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550 W. Irving Park Road, Itasca, Illinois 60143-2018  
630-773-0835 • Fax 630-773-2505 • www.itasca.com

**VILLAGE OF ITASCA  
PLAN COMMISSION AGENDA**

Wednesday, March 17, 2021 – 7:00 P.M.  
Itasca Village Hall, 550 W. Irving Park Road, Itasca, IL 60143

**PLAN COMMISSION MEETING WILL BE CONDUCTED THROUGH ZOOM**  
<https://us02web.zoom.us/j/89815416846?pwd=WEZFeWY2NVdoL2ZlSn0ZHNnZTJDUT09>  
Password: 375048

**Instructions on Public Participation can be found on Pages 3 & 4 of the Agenda**

**MEETING AGENDA**

1. **Call to Order**
2. **Roll Call**
3. **Case#:** PC 21-003  
**Petitioner & Owner:** Shaun & Rachael McDonald  
**Location:** 413 N. Walnut St.  
**Request:** Petition for Variance to setback, height, square footage, and number of stories requirements to construct a detached garage.
4. **Case#:** PC 21-002  
**Petitioner:** Richard's Building Supply Co.  
**Owner:** WMI Chicago II, LLC.  
**Location:** 909 W. Irving Park Rd.  
**Request:** Petition for Special Use to Operate a Building Material's Sale Business and Outdoor Storage/Operation, Class I Site Plan Approval, and a Solid Fence up to 8 Ft. in Height.
5. **Case#:** PC 19-014 (Continuation)  
**Petitioner & Owner:** Haymarket DuPage LLC  
**Location:** 860 W. Irving Park Rd.  
**Request:** Petition for a planned development by special use with exceptions and Class I Site Plan approval all in order to permit a mixed-use residential and healthcare facility and other accessory uses in the B-2 Community Business District at 860 W. Irving Park Road.

**6. Review and Consideration of Meeting Minutes for:**

- A. December 2, 2020 – Special Meeting
- B. December 2, 2020
- C. December 9, 2020
- D. December 16, 2020
- E. February 17, 2021

**7. New Business**

- A. Discussion on *Plan Commission Public Hearing Protocols during COVID-19 for Larger Hearings*

**8. Public Comment**

**9. Project Updates and Announcements**

**10. Executive Session (*if needed*)**

**11. Adjournment**

**NEXT SCHEDULED MEETINGS:**

- Wednesday, April 21, 2021 at Itasca Village Hall, 550 W. Irving Park Road, Itasca, IL 60143

*NOTE: Any person who has a disability requiring reasonable accommodation to participate in this public hearing should contact Jody Conidi, Village Clerk, 550 W. Irving Park Road, Itasca, IL or call (630) 773-0835 within a reasonable time before the meeting. Requests for a qualified interpreter require five (5) working days advance notice.*

*2nd NOTE: Any person who does not have access to internet should contact Mo Khan, 550 W. Irving Park Rd., Itasca, IL, e-mail mkhan@itasca.com or call (630) 773-5568 for alternative means to virtually attend the meeting.*

## INSTRUCTIONS FOR PUBLIC PARTICIPATIONS

1. To view the Presentation & Exhibit(s) presented to the Plan Commission:

Zoom Meeting Link:

<https://us02web.zoom.us/j/89815416846?pwd=WEZFeWY2NVdoL2ZlSn0ZHNnZTJDUT09>

Password: 375048

2. Swearing in Witnesses:

All persons who desire to testify will be sworn in at the beginning of the hearing. When each person begins their individual testimony/ comment, the Chairperson or Village Staff will verbally confirm with you if you were sworn in at the beginning of the hearing.

3. Written Questions & Comments:

The Public is encouraged to submit written comments and questions in advance of the public hearing in lieu of live comments and questions. Deadline to submit written comments and questions is 2 hours before the meeting. Village Staff will read submitted questions and comments into the record and either the Plan Commission, Village Staff and/or Petitioner will respond to the comments and questions.

Comments and questions can be submitted via email to [commdev@itasca.com](mailto:commdev@itasca.com) or by mail addressed to:

Village of Itasca  
Attn: Plan Commission Chairperson  
Case: PC# 21-0XX  
550 W. Irving Park Rd.  
Itasca, IL 60143

*Note: Case Number can be found on the Plan Commission Agenda.*

4. Live Comments and Questions:

The public will have the opportunity to give live comments and/or ask live questions. The Chairperson or Village Staff will acknowledge each member of the public calling into the meeting by the last 4 digits of their phone number and ask them if they wish to provide a comment or question. If the person does not wish to provide any comments or question please remain silent and Village Staff will move onto the next caller. There will only be one pass of callers to provide comments and/or questions to allow for an efficient meeting.

5. Questioning of Witnesses:

Those persons who would like to cross-exam a witness are required to sign-up in advance of the hearing by emailing [commdev@itasca.com](mailto:commdev@itasca.com), calling Mo Khan, Village Planner, at 630-228-5631, or submitting a written notice to:

Village of Itasca  
Attn: Plan Commission Chairperson  
Case: PC# 21-0XX  
550 W. Irving Park Rd.  
Itasca, IL 60143

Any documents that will be used during questioning must be provided to Village staff no later than 7 days before the Plan Commission meeting so that these documents may be made available to the Plan Commissioners, petitioner, and the testifying witness before the hearing.

6. Submittal of Comments & Questions Post-Hearing Due to Technology Failure:

The public is provided a 7-day period, starting the day after the vote is taken, to submit in writing to [commdev@itasca.com](mailto:commdev@itasca.com) any objections, comments or questions that were not able to be heard during the hearing due to failure to access the hearing due to a failure of technology (i.e. internet failure, inability to connect/log into the meeting).

After seven-days, if no technology objection is raised by a member of the public, the Plan Commission's recommendation becomes final and is forwarded to the Village Board. If a written technology objection is submitted within the seven-day period, the Plan Commission's recommendation is voided and the Plan Commission shall re-open the hearing at its next regularly scheduled meeting to hear the objection and any response by the petitioner.



## Village of Itasca Community Development Department

550 W. Irving Park Road, Itasca, IL 60143  
PHONE: 630-773-5568 | FAX: 630-773-0852  
[www.itasca.com](http://www.itasca.com)

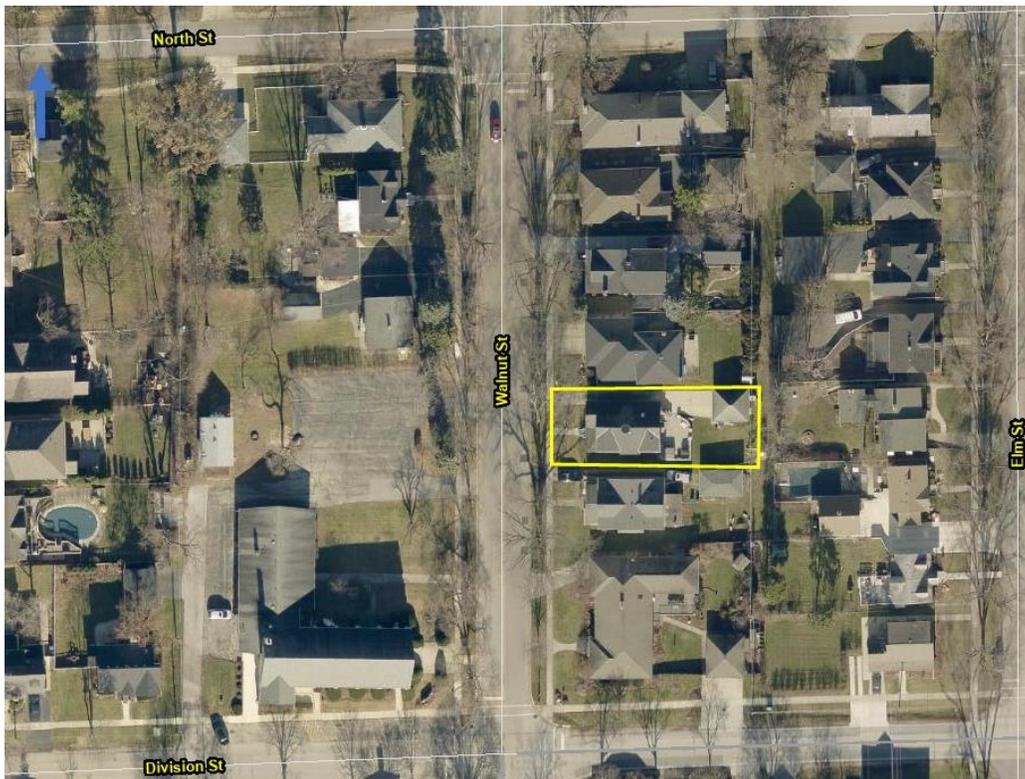
**PUBLIC HEARING DATE: MARCH 17, 2021**

**PC 21-003**

**TITLE:** McDonald Variances  
**ADDRESS:** 413 N. Walnut St.  
**PIN:** 03-08-107-005

**PROPOSAL:** Shaun & Rachael McDonald (Petitioner & Owner) are requesting the following to construct a detached garage:

1. Variance to Sec. 4.06-8-m of the Zoning Ordinance to permit a setback of 2 feet for a detached garage, whereas the minimum required is 5 feet.
2. Variance to Sec. 4.13-4 of the Zoning Ordinance to permit a total aggregate of all accessory structure square footage of 1,144 square feet, whereas the maximum allowed is 630 square feet.
3. Variance to Sec. 4.13-4 of the Zoning Ordinance to permit an accessory structure height of 23 feet, whereas the maximum allowed is 18 feet.
4. Variance to Sec. 4.13-4 of the Zoning Ordinance to permit an accessory structure with 2 stories, whereas the maximum allowed is a single-story structure.



**BACKGROUND**

The subject property is approximately 6,304 ft.<sup>2</sup> and is located on the east side of North Walnut St. approximately 215 ft. from the midpoint of the intersection of North Walnut and Division Streets. The subject property is currently improved with an approximately 1,144 ft.<sup>2</sup> 1 ½ story single-family residence with an enclosed porch, an approximately 369 ft.<sup>2</sup> detached garage, driveway, and front walkway.

The subject property is zoned R-2, Single-Family Residence, District and is located within the Village’s Historic District. The proposed detached garage construction will be reviewed by the Historic Commission and their recommendation will be forwarded to the Village Board along with the Plan Commission’s recommendation.

The following are the adjacent property zoning and uses:

- North: R-2, Single-Family Residence, District – Residential Use
- South: R-2, Single-Family Residence, District – Residential Use
- East: R-2, Single-Family Residence, District – Religious/Church Use
- West: R-2, Single-Family Residence, District – Residential Use

**PLANNING & ZONING ANALYSIS**

The Owners are proposing to demolish a majority of the existing detached garage and reconstruct a new two-story detached garage.

The zoning regulation table below summarizes the applicable code requirements and how the proposed detached garage complies with the Zoning Ordinance.

<b>Code</b>	<b>Description</b>	<b>Allowed</b>	<b>Proposed</b>
4.06-8-m	Building Separation	≥ 10 ft.	29 ft.
4.06-8-m	Yard Location	Rear	Rear
4.06-8-m	Lot Line Setback	≥ 5 ft.	<b>2 ft.</b>
4.13-4	Number of Stories	≤ 1	<b>2</b>
4.13-4	Accessory Structure Height	≤ 18 ft.	<b>22 ft. 10 in.</b>
4.13-4	Accessory Structure Square Footage	≤ 630 ft. <sup>2</sup>	<b>1,144 ft.<sup>2</sup></b>
7.05-7-a	Maximum Lot Coverage	≤ 3,152 ft. <sup>2</sup>	3,130 ft. <sup>2</sup> *

\* Lot Coverage calculations includes 250 ft.<sup>2</sup> Detached Garage and 108 ft.<sup>2</sup> Porch Bonus per Sec. 7.05-9-a and Sec. 7.05-10-a.

The Plan Commission and the Village Board have previously heard and have recommended approval and approved, respectively, of similar requests. The following tables provides a summary of recent requests of similar nature:

<b>Case#</b>	<b>Address</b>	<b>Request</b>	<b>PC Vote</b>	<b>VB Vote</b>
PC 20-016	324 S Maple St.	20.33 ft. Garage Height & 2 <sup>nd</sup> Story	Approved 5-1	Approved 6-0
PC 20-012	503 E Center St.	2 <sup>nd</sup> Story	Approved 5-1	Approved 6-0

### **SUMMARY**

As stated in the application, the Owner is seeking the variance to allow for the parking of their vehicles within their garage while maximizing green space for the usage by their children. The existing detached garage is considered legal non-conforming and the proposed detached garage would keep the footprint of the garage in the existing location but bring the property into conformance with the zoning ordinance if the variance request regarding the setback is granted.

The Owners' requests for height and the second story are similar to the previous requests that have been recommended for approval by the Plan Commission and ultimately approved by the Village Board.

### **PUBLIC COMMENTS**

Village Staff has not received any Public Comments regarding this case as of March 12, 2021.

### **STAFF RECOMMENDED CONDITIONS OF APPROVAL**

Staff recommends the following conditions be included if a favorable recommendation is made by the Plan Commission:

1. Permit Documents must be in substantial compliance with the Plan Commission and Village Board Submittals.
2. The proposed detached garage must comply with all Village Ordinance and Building Codes in place at time of permit application.
3. The detached garage shall be completed within one (1) year from the date of Ordinance approval.

### **REQUIRED FINDINGS OF FACT FOR VARIANCES**

Section 14.09-3 of the Village Zoning Ordinance sets forth the following standards for variances:

No Variance shall be granted by the President and Board of Trustees unless the specific findings are made based on the evidence presented to the Plan Commission:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located;

2. The plight of the owner is due to unique circumstances, and
3. The variation, if granted, will not alter the essential character of the locality.

In making this determination, the Plan Commission shall consider whether there are particular difficulties or particular hardships, and take into consideration whether the following facts have been established by evidence:

1. The particular physical surroundings, shape or topographical conditions of the specific property involved would bring a particular hardship upon the owner, as distinguished from a mere inconvenience if the strict letter of the regulations were to be carried out;
2. The conditions upon which the petition for variation is based would not be applicable generally to other property within the same zoning classification;
3. The purpose of the variation is not based exclusively upon a desire to make more money from the property, or merely for the convenience of the owner;
4. The alleged difficulty or hardship has not been created by any person presently having an interest in the property;
5. The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; or
6. That the proposed variation will not impair an adequate supply of light on adjacent property or substantially increase the danger of fire or otherwise endanger the public safety or substantially diminish or impair property values within the neighborhood.

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#### **DOCUMENTS ATTACHED**

1. Exhibit A: Petition for Variance, dated February 8, 2021
2. Exhibit B: Plat of Survey, no date
3. Exhibit C: Proposed Building Elevations, dated February 4, 2021

**PETITION FOR VARIANCE**

Village of Itasca Plan Commission  
c/o Community Development Department  
550 W. Irving Park Rd.  
Itasca, IL 60143  
(Ph): 630-773-5568 (F): 630-773-0852  
comdev@itasca.com

Date Submitted: 2/8/2021

**ALL ITEMS MUST BE COMPLETE TO PROCESS APPLICATION**

Address(es) of Property: 413 N Walnut Street, Itasca, IL 60143

Owner(s) of Property: Shaun, Rachael McDonald

Petitioner(s) (if other than owners): \_\_\_\_\_

Existing Use: Residential Zoning: R-2

P.I.N. #(s): 03-08-107-005 Lot Size (sq. ft.): 6304

Please answer the following questions (you may attached additional sheets if needed):

1.) Specifically state the variance(s) which is sought including the relevant section(s) of the Zoning Ordinance and how and/or the amount(s) by which the ordinance is sought to be varied.  
We are looking for a variance to extend existing garage approximately 6' to the West and 3.5' to the South within 5' of lot line to match existing non-conforming garage.  
We are looking for a variance of 4' 10" in additional height above grade for the proposed structure.

2.) Generally state the purpose and reasons for which the variance(s) is/are sought.  
These variances are sought to allow for garage parking of a full size truck and full size SUV while allowing for maximum greenspace in backyard. Due to the small size of the lot If garage had to be rebuilt allowing for 5' setbacks from lot lines there would be no yard left for our children to play in and would cause for the elimination of their swingset. Secondly because of the height of the vehicles a 8' garage door is necessary leading to a 9' ceiling to allow for proper door header. Clearance is needed in attic space of garage to allow for maximum storage space considering this is only a 2 car garage. The hazardous nature of drop down stairs causes the need for a fixed staircase with proper handrails and head room leading to the addition of height to top of garage. Garage is designed to match existing house as closely as possible in order to keep with the historical nature of the property.

3.) Explain how the property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the Zoning Ordinance.  
The garage would further restrict the use of our small lot for outdoor recreational activities for the kids if we were forced to follow the 5' setback. If unable to get a variance for height then the garage would not offer a safely accessible nor adequate attic space for storage while allowing for parking larger vehicles inside garage.

- 4.) State and explain the particular factors of the property (e.g., physical surroundings, shape or topographical conditions, etc.) that bring a hardship to the owner under the strict letter of the Zoning Ordinance.  
 Our lot like all the others on our block is only 50' wide allowing for a driveway that is only 8' wide from house to lot line. All of the houses on the 400 block were built on a slight angle causing everyones driveway to be approximately 4" over lot line at the sidewalk. We have an unimproved alley easement that prevents access to the garage and forces us to access the garage from the street. With a paved alley way then lots of greenspace would become available with the elimination of a long narrow driveway and lot line setbacks could be adhered too.
- 5.) Explain how the plight of the owner is due to unique circumstances and not generally applicable to other properties in the neighborhood.  
 Once again because of the unpaved alley we are unable to access the garage from anywhere other then the street. Secondly the small width of the lot prevents options for driveway layouts.
- 6.) State the effects of the proposed variation(s) upon the character of the neighborhood, the property values, traffic conditions, public utilities, storm water detention, and other matters pertaining to the public health, safety, morals, and general welfare of the community. Explain how the variation will not alter the essential character of the locality.  
 This garage was specifically designed to meet the approval of the historical commision by matching the primary structures roof lines and window layouts.

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Owner's Name(s): Shaun, Rachael McDonald

Address: 413 N Walnut Street Phone: 630-773-9463  
Itasca, IL 60143 Email: phoneguy78@sbcglobal.net

Petitioner's Name(s): \_\_\_\_\_

Address(es): \_\_\_\_\_ Phone: \_\_\_\_\_  
 \_\_\_\_\_ Email: \_\_\_\_\_

Agent or Attorney (if applicable) Name: _____ Firm: _____ Address: _____ _____ Phone: _____ Email: _____	Site Planner or Engineer (if applicable) Name: _____ Firm: _____ Address: _____ _____ Phone: _____ Email: _____
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Please attach the following:

- Legal description of property (from title policy or plat of survey) – required for all variances.
- Current plat of survey (showing all site improvements/structures and easements).
- Architectural renderings of new or altered structures (if applicable).
- Site Plan (drawn to scale showing buildings, parking spaces, storm water detention and all other significant data with all pertinent dimensions fully noted).
- If held in trust, letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to the petition request. The letter must be signed by all beneficiaries of the trust.

THE LEGAL TITLEHOLDER MUST SIGN THE PETITION. Where the property is held in trust, the trust officer must sign the petition and include a letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to this petition request. The undersigned acknowledges and agrees that this application and all documentation submitted becomes public record and may be viewed by the public.

I/WE Shaun McDonald DO HEREBY CERTIFY OR AFFIRM THAT I/WE ARE THE OWNER(S) OF RECORD OF THE AFORESAID DESCRIBED PROPERTY AND HEREBY MADE APPLICATION AS SUCH.

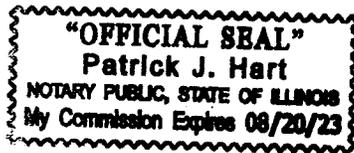
Signature: [Handwritten Signature]

Date: 2/17/21

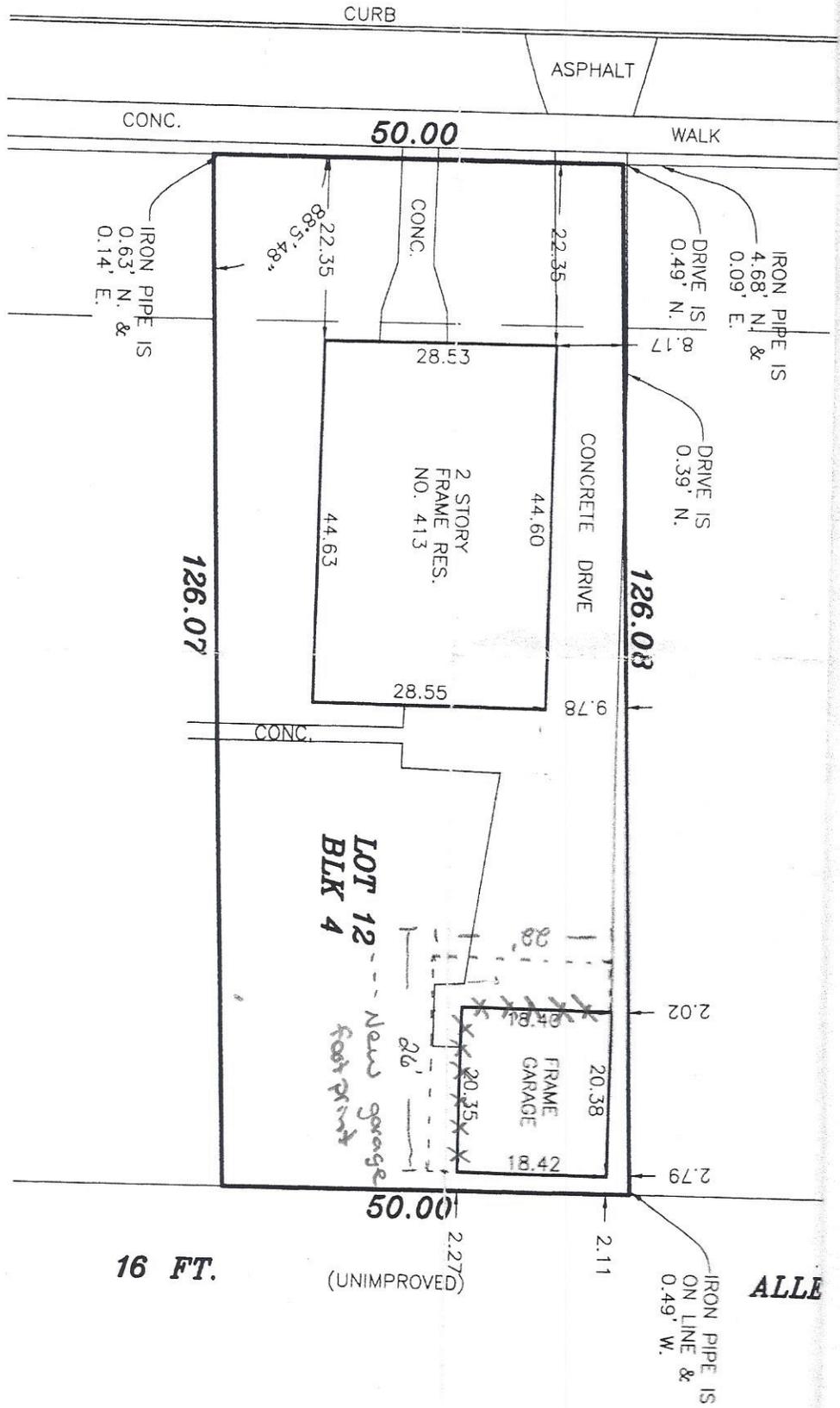
SUBSCRIBED AND SWORN TO

BEFORE ME THIS 17 DAY OF February, 20 21

[Handwritten Signature]  
NOTARY PUBLIC



WALNUT STREET



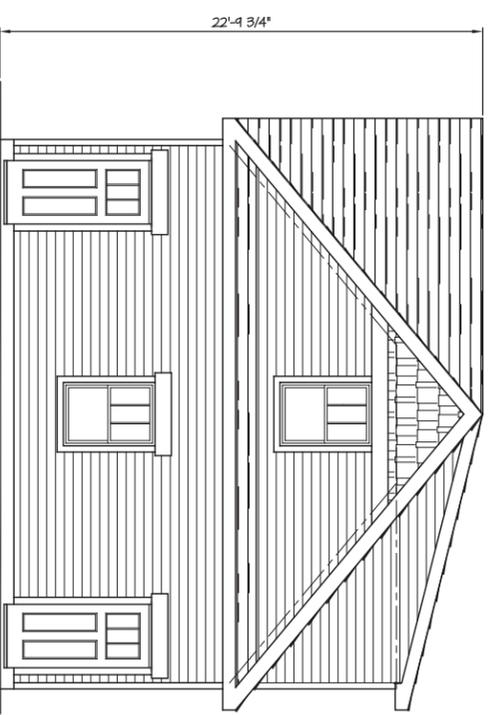
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Scale 1" = 20'

16 FT.

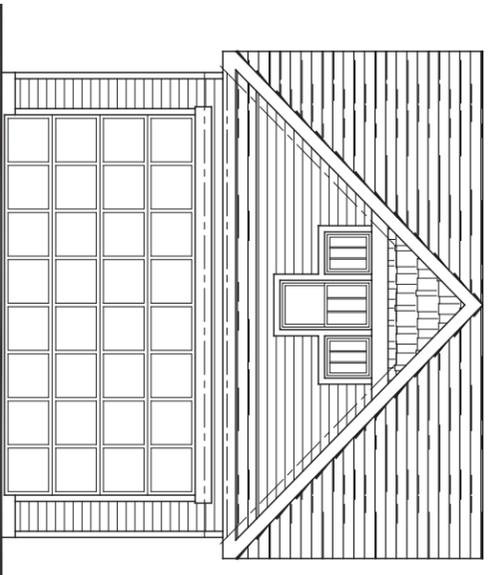
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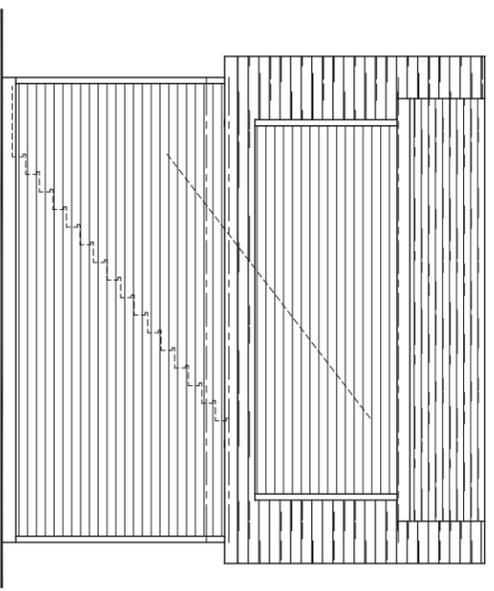
**SOUTH ELEVATION**

SCALE: 1/4" = 1'-0"



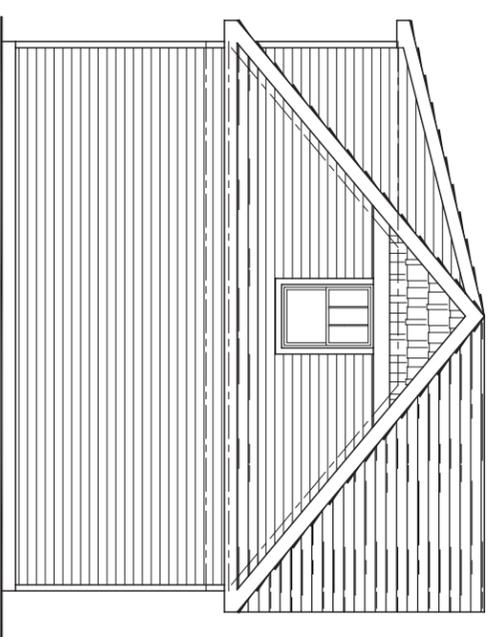
**WEST ELEVATION**

SCALE: 1/4" = 1'-0"



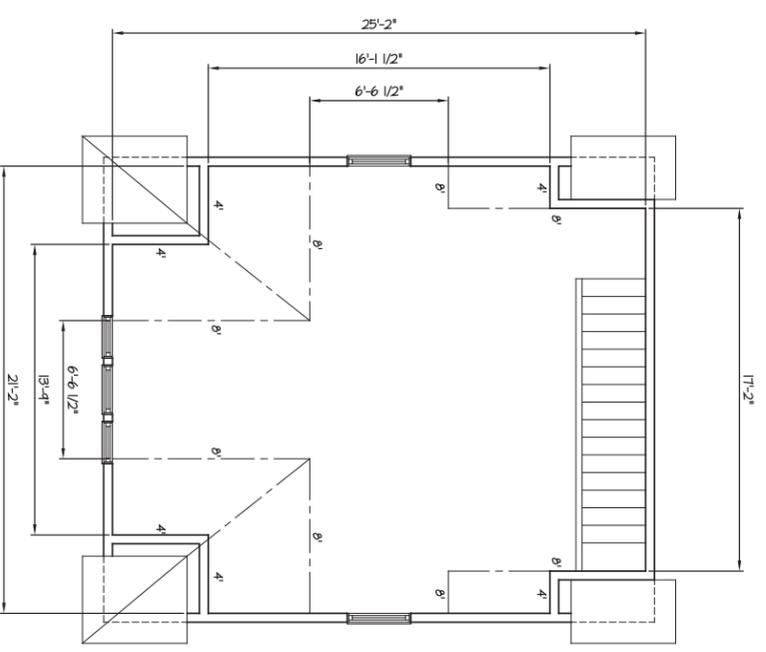
**EAST ELEVATION**

SCALE: 1/4" = 1'-0"



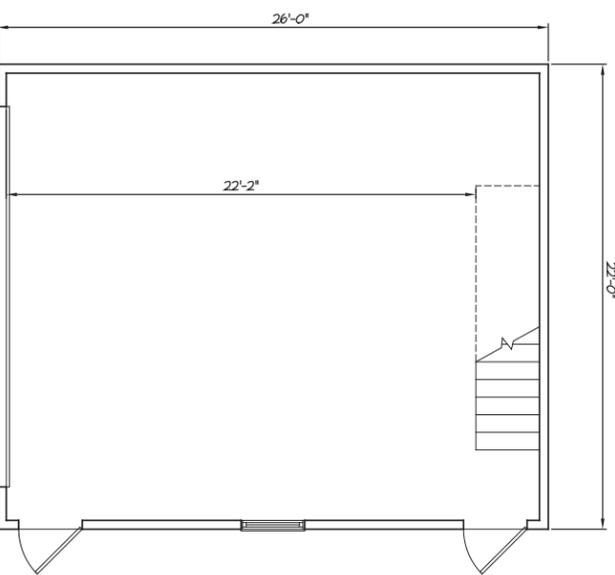
**NORTH ELEVATION**

SCALE: 1/4" = 1'-0"



**UPPER LEVEL PLAN**

SCALE: 1/4" = 1'-0"



**FLOOR PLAN**

SCALE: 1/4" = 1'-0"

**NEW DETACHED GARAGE REMODELING**

FOR  
**SHAUN McDONALD**

413 N. WALNUT  
ITASCA, ILLINOIS

**ERNEST E. TENNOVITS JR.**  
Architect

6885 ROSSELLE ROAD  
ROSELLE, IL 60172  
800.244.7288 FAX 800.244.8818

SHEET #

**1**

OF 1 SHEETS

1/5/21  
1/7/21  
2/4/21

#1418



## Village of Itasca Community Development Department

550 W. Irving Park Road, Itasca, IL 60143  
PHONE: 630-773-5568 | FAX: 630-773-0852  
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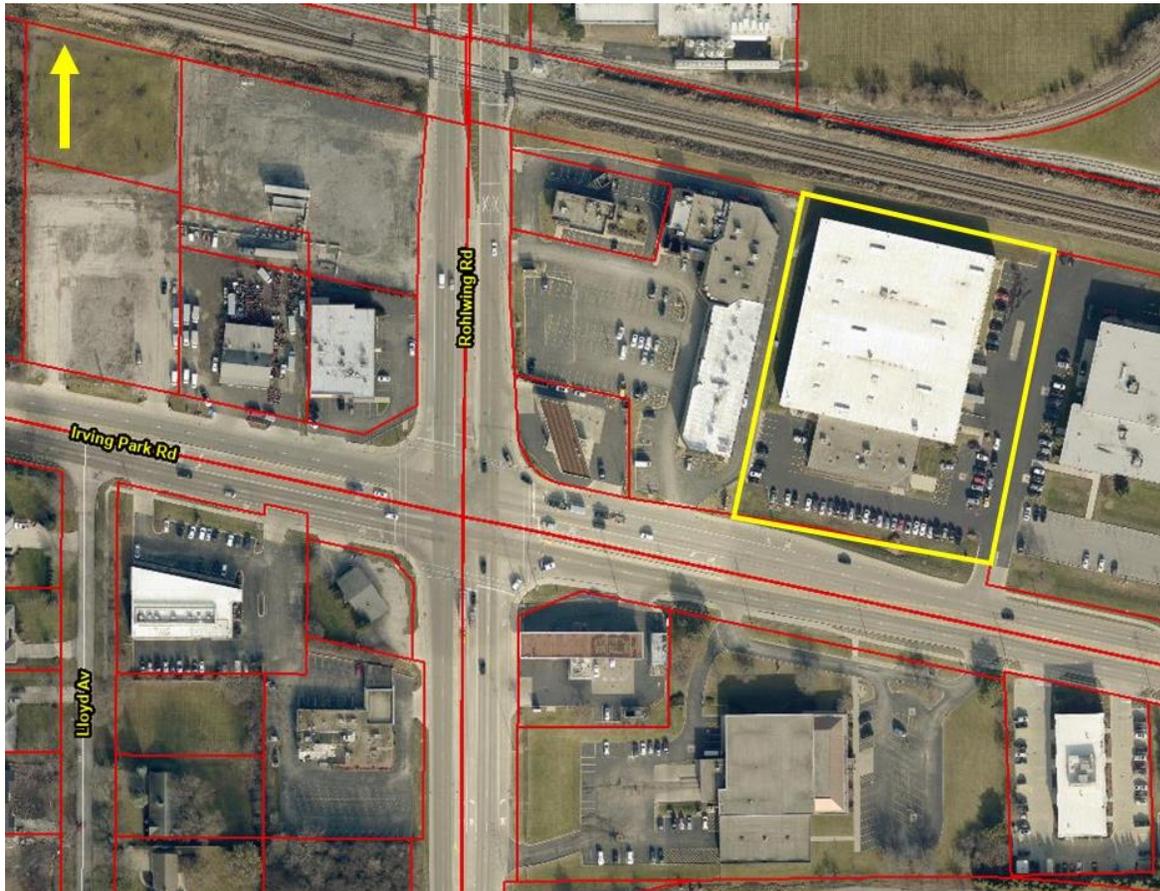
**PUBLIC HEARING DATE: MARCH 17, 2021**

**PC 21-002**

**TITLE:** Richard's Building Supply Co.  
**ADDRESS:** 909 W. Irving Park Rd.  
**PIN:** 03-07-102-014

**PROPOSAL:** Richard's Building Supply Co. (Petitioner) on behalf of WMI Chicago II LLC (Owner) are requesting the following:

1. Special Use for Building Materials Sales per Sec. 8.05-2-f of the Zoning Ordinance.
2. Special Use for Outdoor Storage & Operation per Sec. 4.15 & Sec. 11.02-3 of Zoning the Ordinance.
3. Permit a Fence Height of up to 8 feet in the B-3 Zoning District per Sec. 4.20-9-b of the Zoning Ordinance.
4. Class I Site Plan Approval per Sec. 14.13-2-a of the Zoning Ordinance.



## **BACKGROUND**

The Petitioner, Richard's Building Supply Co., proposes to operate their building materials sales company from this location. The Petitioner is also requesting approval for an outdoor storage/operation area and a screening fence with a height of up to 8 ft.

The Petitioner is currently working with Village and Itasca Fire Protection District Staff to ensure that all Building and Fire Codes are met by the proposed use and the storage of any flammable, hazardous, combustible, etc. materials by the business both inside the building and in the proposed outdoor storage/operation area.

## **PLANNING & ZONING ANALYSIS**

The subject property is located in the northeast quadrant of Irving Park and Rohlwing Rd. approximately 325 ft. from the midpoint of the intersection. The subject property is improved with an existing approximately 58,612 ft.<sup>2</sup> warehouse/office building with six truck loading docks, one drive-in door and surface parking lot. The subject property shares a curb-cut access with the adjacent property to the east, 905 W. Irving Park Rd., with both properties allocating 20 ft. for the driveway easement.

The following summarizes the zoning and uses of the adjacent properties:

North: Milwaukee West Rail Line

South: B-2, Community Business – U.S. Post Office

East: B-3, Service Business – Recreational/Athletics

West: B-3, Service Business – Multi-Use: Restaurants, Office, Retail

## **Proposal**

The proposed building materials sales use is permitted as a Special Use within the B-3, Service Business District, per Sec. 8.05-2-f. As stated in their application, Richard's Building Supply Co. warehouses and distributes roofing, siding, windows, and other related construction materials.

Based on their business operation and desire to provide their customer with the convenience of having sufficient quantity of products on-hand, the Petitioner is requesting approval for an outdoor storage/operation area of approximately 5,300 ft.<sup>2</sup>. The outdoor storage/operation area will be completely enclosed and screened by an 8 ft. tall solid-wood fence with a rolling gate for access.

## **Zoning Review**

1. Off-Street Parking Requirements: The proposed use of the subject property is primarily warehouse/storage, based on this the applicable warehouse/storage parking standard of 1 space per 2,000 ft.<sup>2</sup> floor area per Sec. 12.05-3-b is applicable.

The zoning regulation table below summarizes the applicable code requirements and how the proposed application complies with the Zoning Ordinance.

Code	Description	Required	Proposed
12.05-3-b	Number of Parking Stalls (Warehouse)	≥ 29	51
2018 IAC*	Number of ADA Parking Stalls	≥ 3	3

\*2018 Illinois Accessibility Code

Richard’s Building Supply will have a total 12 employees working at the subject property with 12 company vehicles parked on-site during customer business hours. They expect anywhere between 25-75 customers throughout the day during their busy season.

2. Performance Standards: Sec. 4.15 states that the Performance Standards identified in the M, Limited Manufacturing District shall apply to all Zoning Districts.
3. Location of Outdoor Storage Requirements: The outdoor storage area will be located in the northeast corner of the lot and will be setback approximately 20 ft. from the north and east lot lines. The proposed outdoor storage area will be located outside of the shared driveway access easement shared with the property to the east 905-907 W. Irving Park Rd. The subject property is not adjacent to or within 150 ft. of a residential use, thus the setback requirements of Sec. 11.02-4 are not applicable.
4. Noise/Sound Level Requirements: Sec. 11.02-5-a requires that all sound levels shall be kept in compliance with applicable rules and regulations of the State of Illinois Title 35: Environmental Protection, Subtitle H: Noise, Chapter 1, Pollution Control Board, as amended.

As the Petitioner, only proposes for storage of materials outdoor, Staff does not believe a full noise study is necessary. The subject property was previously used as warehouse/storage facility and the change of impact are to believed to be negligible, if any by Staff.

5. Fence Screening Requirements: As the subject property does not share a lot line with a residential zoning or use, the required 5 ft. solid fence per Sec. 4.20-2-a is not applicable. The Petitioner is proposing to install an 8 ft. solid wood fence with a rolling gate to enclose and screen the outdoor storage area.
6. Landscape Screening Requirements: Sec. 4.19-4-a-(5) requires landscape buffering to mitigate adverse visual impacts, dust, noise, pollution, and provide compatibility between dissimilar adjoining uses, such as between business services, restaurant, recreation and/or industrial uses.

The Petitioner does not propose any additional landscaping as part of their submittal.

Staff believes that additional landscaping can be provided on the subject property to improve the aesthetic of the property and to make it more compatible with the adjacent property and the surrounding area as the property is situated on Irving Park Road, which is

one of the main thoroughfares of the Village and leads into the community's Downtown Area.

Exhibit E is provided to indicate areas where Staff believes additional landscaping shall be provided and is included as Staff's recommended conditions of approval. The additional landscaping includes:

- a. Parking Lot Perimeter Landscaping to consist of year-round shrubs and other landscaping.
- b. Foundation Landscaping at the southeast corner of the building to consist of year-round landscaping.
- c. Truck Dock Landscaping Screening to consist of evergreens and/or other coniferous tree species.

### **Class I Site Plan Review**

Sec. 14.13-2-a requires that a Class I Site Plan Review occur when considering any Special Use Permit. The majority of the Standards for the Class I Site Plan Review are not applicable as there no proposed improvements being made to the property nor the building aside from the fence. The following are the applicable standards for review:

1. Open Space & Landscaping: The proposed site plan maintains the existing the open space on the subject property. However, the application does not include a proposed landscape plan to provide screening of the truck dock and outdoor storage area to screen it from the public right-of-way. Exhibit E is provided to indicated areas where Staff believes additional landscaping shall be provided to provide year-round landscaping. This include providing landscaping along the entire perimeter of the parking lot facing Irving Park Rd., foundation landscaping on the southeast corner of the building, and evergreen landscaping along the landscape island in front the truck dock area.
2. Access & Circulation: The proposed outdoor storage area will be located outside the shared access & driveway easement shared with the property to the east as well as the truck dock court. The outdoor storage area will also include a rolling gate for exterior access by emergency vehicle if the need arises.
3. Environmental Considerations: The proposed site plan indicates all outdoor storage and equipment will occur on previously improved impervious surface thus not generating additional impervious area and/or stormwater run-off. Furthermore, the Petitioner is working with Village Staff to ensure the materials/products stored will be meeting all Building and Fire Code regulations.

### **SUMMARY**

The Petitioner is requesting to utilize a building that was constructed for an industrial type of user for a building materials sales business with outdoor storage. The B-3, Service Business, District is "designed to provide automotive service, and freestanding commercial activities which require

limited comparison shopping...Uses permitted in this district usually require larger sites and building and often provide services which are not compatible with other commercial or residential districts.” The proposed use is generally consistent with the intent of the B-3 District as it provides a good use of a pre-existing building compared to a more traditional industrial user while generating retail business along a major thoroughfare of the Village. The proposed outdoor storage area is located on the backside of the subject property and will have limited visibility from the public right-of-way, especially if the Staff’s recommended condition of the landscaping is provided.

### **PUBLIC COMMENTS**

Village Staff has not received any Public Comments regarding this case as of March 12, 2021.

### **STAFF RECOMMENDED CONDITIONS OF APPROVAL**

Staff recommends the following conditions be included if a favorable recommendation is made by the Plan Commission:

1. Permit Documents must be in substantial compliance with the Plan Commission and Village Board Submittals.
2. Outdoor Storage/Operation area must be limited to Exhibit C.
3. Year-round landscaping shall be installed on the subject property in accordance with Exhibit E prior to business operation beginning.
4. Parking Lot, Truck Dock Area, and other Impervious Area must be maintained and free from disrepair at all times.
5. The approval of the Special Use for the Building Materials Sales Business and Outdoor Storage/Operation is specific to Richard’s Building Supply, Co.

### **STANDARDS FOR CLASS I SITE PLAN REVIEW**

Section 14.13-7 sets forth the following Standards for Class I Site Plan Review:

In reviewing and evaluating Class I site plans, the Plan Commission, Village Board, and Zoning Administrator shall consider those factors listed below which it determines to be applicable to a given plan. These standards are guidelines to enable new development, redevelopment, and major alterations to further the Village’s long-term goals. Variations from these standards may be allowed by the Village Board.

- a. The application shall comply with the provisions of this ordinance and other ordinances of the Village and of any other applicable laws.
- b. The plan shall be in a reasonable conformity with the Comprehensive Plan.
- c. Site and Building Design: Adequate provision shall be made to ensure that the proposed development shall be integrated with and enhance the character of the streetscape, the surrounding context and the neighborhood in terms of scale, massing, site layout and site and building design, including:
  - i. Relationships of Buildings to Site:

1. The site should be planned to achieve a desirable transition to the street, with buildings and landscaping fronting on and reinforcing the streetscape to the greatest extent practicable, and encouraging safe pedestrian movement.
  2. Parking, loading, storage and service areas, utility structures and machinery should not be visible from public ways and surrounding areas. Shared parking lot access shall be promoted where practical. Substantial and immediately effective perimeter screening and interior lot landscaping should be provided to break up large expanses of asphalt with plant and other landscape materials.
  3. Without restricting the permissible limits of the applicable zoning district, the height, massing, and scale of each building should be integrated with its site, the existing terrain, surrounding landscape and existing (or anticipated) adjoining buildings.
- ii. Building Design:
1. Proposed buildings and structures should be encouraged to generally enhance or relate to the surrounding buildings and local context, or in any case, not have an adverse impact on these. The scale, proportions, massing, articulation, and design features of structures should enhance the continuity of the streetscape, emphasize the human scale, and integrate with the surrounding landscape.
  2. Entrances should be articulated. Long, uninterrupted wall or roof planes should be avoided, and signs, lighting, utilities, and services should be integrated with the building design.
  3. Building materials should be of durable quality, suitable for the building type and design and related to surrounding buildings and the local context.
- iii. Signs: All signage shall be in strict accordance with the Village of Itasca Municipal Code and shall conform with the following:
1. Every sign should be designed as an integral architectural element of the building and site to which it principally relates.
  2. The colors, material and illumination of every sign should be compatible and harmonious with the building and site to which it principally relates.
  3. Each sign should be compatible with signs on adjoining premises and should not compete for attention.
  4. Signs and other site graphics should be minimized in size and number to promote their effectiveness. Such signs and site graphics should be integrated with architectural and landscape features.
- iv. Lighting:
1. Exterior lighting should be part of the architectural concept. Fixtures, standards, and exposed accessories should be integrated with the building design.
  2. Adequate provision should be made to avoid glare of vehicular and stationary lights that would affect the established character of the neighborhood, and to the extent such lights will be visible across

any property line, the performance standards for illumination shall be met.

- d. Open Space and Landscaping:
  - i. Maximize retention of open space and preserve scenic views from publicly accessible locations.
  - ii. Configure open space to be usable, functional, and appropriate to the development proposed. Address the functional aspects of landscaping such as drainage control, erosion prevention, screening, provision of shade and reduction of glare, energy conservation, windbreaks, as well as the enhancement of architectural and site features.
  - iii. Minimize tree, vegetation, and soil removal. Existing mature trees of five (5) inches or more in diameter, measured on the trunk three (3) feet from grade and shrubs shall be maintained to the greatest extent practicable; if evidence supports removal of these, indicate the specific procedure, types and sizes for replacement.
  - iv. Landscape design should provide an aesthetically pleasing design, create a logical transition to adjoining development, screen incompatible uses, screen unsightly activities from public view and break up large expanses of asphalt with plant materials. Plant materials shall be selected so as to withstand Itasca's climatic conditions and the specific constraints imposed by adjacent functions.
- e. Access and Circulation:
  - i. Streets, sidewalks, and bike paths should, insofar as reasonably practicable, provide access and good traffic circulation to and from adjacent lands, existing streets, and sidewalks.
  - ii. Adequate access roads or entrance or exit drives should be provided and should be designed and improved so as to prevent traffic hazards or problems, to minimize traffic congestion in public streets and to encourage pedestrian access.
  - iii. Design should ensure that the vehicular circulation elements of the proposed development will not create hazards to the safety of vehicular or pedestrian traffic on and off the site, disjointed vehicular or pedestrian circulation paths on or off the site, or undue interference and inconvenience to vehicular and pedestrian travel.
  - iv. Any building or structure should be reasonably accessible to fire, police, emergency, and service vehicles. When deemed necessary for access, emergency vehicle easements shall be provided. The access for fire, police and emergency vehicles shall be unobstructed at all times.
- f. Public Services and Utilities: Provision shall be made to ensure that development will be served by essential public facilities and services such as highways, streets, parking spaces, police and fire protection, schools, drainage, structures, refuse disposal, water, sewer, and electricity. Impact on these services should be as minimal as practicable.
- g. Environmental Considerations:
  - i. Adequate provision should be made to minimize the impact on existing or developing wetlands, steep slopes, flood plains and hilltops.

- ii. The obstruction of natural watercourses shall be discouraged.
- iii. The development should incorporate measures that are adequate to prevent pollution of surface or groundwater, to minimize erosion and sedimentation, and to prevent changes in groundwater levels, increased rates of runoff, and minimize potential for flooding.
- iv. Drainage should be designed so that groundwater recharge is maximized, and at the project boundaries the rate of runoff shall not be increased.
- v. Adequate provision shall be made for the collection and disposition of all on and off-site storm water and natural water, including but not limited to, on-site drainage retention facilities.
- vi. Adequate provision shall be made to control the slippage, shifting, erosion, accretion, and subsidence of soil, as well as the slipping and shifting of buildings and structures.
- vii. Adequate provision shall be made to clean, control and otherwise alleviate contamination or environmental hazards on land when the site is in an area found by the Zoning Administrator to be contaminated by a toxic substance or otherwise to contain environmental hazards which are detrimental to the public health, safety and welfare.
- h. Preservation: Adequate provision should be made to preserve unique architectural, cultural, environmental, and historical resources. Development designs and treatments that respect such desirable resources on adjacent properties are also encouraged.
- i. Downtown Design Guidelines: All developments located in the Traditional Downtown area (B-4, B-5, and B-6 zoning districts) shall be compatible with the Downtown Design Guidelines, as defined in Section 3.02 Definitions. Site plans should also be forwarded to the Downtown Itasca Advisory Committee (DIAC) and the Historic Preservation Commission for review and comment prior to Plan Commission recommendation.

### **STANDARDS OF APPROVAL FOR SPECIAL USE**

Section 14.11-4 sets forth the following Standards of Approval:

No Special Use shall be granted by the President and Board of Trustees unless the Special Use:

- a. is deemed necessary for the public convenience at the location;
- b. is so designated, located and proposed to be operated such that the public health, safety and welfare will be protected;
- c. will not cause substantial injury to the value of other property in the neighborhood in which it is located; and has been recommended by the Plan Commission and approved by the President and the Board of Trustees, and conforms, except in the case of a planned develop

### **REQUIRED FINDINGS OF FACT FOR SPECIAL USE**

Section 14.11-7 requires the Plan Commission to consider the following Findings of Facts for Special Uses.

The Plan Commission shall make written findings of fact and shall submit same together with its recommendations to the Village Board within sixty (60) days following the date of concluding the public hearing on each application, unless said application is withdrawn or tabled by the petitioner.

- a. The Plan Commission shall make findings based upon the evidence presented to it in each specific case with respect to the following:
  - (1) the approval of such Special Use is in the public interest and is not solely for the interest of the applicant; and
  - (2) that the proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community; and
  - (3) that such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of person residing or working in the vicinity or injurious to property values or improvements in the vicinity.
  - (4) that the proposed use will comply with the regulations and conditions specified in this Ordinance for such use, and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

The Petitioner has addressed these Standards and Findings of Fact as part of their Petition for Special Use.

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#### **DOCUMENTS ATTACHED**

1. Exhibit A: Petition for Special Use, dated February 15, 2021
2. Exhibit B: Plat of Survey, dated April 2, 2016
3. Exhibit C: Proposed Site Plan, no date
4. Exhibit D: Proposed Fence Examples, no date
5. Exhibit E: Proposed Landscaping Plan by Village Staff, no date

**PETITION FOR SPECIAL USE**

Village of Itasca Plan Commission  
 c/o Community Development Department  
 550 W. Irving Park Rd.  
 Itasca, IL 60143  
 (Ph): 630-773-5568 (F): 630-773-0852  
 comdev@itasca.com

Date Submitted: 2/15/2021

**ALL ITEMS MUST BE COMPLETE TO PROCESS APPLICATION**

Address(es) of Property: 909 W. Irving Park Rd, Itasca, IL

Owner(s) of Property: WMI Chicago II LLC by: Westmount Realty Group as agent

Petitioner(s) (if other than owners): Richards Building Supply Co.

Existing Use: Current vacant - former use was warehouse/distribution Zoning: B-3

P.I.N. #(s): 03-07-102-014 Lot Size (sq. ft.): 3.03

Please answer the following questions (you may attached additional sheets if needed):

- 1.) Please provide a detailed description of the use requested.  
 Petitioner seeks to obtain approval for 7,500 square feet of outside storage to be located in the rear of the subject property which abuts the railroad right of way. Outside storage is used to support Petitioner's business as a building supply company which warehouses and distributes roofing, siding, windows, and related materials. Petitioner would seek alternative locations for its business if outside storage is not possible.
  
- 2.) Please explain how the special use requested is in the interest of the public and is not solely for the interest of the applicant.  
 The property is an excellent location for local contractors and residents to obtain building products for community projects and home improvements while also creating good paying jobs with benefits as well as significant tax revenues for the Village with an initial projected sales of \$10 MM.
  
- 3.) Explain the reasons why the special use is necessary or desirable for the public convenience and how it will contribute to the general welfare of the neighborhood or community at this location.  
 The special use would be necessary in order to provide the public the convenience of having sufficient quantities and a variety of roofing materials in stock and stored in clean, sightly packaging for temporary storage outside which is desired by contractors and property owners alike. The general welfare of the community would be greatly served by the special use as would enhance the ability to provide a convenient source locally for building materials for community projects and home improvements as well as generate increased tax revenue and employment opportunities.

- 4.) Will the special use be detrimental to the health, safety, morals or general welfare of persons residing or working in the vicinity? Please explain your answer.  
 There will be no detrimental effects to the health, safety, morals or general welfare of persons in the vicinity. The outside storage will be located at the rear of the property and completely fenced in and obscured from public view.
- 5.) What effect will the use have on property values and improvements in the vicinity? Please explain your answer.  
 The special use of outside storage will generate increased sales tax revenue which can be used to fund various projects, improvements and programs in the community which in turn leads to increased property values creating increased pride in the community.

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Owner's Name(s): WMI Chicago II LLC by: Westmount Realty Group, LLC as agent

Address: 700 N. Pearl Street, Suite N1650 Phone: 630-224-4682  
Dallas, TX 75201 Email: jhumphrey@westmountrc.com

Petitioner's Name(s): William Swanson - Richards Building Supply

Address(es): 12070 W. 159<sup>th</sup> Street Phone: 773-245-4232  
Homer Glen, IL 60491 Email: wswanson@richards-supply.com

Agent or Attorney (if applicable)	Site Planner or Engineer (if applicable)
Name: <u>Christopher Cannonito</u>	Name: _____
Firm: <u>Richards Building Supply</u>	Firm: _____
Address: <u>12070 W. 159th Street</u>	Address: _____
<u>Homer Glen, IL 60491</u>	_____
Phone: <u>773-245-4259</u>	Phone: _____
Email: <u>ccannonito@richards-supply.com</u>	Email: _____

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Please attach the following:

- Legal description of property (from title policy or plat of survey) – required for all variances.
  - Current plat of survey (showing all site improvements/structures and easements).
  - Architectural renderings of new or altered structures (if applicable).
  - Site Plan (drawn to scale showing buildings, parking spaces, storm water detention and all other significant data with all pertinent dimensions fully noted).
  - If held in trust, letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to the petition request. The letter must be signed by all beneficiaries of the trust.
-

THE LEGAL TITLEHOLDER MUST SIGN THE PETITION. Where the property is held in trust, the trust officer must sign the petition and include a letter naming all beneficiaries of the trust and authorizing the below signed person to act on the matters related to this petition request. The undersigned acknowledges and agrees that this application and all documentation submitted becomes public record and may be viewed by the public.

I/WE Westmount Realty Group, LLC as agent DO HEREBY CERTIFY OR AFFIRM THAT I/WE ARE THE OWNER(S) for WMI Chicago II, LLC OF RECORD OF THE AFORESAID DESCRIBED PROPERTY AND HEREBY MADE APPLICATION AS SUCH.

Signature: *J. L. Humphrey* Date: 2/11/2021

SUBSCRIBED AND SWORN TO

BEFORE ME THIS 11<sup>TH</sup> DAY OF February, 2021

*Monica H. Szlaga*  
NOTARY PUBLIC



## Legend of Symbols & Abbreviations

—	FENCE	⊗	POWER POLE
○	IRON PIN SET	⊕	LIGHT POLE
R/W	RIGHT OF WAY	⊗	TRANSFORMER
C/L	CENTERLINE	⊗	ELECTRIC METER
⊗	FOUND MONUMENT	⊗	GAS VALVE
⊗	SIGN	⊗	GAS METER
(M)	MEASURED	⊗	WATER METER
(R)	RECORDED	⊗	WATER VALVE
F	FLAGPOLE	⊗	HYDRANT
♿	ADA PARKING	⊗	WATER MANHOLE
REC.	RECORDED	⊗	MANHOLE
CALC.	CALCULATED	⊗	CATCH BASIN (SQUARE)
POB	POINT OF BEGINNING	⊗	CATCH BASIN (ROUND)
POC	POINT OF COMMENCEMENT	⊗	SANITARY MANHOLE
ACCESS	POINT OF ACCESS	⊗	SANITARY CLEANOUT
⊗	BOLLARD	⊗	Traffic Signal
⊗	UTILITY PEDESTAL	⊗	Auto Sprinkler
⊗	PARKING STOP		

## Zoning

The Surveyor was provided with the following zoning information by the owner pursuant to Table A, Item 6a, PZK Zoning Report #88451-24 dated October 15, 2015 was reviewed.

ITEM	REQUIRED
PERMITTED USE	B-3, Service Business District
MIN. LOT AREA	None specified for nonresidential uses
MIN. LOT WIDTH	None specified for nonresidential uses
MAX. LOT DEPTH	None specified for nonresidential uses
MIN. LOT COVERAGE	Floor Area Ratio (FAR) 0.8
MIN. SETBACKS FRONT	25 Feet
MIN. SETBACKS SIDE	5 Feet
MIN. SETBACKS REAR	20 Feet
MAX. BUILDING HEIGHT	3 Stories or 45 Feet
PARKING REGULAR	48 Spaces
PARKING HANDICAP	0 Spaces
PARKING TOTAL	48

## Miscellaneous Notes

- This survey was made in accordance with laws and/or Minimum Standards of the State of Illinois.
- The property described hereon (the "Property") is the same as the property described in First American Title Insurance Company Commitment No. NCS-755018-23-CC with an effective date of January 14, 2016 and that all easements, covenants and restrictions referenced in said title commitment or apparent from a physical inspection of the Property or otherwise known to me have been platted hereon or otherwise noted as to their effect on the Property.
- All utilities serving the Property enter through adjoining public streets and/or easements of record.
- By graphic plotting only, this property is in zone "X" of the Flood Insurance Rate Map, Community Panel no. 170430030H, which bears an effective date of 12/16/2004, no field surveying was performed to determine this zone.
- There are no encroachments (other than those shown) onto adjoining premises, streets or alleys by any buildings, structures or other improvements located on the Property, and no encroachments onto the Property by buildings, structures or other improvements situated on adjoining premises.
- The Property has direct access to West Irving Park Road, dedicated public streets or highways.
- The total number of striped parking spaces on the Property is 65, including 3 designated handicap spaces, 2 truck bays and to the extent possible, are graphically shown hereon.
- There is no observed evidence of current earth moving work, building construction or building additions at the Property.
- There are no proposed changes in street right of way lines affecting the Property, according to Itasca, Illinois.
- There is no observed evidence of recent street or sidewalk construction or repairs affecting the Property.
- There is no observed evidence of use of the Property as a solid waste dump, sump or sanitary landfill.
- At the time of this survey there is no record or observed evidence of a cemetery or burial ground.
- In regards to table "A" item 19, at the time of the survey there was no staked wetland delineation to reference on this survey.
- At the time of the survey, the address was posted.
- The permanent index number is 03-07-102-014.
- The Survey reflects recorded bearings. The exception uses a different bearings basis. The recorded bearings are platted hereon, there are no gaps or overlaps.

## Notes Corresponding to Schedule B

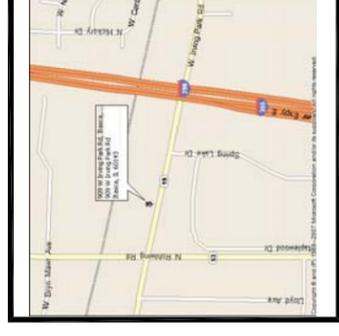
- Public utility and drainage easements as shown on the plat of subdivision recorded October 17, 1985 as Document R85-89861, and Certificate of Correction Recorded January 13, 1986 as Document R86-04079. (Affects Northerly 10 feet and Southerly 40 feet) Item does apply and is platted.
- Building line as shown on the plat of subdivision recorded October 17, 1985 as Document R85-89861. (Affects Southerly 40 feet) Item does apply and is platted.
- Easement in favor of Commonwealth Edison Company Illinois Bell Telephone Company, The Village of Itasca, and Northern Illinois Gas Company granted by document R86-147091, recorded on November 21, 1986, and the terms and conditions thereof, re-recorded November 24, 1986 as Document R86-148321. (Affects West 20 feet) Item does apply and is platted.
- Reciprocal Driveway Easement Agreement recorded April 29, 1986 as Document R96-069228, granting a perpetual non-exclusive easement for pedestrian and vehicular ingress and egress over, upon and across the East 20 feet of the land and other property. (Affects the land and other property) Item does apply and is platted.

## Utility Notes

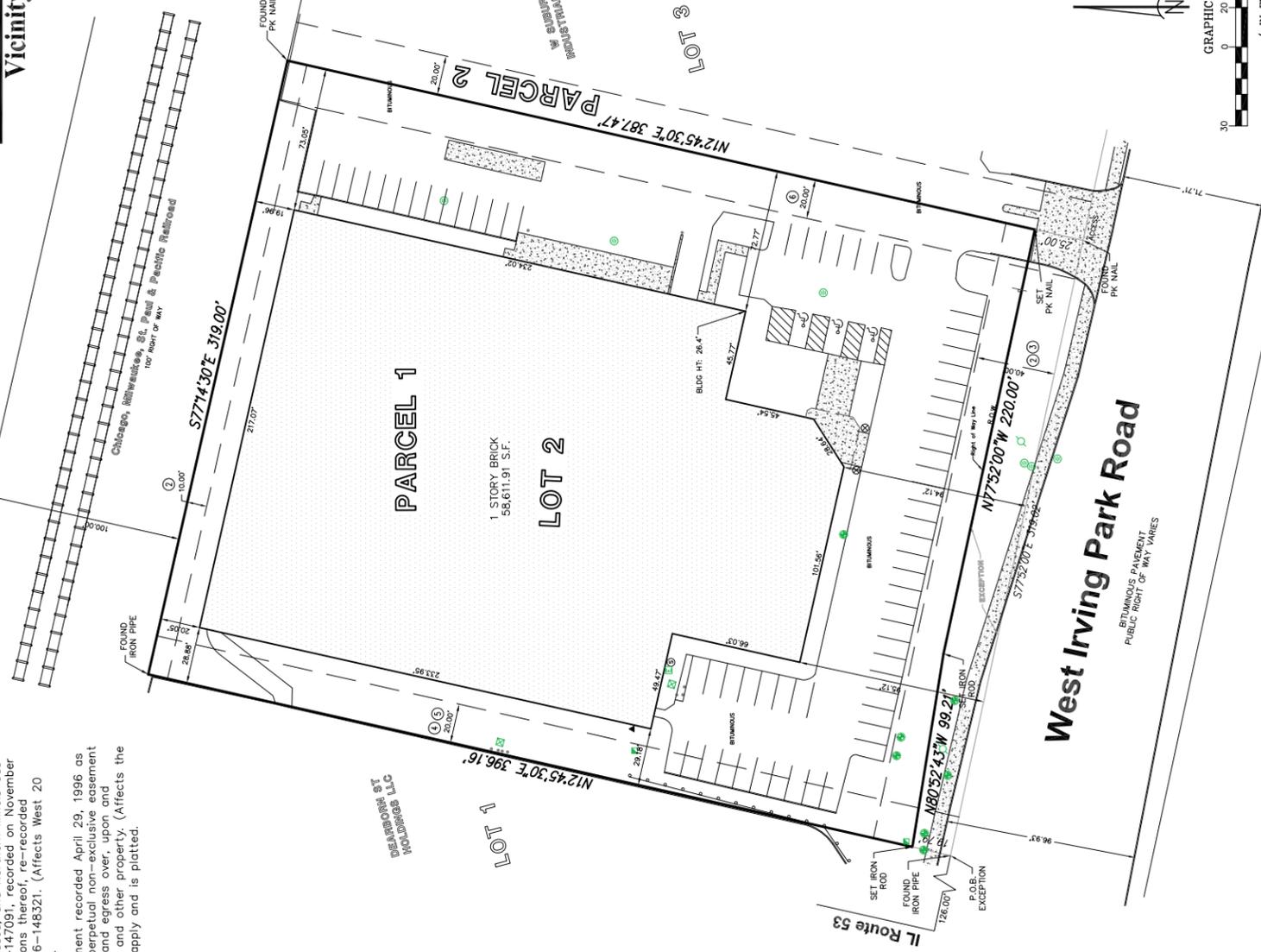
THE LOCATION OF UTILITIES SHOWN HEREON ARE FROM OBSERVED EVIDENCE OF ABOVE GROUND APPURTENANCES ONLY. THE SURVEYOR WAS NOT PROVIDED WITH UNDERGROUND PLANS OR SURFACE GROUND MARKINGS TO DETERMINE THE LOCATION OF ANY SUBTERRANEAN USES.

## Encroachment Statement

No observations to reference.



## Vicinity Map



( IN FEET )  
1 INCH = 40 FEET  
BEARINGS ARE FOR TRUE OR MAGNETIC NORTH  
NOT RELATED TO TRUE OR MAGNETIC NORTH

AREA: 132,133.41 SF± OR 3.03 ACRES±

## Record Legal Description-Exhibit B

### PARCEL 1

LOT 2 IN FOUR COLUMNS, LTD., ROHLING AND IRVING SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 17, 1985 AS DOCUMENT R85-89861, AND CERTIFICATE OF CORRECTION RECORDED JANUARY 13, 1986 AS DOCUMENT R86-04079 IN DUPAGE COUNTY, ILLINOIS.

EXCEPTING THEREFROM THAT PART OF THE LAND TAKEN IN CASE NO. 10 ED 102 MORE PARTICULARLY DESCRIBED AS FOLLOWS:

THAT PART OF LOT 2 IN FOUR COLUMNS, LTD., ROHLING AND IRVING SUBDIVISION, BEING A SUBDIVISION OF PART OF THE NORTHWEST QUARTER OF SECTION 7, TOWNSHIP 40 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED OCTOBER 17, 1985 AS DOCUMENT R85-89861, AND CERTIFICATE OF CORRECTION RECORDED JANUARY 13, 1986 AS DOCUMENT R86-04079 IN DUPAGE COUNTY, ILLINOIS DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT SAID LOT 2; THENCE ON AN ASSUMED BEARING OF SOUTH 78 DEGREES 14 MINUTES 29 SECONDS EAST 319.02 FEET ALONG THE SOUTH LINE OF SAID LOT 2 TO THE SOUTHEAST CORNER THEREOF; THENCE NORTH 12 DEGREES 22 MINUTES 59 SECONDS EAST 25.00 FEET ALONG THE EAST LINE OF SAID LOT 2; THENCE NORTH 78 DEGREES 14 MINUTES 29 SECONDS WEST 220.00 FEET; THENCE NORTH 81 DEGREES 15 MINUTES 12 SECONDS WEST 99.21 FEET TO THE WEST LINE OF SAID LOT 2; THENCE SOUTH 12 DEGREES 22 MINUTES 59 SECONDS WEST 19.79 FEET ALONG SAID WEST LINE TO THE POINT OF BEGINNING.

### PARCEL 2

EASEMENT FOR THE BENEFIT OF PARCEL 1 CREATED BY RECIPROCAL DRIVEWAY EASEMENT AGREEMENT DATED MARCH 26, 1986, GRANTING A PERPETUAL NON-EXCLUSIVE EASEMENT FOR PEDESTRIAN AND VEHICULAR INGRESS AND EGRESS OVER, UPON AND ACROSS THE WEST 20 FEET OF LOT 3 IN FOUR COLUMNS, LTD., ROHLING AND IRVING SUBDIVISION, AFORESAID.

## ALTANSPS Land Title Survey

### Itasca 1

Project #15-0461-Site #22  
909 West Irving Park Road  
Itasca, IL 60143

County of Dupage  
Surveyor Certification

To: Deutsche Bank AG, New York Branch, as Agent for itself and other lenders, its successors and assigns; Massey Consulting Group; Prologis; Prologis, a Maryland real estate investment trust; First American Title Insurance Company; and CRESURVEYS, LTD.

This is to certify that this map or plat and the survey on which it is based were made in accordance with the Illinois Minimum Standards Requirements for ALTA/NSPS Land Title Surveys. The survey was conducted by J.H. Land Surveying, Inc. on October 3, 2015, and completed on October 3, 2015.

Date of Plat or Map: October 5, 2015.



Survey Performed By:  
J.H. Land Surveying, Inc.  
7222 Courtwright Drive  
Plainfield, IL 60586  
(815)-729-4000  
S (815)-729-4000 #3190  
Date of last revision: April 2, 2016

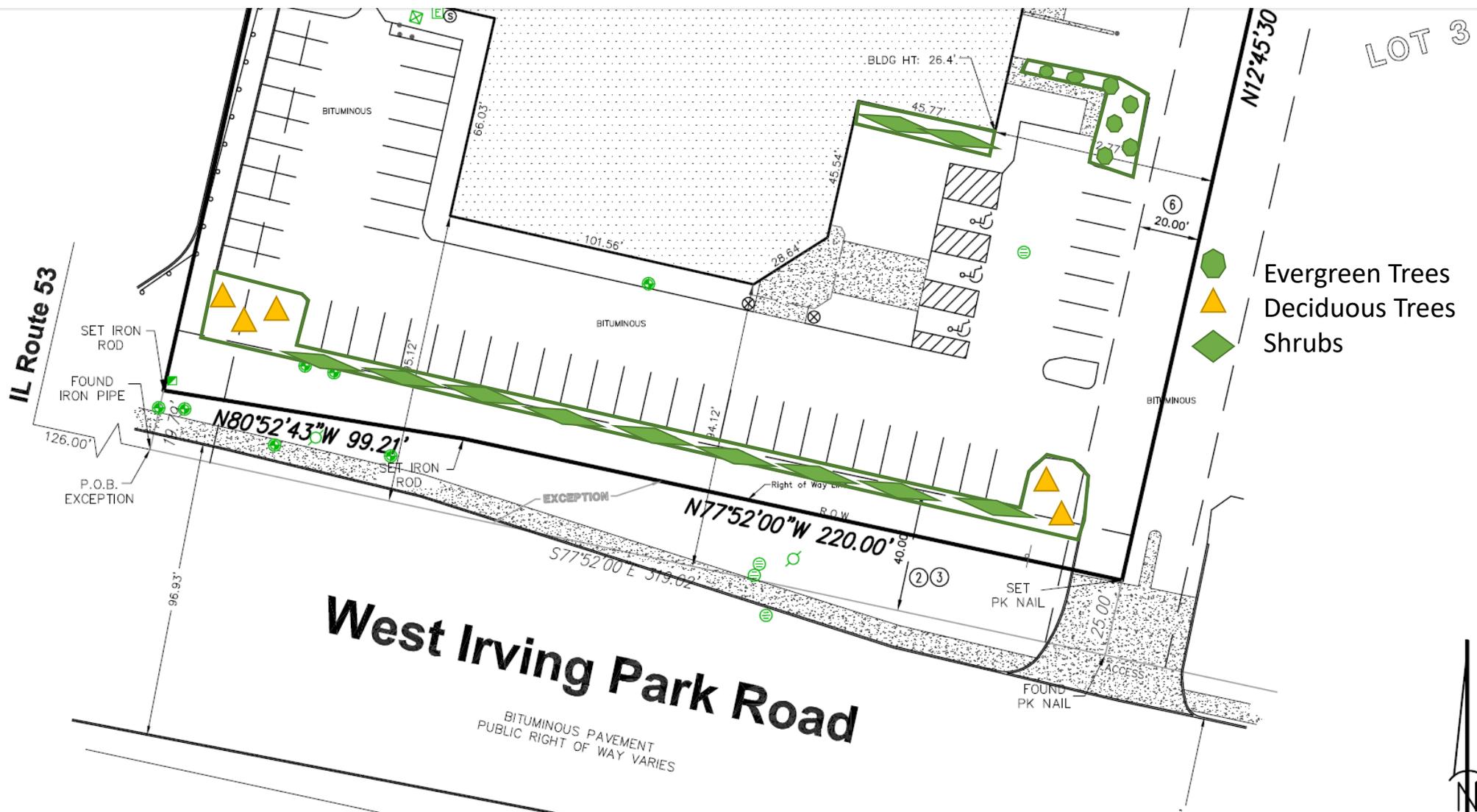
Sheet 1 of 1

PLEASE DIRECT ALL INQUIRIES FOR THIS SURVEY TO:

CRESURVEYS  
EMAIL: INFO@CRESURVEYS.COM  
PHONE: (330) 777-0502  
1 S. MAIN STREET, SUITE 501, AKRON, OH 44308









**Village of Itasca  
Plan Commission Special Meeting Minutes  
Wednesday, December 2, 2020 - 6:45 p.m.**

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1. **Call to Order:** The Village of Itasca Plan Commission Meeting was called to order by Commissioner Holmes at 6:54 P.M.

2. **Roll Call:**

**Present:** Commissioners Frank Carello, Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, and Chairman Daly.

**Recused:** Commissioner Swets

**Others Present:** Ms. Carie Anne Ergo, Village Administrator; Mr. Mo Khan, Village Planner; Ms. Shannon Malik Jarmusz, Director of Community Development; Amanda Melone, Recording Secretary; Ms. Yordana Wysocki and Mr. Charles Hervas, Village Attorneys, Hervas, Condon & Bersani; Haymarket Co-Counsels: Ms. Bridget O'Keefe, Daspin & Aument, LLP and Ms. Mary Dickson, Bond, Dickson & Conway; Itasca School District: Ms. Jennifer Smith, Franczek, P.C.; 865 W. Irving Park Road, LLC: Mr. Stephen Ellenbecker, Johnson & Bell, Ltd.; Itasca Fire Protection District: Mr. Stephen DiNolfo, Ottosen, DiNolfo, Hasanblag & Castaldo, Ltd., Dr. Daniel Lustig, and Mr. James Dominik.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion and to enter into the meeting.

3. **Adoption of Amended Plan Commission Public Hearings Protocols during COVID-19**

**Discussion:**

Chairman Daly provided an overview of the proposed amended protocols for conducting meetings during COVID-19. Commissioner Carello asked if a brief recess can still be provided during virtual format meeting. Chairman Daly stated the brief recess can still be provided and does not to be formally identified in the protocols. Mr. Hervas concurred with Chairman Daly.

**Call for a Motion:** Chairman Daly called for a motion to approve and adopt the Amended Plan Commission Protocols during COVID-19 for Larger Public Hearings.

**Motion:** Commissioner Holmes

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Holmes, Drummond, Ray, and Russo.

**No:** None.

**Motion:** Passes

4. **Adjournment**

**Call for a Motion:** Chairman Daly entertained a motion to adjourn.

**Motion:** Commissioner Holmes

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Carello, Holmes, Drummond, Ray, and Russo.

**No:** None.

Meeting adjourned at 7:00 P.M.

**NEXT SCHEDULED MEETING**

The next regular meeting is scheduled for Wednesday, December 2, 2020 at 7:00 P.M.

Submitted this 2<sup>nd</sup> day of December, 2020

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Mo Khan, Village Planner

DRAFT



**Village of Itasca  
Plan Commission Meeting Minutes  
Wednesday, December 2, 2020 - 7:00 P.M.**

---

1. **Call to Order:** The Village of Itasca Plan Commission Meeting was called to order by Commissioner Holmes at 7:02 P.M.
  
2. **Roll Call:**  
**Present:** Commissioners Frank Carello, Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, and Chairman Daly.

**Recused:** Commissioner Swets

**Others Present:** Ms. Carie Anne Ergo, Village Administrator; Mr. Mo Khan, Village Planner; Ms. Shannon Malik Jarmusz, Director of Community Development; Amanda Melone, Recording Secretary; Ms. Yordana Wysocki and Mr. Charles Hervas, Village Attorneys, Hervas, Condon & Bersani; Haymarket Co-Counsels: Ms. Bridget O'Keefe, Daspin & Aument, LLP and Ms. Mary Dickson, Bond, Dickson & Conway; Itasca School District: Ms. Jennifer Smith, Franczek, P.C.; 865 W. Irving Park Road, LLC: Mr. Stephen Ellenbecker, Johnson & Bell, Ltd.; Itasca Fire Protection District: Mr. Stephen DiNolfo, Ottosen, DiNolfo, Hasanblag & Castaldo, Ltd., Dr. Daniel Lustig, and Mr. James Dominik.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion and to enter into the meeting.

3. **Opening Remarks**

Chairman Daly and Mr. Hervas provided opening remarks concerning the protocols for remote hearings during COVID-19.

4. **PC 19-014 – 860 W Irving Park Rd.**

- a. **Call for a Motion:** Chairman Daly entertained a motion to open the public hearing for PC 19-014:

**Motion:** Commissioner Holmes

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, and Russo.

**No:** None.

**Motion:** Passes

- b. **Petitioner's Open Remarks**

Ms. O'Keefe provided opening remarks on behalf of the petitioner and introduced Mr. James Dominik.

- c. **Witness Presentation**

(Mr. James Dominik Sworn in)

Mr. Dominik testified about his background, experience, and his analysis and opinions related to the Haymarket petition. Ms. O’Keefe asked clarifying questions regarding Mr. Dominik’s testimony. He was cross-examined by Mr. DiNolfo.

Commissioners Ray and Holmes asked questions of Mr. Dominik and Dr. Lustig, who provided answers.

d. **Exhibit Submittal**

Ms. O’Keefe requested to submit Petitioner’s Exhibit 47, Polaris PowerPoint, and Exhibit 48, list of ambulance providers, into the record.

e. **Call for a Motion:** Chairman Daly entertained a motion to the continue the hearing for PC 19-014 to December 9<sup>th</sup>, 2020 and to adjourn.

**Motion:** Commissioner Ray

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, and Russo.

**No:** None.

**Motion:** Passes

Meeting adjourned at 9:57 P.M.

**NEXT SCHEDULED MEETING**

The next meeting is scheduled for Wednesday, December 9, 2020 at 7:00 P.M.

Submitted this 2<sup>nd</sup> day of December, 2020

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Mo Khan, Village Planner



**Village of Itasca  
Plan Commission Special Meeting Minutes  
Wednesday, December 9, 2020 - 7:00 P.M.**

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1. **Call to Order:** The Village of Itasca Plan Commission Meeting was called to order by Chairman Daly at 7:00 P.M.
2. **Roll Call:**  
**Present:** Commissioners Frank Carello, Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, and Chairman Daly.

**Recused:** Commissioner Swets

**Others Present:** Ms. Carie Anne Ergo, Village Administrator; Mr. Mo Khan, Village Planner; Ms. Shannon Malik Jarmusz, Director of Community Development; Amanda Melone, Recording Secretary; Ms. Yordana Wysocki and Mr. Charles Hervas, Village Attorneys, Hervas, Condon & Bersani; Haymarket Co-Counsels: Ms. Bridget O'Keefe, Daspin & Aument, LLP and Ms. Mary Dickson, Bond, Dickson & Conway; Itasca School District: Ms. Jennifer Smith, Franczek, P.C.; 85 W. Irving Park Road, LLC: Mr. Stephen Ellenbecker, Johnson & Bell, Ltd.; Itasca Fire Protection District: Mr. Stephen DiNolfo, Ottosen, DiNolfo, Hasanblag & Castaldo, Ltd., Dr. Daniel Lustig, and Mr. James Dominik.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion and to enter into the meeting.

3. **Opening Remarks**

Chairman Daly and Mr. Hervas provided opening remarks concerning the protocols for remote hearings during COVID-19.

4. **PC 19-014 – 860 W Irving Park Rd.**

- a. **Call for a Motion:** Chairman Daly requested a motion to open the public hearing for PC 19-014:

**Motion:** Commissioner Holmes

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, and Russo.

**No:** None.

**Motion:** Passes

- b. **Witness Presentation**

(Mr. Dominik sworn in)

Mr. Domink continued his testimony from the previous meeting. He was cross-examined by Mr. DiNolfo and Mr. Ellenbecker.

- c. **Call for a Motion:** Chairman Daly entertained a motion to the continue the hearing for PC 19-014 to January 6<sup>th</sup>, 2021.

**Motion:** Commissioner Holmes

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, and Russo.

**No:** None.

**Motion:** Passes

- d. **Call for a Motion:** Chairman Daly entertained a motion adjourn.

**Motion:** Commissioner Holmes

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, and Russo.

**No:** None.

**Motion:** Passes

Meeting adjourned at 9:52 P.M.

**NEXT SCHEDULED MEETING**

The next regular meeting is scheduled for Wednesday, December 16, 2020 at 7:00 P.M.

Submitted this 9<sup>th</sup> day of December, 2020

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Mo Khan, Village Planner



**Village of Itasca  
Plan Commission Meeting Minutes  
Wednesday, December 16, 2020 - 7:00 P.M.**

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1. **Call to Order:** The Village of Itasca Plan Commission Meeting was called to order by Chairman Daly at 7:00 P.M.
2. **Roll Call:**  
**Present:** Commissioners Frank Carello, Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, and Chairman Daly.

**Absent:** None.

**Others Present:** Ms. Shannon Malik Jarmusz, Community Development Director; Mr. Mo Khan, Village Planner; Ms. Yordana Wysocki, Village Attorney; Ms. Amanda Melone, Recording Secretary; Mr. Scott DeMatteis and Mr. Derreck Keith, Power Solutions International; Mr. Michael Zika, Mr. Mark Piasecki, and Mr. Robert Whitehead, Olympik Signs.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion and to enter into the meeting.

3. **Case #:** PC 20-023  
**Petitioner:** Olympik Signs (Representative for the Owner)  
**Owner:** IG Investments, LLC  
**Location:** 1200 W. Bryn Mawr Ave.  
**Request:** Petition for a Variance to the Sign Regulations for Properties in the M, Limited Manufacturing, Zoning District and Class I Site Plan Approval.

- a. **Call for a Motion:** Chairman Daly called for a motion to open the public hearing for PC 20-023:  
**Motion:** Commissioner Holmes  
**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, Swets and Russo.

**No:** None.

**Motion: Passes**

- b. **Discussion:**

Mr. Khan provide a summary of the request, Staff's report, and recommended conditions of approval.

(Mr. Whitehead sworn in).

Mr. Whitehead provided testimony on their application.

No public comments were submitted prior to the meeting or given during the meeting.

Commissioners Holmes and Drummonds posed questions to the Petitioner. Mr. Whitehead provided answers.

c. **Findings of Facts:**

Ms. Wysocki reviewed the Proposed Findings of Facts and polled the Commissioners. The Commissioners agreed with the Proposed Findings of Facts 7-0.

d. **Call for a Motion:** Chairman Daly called for a motion to recommend approval for PC 20-023 for Sign Variances with Staff's Recommended Conditions 1-5:

**Motion:** Commissioner Drummond

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, Swets and Russo.

**No:** None.

**Motion: Passes**

4. **Case #:** PC 20-011 (Continuation)

**Petitioner:** Power Solutions International

**Owner:** Hamilton Lakes Commerce Center #1 Limited Partnership

**Location:** 1465 Hamilton Parkway

**Request:** Petition for a Special Use to permit Outdoor Storage & Operations and Class I Site Plan Approval.

a. **Call for a Motion:** Chairman Daly called for a motion to open the public hearing for PC 20-011:

**Motion:** Commissioner Holmes

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, Swets and Russo.

**No:** None.

**Motion: Passes**

b. **Discussion:**

Mr. Khan provided a summary of the request presented at the last meeting, the amendments made by the Petitioner to their application, and Staff's recommended conditions of approval based on feedback received from the public.

(Mr. Keith & Mr. DeMatteis sworn in).

Mr. Keith and Mr. DeMatteis provided testimony on their amended application.

(Mr. Piasecki sworn in).

Mr. Piasecki provided comments and concerns regarding the Petitioner's application. Mr. Keith and Mr. DeMatties provided a response to Mr. Piasecki's comments and concerns.

(Mr. Zika sworn in).

Mr. Zika provided comments and concerns regarding the Petitioner's application. Mr. Keith provided a response to Mr. Zika's comments and concerns.

Mr. Khan took an informal poll of the Commission regarding what conditions to apply to the approval.

c. **Findings of Facts:**

Ms. Wysocki reviewed the Proposed Findings of Facts and polled the Commissioners. The Commissioners agreed with the Proposed Findings of Facts 7-0.

d. **Call for a Motion:** Chairman Daly called for a motion to recommend approval for PC 20-011 for Special Use and Class I Site Plan Approval with Staff's Recommended Conditions 1-10:

**Motion:** Commissioner Drummond

**Second:** Commissioner Swets

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, Swets and Russo.

**No:** None.

**Motion:** Passes

5. **Review and Consideration of Regular Meeting Minutes:**

a. **October 21, 2020:**

i. **Discussion:**

Commissioner Swets stated he recuses himself from votes relating to Haymarket matters and would like that to be double checked.

Chairman Daly requested that Staff revise the minute and they be brought back at the next regular meeting for discussion and approval.

b. **November 19, 2020:**

i. **Discussion:**

Chairman Daly stated typo regarding the sign variance request for Parvin-Clauss.

- ii. **Call for a Motion:** Chairman Daly called for a motion to approve the November 19, 2020 Meeting Minutes:

**Motion:** Commissioner Holmes

**Second:** Commissioner Swets

**Roll Call Vote:**

**Yes:** Commissioner Carello, Holmes, Ray, Swets and Russo.

**No:** None.

**Recused:** Commissioner Drummond.

**Motion: Passes**

6. **New Business:**

- a. Ms. Wysocki informed the Plan Commissioners that the Village received formal written objections regarding the new remote hearing procedures.
- b. Mr. Khan stated the 2021 Plan Commission Meeting Schedule will be presented and adopted at the January Regular Meeting.

7. **Public Comments:**

None

8. **Project Updates and Announcements:**

- a. Mr. Khan provided an updated on previous Plan Commission Public Hearings that were heard by the Village Board.
- b. Commissioner Carello asked if there are any updates regarding the old Starbucks property. Mr. Khan stated there is not.
- c. Chairman Daly provided an overview of the next upcoming Plan Commission Meetings.

9. **Executive Session:**

None.

10. **Adjournment:**

**Call for a Motion:** Chairman Daly called for a motion to adjourn:

**Motion:** Commissioner Holmes

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Carello, Holmes, Drummond, Ray, Swets and Russo.

**No:** None.

**Motion: Passes**

Meeting adjourned at 9:22 P.M.

**NEXT SCHEDULED MEETING**

The next regular meeting is scheduled for Wednesday, January 6, 2021 at 7:00 P.M.

Submitted this 16<sup>th</sup> day of December, 2020

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Mo Khan, Village Planner

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**Village of Itasca  
Plan Commission Meeting Minutes  
Wednesday, February 17, 2021 - 7:00 P.M.**

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1. **Call to Order:** The Village of Itasca Plan Commission Meeting was called to order by Chairman Daly at 7:00 P.M.
  
2. **Roll Call:**  
**Present:** Commissioners Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, Eric Swets, and Chairman Daly. Commissioner Carello joined at 7:01 P.M.

**Absent:** None.

**Others Present:** Mr. Mo Khan, Village Planner; Ms. Yordana Wysocki, Village Attorney; Ms. Linda Tountas, Recording Secretary; Mr. Steven Kolber, Steven Brooks, and Evelyn Delgadillo, Kolbrook Designs; and Mr. Christopher Kunze.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion and to enter into the meeting.

3. **Case #:** PC 21-001  
**Petitioner:** Kolbrook Design (Representative for the Owner)  
**Owner:** Amin Habib  
**Location:** 351 N. Rohlwing Rd.  
**Request:** Petition for Variances to Number of Permitted Wall Signs, Total Wall Sign Area in order to accommodate additional wall signs and a ground sign with a zero setback.

- a. **Call for a Motion:** Chairman Daly called for a motion to open the public hearing for PC 21-001:  
**Motion:** Commissioner Holmes  
**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Drummond, Holmes, Ray, Swets, Russo, and Chairman Daly.

**No:** None.

**Motion:** Passes

- b. **Discussion:**

Mr. Khan provide a summary of the request, Staff's report, and recommended conditions of approval.

(Mr. Kolber sworn in).

Mr. Kolber provided testimony on their application.

No public comments were submitted prior to the meeting or given during the meeting.

Commissioners Drummond asked a question to clarify the request. Mr. Khan provided a response. Commissioner Carello and Swets asked a question and Mr. Kolber provided a response. Chairman Daly asked a question and Mr. Khan provided a response.

c. **Findings of Facts:**

Ms. Wysocki reviewed the Proposed Findings of Facts and polled the Commissioners. The Commissioners agreed with the Proposed Findings of Facts 7-0.

d. **Call for a Motion:** Chairman Daly called for a motion to recommend approval for PC 21-001 for Sign Variances with Staff's Recommended Conditions 1-6:

**Motion:** Commissioner Drummond

**Second:** Commissioner Ray

**Roll Call Vote:**

**Yes:** Commissioner Carello, Drummond, Holmes, Ray, Swets, Russo, and Chairman Daly.

**No:** None.

**Motion:** Passes

4. **Review and Consideration of Regular Meeting Minutes:**

a. **November 4, 2020:**

i. **Discussion:**

Commissioner Drummond stated she prefers the new format of the minutes being presented. Ms. Wysocki stated that she is glad to hear that feedback and Mr. Khan stated that Staff will work to provide future Meeting Minutes in such a format.

ii. **Call for a Motion:** Chairman Daly called for a motion to approve the November 4, 2020 Meeting Minutes:

**Motion:** Commissioner Holmes

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Russo, Carello, Swets, Holmes, Drummond, Ray, and Chairman Daly.

**No:** None.

**Motion:** Passes

b. **January 20, 2021:**

i. **Discussion:**

Commissioner Holmes stated there were a few misspellings in the minutes that should be corrected. Mr. Khan stated these would be corrected.

ii. **Call for a Motion:** Chairman Daly called for a motion to approve January 20, 2021 Meeting Minutes:

**Motion:** Commissioner Holmes

**Second:** Commissioner Carello

**Roll Call Vote:**

**Yes:** Commissioner Russo, Carello, Swets, Holmes, Drummond, Ray, and Chairman Daly.

**No:** None.

**Motion: Passes**

5. **New Business:**

None.

6. **Public Comments:**

None

7. **Project Updates and Announcements:**

Commissioner Carello asked if there were any updates regarding Stan's Donuts occupying the old Starbucks property. Mr. Khan stated they presented their proposal to the Community Development Committee of the Village Board and they are currently in negotiations with the property owner on lease terms. The Village at this point has not received a formal application.

8. **Executive Session:**

None.

9. **Adjournment:**

**Call for a Motion:** Chairman Daly called for a motion to adjourn:

**Motion:** Commissioner Holmes

**Second:** Commissioner Swets

**Roll Call Vote:**

**Yes:** Commissioner Russo, Carello, Swets, Holmes, Drummond, Ray, and Chairman Daly.

**No:** None.

**Motion: Passes**

Meeting adjourned at 8:03 P.M.

**NEXT SCHEDULED MEETING**

The next regular meeting is scheduled for Wednesday, February 24, 2021 at 7:00 P.M.

Submitted this 17<sup>th</sup> day of February 2021

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Mo Khan, Village Planner