



MINUTES  
MEETING OF VILLAGE OF FRANKFORT  
PLAN COMMISSION / ZONING BOARD OF APPEALS  
JULY 25, 2019 – VILLAGE ADMINISTRATION BUILDING  
432 W. NEBRASKA STREET

Prior to the start of the meeting Mayor Holland swore in new Plan Commission member William Markunas.

**Call to Order**                                      Chair Rigoni called the meeting to order at 6:30 P.M.

**Commissioners Present:**                      Dan Knieriem, Ken Guevara, Alicia Hanlon, Lisa Hogan,  
Will Markunas, Chair Maura Rigoni and Kris Michuda.

**Commissioners Absent:**                      None

**Staff Present:**                                      Assistant Director of Development Services Zach Brown  
and Utilities Executive Assistant Marina Zambrano

**Elected Officials Present:**                      Mayor Jim Holland, Trustee John C. Clavio, Trustee  
Margaret Farina, and Trustee Adam Borrelli

**A. Approval of the Minutes from July 11, 2019**

**Motion (#1):** Approval of the minutes from July 11, 2019

Motion by: Hogan                                      Seconded by: Hanlon  
Approved: (6 to 1)  
Yay                      (6) Michuda, Hanlon, Hogan, Markunas, Guevara, Rigoni  
Abstain                      (1) Knieriem

Chair Rigoni swore in all those wishing to provide public testimony.

**B. Public Hearing Request: The Wine Thief Special Uses (Ref. #102)**

Public Hearing Request: Special uses for a restaurant/tavern, accessory liquor sales, and outdoor seating to permit the operation of The Wine Thief, a bistro and specialty wine shop, proposed at 6 Elwood Street.

Assistant Director of Development Services, Zach Brown presented the staff report and provided an overview of the request noting that the plan was revised to address the outdoor seating area safety concern expressed at the workshop meeting. The applicants Edward and Valerie Thelen were present and noted that they are trying to offer a great experience by bringing an elegant upscale business to the downtown area.

During the Plan Commission discussion:

- Commissioner Michuda thanked the applicants for revising the plan noting that several commissioners expressed concern during the workshop meeting

regarding the proximity of the outdoor seating area to the parking lot and drive aisles;

- Commissioner Hanlon questioned whether the menu proposed was considered a “full menu” as is required by ordinance. Staff noted that the zoning ordinance does not define “full menu” however noted that the proposed menu included entrees, appetizers, and side dishes as is required by the ordinance. Eric Bell from the culinary arts program at Joliet Junior Collage noted that he considered the offerings a full menu. Mr. Thelen added that he wants to make sure that his guests are able to have a meal and stay and enjoy their wine with family and friends;
- Commissioner Hogan questioned the process for wine serving. Mr. Thelen explained the options and added that guests can taste the wine with the option to purchase bottles and take them home to enjoy;
- Members questioned if patrons could leave the premises with partially consumed bottles of wine. Staff noted that the liquor code addresses the issue. Mr. Thelen noted that partially consumed bottles must be transported in a sealed bag in accordance with Illinois liquor laws;
- Member Hanlon questioned the number of seats provided in the proposed outdoor patio and if it was comparable with other restaurants in the area. Staff noted that along Kansas Street Trails Edge provides ±49 outdoor seats while Fat Rosie’s and Francesca’s have ±30-32 with additional outdoor seating at the rear of the restaurants;
- Commissioners thanked the applicants for their detailed proposal and participation in the prior workshop meeting;

**Motion (#2):** Recommend the Village Board approve a special use permit for a restaurant/tavern to permit the operation of The Wine Thief, a bistro and specialty wine shop proposed at 6 Elwood Street in accordance with the reviewed plans and public testimony.

Motion by: Guevara  
Approved: (7 to 0)

Seconded by: Hogan

**Motion (#3):** Recommend the Village Board approve a special use permit for accessory liquor sales to permit the operation of The Wine Thief, a bistro and specialty wine shop proposed at 6 Elwood Street in accordance with the reviewed plans and public testimony.

Motion by: Hogan  
Approved: (7 to 0)

Seconded by: Guevara

**Motion (#4):** Recommend the Village Board approve a special use permit for outdoor seating to permit the operation of The Wine Thief, a bistro and specialty wine shop proposed at 6 Elwood Street in accordance with the reviewed plans and public testimony.



Motion by: Michuda  
Approved: (7 to 0)

Seconded by: Hogan

**C. Workshop: Cedarhurst Assisted Living Special Uses**

Future Public Hearing Request: Special use permits for a planned unit development and assisted living to accommodate the construction of a 72,930 sq. ft., 83 unit assisted living facility on Lot 8 of the Prairie Crossings Subdivision.

Other request: Final Plat approval.

Assistant Director of Development Services, Zach Brown presented the staff report and provided an overview of the request. Dover Development representatives, Tina Charleville and Jordan Dorsey were present and further explained their proposal.

During the Plan Commission discussion:

- Commissioners discussed the benefits of leaving the property zoned B4 rather than rezoning to B2 noting that approval of the special use for assisted living in the B4 district would effectuate a change to the zoning ordinance. Member Hanlon noted that such a change to the ordinance felt rushed and cautioned staff to make sure any change is comprehensive and well thought out;
- Chair Rigoni questioned the number of non-resident patients that were expected to utilize the EmpowerMe Wellness physical therapy office in the building. The applicant noted that the facility is primarily for residents of Cedarhurst however they may serve other patients who are brought in by referral;
- Commissioners questioned the applicant's construction timeline. The applicant noted they hope to start as soon as approval is obtained;
- Chair Rigoni questioned staff if additional zoning approvals were necessary to accommodate the theater and salon provided in the facility. Staff noted that no additional approvals were necessary as the theater and salon are not the primary uses of the property and are only for the use of Cedarhurst residents;
- Members questioned the future plans for Lot 1. The applicant noted that future plans may include a complimentary facility such as medical office or daycare however added that there is a possibility that no development will occur on Lot 1. Mr. Dorsey also noted that they have no immediate plans for development of the eastern ±5 acres of the site;
- Plan Commission members discussed the need for pond maintenance and landscaping around the pond. The applicant noted there will be a maintenance and monitoring plan established for the native vegetation and that a bubbler or fountain feature would be added to the ponds;
- Commissioners questioned if a traffic study was conducted and if improvements to Wolf Road would be required as part of the project. Staff

noted that a formal traffic study had not been conducted but that the issue of road improvements would be addressed prior to the public hearing;

- Commissioner Knieriem noted that a dedicated crosswalk across Wolf Road could help pedestrian safety for residents crossing the street to shop at Meijer. The applicant noted that Cedarhurst has a shuttle bus that they use to take residents shopping and that they do not foresee their residents walking to nearby shops;
- Commissioners discussed parking requirements with some suggesting there was too much parking provided and some not enough. Staff confirmed that the provided parking exceeded ordinance requirements;
- Commissioners requested the applicant relocate the trash enclosure so it is not in front of the building. The applicant was amenable to the request;
- Members discussed the grasscrete emergency access drive connecting to the Prairie Crossings Shopping Center to the north and questioned if the product had been utilized in other Frankfort projects;
- The applicant noted that they were working on a gate detail and planting plan to improve the look of the grasscrete access drive and that details would be provided prior to the public hearing;
- Commissioners discussed the proposed landscape plan and questioned if the required transition yard plantings were provided along the eastern property line adjacent to the residential properties. Staff noted that the plans were reviewed by the Village's outside landscape consultant and determined to be consistent with ordinance requirements. Commissioner Hanlon requested a copy of the review letter be provided prior to the hearing;
- Members noted that both the preserved and proposed landscaping along the southern property line would limit the visibility of the building from the Wolf Road right-of-way;
- Commissioners discussed the proposed plantings intended to screen the ground mounted air conditioner condensing units;
- Commissioners requested the applicant provide the necessary street trees along Wolf Road and that if the applicant is unable to locate the trees in the right-of-way as is typical due to utility conflicts that the trees be relocated elsewhere on the site;
- Members questioned why the applicant intended to clear and grade the entire site now. The applicant noted that doing so would lessen the impact of future construction, allow for staging areas for phase one construction, and is more cost effective;
- Architecture was discussed including the use of non-masonry composite siding. The applicant noted that they made numerous changes to their



prototypical architectural designs to better comply with Frankfort's quality standards;

- Commissioners noted that the front of the building is nearly all masonry and that the rear will not be visible;
- Chair Rigoni requested composite shake siding be provided in the gable ends at the northwest corner of the building to soften their appearance;
- Members discussed the proposed shed and requested it either be incorporated into the building design or removed from the plans entirely noting that sheds are not common in commercial areas;

**D. Public Comments**

None

**E. Village Update**

Trustee Clavio provided an update on the recent Village Board approval of Method Athletics Special Use and Courtney Variances.

**F. Other Business**

Trustee Clavio and Commissioners welcomed new Plan Commission member, Will Markunas. Trustee Clavio noted that there are training opportunities that can be provided for any Commissioner that is interested. Staff noted there is an Illinois state planning conference in September and that the conference includes a Plan Commissioner training session similar to the recent training put on by Chaddick and ILAPA. Mr. Brown asked that any Commissioner interested in attending the conference let him know so they can be signed up.

**G. Attendance Update**

Members present confirmed their availability for the next Plan Commission meeting to be held on August 08, 2019 except Dan Knieriem.

**Motion (#5):** Adjournment (8:40 PM)

Motion by: Hogan

Seconded by: Hanlon

Unanimously approved by voice vote.

Approved August 22, 2019

As Presented   X  

As Amended           

Maura A. Rigoni /s/Maura Rigoni, Chair

[Signature] /s/ Secretary