

Village of Hoffman Estates

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

July 25, 2011

I. Roll Call

Members in Attendance:

**Karen Mills, Chairperson
Ray Kincaid, Vice Chairperson
Gary Stanton, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Jacquelyn Green
Trustee Anna Newell
Trustee Gary Pilafas
Village President William McLeod**

**Management Team Members
in Attendance:**

**Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr.-Dev. Services
Patrick Seger, Human Resource Mgmt. Dir.
Robert Gorvett, Fire Chief
Mike Hish, Police Chief
Algean Garner, Director of HHS
Joseph Nebel, Director of Public Works
Michael DuCharme, Director of Finance
Rachel Musiala, Asst. Director of Finance
Gordon Eaken, Director of IS
Bruce Anderson, CATV Coordinator
Peter Gugliotta, Director of Planning
Sarah Kuechler, Administrative Intern**

Others in Attendance:

Chicago Tribune, Daily Herald

The Planning, Building & Zoning Committee meeting was called to order at 7:14 p.m.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the Planning, Building & Zoning Committee meeting minutes of June 13, 2011. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Pilafas, seconded by Trustee Green, to approve Special Planning, Building & Zoning Committee meeting minutes of June 27, 2011. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Green, seconded by Trustee Pilafas, to approve Special Planning, Building & Zoning Committee meeting minutes of July 11, 2011. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request by Hoffman Estates Park District for approval of a plat of easement for watermain on the property at the Bridges of Poplar Creek Country Club (1400 Poplar Creek Drive).**

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

Trustee Newell indicated that the Plat of Easement map shows "Seayer Lane" and it should be "Seaver Lane". It will be changed.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve plat of easement for watermain on the property at the Bridges of Poplar Creek Country Club at 1400 Poplar Creek Drive. Voice vote taken. All ayes. Motion carried.

- 2. Request approval of plat of easement for utilities, parking and access on the Dino Alex property on the southeast corner of Roselle Road and Golf Road.**

An item summary from Peter Gugliotta was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Stanton, to approve plat of easement of utilities, parking and access on the Dino Alex property on the southeast corner of Roselle Road and Golf Road. Voice vote taken. All Ayes. Motion carried.

- 3. Request by Valli Produce for approval of a site plan amendment to allow the installation of an electric tap box to connect to a portable generator during emergency conditions at Valli Produce, 850 Roselle Road.**

An item summary from Pete Gugliotta was presented to Committee.

Frank Greco, Valli Produce, addressed the Committee and stated that the generator would only be used in an emergency and was confident he would be able to secure a generator when necessary.

Motion by Trustee Green, seconded by Trustee Pilafas, to approve site plan amendment. Voice vote taken. All ayes. Motion carried.

- 4. Request by Ryland Homes for direction to proceed with the negotiation of an amendment to the Laufenberger Annexation and Development Agreement regarding construction timing for the Beacon Pointe Phase 2 residential property.**

An item summary from Pete Gugliotta was presented to Committee.

John Carroll and Matt Pagoria addressed the Committee. Mr. Carroll discussed the Beacon Pointe Phase II development and stated that Ryland is not looking to change the current approved land use for single family homes and only want the ability to move ahead with development without constraints relating to the commercial property.

Motion by Trustee Pilafas, seconded by Trustee Green, to proceed with the negotiation of an amendment to the Laufenberger Annexation and Development Agreement regarding construction timing for the Beacon Pointe Phase 2 residential property. Voice vote taken. All ayes. Motion carried.

- 5. Request approval of a resolution to rescind the Purchase and Sale Agreement and Cost Recovery Agreement related to the sale of the former Police Station Site at 1200 Gannon Drive.**

An item summary from Jim Norris and Art Janura was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Green, to approve resolution to rescind the Purchase and Sale Agreement and Cost Recovery Agreement related to the sale of the former Police Station site at 1200 Gannon Drive. Voice vote taken. All ayes. Motion carried.

- 6. Request approval of the Community Development Block Grant (CDBG) Consolidated Plan 2011-2015, including the Annual Action Plan 2011, for Program Year 1 of the Consolidated Plan 2011-2015.**

An item summary from Pete Gugliotta was presented to Committee.

Motion by Trustee Stanton, seconded by Trustee Pilafas, to approve the CDBG Consolidated Plan 2011-2015, including the Annual Action Plan 2011, for Program Year 1 of the Consolidated Plan 2011-2015. Voice vote taken. All ayes. Motion carried.

- 7. Request approval to eliminate the Immediate Authorization to Apply for Permit requirement as part of the zoning application process.**

An item summary from Pete Gugliotta was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to eliminate the Immediate Authorization to Apply for Permit requirement as part of the zoning application process. Voice vote taken. All ayes. Motion carried.

- 8. Request to direct the Planning and Zoning Commission to hold a hearing to consider a text amendment regarding pre-existing non-conforming circular driveways.**

An item summary from Pete Gugliotta was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to direct the Planning and Zoning Commission to hold a hearing to consider a text amendment regarding pre-existing non-conforming circular driveways. Voice vote taken. All ayes. Motion carried.

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

The Department of Development Services monthly report for Planning Division was submitted to the committee.

Motion by Trustee Stanton, seconded by Trustee Newell, to accept the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

10. 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 submitted to the committee.

Trustee Pilafas commented about the good permit revenues reported for May.

Motion by Trustee Green, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Code Enforcement Division. Voice vote taken. All ayes. Motion carried.

11. 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 submitted to the committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to accept 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

1. Discussion regarding garage sale fines for non-compliance (September).
2. Discussion regarding approval procedures and policy for cellular antenna requests.

VI. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Newell, to adjourn the meeting at 7:38 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by: