Voting Members Present: J. Hyink, I. Eckersberg, D. Cueva, M. Tristan, S. Mangum, L. Biggs, M. Klotz, M. Jones

Staff Present: J. Velan, E. Golden

Others Present: Ald. Revelle

Presiding Member: S. Mangum

A quorum being present, S. Mangum called the meeting to order at 2:31 pm.

Approval of Minutes

January 23, 2019, DAPR Committee meeting minutes.

M. Tristan made a motion to approve the January 23, 2019, meeting minutes, seconded by M. Jones.

The Committee voted, 6-0, to approve the January 23, 2019, meeting minutes, there were 2 abstentions.

New Business

1. 824 Noyes Street Sign Variation

H.M. Witt & Co. Signs, submits a Sign Variation application to install an illuminated wall sign at a height of 16'-10" where 15'-6" is permitted, in the B1 Business District.

APPLICATION PRESENTED BY: H.M. Witt & Co Signs

DISCUSSION:
- Sign height of 16'-10" needed due to architectural features of building facade. Brick to be painted, lettering to be backlit.
- Sign will be 32' long and 3’ in height.
- Alderman supports variation, one letter in objection.
- Original building facade features kept.
- Sign lighting should be turned off within an hour of closing, tenant would like to keep sign lit at all times.

L. Biggs made a motion to approve the sign variation subject to sign is not to be illuminated after 1:00 a.m., seconded by M. Tristan.
The Committee voted, 8-0, to approve the sign variation subject to the condition noted above.

2. 2510 Green Bay Road Recommendation to ZBA
Michael Meiners, owner, submits a Special Use application for a Banquet Hall in the B1a Business District and the oCSC Central Street Overlay District.

APPLICATION PRESENTED BY:  
Michael Meiners, owner  
Steve Bauer, Attorney

DISCUSSION:

- The building is 16,000 sf, there are 10 parking spaces on the property.
- Hackstudio, current tenant, has rented space for events previously.
- Concerned with noise, refuse removal, and parking.
- Noise reading taken last year indicated marginally higher than ambient noise level during the day. Garbage removal does not occur after 10:00 pm. Parking evaluation done, proposed maximum of 100 attendees for any event without use of off-site parking. In the event of attendance greater than 100, off-street parking will be obtained at adjacent office and school parking lots.
- J. Velan asked if recent events had more than 100 attendees.
- M. Meiners stated a recent event had approximately 200 people, used nearby Haven School parking lot. He stated other events have been around 20 attendees.
- J. Velan asked how will smaller event parking be addressed.
- M. Meiners stated employee policy is for them not to park on the street or in spaces. He stated the site is located near public transit. He stated employees will be asked to park at least 500’ away from the site.
- J. Velan stated parking evaluation could be done after a certain amount of time.
- L. Biggs stated the site is located along Green Bay Road, how will valet circulation occur.
- M. Meiners stated there is more than a car length behind parking spaces.
- I. Eckersberg stated nothing prevents people turning in from different points because there is one continuous curb cut.
- M. Meiners stated cones and/or horses could be put out, will have a person directing traffic.
- L. Biggs stated she would like to see a narrative and diagram describing how event parking and valet parking will operate and for what size of event. She would like to see a more stable parking agreement with off-site entities.
- Hours of operation discussed, hours not confirmed, would depend on the event.
- Ten maximum larger events to start, likely to increase over time.
- Waste management plan needed.
- Walls have sound insulation as do the doors and the roof.
Public Comment:

- Claire Regan asked if windows will be open in Summer, concerned with noise when people leave events, concerned with deliveries and traffic, asked if the noise ordinance applies.
- M. Meiners stated windows are not operable.

- S. Mangum asked if Chase Bank had been contacted for off-site parking.
- M. Tristan stated catering deliveries occur off Green Bay Road, where will caterers park? He asked how food will be heated, the Fire Department needs to know how prep will occur and to determine if ventilation is needed.
- Ald. Revelle questioned whether the Central Street Overlay District allows a banquet hall, whether a text amendment is needed. She asked if the special use will address valet parking.
- A text amendment addressing this use has been noticed for the February 13, 2019, Plan Commission meeting.
- S. Mangum stated conditions can be added to the special use.
- E. Golden license will change to Food Establishment and will be required to meet those standards.

L. Biggs made a motion to recommend approval to ZBA, seconded by S. Mangum, subject to the following conditions:

1. Requiring off-site parking agreement/valet for events with greater than 75 attendees,
2. Submittal of a report with event attendance required after 12 months,
3. Garbage management plan, and

The Committee voted, 8-0, to recommend approval to ZBA subject to the conditions noted above.

3. 821-823 Chicago Avenue

Shawn Decker and Cesar Marron, lessees, submit a Special Use application to expand Craft Alcohol Production Facility, Sketchbook Brewing Co., in the C1a Commercial Mixed-Use District.

APPLICATION PRESENTED BY: Shawn Decker, lessee
Cesar Marron, lessee

DISCUSSION:

- Sketchbook Brewing Co. has been at their current location for 4 years, tap room has been there for 2 years.
• Current space is small. The adjacent business to the north is relocating, proposing to expand into that space.
• No change to brewing operations, no change to bar area.
• Two bathrooms will be added for a total of 4 bathrooms. One bathroom will comply with ADA requirements.
• Will create a vestibule for entryway and operable windows.
• M. Tristan asked if changing food service.
• C. Marron stated small bar snacks are provided; customers are able to have food delivered. No change to brewing capacity.
• L. Biggs stated ADA accessible entries are desirable, one entrance currently meets ADA requirements.

L. Biggs made a motion to recommend approval subject to the existing conditions in the current special use approval, seconded by M. Tristan.

The Committee voted, 8-0, to recommend approval subject to the condition noted above.

4. 2425 Oakton Street

HPCW, LLC, submits a Planned Development application in order to construct a car wash facility with 20 vacuum spaces and 4 parking spaces. The application is seeking one site development allowance for an accessory structure that is 3’ from the principal structure where 10’ is required, in the I1 Industrial District and oRD Redevelopment Overlay District. Recommendation to Plan Commission.

APPLICATION PRESENTED BY: Mark Daniel, attorney
Hafiz Yaqoob, owner

DISCUSSION:
• Stormwater detention will be at north extension of the property, same for trash enclosure.
• Entry off of Oakton Street is located at east end of property. The adjacent driveway goes to Philip Lochman Co. Phased landscape will leave an apron for trucks to enter that driveway. Should that business leave, landscaping will be extended.
• Right turn in/out for ingress/egress. Signage to indicate no left turn onto property and no left turn out per City’s request.
• Monument sign materials to match buildings along Oakton Street.
• Sound from mechanized car wash likely not to carry to residential areas a large distance away.
• High efficiency car wash equipment will be less than threshold for recycling water during busy periods.
• Pay stations at northern portion of the lot, 2 lanes to get to this station as well as a bypass lane to go directly to vacuum uses or to exit.
1 or 2 employees on-site.
3 parking spaces and 1 ADA space.
20 vacuum spaces, including 1 ADA space.
Vending machines intended to provide typical snack items and small vehicle items.
Overhead utility line to be relocated, not buried.
Distance between canopy and building triggers approval of a site development allowance. The canopy can be attached, but would prefer canopy to be disconnected due to weight load on building as well as it looks better.
Bike rack in vicinity of front ADA space.
Access lane for vehicles to exit prior to car wash and for garbage trucks to access trash enclosure.
Employee will ensure there is no litter on-site. Trash enclosure to have a gate.
Adjacent bus stop proposed as public benefit, willing to pave bus stop or provide cash-in-lieu for improvements.
J. Hyink stated this bus stop is no longer active so should not be a public benefit. She stated a bus stop on south side of Oakton Street would better serve the area.
L. Biggs asked for an estimate to pave so they know pricing, if the existing bus stop is not improved the money can be escrowed and used for another bus stop.
L. Biggs stated water recycling would be preferred in general, will push for full recycling.
M. Daniel stated provisions can be made to flip a switch to recycle water if 30 gal/vehicle threshold is met.
J. Hyink stated sustainability is a big concern and should be a public benefit per discussion with Ald. Fleming.
M. Daniel stated they will work with other entities to find sustainable solutions for utility use.
L. Biggs stated the traffic plan is good but would like to add condition to revisit traffic at this site in the future. She stated the City will likely be adding this condition to other uses with stacking spaces.
M. Jones stated the traffic study recommends revisiting right-in/right-out access points.
H. Yaqoob stated they do not anticipate issues with stacking, but they have ways to mitigate heavy traffic flow through the site by speeding up the car wash and/or utilizing staff to direct vehicles more efficiently.
S. Mangum stated the bike rack should be relocated to a visible location and within a curbed area.
S. Mangum stated signage is a separate process.
J. Hyink stated a 10’x10’ concrete pad at bus stops is typically required by the CTA.
Hours of operation noted as 5:00 am to 12:00 midnight, lighting to be dimmed at close.

L. Biggs made a motion to recommend approval, seconded by J. Hyink, subject to reviewing traffic operation on Oakton should concerns arise.
The Committee voted, 8-0, to recommend approval to Plan Commission subject to the condition noted above.

---

Adjournment

L. Biggs made a motion to adjourn, seconded by M. Jones. The Committee voted, 8-0, to adjourn. Meeting adjourned at 4:24 pm.

The next DAPR meeting is scheduled for Wednesday, February 13, 2019, at 2:30 pm in Room 2404 of the Lorraine H. Morton Civic Center.

Respectfully submitted,
Michael Griffith