

Village of Hoffman Estates

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

August 6, 2018

I. Roll Call

Members in Attendance:

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

Member Absent:

Trustee Gary Pilafas

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Mark Koplin, Asst. Vlg.Mgr-Dev. Services
Kevin Kramer, Director of Econ. Dev.
Mike Hankey, Dir. Of Transportation
Patrick Seger, Director of HRM
Pat Fortunato, Fire Chief
Ted Bos, Police Chief
Kelly Kerr, Asst. Director of Public Works
Monica Saavedra, Director of HHS
Rachel Musiala, Finance Director
Fred Besenhoffer, Director of IS
Suzanne Ostrovsky, Asst. to the Village Mgr.
Patti Cross, Asst. Corporation Counsel**

The Planning, Building & Zoning Committee meeting was called to order at 7:47 p.m.

II. Approval of Minutes

Motion by Trustee Arnet, seconded by Trustee Gaeta, to approve the Planning, Building & Zoning Committee meeting minutes of July 2, 2018. Voice vote taken. All ayes. Motion carried.

OLD BUSINESS

- 1. Request approval of an ordinance amending Section 7-8-9 of the Hoffman Estates Municipal Code regarding tree maintenance. (Deferred from July 2, 2018).**

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

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve an ordinance amending Section 7-8-9 of the Hoffman Estates Municipal Code regarding tree maintenance. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval to issue a Request for Proposals to solicit submittals from qualified consulting firms for an area plan for the western portion of the Village.**

An item summary sheet from Mark Koplín, Peter Gugliotta and Kevin Kramer was presented to Committee.

Motion by Trustee Arnet, seconded by Trustee Gaeta, to approve an RFP to solicit submittals from qualified consulting firms for an area plan for the western portion of the Village. Voice vote taken. All ayes. Motion carried.

- 2. Request approval to make improvements to the retention pond between the Stonegate Conference and Banquet Centre and the restaurant mall, including:**
 - a) authorization to award contract for Phase 2 engineering (final plans, specs, and bid documents) and Phase 3 engineering (management during construction to WT Group, Hoffman Estates, IL, in an amount not to exceed \$18,250;**
 - b) request bids to perform such work; and**
 - c) use funds from the Barrington/Higgins TIF for this work.**

An item summary sheet from Mark Koplín, Kevin Kramer and Al Wenderski was presented to Committee.

Jim Norris addressed the Committee and reported that the Stonegate and restaurant mall owns the pond, the Village can use TIF funds to complete the work.

Motion by Trustee Mills, seconded by Trustee Newell, to make improvements to the retention pond between the Stonegate Conference and Banquet Centre and the restaurant mall, including authorization to award contract for Phase 2 engineering (final plans, specs and bid documents) and Phase 3 engineering (management during construction to WT Group, Hoffman Estates, IL, in an amount not to exceed \$18,250; requesting bids to perform such work; and use funds from the Barrington/Higgins TIF for this work. Voice vote taken. All ayes (Nay: Gaeta). Motion carried.

3. Request approval of an amendment to the Redevelopment Agreement with SVAP Hoffman Plaza, L.P., SVAP Hoffman Plaza II, L.P., and SVAP Hoffman Plaza, L.P. for the redevelopment of the southern portion of the Hoffman Plaza Shopping Center.

An item summary sheet from Mark Koplin and Kevin Kramer was presented to Committee.

Jim Norris addressed the Committee and explained that Sterling requests an extension to coincide with their development timeline. One of the delays in the projects has been obtaining outside agency approvals such as IDOT and Cook County DOT.

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve an amendment to the Redevelopment Agreement with SVAP Hoffman Plaza, L.P., SVAN Hoffman Plaza II, L.P., and SVAP Hoffman Plaza, L.P. for the redevelopment of the southern portion of the Hoffman Plaza Shopping Center. Voice vote taken. All ayes (Nay: Mayor McLeod). Motion carried.

Motion by Trustee Mills, seconded by Trustee Newell, to approve a six-month extension only. Voice vote taken. All ayes. Motion carried.

4. Request approval of the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 13 (2018-2019).

An item summary sheet from Ryan Johnson was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Community Development Block Grant (CDBG) Annual Action Plan for Program Year 13 (2018-2019). Voice vote taken. All ayes. Motion carried.

5. Request authorization to award a contract to analyze and update the stormwater plan for Prairie Stone, including the capacity of the central wetlands, to V3 Companies, Woodridge, IL, in an amount not to exceed \$107,200.

An item summary sheet from Mark Koplin, Al Wenderski and Peter Gugliotta was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to award a contract to analyze and update the stormwater plan for Prairie Stone, including the capacity of the central wetlands, to V3 Companies, Woodridge, IL, in an amount not to exceed \$107,200. Voice vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)**1. Department of Development Services monthly report for Planning Division.**

The Department of Development Services monthly report for Planning Division was received and filed.

2. Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement Division was received and filed.

3. Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was received and filed.

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

1. 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. (Remanded from the Village Board on March 5, 2018.)

VI. Adjournment

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

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date