

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

January 8, 2018

I. Roll Call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Patti Cross, Asst. Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr. – Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Econ. Dev. Coordinator
Joe Weesner, Senior Trans. Engineer
Patrick Fortunato, Acting Fire Chief
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Rachel Musiala, Director of Finance
Fred Besenhoffer, Director of IS
Joseph Nebel, Director of Public Works
Bruce Anderson, CATV Coordinator**

The Planning, Building & Zoning Committee meeting was called to order at 8:30 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve the Planning, Building & Zoning Committee meeting minutes of December 11, 2017. Voice vote taken. All ayes. Motion carried.

OLD BUSINESS

1. Request by the Hoffman Estates Park District for reconsideration of site plan approval for community garden plots at Chino Park.

Motion by Trustee Mills, seconded by Trustee Arnet, to reconsider request by Hoffman Estates Park District of site plan approval for community garden plots at Chino Park. Roll call vote taken. All ayes. Motion carried.

Item summary sheet from Peter Gugliotta and Jim Donahue was presented to Committee.

Dean Bostrom, Hoffman Estates Park District, addressed the Committee and provided information to address concerns identified by both Trustees and Village residents at the December 11 meeting. They will now plant 20-22 arborvitae along 70' stretch of property just east of the in-ground garden plots. This will create a visual barrier that would screen the sightline from impacted residents. The proposal includes a maximum of 16 in-ground plots and 4 ADA planters, 15' x 15' with 2' of wood chip mulch between each plot. An Eagle Scout candidate is providing plans and fundraising strategies to secure materials to construct the 4 ADA plants to fulfill his Eagle Scout requirements.

Ed Frank, 694 Illinois Boulevard, addressed the Committee and relayed his objections to the garden plots.

Van Berns, 705 Evanston, addressed the Committee and is not in favor of allowing the plots.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to grant approval of the request by the Hoffman Estates Park District for site plan approval of the community garden plots with the conditions that a permit will be required for any new paving and any change or expansion of the approved garden plot layout will require approved from the Village beforehand. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request by Anitej Hotel Corporation of a special use and site plan amendment to extend the deadlines for completion of exterior work at Country Inn and Suites.**

An item summary sheet from Peter Gugliotta and Dan Ritter was presented to Committee.

The hotel was required to complete certain conditions of approval by November 1, 2017. Due to cold weather, Anitej Hotel Corporation is requesting extensions for different parts of exterior work as follows:

- a) March 30, 2018 – ADA and sidewalk work at main (north entrance and western entrance). Correct pergola to comply with approved building/engineering plans.
- b) May 31, 2018 – ADA, sidewalk and parking lot work at south wing entrances. Replacement of missing landscaping.
- c) September 30, 2019 – Installation of exterior “Pro-Ledge” stonework around the base of the building and the architectural accents.

Motion by Trustee Arnet, seconded by Trustee Pilafas, to approve a special use and site plan amendment to extend the deadlines for completion of exterior work at Country Inn and Suites. Voice vote taken. All ayes (Nay: Gaeta). Motion carried.

- 2. Request by Rohrman Auto Group for a special use extension for temporary vehicle storage at 125 W. Higgins Road.**

An item summary sheet from Peter Gugliotta and Dan Ritter was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve a special use extension for temporary vehicle storage at 125 W. Higgins Road until November 15, 2018. Voice vote taken. All ayes. Motion carried.

- 3. Request by New Cingular Wireless PCS, LLC (commonly referred to as “AT&T”) for approval of an extension to an existing cellular antenna license at 1355 Westbury Drive.**

An item summary sheet from Peter Gugliotta was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve the request by New Cingular Wireless PCS, LLC (commonly referred to as “AT&T”) for an extension to an existing cellular antenna license at 1355 Westbury Drive. Voice vote taken. All ayes. Motion carried.

- 4. 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 Arnet, seconded by Trustee Pilafas, to approve the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

- 5. 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 Mills, to approve the Department of Development Services monthly report for Code Enforcement Division. Voice vote taken. All ayes. Motion carried.

- 6. 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 Pilafas, to approve the Department of Development Services monthly report for Economic Development and Tourism. Voice vote taken. All ayes. Motion carried.

- III. President’s Report**
- IV. Other**
- V. Items in Review**

VI. Adjournment

Motion by Trustee Arnet, seconded by Trustee Pilafas, to adjourn the meeting at 9:12 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date