

MINUTES OF THE REGULAR MEETING OF THE PLAN COMMISSION HELD ON WEDNESDAY, AUGUST 2, 2023, AT THE VILLAGE COMMUNITY RESOURCE CENTER (CRC) BOARDROOM, 825 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS.

**Due to the expiration of the Governor's Disaster Declaration, public participation/comment is permitted solely by attending the meeting at 825 Midway Drive.**

1. CALL TO ORDER

Chairman Kopp called the meeting to order at the hour of 7:00 p.m.

2. ROLL CALL

Those present at CRC: Chairman Kopp, Vice Chairman Wagner, Commissioner Kanaverskiss, Kaczmarek, Kaucky, Walec.

Staff present: Michael Krol, Director of Community Development

ABSENT: Commissioner Baksay

3. OMNIBUS VOTE AGENDA

The items on the Omnibus Vote Agenda were as follows:

A. Waive Reading of Minutes (APPROVE)

B. Minutes of July 11, 2023, Plan Commission Public Hearing

MOTION: Made by Commissioner Kaucky seconded by Commissioner Walec approve the Omnibus Vote Agenda as presented.

Roll Call Votes:

AYES: Commissioner Kaucky, Kanaverskiss, Kaczmarek, Walec, Vice Chairman Wagner, Chairman Kopp

NAYS: None

MOTION DECLARED CARRIED.

PLAN COMMISSION CONSIDERATION: Zoning Hearing Case 23-04; A petition requesting an amendment to a previously approved Planned Unit Development for Portillo's Restaurant, a minor PUD change for the relocation of the drive-through menu board signs.

A. DISCUSSION/RECOMMENDATION

Director Krol provided a brief overview of the PUD amendment request for Portillos; Portillo's has reached out to Village staff about relocating the menu board sign location, closer to the build and replacing the current menu board with a digital reader board sign. The second part of the request is to replace the existing drive-through directional sign with also a pre-sale digital reader board sign.

Robert Whitehead of Olympik Signs, 1130 N. Garfield, Lombard, IL was sworn in. Mr. Whitehead, Portillo's will be replacing the existing menu boards, about 36 square feet with a new 21 square foot digital, changeable reader board main menu sign. Portillo's is doing this across the board at all 70 locations. This way corporate headquarters can change menu items and prices from their office instead of sending the signs out to manually be updated. The signs will be a static display, it is not a flashing element, it's a dimmable element but it is not going to flash or scroll. We are also looking to replace the existing directional sign with a 7 square foot pre-sale menu which would advertise specials. It is again static display, the sign won't flash or scroll. This is what we are seeking approval from tonight and happy to answer any questions.

Chairman Kopp: No questions from me but are there any other questions from the other Commissioners tonight? Is that all the questions for tonight?

MOTION: to close the public hearing made by Commissioner Kaucky seconded by Commissioner Walec, all in favor

Roll Call Votes:

AYES: Commissioner Kaucky, Kanaverskiss, Kaczmarek, Walec, Vice Chairman Wagner, Chairman Kopp

NAYS: None

MOTION DECLARED CARRIED

MOTION: Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed Amendment to a previously approved Willowbrook Town Center Planned Unit Development for Portillo's Restaurant, a minor PUD change for the relocation of the drive-through menu board signs.

Made by: Commissioner Kaucky seconded by Commissioner Walec.

Roll Call Votes:

AYES: Commissioner Kaucky, Kanaverskiss, Kaczmarek, Walec, Vice Chairman Wagner, Chairman Kopp

NAYS: None

## 5. VISTOR'S BUSINESS.

None

## 6. COMMUNICATIONS

Director Krol updated the Commissioners on the National Night Event where our consultant attended for public engagement on the Comprehensive Plan. We put out two poster boards; one, “I live living in Willowbrook because...” and two, “The future of Willowbrook would be better if...”. Residents were asked to put post-it notes with their comments on the board. It was a great turn out. No formal Panda Express updates. Staff is expecting several variance applications to be submitted soon.

## 7. ADJOURNMENT

MOTION: Made by Commissioner Walec seconded by Commissioner Kanaverskiss to adjourn the meeting of the Plan Commission at 7:09 p.m.

Roll call votes AYES: Commissioners, Kanaverskiss, Kaczmarek, Kaucky, Walec, Vice Chairman Wagner, and Chairman Kopp.

MOTION DECLARED CARRIED

UNANIMOUS VOICE VOTE  
PRESENTED, READ, AND APPROVED,

August 2, 2023

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Chairman Kopp

Minutes transcribed by Director Krol