

**VILLAGE OF LAKE IN THE HILLS  
PLANNING AND ZONING COMMISSION MEETING MINUTES  
NOVEMBER 19, 2007**

Chairman Thomas Stock called the meeting of the Lake in the Hills Planning and Zoning Commission to order at 7:30 pm at the Village Hall.

**ROLL CALL**

Chairman Stock welcomed the newest Planning and Zoning Commissioner Joe DeMay.

Commissioners Brent Borkgren, Joe DeMay, Anna Siakel, Frank Covone, Chuck Rambo and Chairman Stock were present. Commissioner Ira Stroud was absent.

Also in attendance were Director of Community Development Dan Olson, Development Coordinator Lynn Stevens, Recording Secretary Joyce Griggel, petitioners, witnesses, objectors, and observers.

**APPROVAL OF MEETING MINUTES**

Motion to approve the October 15, 2007 Planning and Zoning Commission meeting minutes was made by Commissioner Borkgren and seconded by Commissioner Rambo. Motion unanimously approved by a sign of Aye.

**NEW BUSINESS**

**PUBLIC HEARINGS**

**A. Conditional Use Permit to operate an Automobile Rental Facility - 166 N. Randall Road  
(Budget/Avis)**

**PETITION WITHDRAWN BY APPLICANT**

Chairman Stock read a letter from Robert Jaydos, the applicant, requesting that this petition be withdrawn.

**PLAN REVIEW**

**B. Amended Development Plan – The Meadows Commercial Subdivision Lot 7 (Dunkin Donuts)  
Randall Road**

Chairman Stock recalled that Dunkin Donuts was before the Commission in August for a review of the drive through and landscaping.

John Griparis, Cywinski Enterprises, noted that there had been some advances in Dunkin's corporate technology causing a change in design elements. This created a loss of storage capacity. He is following Dunkin's corporate store design layout done from a operations and customer service stand point. Mr. Griparis noted there were several solutions they looked at. One being that he spoke with Athletico (to the north) who did not have any space to sacrifice. He went to Dan Olson regarding locating the freezer outside, who indicated that they would need to amend their site plan. Mr. Griparis stated that the freezer

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facility would look similar to a trash enclosure. The enclosed structure would be 12' x 9'. Materials would include masonry (brick and stone), which would be similar to the building on all sides except for a door. It will be softened with landscaping and he noted the construction drawings.

Chairman Stock questioned the height of the new freezer. Mr. Griparis remarked 7' x 10' is the size of the freezer with the actual height of the freezer at 8 ft 7 inches. He noted that the typical height of a trash enclosure is 7 ft. The trash enclosure is located in the northwest corner of the lot and they are trying to mimic it. Commissioner Siakel asked for details on the roof. Mr. Griparis stated that the membrane roof would not be visible with the roof top compressor exposed. Commissioner Siakel did not want to see the compressor exposed. Mr. Griparis replied that they could contain in. Commissioner DeMay questioned if there were any ordinances that dealt with this. Mr. Olson commented that there was nothing in ordinance. He brought up that the Commission has routinely made sure roof top mechanicals have been screened as best as possible. Commissioner Borkgren questioned how much higher the walls would have to be constructed. Mr. Griparis figured about 28 inches and that he was concerned about it being too tall. Commissioner Borkgren suggested painting the compressor in earth tones. Mr. Olson pointed out that the structure would be about 10 feet tall per the drawings. Commissioner Siakel was okay with painting the compressor to match the building, so that it draws less attention. Commissioner Borkgren agreed. Commissioner Siakel also had concerns about the safety of the compressor. Mr. Griparis assured her that 28" high case surrounds the moving components of the compressor. Commissioner Rambo questioned if all of the freezer mechanicals were up on top. Mr. Griparis stated that they were. Commissioner Rambo pointed out with any enclosed brick structure there won't be ease of access to them. He also asked if the freezer would be secured. Mr. Griparis replied that the door would be locked. Chairman Stock raised some safety concerns with going back and forth between the freezer and building. Mr. Griparis replied that it's not frequently used. He added that it would be accessed about every other day in the afternoon. Commissioner Borkgren inquired if the structure would effect the line of sight at the access point. Mr. Griparis replied that it shouldn't because of the 12'-15' setback.

Chairman Stock noted that the Zoning Ordinance, Section 13, allows an accessory structure such as this. Mr. Olson added that it's allowed in the rear yard with a 5 ft setback. He noted that it meets zoning requirements and commented that they would be adding a good amount of landscaping around it.

Commissioner Borkgren moved to approve the Amended Development Plan including Site Plan received on 11/15/07, with the freezer's roof top compressor to be painted in a earth tone color, for Lot 7 in The Meadows Commercial Subdivision (Dunkin Donuts). Commissioner Rambo seconded the motion. On a roll call vote Commissioners Borkgren, DeMay, Siakel, Covone, Rambo and Chairman Stock voted Aye. There were no Nays. Commissioner Stroud was absent. Motion approved 6-0.

**OLD BUSINESS**

None.

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**ITEMS FOR DISCUSSION**

**C. Village Wide Commercial Guidelines**

Ms. Stevens noted her memorandum to the Commission dated November 15, 2007. She reviewed the following Commission comments; looking for additional feedback.

**Vehicle Flows** – Roomy parking aisles and drive-thrus.

Ms. Stevens questioned if Commissioner Siakel wanted to enhance the current standards. The Commission generally discussed the traffic flow and parking at the Starbucks/Noodles vs. Reese's/Hollywood Video multi-tenant development. The Commission decided not to amend the current standards.

**Community Gathering Places**–Water features should be incorporated, especially for restaurants.  
Outdoor seating should be incorporated, especially for restaurants.  
Simple public seating or common area should be provided.

Commissioner Borkgren and Chairman Stock felt that the language “should be incorporated” was too influential. Commissioner Siakel added that the water feature was something that she would like to see. The Commission agreed with the “simple public seating or common area” language.

**Landscaping** – More trees and plants should be included  
Landscaping should be unified within a development

The Commission indicated that they would like to see more foundation plantings even though it is not currently required. They desire this to create more balance and to soften buildings. Mr. Olson pointed out that when the Village's landscape architect consultant reviews a landscape plan they consider the surrounding developments plantings and recommend certain species that correspond.

**Overall Design** – Architecture should be unified with surround buildings.  
Architecture details should be repeated throughout a development.

Ms. Stevens had a concern with this requirement if the existing surrounding development's architecture was unattractive. Mr. Olson added that in this case he feels the architecture should be upgrade. Commissioner Borkgren felt that it needed to be handled on a case by case basis. Commissioner Covone stated that he didn't want to get too specific with the language. He pointed out that there were developers out there that were willing to create a great building without the Commission coming up with every detail. Commissioner Borkgren agreed. Ms. Stevens commented that they are trying to give some guidance to a developer prior to them doing drawings and bringing them in for staff review. She then showed a couple of example drawings that staff reviewed and commented on prior to going before the Commission. The Commission indicated they would like to see unified architecture in a PD. Mr. Olson mentioned if a developer didn't agree with what we were asking, then having it in Comprehensive Plan will back them

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up. They will keep the language and details general, which will give some direction and then the Commission can tweak it once it's before them.

**Roofs** – Rooftop units should be hidden from public view.

The Village has been consistent with making sure these are screened. Ms. Stevens questioned if the Commission wanted varying roof lines. Commissioner Rambo felt that varying roof lines should be encouraged. Mr. Olson asked if it should be required if over a certain length, as in Rt. 47 subarea. Commissioner Borkgren and Rambo believed that it should be left general.

**Materials and Colors** – Brick preferred.

The Commission felt that the current masonry requirements were satisfactory.

**Facades** – Facades should have variations such as columns for relief from flat façade.

Ms. Stevens questioned if the Commission wanted to see windows. Commissioner Rambo felt that columns and windows should be encouraged, especially facing Village streets. He reiterated that guidelines can't be written for every occurrence and should be handled on a case by case basis. Commissioner Borkgren agreed. Ms. Stevens questioned varying facades should be required at a set length. Commission did want to define a set length. Ms. Stevens asked how the Commission wanted to handle a building if it was facing a residential area. The Commission felt that varying facades should be required on any rear exterior building elevation that faces residential.

**Accessory Structures** – Dumpster screening should be brick or wood fence.  
Utilities and dumpsters should be hidden.

The Commission agreed that accessory structures should correspond with the primary building's exterior.

**Lighting** – Lighting should be unified within a development.

The Commission wanted unified lighting within a PD.

Ms. Stevens mentioned that the Village Board recently executed a US Mayor Climate Protection Agreement. She asked if the Commission wanted to encourage bike parking requirements. The Commission agreed that it would be okay to encourage them in the Rt. 47 and Village Hall areas, however not for in-fill lots.

Mr. Olson inquired if the Commission would like free standing signs to be constructed with the same type of building materials. The Commission agreed.

Commissioner Borkgren suggested that these changes be emailed out to them prior to the next meeting to expedite this process.

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**AUDIENCE PARTICIPATION**

None.

**CALENDAR**

Commission members discussed who would be attending the Committee of the Whole and Village Board meetings for the month of December, 2007.

**TRUSTEE LIAISON REPORT**

There was no Trustee Liaison Report.

Commissioner Borkgren motioned to adjourn the meeting. It was seconded by Commissioner Rambo. Chairman Stock adjourned the meeting at 8:42 PM.

The next meeting of the Village of Lake in the Hills Planning and Zoning Commission will be Monday, December 17, 2007 at 7:30 PM.

Respectfully Submitted,

*Joyce Griggel*

Recording Secretary