

**VILLAGE OF VERNON HILLS
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF AUGUST 11, 2020**

Village Manager Fleischhauer called the meeting to order at 8:05PM.

IN ATTENDANCE Trustees Takaoka, Oppenheim, Schultz, Marquardt, and Koch. President Byrne was absent. A quorum was established.

Also present were: Village Manager Fleischhauer, Assistant Village Manager Petrillo, Deputy Chief Zimmerman, Community Development Director Atkinson, Public Works Director Brown, Chief Finance Officer Cratty, Village Attorney Ferolo, and Recording Secretary DeAnda.

Motion by Trustee Schultz, second by Trustee Marquardt, to appoint Trustee Koch President Pro Tem for the duration of the meeting.

Roll call vote:

AYES: 5 – Koch, Oppenheim, Schultz, Marquardt, Takaoka

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 - Byrne

ABSTAIN: 0 - None

Motion carried.

**1. APPROVAL OF THE COMMITTEE OF THE WHOLE MEETING MINUTES
OF JULY 21, 2020**

Motion by Trustee Schultz, second by Trustee Marquardt, to approve Committee of the Whole Minutes for the July 21, 2020 meeting.

Roll call vote:

AYES: 4 – Koch, Oppenheim, Schultz, Marquardt

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 - Byrne

ABSTAIN: 1 - Takaoka

Motion carried.

**2. REQUEST FOR AN OUTDOOR DINING AND SEATING ESTABLISHMENT
PERMIT FOR FAIRGROUNDS LOCATED AT 899 N. MILWAUKEE AVENUE,
SUITE 300**

DCD Atkinson stated the applicant was not present. The COW determined to move forward. DCD Atkinson stated representatives of Fairgrounds have applied for an Outdoor Dining and Seating Establishment permit for their establishment located in Melody Farm. Ten (10) tables with a seating capacity of 50 customers was proposed on their patio located on the north and east sides of the building. Although not required because alcohol is not served, a fence would be installed as shown on the site plan.

The application and plans along with a picture of the proposed furniture were attached to the packet.

Motion by Trustee Schultz, second by Trustee Takaoka, to direct staff to prepare a Resolution approving the request subject to the following conditions:

1. Compliance with the requirements described in the Village of Vernon Hills Code of Ordinances, Chapter 10, Article VI.
2. Compliance with the application and plan, dated June 5, 2020.

Roll call vote:

AYES: 5 – Koch, Takaoka, Oppenheim, Schultz, Marquardt

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 - Byrne

ABSTAIN: 0 – None

Motion carried.

3. SHAKE SHACK – 864 EAST TOWNLINE ROAD – CONSIDERATION OF A REPORT AND RECOMMENDATIONS FROM THE PLANNING & ZONING COMMISSION FOR APPROVAL OF A SPECIAL USE PERMIT ALLOWING A DRIVE THRU PICK-UP WINDOW ALONG WITH APPROVAL TO AMEND THE SITE AND LANDSCAPE PLAN

Public Hearing:

CDC Atkinson introduced Jared Placek, Manhard Consulting, representing Shake Shack who appeared before the Planning & Zoning Commission on July 29, 2020 to present their plans for a drive-thru lane and pick-up window at 864 East Townline Road and requested the following:

1. Special Use Permit to allow a restaurant with a drive-thru pick-up window; and
2. Preliminary and final site and landscape plan approvals.

Site Plan:

The petitioner proposed to reconfigure two existing landscape islands on the existing parking lot and construct a drive-thru lane that would provide access to a drive-up window located on the east side of the building. The lane would allow up to six vehicles to stack in line.

The new lane and window would be for customers to pick up orders that they placed online or through a mobile-app without having to exit their vehicles and enter the restaurant. No orders would be placed at the window nor would any payment be exchanged.

P & Z Comments

Commission members were supportive of the site plan. Six queuing spaces is typically what the Village looks for with drive thru lanes and would be adequate to serve Shake Shack.

Commission members commented that a cross walk should be marked on the pavement to provide safe access for pedestrians crossing the drive-thru lane. Please refer to condition #6 later in this report. Commission members further stated the need to place directional signs reading “App + Online Pick-up Only” at appropriate locations on the site. Please refer to condition #7 later in this report.

Parking:

The redesigned parking lot would eliminate 11 spaces. Sixty-three spaces would remain in compliance with minimum parking requirements.

P & Z Comments

Commission member raised no objection to parking.

Landscaping:

The new landscape island would contain a combination of new and existing plant materials. Where appropriate, they would leave in place or relocate existing plantings. Please note: a more detailed review by the Village's landscape technician would be completed during permit review.

P & Z Comments

Commission member were supportive of the landscape plan.

Public Notice:

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

Recommendations:

- I. The Commission voted 6-0 (Cotton absent) to recommend approval of the following:

Approval of a Special Use Permit to allow a restaurant with a drive-thru pick-up window, subject to the conditions referenced herein; and

- II. The Commission voted 6-0 (Cotton absent) to recommend approval of the following:

Approval of preliminary and final site and landscape, subject to the conditions referenced herein; and

Conditions of Approval for the entire Site:

1. Final approval of plans by the Village Engineer and Landscape Technician prior to issuance of a building permit.
2. General compliance with the site plan and engineering drawings, consisting of nine (9) pages, prepared by Manhard Consulting, Ltd., dated June 19, 2020.
3. General compliance with the landscape plan, consisting of three (3) pages, prepared by Manhard Consulting, Ltd., dated June 18, 2020.
4. Existing landscape plantings damaged during construction shall be replaced as a condition of approval of the final certificate of occupancy.
5. Compliance with all ordinances and standards of the Village except as otherwise noted.
6. A cross walk should be marked on the pavement to provide safe access for pedestrians crossing the drive thru lane.
7. Directional signs reading "App + Online Pick-up Only" shall be designed in accordance with the elevation drawings titled, "Shake Shack App-Thru Redevelopment Signage Detail," dated August 6, 2020 and be placed as shown on the exterior signage plan, prepared by WD Architects & Engineers, dated June 19, 2020.

Motion by Trustee Schultz, second by Trustee Oppenheim, to direct staff to prepare an Ordinance approving the following, subject to the conditions referenced herein and Village Engineer has final site approval:

1. Special Use Permit to allow a restaurant with a drive-thru pick-up window; and
2. Preliminary and final site and landscape plan approvals.

Roll call vote:

AYES: 5 – Koch, Takaoka, Oppenheim, Schultz, Marquardt

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 - Byrne

ABSTAIN: 0 - None

Motion carried.

4. GBT REALTY CORPORATION – PRESENTATION OF CONCEPT PLANS FOR A PROPOSED FIRESTONE AUTO CARE FACILITY AND A QUICK SERVICE RESTAURANT LOCATED AT THE SHOPPES OF GREGG’S LANDING

DCD Atkinson introduced Hal Frank, attorney, and Bob Gig, GBT Realty Corporation who appeared before the COW for concept presentation of their plans to develop the vacant parcel of land located north of Aldi’s in the Shoppes of Gregg’s Landing. Their plan would subdivide the property creating two new lots. One would include Firestone and the other, a quick service restaurant (QSR) with a drive thru facility. The QSR has not been determined, but they anticipate a smoothie or coffee shop as the most likely candidates. Trustee Takaoka suggested Dutch Brothers coffee shop. Trustee Schultz suggested Tropical Smoothie Café. Both the auto service and QSR (with drive thru) require a Special Use Permit as regulated by the Shoppes of Gregg’s landing PUD.

Firestone Auto Care:

Firestone would be located on the lot immediately north of Aldi’s. Eight service bay doors would be located on the south side of the building. This orientation would minimize impacts on existing residential uses located approximately 750 feet to the west. Access to the property would be from an internal access drive. Automobile service stations are required to have one parking space for every two employees plus two spaces for every bay. Staff would need to confirm employee counts, but at this time, parking appears to be in compliance.

The building’s exterior would include brick veneer on all four elevations. Canvass awning would be located over the main entrance and over windows on the east and west elevations. Decorative gooseneck light fixtures would be at various locations. The color pallet includes red and beige earth tones. Staff will need to work with the petitioner to better articulate the north elevation as this façade fronts on the main access drive within the development.

Quick Service Restaurant:

The QSR would be located just south of the main access drive from Milwaukee Avenue. Color renderings and a site plan have been included in your packet to demonstrate the design and site layout of a typical QSR facility. The Board was not requested to take action because a specific end user has not been determined. Currently, the petitioner was only asking for feedback regarding this type of use at this location. They would come back at a later date for required approvals. DCD Atkinson stated this site would require a lot of work, with the major question of how to move traffic in and out of the site in a safe manner. PWD Brown spoke about the complexity of reshaping the pond.

The COW was generally in favor of the concept. Attorney Ferolo noted to petitioner that this was preliminary concept presentation approval only and non-binding on the COW.

5. GREGG'S PARKWAY AND HUNTINGTON INTERSECTION STUDY

PWD Brown stated consistent with the Three-Party Agreement between Lake County, Vernon Hills and GAZ, Inc. (Zale), staff reviewed this intersection and potential modifications again last fall. Ultimately, Lake County Division of Transportation (LDOT) concurred with installing a Temporary Right Turn Removal by installing barriers to implement this turn lane elimination. Staff agreed that the installation would be reviewed for approximately six (6) months. Subsequently, at the December 10, 2019 Village Board meeting, a contract was executed with Civiltech Engineering, Ltd. to perform a pre-study and post study of the intersection.

Recently, Civiltech Engineering completed their pre and post study of this intersection and staff met with LDOT regarding potential improvements at the Gregg's Parkway and Huntington intersection. A copy of their report and its findings was attached for reference. A comparison of traffic volumes was not included in the study as the current pandemic resulted in less traffic everywhere as people adapted to working remotely and normal trips to restaurants, etc. were modified. Therefore, the study focused more on the safety aspects.

The study was reviewed and discussed with LDOT. The findings of the six (6) month test reflected improved visibility and shorter crossing for pedestrians and bicyclists. The improved visibility was important as many of the accident reports reflected comments that the drivers, pedestrian, and bicyclists "didn't see" each other.

Afterwards, the Village received concurrence from LDOT to install the Permanent Right Turn Removal alternative. If approved by the COW, staff would seek proposals and bring this back at the September 1, Village Board meeting in Ordinance form. The improvements would be performed by removing the asphalt within the right turn lane and installing a barrier curb and gutter adjacent to the thru lane. The previous turn lane would be replaced with soil and grass and the sidewalk extended accordingly. Staff would also work with the Gregg's Landing North HOA to have their irrigation line extended to serve this area.

Kevin Borgard, Turtle Bay, Gregg's Landing HOA President, agreed with PWD Brown's proposal.

The COW directed staff to move forward with proposals and bring this item back at the September 1 Village Board meeting in Ordinance form.

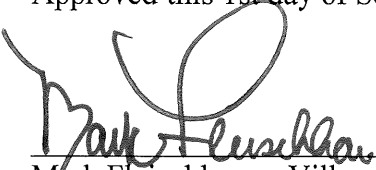
6. ADJOURNMENT

Motion by Trustee Schultz, second by Trustee Marquardt, to adjourn the Committee of the Whole meeting.

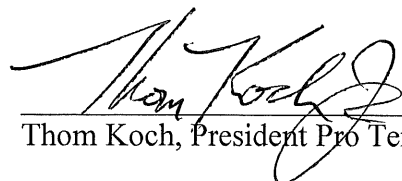
All in favor voice vote. Motion carried.

Meeting adjourned at 8:54PM.

Approved this 1st day of September 2020.



Mark Fleischhauer, Village Manager



Thom Koch, President Pro Tem