

**Village of Hoffman Estates**

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

**July 1, 2024**

**I. Roll Call**

**Members in Attendance:**

**Gary Stanton, Chair  
Karen Arnet, Vice-Chair  
Patrick Kinnane, Trustee  
Karen Mills, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Mayor William D. McLeod**

**Members by Electronic Attendance:**

**Gary Pilafas, Trustee**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Dan O'Malley, Deputy Village Manager  
Jon Pape, Assistant Village Manager  
Jana Dickson, Asst. Corporation Counsel  
Rachel Musiala, Finance Director  
Alan Wax, Fire Chief  
Kathryn Cawley, Police Chief  
Peter Gugliotta, Director of Dev. Services  
Jennifer Horn, Dir. Planning and Trans.  
Monica Saavedra, Director of HHS  
Darek Raszka, Director of IS  
Joe Nebel, Director of Public Works  
Patty Richter, Village Clerk  
Missy Brito, Communications Director  
Freddy Segura, GIS Manager  
Ric Signorella, Multimedia Production Mgr.**

The Planning, Building & Zoning Committee meeting was called to order at 7:19 p.m.

**II. Approval of Minutes**

Motion by Trustee Arnet, seconded by Mayor McLeod, to approve the Planning, Building & Zoning Committee meeting minutes of June 10, 2024. Roll call vote taken. All ayes. (Abstain: Mills). Motion carried.

Trustee Mills asked that the minutes from June 10 be reflected to show that she was not present at the meeting and was absent.

### III. Public Comment

#### **OLD BUSINESS**

- 1. Request approval of direction to proceed with the amendment to the Plum Farms Development Agreement (requested by 5a7 LLC) to extend the deadline for existing uses to remain on the Plum Farms 16-acre property at the northwest corner of Higgins Road and Old Sutton Road (Continued from June 10, 2024 – request continuance to August 5, 2024).**

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

Peter Gugliotta addressed the Committee and stated that the petitioner was unable to attend this evening's meeting and requested that it be continued to the August 5, 2024 meeting.

Motion by Trustee Mills, seconded by Trustee Arnet, to defer the Request by 5a7 LLC to extend the deadline for existing uses to remain on the Plum Farms 16-acre property at the northwest corner of Higgins Road and Old Sutton Road until August 5, 2024. Roll call vote taken. All ayes. Motion carried.

#### **NEW BUSINESS**

- 1. Request approval of Plat of Amendment and Grant of New Utility Easement to the Village of Hoffman Estates for property located at 2302-2356 Higgins Road and 2357 Hassell Road (Barrington Square Town Center and Blackberry Falls Professional Center).**

An item summary sheet from Jim Donahue and Jennifer Horn was presented to Committee.

Motion by Trustee Arnet, seconded by Trustee Mills, to approve Plat of Amendment and Grant of New Utility Easement to the Village of Hoffman Estates for property located at 2302-2356 Higgins Road and 2357 Hassell Road (Barrington Square Town Center and Blackberry Falls Professional Center). Roll call 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.

- IV. President’s Report**
- V. Other**
- VI. Items in Review**
- VII. Adjournment**

Motion by Trustee Arnet, seconded by Trustee Mills, to adjourn the meeting at 7:22 pm. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date