

MINUTES
Village of Glen Ellyn
Plan Commission Meeting
Thursday, July 24, 2025
7:00 PM
Glen Ellyn Civic Center, Galligan Board Room

A. Call to Order 7:00 p.m.

Upon roll call, Chairman Loftus and Commissioners Arango, Cooper, Dawson, Kreuzer, Morrison, Pesce, and Wyant were present. Commissioner Brown and Trustee Liaison Steve Thompson were absent.

Also, in attendance were Planning Manager Daniel Harper, Associate Planner Jordan Frahm, Community Development Director Jennifer Henaghan, and Acting Recording Secretary Laura Musgraves. Trustee Steve Symanski attended in the absence of Trustee Thompson.

B. Public Comment

There was no off-agenda public comment.

C. Approval of Minutes

The meeting Minutes of June 26, 2025, meeting of the Plan Commission was presented for approval. Chairman Loftus asked for any comments, revisions, or changes.

Commissioner Wyant said he found information after the meeting that Village of Glen Ellyn residents did not vote in a majority to approve of the Glenbard West Addition referendum, and although the Village Board approved the variations for the project, the Village residents voted no. Wyant said the yes votes were 3,608 and the no votes were 3,786 and wanted this information added to the June meeting Minutes.

Commissioner Cooper said he supported Wyant's sentiments, but the Plan Commission cannot amend the commission's minutes to reflect what was presented to the Village Board. Harper said that meeting Minutes must reflect the actual discussion, and we cannot change the substance of the discussion editorially. Chairman Loftus said we can state the fact that the public voted against the referendum in this meeting's Minutes, but it cannot be added to the June meeting Minutes.

Chairman Loftus said that a member of the public stated at the June meeting that the residents did not support the referendum, which is reflected in the Minutes. Commissioner Wyant agreed.

Chairman Loftus asked if there were any other comments about the Minutes. Commissioner Wyant said at the June meeting, staff outlined four items for discussion

about the Glenbard West Addition, but more questions emerged. Going forward, is the Plan Commission expected to address only the specific items presented? Chairman Loftus said the Plan Commission is asked to focus on specific items, not to rehash prior information.

Commissioner Wyant asked, then, is the Plan Commission not able to address additional questions? Loftus answered no, but if it is new information, then yes. If it is old information already discussed at a prior meeting, we cannot address it.

Commissioner Dawson commented it applies equally to members of the public when they come to meetings in cross-examination. Chairman Loftus said if the information that a member of the public wants to address in cross-examination is new, it is permissible, but if it rehashes information from a past meeting, then the cross-examination is not allowed.

Chairman Loftus commented that the Plan Commission meeting Minutes have become more expansive and anyone who reads the Minutes would know of the Commission's detailed discussions. He said this is sufficient to inform the public and for the Plan Commission to move forward. He asked if there were any other items to discuss.

Commissioner Dawson referenced page 4 of the Minutes where it stated, "Chairman Loftus asked for a motion to declare a recess." Commissioner Dawson said it is inaccurate and should be revised to say that Chairman Loftus sought a motion to go into recess followed by Loftus declaring a 10-minute recess.

Commissioner Dawson cited page 5 of the Minutes regarding the motion to approve the Finding of Facts. He wanted the voting language to be revised to say that the vote was 6 to 1 with Commissioner Dawson in dissent.

Chairman Loftus asked for a motion to approve the Minutes as amended. Daniel Harper summarized the proposed revisions for the June Minutes as follows:

- Page 4 - include revised wording regarding the recess.
- Page 5 - the vote passed 6 to 1, Commissioner Dawson in dissent.

Commissioner Dawson said that Commissioner Wyant's comments about the Minutes should be included. Chairman Loftus clarified that items discussed in a meeting can be included, but anything discussed after a meeting is hearsay.

Commissioner Dawson made a motion to approve the June meeting Minutes as amended. Commissioner Kreuzer seconded. The motion carried; all voted in favor.

D. New Business

1. Public Hearing, 680 Roosevelt Road, Special Use Permit for Outdoor Storage at Trader Joe's.

Associate Planner Frahm was sworn in. He said Trader Joe's petition for Outdoor Storage began when they approached the Village to apply for a building permit to allow for the expansion awning on the east side of the building. In researching the existing condition of the awning,

Village Staff discovered that the existing canopy was being used for outdoor storage. In researching past zoning actions on the property, Trader Joe's was approved outdoor storage at the front of the store for merchandise display, and in 2016, the canopy on the east side of the store. Staff determined that a special use permit to allow the canopy expansion on the east side of the store would be required to allow the canopy to be used as outdoor storage by Trader Joe's. Frahm showed a visual of the proposed plans which included a concrete pad screen, and on the other side of the lot, an unscreened area for "go back" items. "Go back" items are defined by Trader Joe's as empty pallets and containers that must be loaded to go back to the distributor.

Chairman Loftus asked about the screen. Frahm answered that Village code applies to trash dumpster screening. Building material must be the same as screening for trash receptacles and we cannot necessarily apply that to other outdoor storage.

Chairman Loftus said he brought up that question because of recycling. Frahm explained that Trader Joe's flattens cardboard boxes, and they are bundled and placed in the "go-back area"; these bundles go back to the distributor along with the empty pallets every day. Mr. Harper clarified that Village code addresses screens as they relate to containers, however, this is a Special Use Permit request. The Plan Commission can put conditions on the request and screening may be part of that.

Chairman Loftus asked if the Trader Joe's storage site will be permanent. Frahm said that go-back items are supposed to be picked up in the morning hours and cannot sit overnight.

Commissioner Wyant asked if Trader Joe's had a license agreement or a lease with the property owner. Chairman Loftus said that is a question for the petitioner.

Commissioner Kreuzer asked Frahm to describe the go-back items and what he saw on the site visit; Frahm answered.

Commissioner Cooper asked what Trader Joe's was going to store under the canopy. Frahm said it was a staging area and may include incidental cart storage. He deferred to the store manager to discuss further.

Commissioner Cooper asked if there are other properties in Glen Ellyn that have similar go-back needs or a similar area. Harper said that the Jewel grocery store on Roosevelt Road has an approved storage area for carts on the west side of their building. Trash and other items are located behind the building to the south and are generally out of view of the right of way.

Commissioner Kreuzer asked if the go-back area was structural. Frahm answered no, it is just a use of space in the paved parking area. Commissioner Kreuzer asked Frahm if the village had any issues with appearance. Frahm said the Village has no records of comments or complaints.

Commissioner Kreuzer asked if fencing could be used so that neighbors wouldn't have to see the back. Frahm said staff's discussion with the property owners about fencing raised concerns about access. Also, space in the loading areas is limited so fencing the go-back area may not be feasible.

Commissioner Kreuzer asked if a fence was needed between the neighbors on the east side. Frahm said that it backs into a natural area near a senior adult community, so he didn't anticipate issues that would cause complaints for visual distaste.

Commissioner Morrison asked about boundaries or markers that delineate the go-back area. Frahm answered that the SUP defines the boundaries, and his only experience was with Jewel having some outdoor displays that were spilling into the sidewalk. Jewel was out of compliance with their SUP, and it was remedied by Jewel making an amendment to their SUP. For any business that falls out of compliance with an SUP as written, staff would review it again.

Commissioner Morrison asked who chose the location of the go-back area to be separate from the canopy area. Frahm answered when staff was on site, that area was identified as being used for that purpose.

Commissioner Arango suggested a line of demarcation to curb overflow and to avoid compliance issues. Frahm asked if it's possible to require periodic inspections by Village staff. Harper answered yes, you can build that into the SUP, or you could amend the dimensions to be more specific. Chairman Loftus suggested painting a visual area, similar to a "no parking zone."

Commissioner Wyant commented that the question of a license agreement or a lease must be answered before we have further discussion.

Representatives of the petitioner were sworn in:

- James Cox, Property Owner's Representative
- Ali Bennouna, Store Manager

The petitioners addressed the Plan Commission. James Cox said the space is utilized every morning to take the go-backs. This is scheduled between 5-10 a.m., and two trucks come in to take materials away.

Commissioner Wyant asked Cox if he had an agreement with the landlord such as a lease or license agreement. Cox answered there is neither lease nor a license agreement. He said the business operators were concerned about fencing the go-back area because it would limit access by semi tractor trailers. Cox said he represents the shopping center, and Trader Joe's works well with other tenants in the shopping center. He said if the Commission has an issue with a handshake agreement, he will bring the concerns to ownership.

Chairman Loftus said that many projects come to the Plan Commission's review without the knowledge of nor the blessing of the owners, which is why we suggest communication with property owners. Cox said that it would not be difficult to present anything to the owners.

Commissioner Morrison asked about having the go-back area on the other side of the drive aisle. Ali Bennouna responded it was an area that was not used, and it became the space to put the go-backs.

Chairman Loftus asked if the go-back space was against the side of the business, would it effect parking. Cox answered yes and said we can't afford to lose parking spaces.

Commissioner Pesce pointed out that parking involves 1 or 2 spaces, and the drawing does not accurately reflect the parking. He asked the petitioners if they were already utilizing the space. They answered yes.

Commissioner Kreuzer asked if the owner would object to striping the area. Cox replied no. Commissioner Dawson asked if they planned to use the area for seasonal displays. Cox replied no, it's just operational. All displays are at the front of the store.

Commissioner Dawson brought up screening, pointing out that it can be negative and create an environment for hiding or nefarious activity. Cox said they have not considered screening because it is hard to manage a property that is screened off.

Commissioner Cooper asked about storage areas. Bennouna explained that the area is for temporary use and will not be used for overnight storage. The go-back areas are cleared by early morning. The tenants have shipping agreements so that trucks don't arrive at the same time.

Chairman Loftus thanked the petitioners. He asked staff if they had received public comments, and Frahm answered there were none.

Chairman Loftus asked if there were any other comments from the floor, or final questions for staff or for the petitioner.

Commissioner Morrision asked staff if they had any issues with the actual applicant not being at the meeting. Harper answered there were none.

Commissioner Cooper motioned to close the public hearing. Commissioner Dawson seconded. All voted in favor. The public hearing was closed.

Commissioner Morrison said she would like to add a condition that the go-back area be easily identified as an enforcement precaution and to prevent parking there.

There was discussion about having a requirement regarding what may be stored in the back area, including consumables. Harper suggested the word "merchandise." Commissioner Wyant suggested adding a condition that there be no storage of food products. Commissioner Kreuzer preferred the word "merchandise" to encompass anything that is sold.

Commissioners Wyant and Kreuzer supported Commissioner Morrision's recommendation.

Chairman Loftus asked for a motion to approve the Special Use Permit application as amended. Commissioner Kreuzer motioned. Commissioner Dawson seconded. The motion carried; all voted in favor.

Chairman Loftus requested a motion on the Findings of Facts. Commissioner Pesce read the Finding of Facts and the three recommendations. The Commission voted in favor 5 to 1. Commissioner Morrision had a question about changing a word and after it was clarified she changed her vote to yes. The motion carried with a vote of 6-0.

2. Public Hearing, 293 Roosevelt Road, Special Use Permit for Drive-In Commercial Facility at Chicken Salad Chick.

Chairman Loftus asked for a motion to open the public hearing. Commissioner Dawson motioned; Commissioner Kreuzer seconded. All voted in favor. The public hearing was open.

Frahm said the petitioner is Big Sky Construction and that owners of the Chicken Salad Chick franchise were present at the meeting. The former retail space at 293 Roosevelt Road was a dry cleaner and Ordinance 6090 (11-26-2012) stated that if it were to become a restaurant it would be required to have a traffic study. Frahm presented the commercial district and zoning district facts. The Plan Commission was supplied with the traffic study prior to the meeting, and Frahm summarized the findings and comparisons of the study with visual tables.

Frahm reviewed the comparison tables for peak hours, dry cleaning vs. restaurant. The traffic study findings indicated minimal impact on the roadways and minimal drive-through stacking concerns. The site plan was displayed and Frahm pointed out that the drive-through traffic pattern created a cross-over of potential traffic. The study proposed a stop sign to mitigate that issue.

The proposal included no structural changes to the building other than windows, changing the door, and signage. The Development Committee (including staff of Administration, Community Development, Police, Fire, and Public Works) reviewed the plan and recommended two stop signs to mitigate the cross-over traffic concerns. Frahm reviewed the parking conditions and number of parking spaces as outlined in Ord. 6090, which are all compliant with current tenants of the shopping center. Frahm concluded his presentation.

Commissioner Dawson asked for clarification of the entrance to the drive-through, and that drivers must go through the parking lot to exit. Frahm confirmed. Commissioner Dawson asked about stacking in the drive-through and expressed concern about vehicles backing up onto Roosevelt Road. Harper reiterated the traffic study concluded that it would be very unlikely for that issue to occur.

Commissioner Pesce asked if the drive-through is just one lane. Frahm said yes and reviewed the lane configuration on the visual.

Chairman Loftus asked how many of the strip mall tenants would be affected by the drive-through. Frahm answered it only applies to the former dry-cleaning space. Chairman Loftus asked about the structural changes to doors and windows. Frahm explained that one door will be blocked off, and one door will be replaced with a window for drive-through service.

Commissioner Arango asked about exits and entrances to the site and Harper answered. Arrango said if drivers are passing cars stacked in the drive-through lane to get back to Roosevelt Road, she was concerned with traffic coming in and going out. Frahm explained the fluidity of the traffic because drivers spend less time sitting in the queue because they are not waiting for food to be prepared. Frahm said Chicken Salad Chick does not anticipate overflow stacking and they do not experience it at their other locations.

Harper suggested that if we were to anticipate such a large influx of customers with an additional 6-8 cars arriving at one time, drivers would have the option to exit the lane and exit through the

western exit. Commissioner Kreuzer pointed out that space is adequately deep to handle more cars.

Commissioner Cooper asked what the function of the second stop sign was. Harper answered to control the eastbound traffic, and concern about incoming traffic as drivers were exiting the drive-through. Chairman Loftus explained the traffic flow related to the second stop sign.

Commissioner Kreuzer commented about the entrance flow from Roosevelt Road, saying that a left-hand turn is prohibited from the east side but there is no sign saying No Left Turn. Harper replied that that the egress/ingress construction of the exit (a concrete island) prevents a left turn, so it is not necessary.

Commissioner Morrison commented that she didn't think a No Left Turn sign was necessary. Commissioner Kreuzer said he was more concerned about people exiting in the ingress-only lane.

Chairman Loftus said the onus for signage should be on the site planner and not on the applicant. Commissioner Wyant said the onus should be on the property owner. Commissioner Kreuzer agreed.

Commissioner Pesce said other retailers have similar issues with the ingress/egress and the landlord shouldn't have a problem with adding a sign.

Chairman Loftus explained that staff suggested two stop signs to encourage safety and to mitigate traffic problems. He noted the applicant has acknowledged this and is agreeable to making it part of the application.

Commissioner Dawson said the egress/ingress entrance should be clear to drivers, but he still doesn't understand why the second stop sign was proposed. Frahm said the Development Committee's discussion centered upon two vehicles meeting at the same time and the question would be who would have the right of way? The sign would make it clear that they should stop. Frahm reiterated that the traffic study recommended only one stop sign and the Plan Commission can decide either way.

Commissioner Dawson said he was still confused. Harper said the suggestion to have second stop sign was because the traffic could conceivably cross at that one spot. Chairman Loftus asked about recorded accidents in that parking lot. Harper said there was none for the dry cleaner.

Commissioner Pesce asked if garbage pick-up would have to go through the drive-through lane. Harper said that was not the case with the dry cleaner, and the restaurant would have to coordinate garbage pick-up to occur during non-business hours.

Commissioner Morrison asked if KLOA (the author of the traffic study) had any comments on the staff's proposal to add a stop sign. Harper replied that KLOA was not consulted.

Petitioners Kimberly and Garrett Seaman, Chicken Salad Chick franchisees and current owners of the location in Batavia, IL, were sworn in. Ms. Seaman gave a visual presentation of the proposal including minimal structural changes to the building and the garbage pick-up schedule.

She showed tables comparing traffic stacking patterns during peak business hours, and their average drive-through wait time is 2-3 minutes. She described the restaurant as fast, casual, southern dining. One third of customers are drive-through, one third are dine-in, and one third are carry-out. They will have pre-order menu boards to help drive-through traffic move along.

Chairman Loftus asked if the menu board will have audio. Ms. Seaman replied no, it will show the menu, how to order, and the customer will order at the next the board. Mr. Seaman said the restaurant will be open Monday through Saturday, and their peak business time is at lunch for take-out and delivery.

Commissioner Arango asked about outdoor seating. The petitioner said possibly later, and the plans show two tables for outdoor seating. Harper clarified the tables appear in the building permit, not in the SUP application.

Ms. Seaman continued her overview of the traffic facts and tables comparing drive-through times with other restaurants.

Commissioner Arango asked about stacking cars near the pick-up window. Ms. Seaman replied that there is a parking area where they can ask customers to pull over to the side when needed, and their order will be brought out to them

Commissioner Wyant commented that this is a healthy, high-quality food option that residents in Glen Ellyn are clamoring for and thanked the franchisees for their investment.

Chairman Loftus thanked the petitioners and asked staff if any public comments had been received. Frahm said there were none.

Chairman Loftus asked for a motion to close the public hearing. Commissioner Dawson moved; Commissioner Cooper seconded. The public hearing was closed.

Commissioner Morrison said she preferred to listen to experts and proposed to accept KLOA's recommendation for only one stop sign.

Commissioner Kreuzer liked the idea of fewer signs and would prefer to have striping or an arrow indicating no left turn onto Roosevelt Road.

Commissioner Pesce commented that signage should be left to the discretion of the landlord.

Commissioner Kreuzer said one stop sign was adequate signage, but there should be an arrow on the exit showing Right Turn Only.

There was further discussion on signage. Commissioner Morrison pointed out that the owner is not here to answer the signage issue and it's not fair to the petitioner to make this a requirement of SUP. Commissioner Wyant agreed.

Chairman Loftus said the landlord had already approved the second stop sign, and that other businesses on Roosevelt Road who have the ingress/egress island do not have traffic problems with wrong turns.

Commissioner Cooper agreed with Morrison about less signage; however he anticipated drivers coming into the parking lot in a hurry (such as Door Dash drivers) and not paying attention to drivers exiting the drive-through. Cooper said the second stop sign is needed.

Commissioner Wyant said that's a good point, but this strip-mall will have less traffic and there were no problems when Fresh Thyme market was a tenant.

Commissioner Arango commented that drivers heading west on Roosevelt cannot turn in and the entrance is at the other end of the parking lot.

Chairman Loftus agreed with Commissioner Cooper's point about Door Dash drivers being in a hurry, but we can't regulate bad drivers. He said he used the dry-cleaning facility for years and there were no issues. Chairman Loftus said if we're going to put all these conditions on it, I would vote no.

Commissioner Dawson said he agreed with Commissioner Morrison, and he thanked the petitioners for the quality of their application. He said he will vote yes either way, but he doesn't recommend two stop signs.

Commissioner Morrison made a motion to approve the Special Use Permit for the Chicken Salad Chick drive-through with a condition that the applicant be required to have one stop sign as proposed by the original traffic study. Seconded by Commissioner Dawson. The motion carried with a vote of 5 – 1.

Commissioner Cooper motioned to the approve the Finding of Facts as presented. Second, by Commissioner Pesce. The motion carried with a vote of 5 – 1.

E. Trustee Liaison's Report

Trustee Steve Szymanski addressed the Plan Commission. The Village Board recently approved the zoning referendum for the Glenbard West High School Addition and other projects such as replacing lead line water services. The Board is also reviewing the train station proposal and ways to reduce costs.

Commissioner Wyant asked Szymanski if he was aware of the votes on the high school referendum that he brought up earlier. Szymanski said he was not aware.

Considering the new regulations for e-bikes and scooters, Commissioner Wyant asked if the police department had issued any violations. Szymanski said not to his knowledge, and our first job is to educate residents on the new rules. Commissioner Wyant suggested that the Village should examine headwear requirements. Szymanski replied that even though the state of Illinois does not require helmets for bike riders, he agreed the Village Board should look further into it.

Commissioner Cooper asked about road construction, specifically that the Village passed a referendum 25 years ago to improve roads with concrete instead of bituminous materials, but the Village does not seem to be using concrete. Szymanski did not know and said he would find out.

Commissioner Pesce asked about the status of the demolition of the hotel properties on Taft Avenue. Jennifer Henaghan provided an update, saying that further demolition is on hold

pending the results of an environmental assessment currently being conducted by DuPage County.

Trustee Szymanski concluded his comments.

Chairman Loftus noted that it was the end of Commissioner Dawson's term, and he thanked him for his service to the Plan Commission. The Commission members applauded. Commissioner Dawson thanked Chairman Loftus for his comments and said he enjoyed his time with the Plan Commission.

F. Staff Report

Mr. Harper reported that MK Steakhouse may have a sign variation request on the August agenda of the Plan Commission, depending on timely receipt of the application. The Glen Ellyn Park District accepted all the Commission's recommendations for Ackerman Park. The Park District recently applied for a demolition permit for the US Bank site. The Special Use Permit for Insula Aesthetics will be reviewed by the Village Board next week.

Commissioner Pesce asked about the fall meeting schedule, as Plan Commission meetings were typically moved up one week due to holidays. Harper confirmed the November and December meeting dates.

Chairman Loftus asked if there were any other comments or questions. Seeing none, Commissioner Arango motioned to adjourn. Commissioner Dawson seconded. The motion carried with a vote of 6-0.

The meeting was adjourned at 9:32 p.m.