

Village of Hoffman Estates

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

August 5, 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**

**Management Team Members
in Attendance:**

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

The Planning, Building & Zoning Committee meeting was called to order at 7:00 p.m.

II. Approval of Minutes

Motion by Trustee Arnet, seconded by Trustee Kinnane, to approve the Planning, Building & Zoning Committee meeting minutes of July 1, 2024. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Trustee Pilafas, to approve the Special Planning, Building & Zoning Committee meeting minutes of July 15, 2024. Voice vote taken. All ayes. (Abstain: Mills). Motion carried.

III. Public Comment

OLD BUSINESS

- 1. Request approval of direction to proceed with the amendment to the Plum Farms Development Agreement to extend the deadline for existing uses at 4800 W. Higgins Road as requested by 5a7 LLC. (Continued from July 1, 2024).**

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

Peter Gugliotta addressed the Committee and reported that the current extension expired in February 2024. Mr. Gugliotta explained that if the extension is approved, staff will work with Corporation Counsel and the petitioner to prepare a formal amendment to the Plum Farms 16-acre Development Agreement to be presented for consideration at an upcoming meeting. The petitioner is requesting a one-year extension.

Motion by Trustee Pilafas, seconded by Trustee Mills, to direct staff to work with Corporation Counsel to prepare a formal amendment to extend the deadline for existing uses to remain on the Plum Farms 16-acre property at 4800 W. Higgins Road until August 5, 2025. Roll call vote taken. Ayes: Stanton, Kinnane, Mills, Newell, Pilafas. Nays: Arnet, McLeod. Motion carried.

NEW BUSINESS

- 1. Request approval of an ordinance granting site plan amendment for Bell Works Townhomes located at 1705 Lakewood Boulevard.**

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

Several Committee members inquired about parking, landscaping and when Bell Works would be breaking ground. Mr. Ken Gold with Inspired by Somerset Development answered all questions.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to approve an ordinance granting site plan amendment for Bell Works Townhomes located at 1705 Lakewood Boulevard. Voice vote taken. All ayes. Motion carried.

- 2. Request approval of a plat of easement for the property located at 2000 Center Drive (Pfizer lift station project).**

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

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve a plat of easement for the property located at 2000 Center Drive (Pfizer lift station project). Voice vote taken. All ayes. Motion carried.

3. Request approval of the 2024-2025 Community Development Block Grant Annual Action Plan.

An item summary sheet from Michael Walker was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Arnet, to approve the 2024-2025 Community Development Block Grant Annual Action Plan. Voice vote taken. All ayes. Motion carried.

4. Request approval of a Subrecipient Agreement with North West Housing Partnership for the 2024-2025 Community Development Block Grant Single Family Rehabilitation Program.

An item summary sheet from Michael Walker was presented to Committee.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve a Subrecipient Agreement with North West Housing Partnership for the 2024-2025 Community Development Block Grant Single Family Rehabilitation Program. 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.

IV. President’s Report

V. Other

VI. Items in Review

VII. Adjournment

Motion by Trustee Arnet, seconded by Trustee Kinnane, to adjourn the meeting at 7:23 pm. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date