

**Village of Bartlett**

**Plan Commission Meeting  
Minutes  
March 9, 2017**

**Chairman Lemberg called the meeting to order at 7:00 pm.**

**Roll Call**

**Present: J. Lemberg, J. Miaso, D. Negele, A. Hopkins, J. Allen, T. Ridenour**

**Absent: J. Kallas, M. Hopkins and T. Connor**

**Also Present: J. Plonczynski, CD Director; R. Grill, Asst. CD Director & A. Zubko, Village Planner**

**Approval of Minutes**

**A motion was made to approve the minutes of the February 9, 2017 meeting.**

**Motioned by: A. Hopkins**

**Seconded by: J. Miaso**

**Roll call**

**Ayes: J. Lemberg, J. Miaso, D. Negele, A. Hopkins, J. Allen**

**Abstain: T. Ridenour**

**Motion carried.**

**Case # 17-04 Muirfield West, LLC – Brewster Creek Business Park– Lot 9M - Site Plan Review**

**A Zubko** stated the petitioner is requesting a Site Plan Review for a proposed 100,891 square foot industrial building/warehouse on an 8.81 acre lot in the Brewster Creek Business Park. This building would be constructed for two tenants with a 53,924 square foot addition proposed along the south end of the building if needed in the future.

The office areas are located on the north side of the building facing Schiferl Road. The proposed building height to the highest point is 35'-6".

The Site Plan shows 2 exterior docks and 3 drive in doors on the west side of the building.

Two curb cuts are proposed along Schiferl Road. The west curb cut will mainly be used for trucks and cars to access the parking lots and loading areas. The eastern curb cut will mainly be used for cars to access the parking lots.

The Zoning Ordinance requires 152 parking stalls, the Site Plan identifies 197 car parking stalls, including seven (7) handicapped accessible stalls. This would meet the Zoning Ordinance requirements. The Zoning Ordinance would require 54 parking stalls for the future warehouse addition requiring a total of 206 parking stalls if the future expansion was constructed. There are 47 land-banked/future parking stalls provided which would bring the total to 234 parking stalls, exceeding the Zoning Ordinance requirements when the future expansion is built.

The Staff recommends approval of the petitioner's request subject to the conditions and Findings of Fact which are outlined in your Staff Report. The Petitioner and team is in attendance for any questions or comments.

**J. Lemberg** asked if there were any questions from the members or anything the Petitioner would like to add.

**A. Hopkins** questioned how the parking spaces are calculated since the tenants are not known at this time.

**A. Zubko** stated this project does have 2 tenants in place. There is a standard that is used for businesses in Brewster Creek. 5,000 to 10,000 sq. feet for office and the remainder for the warehouse when doing the parking calculations.

**Petitioner: D. Valvano** introduced himself and had nothing else to add to A. Zubko's comments other than wanting to get approval and getting on to the next step of going the Village Board.

**A. Hopkins** questioned would the future expansion be for the existing tenants or future tenants.

**D. Valvano** stated it would be for only one of the existing occupants, Tenant B.

**T. Ridenour** questioned if the expansion had any loading docks.

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**D. Valvano** stated at this moment they have one depressed loading dock and one drive in door. Their truck velocity is very low.

**J. Lemberg** asked if there were any other questions.

No other comments were made.

**A motion was made to approve the Site Plan along with the Conditions and Findings of Fact outlined in the Staff Report.**

**Motioned by: J. Miaso**

**Seconded by: A. Hopkins**

**Roll call**

**Ayes: T. Ridenour, J. Miaso, D. Negele, A. Hopkins, J. Allen, J. Lemberg**

**Nays: None**

**Abstain: None**

**All in favor.**

**Motion Carried.**

**Case # 16-12 - 2250-2260 Southwind Storage Yard**

Site/PUD Plan Amendment and a Special Use Permit for an outdoor Storage Yard

**The following Exhibits were presented:**

- Exhibit A - Picture of Sign**
- Exhibit B - Mail Affidavit**
- Exhibit C - Notification of Publication**

**R. Grill** stated the subject property was annexed in 1988 and the original Site Plan for the existing office building was approved in July, 2000. The Petitioner is requesting a Site/PUD Plan Amendment for their existing office building to move one of their existing companies, Benchmark, to the lower level garage area and to create an outdoor storage yard for this user. The existing office building and proposed outdoor storage yard would encompass approximately 4.2 acres of the total five (5) acre site.

A Special Use Permit is also being requested for the outdoor storage yard for Benchmark's construction equipment. All repair work on the equipment would take place inside the garage area of the existing building. Benchmark would utilize the existing access drive east of the office building for both ingress and egress.

A six (6') foot high berm is proposed east and south of the outdoor storage yard to screen the proposed use from adjacent properties and the public right-of-way. The top of the berm would contain a six (6) foot high, solid, vinyl fence. Landscaping, primarily consisting of evergreens and maples, would be planted east of the fence along the entire portion of the berm.

The storage area would consist of asphalt grindings temporarily for two years (similar to other parking/storage areas approved in the Brewster Creek Business Park) and then would be paved as required in the Building Code to minimize the dust, dirt and debris normally associated with construction equipment.

General hours of operation for Benchmark are from 7:00 a.m. until 5:00 p.m. weekdays.

The outdoor storage area would be approximately 375 feet west of the single family homes under construction in the Bartlett Pointe West Subdivision. Engineering plans are currently being reviewed by the Staff. Staff recommends approval of the Petitioners requests subject to the Conditions outlined in the report and Findings of Fact. The Petitioner is here tonight.

**J. Lemberg** asked if anyone from the Commission had any questions for R. Grill.

**T. Ridenour** had a question if the main use would be just for storage of the equipment.

**R. Guerard** representing the owner of the building at 2250-2260 Southwind, stated the principle user of this storage yard, Benchmark, is one of the owners of this building for the last 18 years. Benchmark does some repairing of their equipment there and other material storage is there as well. The principle purpose is the equipment storage. This is the reason there will be a six foot berm and a 6

foot solid fence along with landscaping. What they are working on will not be visible from the outside of the property.

**T. Ridenour** questioned if there would be repairing of the equipment on the outside of the building.

**R. Guerard** stated the repairs will be done inside, the building itself is a double level building. In the front, the first level is accessed from the west with parking. The second level has a drop down which is accessed in the back of the building which has very large garage doors for equipment. The lower level is where the repairs take place.

**J. Lemberg** asked the petitioner to state his name and address.

**R. Guerard** stated he represents the owner of the building at 2250 Southwind, and has an office in the building as well.

**J. Lemberg** proceeded to swear R. Guerard in.

**A. Hopkins** questioned if the fence would be locked at night.

**R. Guerard** stated no it has an open area and the fence is a solid PVC white fence along the top of the Berm for screening purposes.

**A. Hopkins** was concerned with kids being able to get in the property since the ball fields are there.

**R. Guerard** did not see a concern being there has been equipment there for 15 years and have never had a problem in the past. The way the property is designed it is not visible from the outside. There is also security and lights.

**R. Grill** stated the owner of the property has been very accommodating to Staff's requests by changing the fence, moving trees and increasing the size of the trees.

**J. Lemberg** opened the meeting to the public. No one came forward. The public portion of the meeting was closed.

**A motion was made to approve the petitioner's requests subject to the Conditions and Findings of Fact for a Site/PUD Plan Amendment and Special Use Permit.**

**Motioned by: J. Miaso**  
**Seconded by: D. Negele**

**Roll call**

**Ayes: J. Miaso, D. Negele, A. Hopkins, J. Allen, J. Lemberg, T. Ridenour,**  
**Nays: None**  
**Abstain: None**

**All in favor.**

**Motion Carried.**

**Old Business**

**J. Plonczynski** stated he spoke with J. Kallas who is doing well and hoping to be at April's meeting. Next month the new site plan, variance and rezoning for the parcel of land across the street that will be a parking lot for the new Police building will be on the agenda. Bracht's Place will also be on the agenda. Both will be Public Hearings.

**J. Lemberg** asked if there was a motion to adjourn.

**Motioned by: T. Ridenour**  
**Seconded by: A. Hopkins**

**All in favor.**

**Motion Carried.**

The meeting adjourned at 7:19 P.M.