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**Village of Gurnee  
Planning and Zoning Board Minutes  
November 1, 2017**

**1. Call to Order and Roll Call**

The meeting was called to order at 7:30 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, Brian Baugh, Tim Garrity, Richard McFarlane, David Nordentoft and Edwin Paff

Planning and Zoning Members Absent: Josh Pejsach

Other Officials Present: Tracy Velkover, Planning Manager; Clara Schopf, Associate Planner; and Village Attorney, Bryan Winter

**2. Pledge of Allegiance**

**3. Public Comment**

Mr. Sula asked if anyone from the public has any questions or comments regarding anything not on the evening's agenda. As there were no responses, Mr. Sula closed the floor to the public. Mr. Sula also asked Ms. Velkover if this item could be moved to the last in order on the Agenda in subsequent meetings, just before adjournment. Ms. Velkover agreed.

**4. Approval of Meeting Minutes: October 18, 2017**

Mr. Paff motioned, seconded by Mr. Garrity, to approve the meeting minutes for October 18, 2017.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

**5. Special Use Permit for Wendy's (4150 Grove Avenue)**

*QT Sign Inc. is requesting a Special Use Permit to allow two additional wall signs for the Wendy's restaurant located at 4150 Grove Avenue. The approximately 1-acre subject site is zoned C-2 PUD, Community Commercial as a Planned Unit Development.*

Ms. Schopf stated that QT Sign Inc. is requesting a Special Use Permit to allow two additional wall signs for the Wendy's restaurant located at 4150 Grove Avenue. The approximately 1-acre subject property is zoned C-2 PUD, Community Commercial as a Planned Unit Development. The sign code allows this restaurant three wall signs: two of which are allowed to be up to 100 sq. ft. and a third sign which is allowed to be up to 42.5 sq. ft. Each of the allowed wall signs are 32 sq. ft. internally illuminated raceway mounted channel letter signs that contains the Wendy's name and logo. The applicant is requesting two additional signs: 1) a 31 sq. ft. non-illuminated letter set directly mounted on the south wall of the building between the pick-up windows, and 2) an 18 sq. ft. illuminated screened box sign

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mounted on the east wall of the building at a height of approximately 11 feet. As with all Special Use Permit petitions, the Planning and Zoning Board will make a recommendation that will be forwarded to the Village Board for their determination. The petitioner is in attendance to present their plans and answer any questions the board may have.

As this was a Public Hearing, Mr. Sula asked that anyone wishing to speak on this matter be sworn in. Mr. Winter conducted the swearing-in.

Robert Freedman, of QT Signs, stated that the sign cabinet that has been requested for the front of the store will be 15 feet long, but only a portion of the sign will light up with “Quality is our Recipe” —part of the chain’s mission statement. He stated that a second, non-illuminated letter set is proposed on the south wall, which also reflects Wendy’s mission statement. He noted that this sign will be viewed mostly by people in the drive thru. He then stated that the requested signs will improve the overall appearance of the store and will provide consistency with the national chain’s rebranding.

Mr. Nordentoft stated that Wendy’s could, by right, install much larger signs than currently proposed for the 3 allowed signs. He noted Wendy’s is still far underneath the total square footage of signage allowed by right even with the 2 additional wall signs. Because of this, he felt the request was quite reasonable.

Mr. McFarlane clarified with Mr. Freeman exactly where on the building the new lettering would be placed.

Mr. Freedman stated that the “Quality is our Recipe” sign sits on top of a silver piece on brown corrugated metal and goes from the red wall to the brick columns. He stated that the sign has white letters and is LED-illuminated.

Mr. Sula then opened the floor to the public, but—then, immediately closed the floor to the public—as there was no one wishing to speak on this matter. He stated that, if there were no more questions/comments from the Board members, a motion would be in order.

Mr. Nordentoft motioned, seconded by Mr. Paff, to forward a favorable recommendation on the petition of QT Sign, Inc. for a Special Use Permit to allow two additional wall signs for the Wendy’s located at 4150 Grove Avenue.

Mr. Sula then asked if there was any discussion on the motion. As there was not, a vote was taken.

Roll Call Vote:

Ayes: Baugh, Garrity, McFarlane, Paff, Nordentoft, and Sula

Nays: none

Abstain: none

Motion carried: 6-0-0

## **6. Planning & Zoning Board’s 2018 Meeting Schedule**

Mr. Sula indicated that the meeting dates in April are incorrect and should be the 4<sup>th</sup> and 18<sup>th</sup> of the month. He noted that only one meeting is proposed in November because of Thanksgiving.

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Mr. Velkover noted that should another meeting be needed in November, one can be added.

Mr. Baugh noticed that the meeting dates in September are back-to-back.

Ms. Velkover stated that the second meeting in September was moved up due to Rosh Hashanah. She also noted that back-to-back meetings are also proposed in July because of the 4<sup>th</sup> of July.

Mr. McFarlane motioned, seconded by Mr. Garrity, to approve the 2018 PZB meeting schedule, as amended with the April dates being changed to the 4<sup>th</sup> and 18<sup>th</sup>.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

#### **7. Next Meeting Date: November 15, 2017**

Ms. Velkover noted that there will be a meeting on November 15<sup>th</sup>.

#### **8. Adjournment**

Mr. Nordentoft motioned, seconded by Mr. McFarlane, to adjourn the meeting.

Voice vote:

All "Ayes," no "Nays," none abstaining

Motion carried: 6-0-0

The meeting was adjourned at 7:45 p.m.

Respectfully Submitted,

Joann Metzger  
Recording Secretary, Planning and Zoning Board