

**Village of Hoffman Estates**

**PLANNING, BUILDING & ZONING  
COMMITTEE MEETING MINUTES**

**July 11, 2016**

**I. Roll Call**

**Members in Attendance:**

**Karen Mills, Chairperson  
Gayle Vandenberg, Vice Chairperson  
Gary Stanton, Trustee  
Anna Newell, Trustee  
Michael Gaeta, Trustee  
William D. McLeod, Village President**

**Via Electronic Attendance:**

**Gary Pilafas, Trustee**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Arthur Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mike Hankey, Director of Transportation  
Kevin Kramer, Director of Economic Dev.  
Peter Gugliotta, Director of Planning  
Patrick Seger, Director of HRM  
Jeff Jorian, Fire Chief  
Ted Bos, Police Chief  
Monica Saavedra, Director of HHS  
Rachel Musiala, Director of Finance  
Fred Besenhoffer, Director of IS  
Ashley Monroe, Asst. to Village Manager  
Bev Romanoff, Village Clerk  
Joe Nebel, Director of Public Works  
Patricia Cross, Asst. Corporation Counsel  
Jordan Lester, Administration Intern  
Bruce Anderson, CATV Coordinator**

The Planning, Building & Zoning Committee meeting was called to order at 7:43 p.m.

**II. Approval of Minutes**

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Planning, Building and Zoning Committee meeting minutes of June 13, 2016. Roll call vote taken. All ayes. (Abstain: Vandenberg). Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Special Planning, Building and Zoning Committee meeting minutes of June 20, 2016. Roll call vote taken. All ayes. Motion carried.

**NEW BUSINESS****1. Request by Rt. 21 Auto Wash & Detail for a courtesy review of a proposed carwash redevelopment of the existing carwash located at 105 E. Golf Road.**

An item summary sheet from Pete Gugliotta and Jim Donahue was presented to Committee.

David Lieberman and Tim Opfer with Rt. 21 Auto Wash & Detail addressed the Committee and gave an overview of the carwash they would like to redevelop located at Golf and Roselle Roads. They are proposing to expand the existing building to the east to include five auto detailing bays and would include two kiosks for customers to select a desired carwash package. They would have 2-3 employees on site during the week and up to 4 employees on the weekend. They would seek a variation for setback requirements. They would agree to bringing the building up to code.

Sam Akmakjian, adjacent property owner to the east of the property, addressed the Committee and stated that he does not believe the carwash is the right use for the location and doesn't want to see it redeveloped.

**2. Request acceptance of Department of Development Services monthly report for Planning Division.**

The Department of Development Services monthly report for Planning Division was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to accept the Department of Development Services monthly report for Planning Division. Roll call vote taken. All ayes. Motion carried.

**3. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.**

The Department of Development Services monthly report for Code Enforcement Division was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Department of Development Services monthly report for Code Enforcement Division. Roll call vote taken. All ayes. Motion carried.

**4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.**

The Department of Development Services monthly report for Economic Development and Tourism was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Department of Development Services monthly report for Economic Development and Tourism. Roll call vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 8:08 p.m. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date