



Honoring the Past - Welcoming the Future

Village of
Glenwillow

Special Planning Commission Meeting
April 29, 2020 6:00PM

Tim Hauptert called the Special Planning Commission meeting to order at 6:00 p.m.

PRESENT: Mayor Cegelka, Jeff Adie, Kel Billings, Scott McColl, Tim Hauptert

OTHERS PRESENT: CBO Bob Rodic, Legal Advisor Bruce Rinker, Engineer Mike Henry

Building Commissioner Bob Rodic commented; in the Planning Commission packets everyone received a copies of letters of consent, letters of authorization and signed applications. WRP Glenwillow LLC and Broad Oak Development both authorize CESO to represent them. There are 4 applications. The first is the conditional use permit for a warehousing and distribution facility relating to the use itself. The second item is a lot consolidation plat uniting the southeast and west parcel together. The third and fourth items are the site plan and landscaping plan. David Stecker from Jones Lang LaSalle is in attendance and had several people on-line with him from CESO, Amazon and Moltus, the architectural engineering group.

PUBLIC HEARING:

Public Hearing for the purpose to discuss a request for a Conditional Use Permit for a warehousing and distribution facility use at 43500 Victory Parkway by WRP Glenwillow LLC and Broad Oak Development Ltd.

The Public Hearing opened at 6:05 PM. There being no comments the Public Hearing closed at 6:06 PM.

NEW BUSINESS:

REQUEST FOR A CONDITIONAL USE PERMIT FOR A WAREHOUSING AND DISTRIBUTION FACILITY USE AT 43500 VICTORY PARKWAY:

CBO Bob Rodic reported; The applicants, WRP Glenwillow LLC and Broad Oak Development, Ltd., represented by CESO Inc., are requesting a conditional use for a warehousing and distribution facility use at 43500 Victory Parkway. The property is zoned General Industrial District. A warehousing/distribution facility is permitted in the General Industrial District as a conditionally permitted use. The general criteria for conditional use can be found in Chapter 1117.10. The use-specific standards listed in Chapter 1147.02(d) also apply. The application included a site plan, an overview of the warehousing and delivery service operation by the operator of the facility and a letter addressing the general criteria for consideration of a conditional use. The applicant included a traffic study on the impact of the of the delivery station use on intersections of: Diamond Parkway and Victory Parkway; Diamond Parkway and Pettibone Road; and Pettibone Road and Cochran Road. The summary and conclusions of the study are found with the application. The operation conforms to the use specific standards listed in Chapter 1147.02(d). Items that Bob feels need addressing are the outside storage of fleet vehicles. The code states that a fleet vehicle cannot be stored more than 24 hours outdoors. If a vehicle is left parked for more than 24 hours, it will be minimal and isolated. The second item is the

parking area for fleet vehicles. The code states it shall not exceed 25% of the principal building area. The building areas is approximately 10 acres. The total designed parking area is 12.5 acres. Some of the vehicles parked will be private vehicles along with the fleet vehicles. The third item Bob wanted to address was enclosure of fleet vehicle by a fence. There is no fence proposed in the plan, but security will be patrolling the area; therefore, a fence may not be necessary. The landscaping will be discussed separately.

Engineer Mike Henry commented; based on the project; the Village requested the applicant have a traffic study done considering the number of vehicles and the hours of operation. Based on the traffic study, and based on their operations, they are making modifications to decrease the impact of other businesses around them. The hours of operation would-be off-peak hours, starting at 9:40 a.m. with traffic ramping up after that time, and modifying summer operations. This will help minimize the impact to the other businesses in the industrial park. There will also be a traffic marshal on site during operations. The traffic data was collected in February, potentially during a snowstorm, and the supplemental off-peak data was collected after some of the COVID19 rules were in place, therefore a revised traffic study is requested. Mike recommended, if passed this evening, it should be predicated on final Engineering approval with review of the new traffic study.

Mayor Cegelka requested a description of a typical day of operational flow. Bryan Hall, from CESO responded; at 9:20 a.m. the drivers arrive at the delivery station and have a safety briefing before going to their vans. They will then begin to organize and pull their vans into the loading lanes and load packages for 20 minutes. The yard marshal will organize the drivers that have loaded up and have them depart as the next set of vans pull into the loading lanes to load packages. The building will have 9 dock doors and limited trailer traffic between 10:00 p.m. and to 8:00 a.m. The traffic during the day will be van traffic.

Bruce Rinker recommended to pass a condition of commitment to address future traffic impact improvements and share the responsibilities by both Amazon and the Village.

Motion by Tim Haupert seconded by Mayor Cegelka for approval of a conditional use permit for a warehousing and distribution facility at 43500 Victory Parkway subject to a future traffic study and a commitment of both Amazon and the Village to address future traffic impact improvements with final approval of the Village Engineer and subject to satisfactory compliance with the general standards set forth in chapter 1117 and the use specific criteria set forth in chapter 1147.

**Yeas—Adie, Billings, Cegelka, Haupert, McColl
5 yeas – 0 nays**

REQUEST FOR APPROVAL OF A LOT CONSOLIDATION PLAT AT 43500 VICTORY PARKWAY PARCEL NOS. 991-22-109 AND 991-22-110:

Bob Rodic commented; the property is zoned General Industrial District. The consolidation would create a 40.5-acre site fronting on the south side of Diamond Parkway, the westerly side of Victory Parkway and the existing building site on the cul-de-sac of Victory Parkway. The application includes a site plan, consolidation plat (approved as noted by the Village Engineer) and the legal description. The plan complies with the zoning regulations.

Engineer Mike Henry commented; In order for this project to occur and have enough parking the parcels need to be consolidated. Based on the code, the applicant has submitted the lot consolidation for the building and the parking lot to be consolidated into one parcel. The applicant has addressed all comments and concerns and the request is acceptable from engineering.

Motion by Jeff Adie second by Kel Billings for approval of a lot consolidation plat at 43500 Victory Parkway parcel nos. 991-22-109 and 991-22-110.

**Yeas—Adie, Billings, Cegelka, Hauptert, McColl
5 yeas – 0 nays**

REQUEST FOR APPROVAL OF AN EXPANSION OF THE PARKING FIELD AND MODIFICATIONS TO THE EXISTING PARKING AREA AT 43500 VICTORY PARKWAY PARCEL NOS. 991-22-109 AND 991-22-110:

Bob Rodic reported; The applicant is requesting site approval of an expansion of the parking field and modifications and improvements to the existing parking area on a 40.5 acre site located at 43500 Victory Parkway dealing with traffic flow and the personal vehicles that will be parked inside the structure. The main parking area complies with the zoning regulations.

Engineer Mike Henry commented; Engineering approves of the plan. Mayor Cegelka questioned if the size of the parking spaces are adequate for the size of the vans. Mike Henry responded; the spaces are adequate for the types of vehicles that will be used.

David Stecker commented on security of the vehicles that will be parked outdoors; being that the operation is 24 hours, there has not been a lot of security issues. The issue is based on a site by site basis. Some municipalities may need additional attention than others. There will be yard marshals on site.

Motion by Jeff Adie second by Scott McColl for approval of an expansion of the parking field and modifications to the existing parking area at 43500 Victory Parkway parcel nos. 991-22-109 and 991-22-110 subject to final engineering approval.

**Yeas—Adie, Billings, Cegelka, Hauptert, McColl
5 yeas – 0 nays**

**REQUEST FOR APPROVAL OF A LANDSCAPE PLAN 43500 VICTORY PARKWAY
PARCEL NOS. 991-22-109 ABD 991-22-110:**

Bob Rodic Reported; The applicant is requesting approval of a landscape plan that will be installed on the south west side of the Diamond Parkway-Victory Parkway intersection. The landscaping is intended to screen the parking field from view. The parking is associated with the structure and use at 43500 Victory Parkway. The property is zoned General Industrial District. The application includes a site plan, the proposed plan, the photometric plan, and the Village Landscape Architect's comments and recommendations. The plan complies with the zoning regulations

The Village Landscape Architect Katherine Holmok is in attendance and commented; the objective for the landscape plan was to make sure it was not only appealing for the applicant but also for the Village. Items identified were screening of the parking lots from the street using mounding and a variety of plantings and using trees to shade the parking lot and add visual interest. Suggestions were made to have deer protection around the trees and plant deer resistant foliage. The plan includes full season foliage along with evergreens for winter, plantings for spring color and maples and oaks for fall color. The landscaping will be reviewed in a year to see growth of foliage and if any plantings need replaced.

Law Advisor Bruce Rinker commented; upkeep and maintenance by the owner/tenant of the property falls within chapter 1117.10, general standards of conditional use.

Motion by Mayor Cegelka second by Scott McColl for approval of a landscape plan at 43500 Victory Parkway parcel nos. 991-22-109 and 991-22-110 with final approval of the Village Landscape Architect and Village Engineer.

**Yeas—Adie, Billings, Cegelka, Hauptert, McColl
5 yeas – 0 nays**

OLD BUSINESS:

None

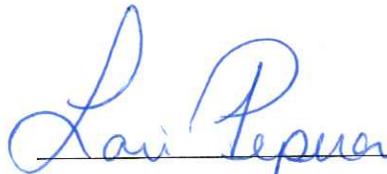
ADJOURNMENT

There being no further business to come before the Planning Commission, motion Scott McColl seconded by Jeff Adie to adjourn the meeting. Vote on the motion to adjourn was all yeas and no nays.

The meeting was adjourned at 7:00 p.m.



Planning Commission



Planning Commission Secretary-Lori A. Pepera