

**VILLAGE OF VERNON HILLS  
MINUTES OF THE COMMITTEE OF THE WHOLE MEETING  
FEBRUARY 7, 2023**

President Byrne called the meeting to order at 7:20 PM.

IN ATTENDANCE: Trustees Marquardt, Schenk, Oppenheim, Forster, President Byrne via telephone, and Trustee Koch. Trustee Takaoka gave prior notice that he would not be in attendance. A quorum was established.

Also present were: Village Manager Timony, Assistant Village Manager Petrillo, Director of Community Development Jennings, PW Director Brown, Chief Kreis, Finance Director Lyons, Village Attorney Ferolo, and Recording Secretary Heavrin.

President Byrne called for a motion to appoint a Chairman Pro Tem for the duration of the Committee of the Whole meeting.

Motion by Trustee Oppenheim, second by Trustee Marquardt to appoint Trustee Koch as Chairman Pro Tem for the duration of the meeting.

Roll call vote:

AYES: 6 – Byrne, Forster, Schenk, Marquardt, Oppenheim, Koch

NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Takaoka

Motion carried.

**1. APPROVAL OF THE COMMITTEE OF THE WHOLE MEETING MINUTES OF  
JANUARY 17, 2023**

Motion by Trustee Oppenheim, second by Trustee Marquardt to approve the Committee of the Whole meeting minutes of January 17, 2023.

Roll call vote:

AYES: 5 – Byrne, Marquardt, Oppenheim, Forster, Koch

NAYS: 0 – None

ABSTAIN: 1 - Schenk

ABSENT, AND NOT VOTING: 1 – Takaoka

Motion carried.

**2. CATERED PRODUCTIONS, 1000 BUTTERFIELD ROAD, TEXT AMENDMENT TO  
ALLOW CATERING IN THAT AREA/DISTRICT**

DCD Jennings gave a summary of Catered Productions and the request they are seeking. Catered Productions is a catering business that has operated in Libertyville for over 25 years. They primarily cater corporate lunches, but also serve private parties and events. The company has grown and is interested in relocating to a vacant unit in the building at 1000 Butterfield Road. Staff's interpretation of the zoning code is that the proposed business does not fit within any of the use categories permitted within the OR&D District, thereby fitting into a text amendment petition. The property owner disagrees with this interpretation and is requesting that the business be allowed to submit only the special use petition without a text amendment petition. Staff is requesting feedback from the Committee of the Whole on the following:

1. Confirmation of the interpretation that catering is not similar enough to a restaurant, and therefore a text amendment is required;
2. General consensus as to whether the proposed use would be appropriate as a special use in the OR&D district;

3. Direction to include a definition of catering establishment for Article 3 in the text amendment petition; and
4. Feedback to guide the business in preparing the special use petition.

DCD Jennings noted that the petition with a text amendment would not impede the process. The business and property owners were present and answered questions. DCD Jennings noted some items to address would be the trash receptacle location, parking and the board's position on being close in proximity to some residential areas. The board did not feel this was an issue. DCD Jennings is asking for a definition to be added to the code itself. He also recommends a special use permit added with defining the catering usage, which would be separate from restaurant use.

A consensus was unanimously agreed upon by all Board Members to continue with the special use petition.

### **3. 830 WEST END COURT, PARKING VARIATION FOR MEDICAL OFFICE BUILDING**

DCD Jennings explained that staff had been contacted by the contract purchaser of 830 West End Court, Hammes Partners, regarding the current zoning compliance status of the building. The office building was originally in compliance with the parking requirement of the zoning code. Due to a gradual transition toward medical office tenants, the property no longer conforms with the code. The building has 108 parking stalls and medical offices require 132 parking stalls based on the leasable area of the building. The contract purchaser is a medical office property manager, and is seeking a parking variation to ensure that the building can continue to be leased to medical tenants even in the event of damage/destruction. The business owner wants a formal petition for the parking variation, which is currently 82% compliant with current parking spaces. The petitioners want to be 100% compliant, therefore, the leaser and owner are requesting a consensus to the parking variation need request to move forward. All members of the Board unanimously agreed to move forward with the parking variation request.

### **4. REQUESTED AMENDMENT TO LIQUOR CODE FOR LIQUOR BARN, 700 N. MILWAUKEE AVE. (HAWTHORN HILLS SQUARE)**

The petitioner was not able to make the meeting and requested to reschedule their attendance for the March 7, 2023 meeting.

### **5. ADJOURNMENT**

Motion by Trustee Oppenheim, second by Trustee Marquardt to adjourn the Committee of the Whole meeting and go into a closed session to discuss Personnel-[Sec. 2(c)(1)]; Approval of Minutes-[Sec. 2(c)(21)] of the Open Meetings Act.

Roll call vote:

AYES: 6 – Byrne, Marquardt, Oppenheim, Forster, Schenk, Koch

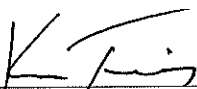
NAYS: 0 – None

ABSENT AND NOT VOTING: 1 – Takaoka

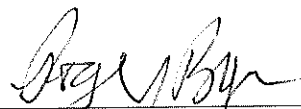
Motion carried.

Meeting adjourned at 7:45 PM.

Approved this 7<sup>th</sup> day of March, 2023



Kevin Timony, Village Clerk



Roger L. Byrne, Village President