was absent and had given prior notice that he would not be in attendance. A quorum was established.

Also present were: Village Manager Timony, Assistant Village Manager Petrillo, Director of Community Development Atkinson, Chief Kreis, Commander Buhrmester, Public Director Brown, Finance Director Flori, Village Attorney Ferolo, and Recording Secretaries DeAnda and Heavrin.

Village Manager Timony called for a motion to appoint a Chairman Pro Tem for the duration of the Committee of the Whole meeting.

Motion by Trustee Oppenheim, second by Trustee Schenk, to appoint Trustee Koch as Chairman Pro Tem for the duration of the meeting.

Roll call vote:

AYES: 6 – Forster, Oppenheim, Marquardt, Schenk, Koch, Takaoka

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne

Motion carried.

**1. APPROVAL OF THE COMMITTEE OF THE WHOLE MEETING MINUTES OF MAY 17, 2022**

Motion by Trustee Marquardt, second by Trustee Forster, to approve the Committee of the Whole meeting minutes of May 17, 2022.

Roll call vote:

AYES: 6 – Forster, Marquardt, Schenk, Oppenheim, Koch, Takaoka

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne,

Motion carried.

**2. CONSIDERATION OF A REPORT AND RECOMMENDATIONS FROM THE PLANNING & ZONING COMMISSION FOR APPROVAL OF AN AMENDMENT TO A SPECIAL USE PERMIT ALLOWING A LANDSCAPE BUFFER VARIATION ALONG WITH SITE PLAN, LANDSCAPE PLAN AND ARCHITECTURAL REVISIONS ALLOWING A THIRD DRIVE-THRU LANE ON PROPERTY LOCATED AT 221 E. TOWNLINE ROAD**

**Public Hearing:**

DCD Atkinson stated representatives of Portillo's Hot Dog's LLC, appeared before the Planning and Zoning Commission on June 1, 2022 to present their plans for adding a new drive-thru lane and requested the following:

1. Approval to amend the Special Use Permit granted in Ordinance 93-25 and amended by Ordinance 2008-059 allowing a third drive-thru lane along with approval of a landscape buffer setback variation.

2. Approval to amend the approved site, landscape and architectural plans related to the new drive-thru lane and relocated garbage enclosure.

**Special Use Permit:**

Portillo Hot Dog's, LLC (PHD) is proposing a third drive-thru lane on the north and west sides of the building. Due to large volume of drive-thru traffic, which at peak periods, backs onto the drive isles in their parking lot and the adjacent Super Target lot, PHD is proposing to add a third lane to accommodate approximately 13 additional cars in the drive-thru. The lane will result in the loss or relocation of a small number of parking spaces. Based on our calculations, there is surplus parking on the site for the new lane. They have experience with this type of layout and explained how it operated at the meeting. The Continental Executive Parke Association has reviewed the plans and is supportive. They are waiting to see how the Village reacts to the plans before issuing an approval letter.

**P & Z Comments:**

*Some commission members voiced concern over the need of a third drive-thru lane stating that queuing onto the Target property does not occur on a regular basis. Other commission members voiced support for the amended Special Use Permit.*

**Site Plan:**

The new drive-thru expansion results in a three-lane configuration having a total width of 35 feet. The new lane will encroach into the required 50-foot landscape buffer by 32.5 feet along Lakeview Parkway and 6.3 feet along Townline Road. Please note: The Village is requesting land dedication along Lakeview Parkway to accommodate a road-widening project. The road project contributes to the reduced landscape buffer.

Parking counts will remain in compliance with the Zoning Code. When completed, the property will contain 137 total parking spaces. The Ordinance requires 135 spaces.

**P & Z Comments:**

*The Commission was generally supportive of the site plan as presented.*

**Landscape Plan:**

The drive-thru lane expansion and roadway-widening project will both impact the northern landscape bed along Lakeview Parkway. The southern landscape bed will be impacted by the road project, but not the drive-thru expansion. The bed along Townline will be impacted to a lesser extent. In reviewing the adjacent grades, the new lane will be concealed behind a small berm and topography change located within the buffer area. A small retaining wall be added to lessen the impact in the buffer area by limiting the amount of excavation.

The petitioner also proposed new landscaping between the retaining wall and Lakeview Parkway/Townline Road to further screen the drive-thru lanes. Please note: The landscape plan indicates that the existing trees along Lakeview Parkway will remain; however, the trees will be removed as part of the Village's roadway project. Staff has reviewed the landscape plan and found it to be generally acceptable. The Village would require that existing vegetation within the parking lot islands be improved where necessary.

P & Z Comments:

Some commission members commented that the reduced landscape buffer depth would not adequately screen the drive-thru from Lakeview Parkway. Others commented that the retaining wall and berm along with enhanced landscaping would effectively screen the drive thru.

**Architectural Plan:**

The scope of work includes relocating the garbage enclosure south to accommodate the new drive-thru lane. The enclosure will be completely reconstructed with brick and cast stone matching the restaurant.

P & Z Comments:

The Commission was generally supportive of the architectural design as presented.

**Public Notice:**

Notices were sent out to the surrounding property owners. No comments were received.

**Recommendation:**

**I. The Commission voted 3-3 to recommend approval of the following:**

Granting preliminary and final approval amending the Special Use Permit granted in Ordinance 93-25, as amended by Ordinance 2008-059 allowing a third drive-thru lane with a reduced landscape buffer of 17.5 feet at Lakeview Parkway and 43.7 feet at Townline Road, in compliance with the plans and subject to the conditions of approval referenced herein; and

***Motion Failed***

**II. The Commission voted 3-3 to recommend approval of the following:**

Granting preliminary and final site plan, landscape plan and architectural plan approvals in compliance with the plans and conditions of approval referenced herein; and

***Motion Failed***

**General Compliance With the Following Plans:**

1. General compliance with the civil engineering plans, consisting of 1 page, prepared by Cage Civil Engineering, dated May 23, 2022; and
2. General Compliance with the Landscape Plan, consisting of 3 pages, prepared by LG Workshop, LLC, dated May 5, 2022; and
3. General compliance with the Architectural plans and color elevations of the relocated garbage enclosure, consisting of 1 page, prepared by Jenson and Jenson Architects, dated May 6, 2022; and 2020; and

**Conditions of Approval:**

1. Review and approval of landscaping plans by the Village Landscape Technician shall be required prior to issuance of a full building permit for the project. The Landscape Technician may require plant substitutions where, in his opinion, the substitution is appropriate for this project; and
2. Final engineering is subject to review and approval by the Village Engineer prior to issuance of building permit; and

3. Receipt of a letter of approval from the Continental Executive Parke (CEP) Association prior to issuance of a building permit; and
4. Landscape work shall be coordinated with the Village to avoid conflicts with the road widening project; and
5. Compliance with all ordinances and standards of the Village.

An extensive conversation took place with representatives of Portillo's with the main speaker being Preston Funkhouser and the Board. The discussion included reduced setback; set up and safety of order takers and runners; continued use of app and curbside pick-up; capacity and efficiency of the kitchen; stacking and visibility on Lakeview Parkway; specific use of third lane; timeline for construction; Lakeview/Route 60 project; three lanes exiting into one lane; expected increase in off- premise dining; and possibility of construction of only two lanes.

Motion by Trustee Forster, second by Trustee Takaoka, to direct staff to prepare an Ordinance to:

1. Approve to amend the Special Use Permit granted in Ordinance 93-25 and amended by Ordinance 2008-059 allowing a third drive-thru lane along with approval of a landscape buffer setback variation.
2. Approve to amend the approved site, landscape and architectural plans related to the new drive-thru lane and relocated garbage enclosure.

Subject to conditions above with the addition of: Village Engineer's review and approval of a traffic study that demonstrates safe exiting of all three lanes and increased landscape work to screen of drive thru.

Roll call vote:

AYES: 6 – Forster, Marquardt, Schenk, Oppenheim, Koch, Takaoka

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Byrne

Motion carried.

### 3. ADJOURNMENT

Motion by Trustee Oppenheim, second by Trustee Forster, to adjourn the Committee of the Whole meeting.


Voice Vote:


All in Favor.

Motion carried.

Meeting adjourned at 8:48PM.

Approved this 21st day of June 2022

  
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Kevin Timony, Village Clerk

  
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Thom Koch, Chairman Pro Tem