

**MINUTES OF THE PLAN COMMISSION**  
**May 22, 2023**

The regular meeting of the Plan Commission was called to order by Chairman Eric Steffe at 7:02 p.m. at the Village Hall.

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

Members absent: None.

A quorum was established.

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

Others present: Brooke Lenneman, Village Attorney.

Commissioner Wheeler moved, seconded by Commissioner Flores, to approve the April 24, 2023, Plan Commission meeting minutes.

Motion carried 7 - 0.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

**PC 23-05      Hannah Frei, Applicant**  
**777 N. Milwaukee Avenue**

**Request is for a Special Use Permit for an Indoor Play Area for property located in the C-2 Downtown Community Commercial District.**

Ms. Hannah Frei, introduced her proposed indoor play area business to the Plan Commission to be located at 777 N. Milwaukee Avenue. Ms. Frei stated that she has young children of her own and values the indoor play amenity located in other communities. She stated that she belongs to a 500 member parent group where they organize play groups for their children at various locations. She stated that the closest indoor play area establishment is located in the Village of Round Lake. She stated that there is an unmet need for additional indoor play area establishments.

Ms. Frei presented the proposed floor plan for 777 N. Milwaukee Avenue that will accommodate her proposed indoor play establishment. She stated that there will be a small retail area, a party room for birthday parties, etc., a multi-function room and the larger main floor area for the play activities for the children. She stated that her indoor play area establishment is designed to serve children from infants up to nine (9) years old. She stated that the play activities and the various play equipment will benefit gross motor skills for children. She stated that the business aspect will be membership-based and the space will also allow for special events, parties, and a small retail

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component. She stated that the hours of operation are from 10:00 a.m. to 6:00 p.m. daily, but closed on Tuesdays.

Ms. Frei stated that the space will comply with the Building Code occupancy load to not exceed 49, however she estimates the peak number of children and parents that will occupy the space will fall somewhere between 16 to 20 people. She stated that the overall site provides ample parking and noted that overflow parking during the weekend can take advantage of the neighboring Metra Station parking lot.

Ms. Chris Pyle, 117 Johnson Avenue, stated that she is concerned that there will not be enough parking for the proposal on site and is concerned about the increase in traffic. She stated that vehicles already cut through the adjacent alley that connects to the site located at 777 N. Milwaukee Avenue. She stated that the neighboring Hansa Coffee Roasters gets very busy.

Commissioner Pyter stated that the proposed indoor play area business is a nice idea. He stated that the Village might consider installing speed bumps in the alley.

Commissioner Rankin stated that this type of business will be good for the cold months.

Commissioner Zych stated that he noted that signage is part of the proposal.

Commissioner Oakley asked if bicycle racks can be incorporated on the site. He asked if dogs will be allowed inside the indoor play area tenant space. Ms. Frei stated that pets will not be permitted in the tenant space. She stated that she will give bike racks consideration.

Commissioner Flores asked if there is an opportunity to stripe more parking spaces towards the rear of the property. Ms. Frei stated that the owner of the property is not amenable to striping more parking spaces on the property.

Commissioner Flores asked if the parents will stay on-site during parties. Ms. Frei stated that parents will stay on-site.

Commissioner Flores asked how available the Metra Station parking lot is. Mr. John Spoden, Director of Community Development, stated that parking is free in the evenings and on the weekends at the Metra Station parking lot.

Commissioner Wheeler asked what controls are in place that dictate the maximum capacity of 49 occupants. Mr. Spoden stated that if the number of occupants exceeds 49 as defined by the Building Code then fire sprinklers will be required.

Chairman Steffe asked the applicant if the owner of the property is aware of the request for the Special Use Permit for an indoor play area. Ms. Frei stated that the owner is aware and had to authorize her request for the Special Use Permit.

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Chairman Steffe asked the applicant if she is ready for the Plan Commission to make their recommendation to the Village Board. Ms. Frei stated that she is ready for the Plan Commission's recommendation.

*In the matter of PC 23-05, Commissioner Oakley moved, seconded by Commissioner Wheeler, to recommend the Village Board of Trustees approve a Special Use Permit for an Indoor Play Area for property located in the C-2 Downtown Community Commercial District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

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

**PC 23-06 Eugene Graham, Applicant**  
**1480 N. Milwaukee Avenue**

**Request is for an Amendment to a Special Use Planned Unit Development for Carriage Hill Park in order to construct a new single family home in the Carriage Hill Park Subdivision, a Planned Development located in an R-1 Single Family Residential District.**

**PC 23-07 Eugene Graham, Applicant**  
**1480 N. Milwaukee Avenue**

**Request is for an Amendment to the Planned Development Final Plan in order to construct a new single family home in the Carriage Hill Park Subdivision, a Planned Development located in the R-1 Single Family Residential District.**

Mr. David Smith, Senior Planner, introduced the requests by the petitioner to the Plan Commission. Mr. Smith provided a brief history of the Carriage Hill Park Planned Development to the Plan Commission. He stated that the subject site is one of the four existing homes that were wrapped into the Planned Development that included subdividing the subdivision into 35 residential lots. He stated that four of the lots contained existing single family residences and 31 lots were created for future single family homes. He stated that the subdivision was designed to provide a cluster of homes with each cluster access a shared court yard for vehicular access to each homes garage. He stated that the subject site located at 1480 N. Milwaukee Ave was not part of any of the clustered lot configurations for the new homes that were eventually constructed but it was wrapped into the Carriage Hill Park Subdivision. He stated that the request to demo the existing home and build a new home at 1480 N. Milwaukee Avenue requires the Amendment to the Special Use Permit for the Planned Development and an Amendment to the Planned Development Final Plan.

Mr. Tim Archibald, architect and agent for the applicant, present the proposed improvements for the property located at 1480 N. Milwaukee Avenue. Mr. Archibald stated that when the new house

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and driveway improvements are complete it will have less impervious surface than currently exists on the subject lot. He stated that the proposed architecture for the new home will resemble the Adler home style. He stated that access to the subject site starts from Milwaukee Avenue to Parkview Drive then to a private access drive. Mr. Archibald that any damage to the access drive easement from construction shall be repaired. He stated the proposed new home will be 4,716 square feet in floor area and the fifth (5<sup>th</sup>) bedroom shown on the drawings can have the option to be a study space.

Mr. Glenn Christensen, civil engineer for the applicant, presented survey and civil engineering plans proposed for the new residence. He stated that the proposed home will be in the same location as the existing home. He stated that they intend to keep the grass and open space to the east of the home and noted that there exists a gentle slope downward to the east. He stated that they are removing some dead or dying and evasive tree species, but are replacing them with new trees. He stated that the landscape plan also includes some foundation landscaping around the home and they are proposing a garden area to the southwest of the house.

Mr. Kurt Hezner, 200 Carriage Hill Circle, stated that the proposal will be a nice improvement. He stated that when Mr. Husko acquired the approval to construct the 36<sup>th</sup> residence in Carriage Hill Park it was not properly codified in the ordinance. He stated that the Carriage Hill Park HOA desires that the discrepancies in the Planned Development be rectified.

Commissioner Oakley stated that he is sorry to see the existing house be demolished.

Commissioner Flores if they are planning for a pool. Mr. Archibald stated that pools are not permitted in Carriage Hill Park Subdivision.

Commissioner Wheeler asked if there are any issues with this proposal as the subject house to be demolished is on national register of historic places. Mr. John Spoden, Director of Community Development, stated that the subject house is not a local landmark for historic preservation so the Village would have no say regarding the national level.

Commissioner Pyter asked about the private access road easement that provides access to the subject site and the nonconformity of the subject lot not fronting an improved public street. Mr. Spoden stated that the Planned Development permits approved non-conformities.

Commissioner Zych noted that the applicant is proposing to remove a number of Box Elder trees. He suggested utilizing other evergreen tree species in lieu of the Norway Spruce trees proposed.

Chairman Steffe asked the applicant if they are ready for the Plan Commission to make a recommendation to the Village Board of Trustees. Mr. Archibald stated that they are ready for the Plan Commission to make their recommendation.

*In the matter of PC 23-06, Commissioner Pyter moved, seconded by Commissioner Rankin, to recommend the Village Board of Trustees approve an Amendment to a Special Use Planned Unit Development for Carriage Hill Park in order to construct a new single family home in the Carriage*

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*Hill Park Subdivision, a Planned Development located in an R-1 Single Family Residential District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

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

*In the matter of PC 23-07, Commissioner Oakley moved, seconded by Commissioner Rankin, to recommend the Village Board of Trustees approve an Amendment to the Planned Development Final Plan in order to construct a new single family home in the Carriage Hill Park Subdivision, a Planned Development located in the R-1 Single Family Residential District, in accordance with the plans submitted.*

*Motion carried 7 - 0.*

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

**STAFF COMMUNICATIONS AND DISCUSSION:**

Mr. Spoden stated that they are anticipating that the public hearing for the Attainable Housing ordinance may take place in September.

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

Motion carried 7 - 0.

Meeting adjourned at 8:17 p.m.