



VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS 200 E. WOOD STREET
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PLANNING AND ZONING COMMISSION

MINUTES • AUGUST 13, 2024

Village Hall - Council Chambers

Regular Meeting

7:00 PM

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Patrick Noonan	Commissioner	Present	
Cindy Roth-Wurster	Commissioner	Present	
Eric Friedman	Vice Chairperson	Present	
Jan Wood	Chairperson	Present	
Rodney Bettenhausen	Commissioner	Present	
Robert Kolososki	Commissioner	Present	
Kevin Cavanaugh	Commissioner	Present	
Stephen Fedota	Commissioner	Present	
Tim Schubert	Commissioner	Present	

II. MEETING MINUTES

1. Planning and Zoning Commission - Regular Meeting - Jun 25, 2024 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Patrick Noonan, Commissioner
SECONDER:	Cindy Roth-Wurster, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Fedota, Schubert

III. PUBLIC HEARING

1. 201-213 W. Dundee Road

SU-000115-2024 - 201-213 W. Dundee Rd

Notice was published in the Journal & Topics on July 25th, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Special Use Amendment Application**
2. **Proof of Ownership**
3. **Plat of Survey**
4. **Floor Plan**
5. **Business Plan**
6. **0-058-16- 201 W Dundee Rd SU**
7. **Public Notice**

Background:

The Subject Property is located in the English Valley Shopping Center and is zoned P- Planned Development. The PUD follows the B-1 zoning district standards. The shopping center is located at the southeast corner of Smith Street and Dundee Road.

The original Special Use (O-58-16) permitted the operation of a daycare facility, Kiddie City Learning Center, at the subject property. The approved business plan indicated that the child care facility serves children from 15 months - 12 years old.

The Petitioner is proposing to expand the existing day care facility, Kiddie City Learning Center, into the adjoining tenant space. Per the submitted application, the 1,000 square foot expansion would help to accommodate an additional 20 children at the facility. Therefore, the Petitioner is requesting a Special Use Amendment to permit an expanded floor plan for an existing day care facility at the subject property.

Sworn in petitioner: Anna Zielinska (owner) - 201 W Dundee Rd, Palatine
Gabriella Zielinska (employee) - 27881 W Wood Creek Dr,
Barrington, IL

Ms. Gabriella Zielinska explains that there is currently a waitlist for enrollment. They presently have 84 children enrolled and are planning to expand to accommodate 20 more children, specifically 3-4 year olds. This expansion will also include the addition of two more teachers.

Chairman Wood asks if the outdoor area would have any changes and if there have been any parking issues.

Commissioner Friedman also asks if they have specific parking for drop off of children enrolled at the daycare.

Ms. Gabriella Zielinska confirms that the outdoor area will remain unchanged. Regarding parking, she states that there is sufficient parking at the location, and it is not an issue.

Commissioner Friedman expresses concern about the lack of designated drop-off parking spots and asks if there have been any issues with traffic congestion during peak drop-off and pick-up times.

Ms. Gabriella Zielinska states that there have not been any significant issues with traffic congestion. She mentions that parents typically stagger their drop-off and pick-up times, which helps to avoid congestion. Additionally, the daycare staff monitors the process to ensure it runs smoothly.

Commissioner Cavanaugh asks if the additional entrance at the new space will be closed off or used as a second entrance.

Ms. Gabriella Zielinska explains that the new entrance will have the same security measures as the main entrance, including secure keycard access and monitoring by staff. All entrances and exits are monitored by cameras, and the daycare maintains strict protocols for pick-up and drop-off to ensure the safety of the children.

Commissioner Shubert asks if entrance to the new space can be accessed from within the building.

Ms. Gabriella Zielinska confirms that there will be internal access between the existing daycare space and the new expansion area. This ensures that staff and children can move freely and safely between different sections of the facility without needing to exit and re-enter the building.

Commissioner Fedota confirms that the new space will accommodate the 3-4 age group.

Ms. Gabriella Zielinska confirms that the majority of the kids on the waitlist are 3 & 4-year-olds and require more room. She anticipates they will have that age group in both the existing and new areas.

Mr. Bradshaw confirms that the daycare operates from 7am to 6pm Monday thru Friday and notes that the expansion will not necessitate additional parking. He highlights that the parking lot is generally underutilized. He also shares photos of the building's rear, showing that the back door, which leads to the outdoor play area, is fenced along the path.

Commissioner Kolososki notes that the play area is enclosed with bollards and asks whether these were included in the initial approval. Mr. Bradshaw confirms that the bollards were part of the original plan and that there will be no alterations to the outdoor area.

Commissioner Fedota inquires if the fence at the rear will be extended to encompass the expansion space's rear exit door.

Ms. Gabriella Zielinska confirms that it will.

STAFF RECOMMENDATION:

The Petitioner's proposal to expand the existing day care facility will provide additional space for the business to continue to grow. Other than an increase in the number of children attending the day care, all operations would effectively remain the same. No issues with the existing facility have been identified, and the expansion to the adjoining tenant space should not cause substantial injury to the value of the properties in the surrounding neighborhood. Therefore, Staff recommends approval of the proposed Special Use Amendment, subject to the following condition:

1. The Special Use shall substantially conform to the floor plan and business plan submitted by the Petitioner, Anna Zielinska, Kiddie City Learning Center, except as such plans may be changed to conform to Village Codes and Ordinances.

Commissioner Friedman asks if there have been any parking issues noted by other tenants or surrounding residents.

Mr. Bradshaw states there have been no reported issues.

There were no further questions. The public hearing was closed.

Commissioner Noonan made a motion to approve subject staff's conditions; seconded by Commissioner Fedota.

Discussion:

Commissioner Fedota acknowledges that the growth in the business and the existing waiting list indicate that this daycare is a trusted choice for parents.

Commissioner Friedman agrees that expanding the daycare is a beneficial alternative to retail use for this location.

Chairman Wood remarks that the expansion poses no concerns regarding safety, health, or welfare. She highlights the business's success, the thorough planning behind the project, the lack of parking issues, and the organization's overall effectiveness, affirming that the expansion is a positive development.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 9-0. This item will tentatively go to Village Council on Monday, August 19th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Patrick Noonan, Commissioner
SECONDER:	Stephen Fedota, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Fedota, Schubert

2. 21 N. Brockway Street Unit 203

SU-000116-2021 - 21 N. Brockway Street Unit 203

Notice was published in the Journal & Topics on July 25th, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Special Use Application**
2. **Proof of Ownership**
3. **Plat of Survey**
4. **Floor Plan (full building)**
5. **Floor Plan (annotated room)**
6. **Business Plan**
7. **Public Notice**

Mr. Bradshaw provides background:

The Subject Property is zoned B-1 Shopping Center District, and is in downtown Palatine located at the southeast corner of N. Brockway St and W. Slade St. The approximately subject tenant space was previously occupied by a Management Services company, but has been vacant for several years.

The Petitioner is proposing to open a massage therapy business, Healing By Edyta. The proposed business would operate out of a single office space within the building, and would offer a variety of massage and healing therapies.

Sworn in petitioner: Edyta Dolecki - Healing by Edyta LLC - 21 N Brockway
Angelica Bolltnikov- 519 Jennifer Cr, Mundelein, IL

Ms. Dolecki describes her 20 years of experience as a massage therapist, emphasizing her specialization in holistic techniques, including aromatherapy and various therapeutic methods. She explains that the new location is more convenient and closer to her home, ensuring her clients will have no trouble accessing the new site. While she previously rented space in Lake Zurich, she is relocating to this closer location.

Commissioner Friedman inquires whether the previous location was at ground level and if the new second-floor location might present any issues for clients, particularly due to the lack of an elevator and potential mobility concerns. Ms. Dolecki responds that there should be no issues.

Commissioner Friedman also asks about the availability of a hand sink in the treatment room.

Ms. Dolecki explains that the building has a hallway bathroom she will use, and a hand sink in the room is not necessary.

Commissioner Shubert asks if aromatherapy, specifically essential oils, might affect other tenants or involve incense.

Ms. Dolecki clarifies that she uses essential oils, which will not disturb other

tenants.

Commissioner Shubert further notes the absence of a changing area.

Ms. Dolecki details that she typically explains the process to clients and then steps out while they change.

Commissioner Friedman inquires if the other doors along the corridor will be locked and if Ms. Dolecki will have access from her suite to the bathrooms down the hall.

Ms. Dolecki confirms that they will have access to the bathrooms in the hall.

Mr. Bradshaw notes that the petitioner holds a valid state issued massage therapy license and has extensive experience as a therapist. He provides the business hours and mentions that services are offered by appointment only.

Commissioner Fedota asks about the other businesses on the floor. Mr. Bradshaw indicates that there are vacant spaces and other similar businesses in the building.

STAFF RECOMMENDATION:

The Petitioner is proposing to open a new massage therapy clinic at the subject property. The Petitioner is a licensed therapist and is taking over a single office tenant space within a multi-tenant building in the Village's downtown area. Ultimately, as all services offered are by appointment only and there is ample parking for clients to utilize in the downtown, the proposed use should not cause injury to the value of the other properties in the surrounding neighborhood. Therefore, Staff recommends approval of the Special Use subject to the following condition:

1. The Special Use shall substantially conform to the Floor Plan and Business Plan submitted by the Petitioner, Edyta Dolecki, Healing By Edyta LLC, except as such plans may be changed to conform to the Village Codes and Ordinances.

There were no further questions. The public hearing was closed.

Commissioner Cavanaugh made a motion to approve subject staff's conditions; seconded by Commissioner Ruth-Wurster.

Discussion:

Commissioner Shubert remarks that it is a niche business likely to thrive in the space.

Commissioner Roth-Wurster highlights Ms. Dolecki's 20 years of experience as impressive, notes that the new location being closer to her home is advantageous, and agrees that the proposal meets the necessary standards.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 9-0. This item will tentatively go to Village Council on Monday, August 19th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Kevin Cavanaugh, Commissioner
SECONDER:	Cindy Roth-Wurster, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Fedota, Schubert

3. 1711 N. Rand Rd Unit 100

SU-000112-2024 - 1711 N. Rand Road Unit 100

Notice was published in the Journal & Topics on July 25th, 2024 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Special Use Application**
2. **Proof of Ownership**
3. **Plat of Survey**
4. **Floor Plan**
5. **Business Plan**
6. **Public Notice**

Mr. Bradshaw provides background:

The Subject Property is approximately 35,000 square feet and is zoned B-2 General Business and is within the Capri Gardens subdivision. The Rand-Dundee Plaza is a shopping center that is located along the N. Rand Road commercial corridor, directly adjacent to an R-3 multi-family residential complex off of N. Rose Avenue. The Petitioner will occupy 902 sq. ft. of retail space within the shopping center, which had been previously occupied by Complete Tax Service - Accounting Solutions. Other tenants within the building include Wolf Cabinetry-Granite, Consumer Final Services, Alexis' Hair Solon, Sunny Spa, Dymok Smoke Shop, and others.

The Petitioner is proposing to open a frozen food store, Handmade Frozen Food - Multi Cook, at the subject property. The proposed store would function as a typical grocery store, with freezers stocked with handmade frozen meals for purchase. Customers would also have the option to preorder product for pick up.

Sworn in petitioner: Olya Vakun - 1711 N. Rand Road

Ms. Vakun explains that her business, Handmade Frozen Foods, will operate a store offering handmade European frozen foods. These products are made at their main location on Cumberland Ave in Norridge. The store will allow customers to browse and purchase frozen foods, with an option to buy online and pick up in-store. She assures that the business adheres to all health codes, and since no food preparation occurs at this location, there will be no issues with food waste, odors, or garbage. Deliveries will be made by their own vehicle to the rear of the building, and she does not foresee any problems affecting neighboring businesses.

Chairman Wood inquires about the duration of the Norridge location's operation.

Ms. Vakun responds that it has been open since April of this year.

Commissioner Wood asks if the Norridge tenant space is comparable to the

Palatine location.

Ms. Vakun explains that the Palatine store will have a larger retail area, as the Norridge location primarily consists of a kitchen that occupies most of the space.

Commissioner Schubert asks if customers would have the option to order through other online services, such as Instacart.

Ms. Vakun replies that the business will only offer ordering through its own website and will not be using third-party delivery services.

Chairman Wood inquires if the food offered is primarily Polish, Russian, or Ukrainian. Ms. Vakun explains that it is mostly European cuisine, with plans to expand to include other international varieties.

Chairman Wood also asks if they fulfill orders from Palatine residents.

Ms. Vakun confirms that they do, in addition to serving other surrounding towns.

Commissioner Fedota inquires about other locations they are planning to open.

Ms. Vakun mentions they are looking to expand to Algonquin and Schaumburg.

Commissioner Fedota also asks if she or any employees hold a ServSafe Food Handler Certification.

Ms. Vakun confirms that she has certifications in food management, food handling, and allergen management, and that all staff members also have food handler and allergen certifications.

Commissioner Cavanaugh asks if the business is a franchise, noting that the business plan mentions over 100 locations worldwide.

Ms. Vakun confirms that it is a franchise.

Commissioner Bettenhausen inquires about the number of employees, noting that the business plan includes two cashiers and asking if there will be any additional staff or stock personnel.

Ms. Vakun states that there will not be any additional employees.

Ms. Vakun further explains that all food items are packaged with expiration dates, and expired products will be removed in accordance with health code regulations.

Mr. Bradshaw states that the parking lot requirements will remain unchanged with the proposed use. He adds that the Village will seek a licensing agreement with the property owner for the parking spaces that extend into the village right-of-way along East Capri Drive.

Chairman Wood questions the parking requirements, and Mr. Bradshaw refers to the Village Zoning Ordinance for clarification.

STAFF RECOMMENDATION:

The Petitioner's proposal to open a new frozen food store should have minimal impact on the other businesses within the Rand-Dundee Plaza as they will not be preparing any food onsite and only a couple employees will be working at the retail location on a regular basis. Ultimately, the proposed frozen food store would maintain the same parking requirement as the previous occupant of the subject tenant space, and all product deliveries would utilize the alley in the rear of the Plaza. Therefore, Staff recommends approval of the proposed Special Use, subject to the following condition:

1. The Special Use shall substantially conform to the floor plan and business plan submitted by the Petitioner, Olya Vakun, Handmade Frozen Food - Multi Cook, except as such plans may be changed to conform to Village Codes and Ordinances.

Chairman Wood asks if any parking issues have been identified.
Mr. Bradshaw states that there have been no noted issues.

There were no further questions. The public hearing was closed.

Commissioner Cavanaugh made a motion to approve subject staff's conditions; seconded by Commissioner Noonan.

Discussion:

Commissioner Kolososki comments that the menu is appealing and extends a warm welcome to the business in Palatine.

Chairman Wood notes that Palatine has a large population that will appreciate this food choice. She believes the location is ideal and that the business will be popular within the community, while also conforming to the special use requirements.

Commissioner Roth-Wurster agrees, stating that the business is well-suited for the location and finds the menu appealing.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 9-0. This item will tentatively go to Village Council on Monday, August 19th, 2024.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Kevin Cavanaugh, Commissioner
SECONDER:	Patrick Noonan, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Kolososki, Cavanaugh, Fedota, Schubert

IV. COMMUNICATIONS

V. ADJOURNMENT