

Village of Hoffman Estates

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

August 28, 2012

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
Peter Gugliotta, Director of Planning
Mike Hankey, Dir. of Trans. & Engineering
Patrick Seger, Human Resources Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Joe Nebel, Director of Public Works
Rachel Musiala, Assistant Finance Director
Bruce Anderson, Cable TV Coordinator
Gordon Eaken, Director of IS
Bev Romanoff, Village Clerk
Ben Gibbs, GM of Sears Centre Arena
Nichole Collins, Emergency Mgmt Coord.
Patricia Cross, Assistant Corporation Counsel**

Others in Attendance:

Daily Herald

The Planning, Building & Zoning Committee meeting was called to order at 7:37 p.m.

II. Approval of Minutes

Motion by Trustee Pilafas, seconded by Trustee Stanton, to approve the Planning, Building & Zoning Committee meeting minutes of July 23, 2012. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request by Icon Building Group (owner) for a site plan amendment to construct a house on the vacant Lot 3 of the O'Malley Farm Subdivision at 930 Freeman Road.**

An item summary from Peter Gugliotta and Josh Edwards was presented to Committee.

Mr. Gugliotta provided background on the project and the request.

Trustee Kincaid and Mr. Gugliotta discussed whether it would be beneficial to the project if the adjacent O'Malley house was demolished and determined that it would not impact this project. Trustee Kincaid and Mr. Gugliotta also discussed that the Village's code department does periodically check the exterior of the O'Malley house property.

Motion by Trustee Pilafas, seconded by Trustee Stanton, to approve the request by Icon Building Group (owner) for a site plan amendment to construct a house on the vacant Lot 3 of the O'Malley Farm Subdivision at 930 Freeman Road. Voice vote taken. All ayes. Motion carried.

2. Request by ADP Dealer Services for approval of an Economic Incentive Agreement.

An item summary from Jim Norris, Art Janura, Mark Koplín and Michael DuCharme was presented to Committee.

Trustee Kincaid and Mr. Gugliotta discussed how ADP managed to get extra parking spaces on their property. Trustee Pilafas and Mr. Gugliotta discussed that this extra parking may reduce street parking on Hassell Road depending on ADP's business operations. Trustee Mills and Mr. Koplín discussed that there were not any requirements regarding the number of employees in order for ADP to receive the incentive.

Motion by Trustee Stanton, seconded by Mayor McLeod, to approve request by ADP Dealer Services for approval of an Economic Incentive Agreement. Voice vote taken. All ayes. Motion carried.

3. Request approval of North West Housing Partnership as subrecipient to administer the Community Development Block Grant (CDBG) Single-Family Rehabilitation Project and to approve execution of the proposed Subrecipient Agreement.

An item summary from Peter Gugliotta was presented to Committee.

Mr. Gugliotta explained that this agreement was the same as last year's agreement. Trustee Mills and Mr. Gugliotta discussed that ability of North West Housing Partnership to assist more homeowners was contingent on the ebb and flow of the financing process. Trustee Kincaid and Mr. Gugliotta discussed additional opportunities to assist more homeowners, including using an emergency fund.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve of North West Housing Partnership as subrecipient to administer the Community Development Block Grant (CDBG) Single-Family Rehabilitation Project and to approve execution of the proposed Subrecipient Agreement. 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 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.

5. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement was submitted to the Committee.

Motion by Trustee Pilafas, seconded by Trustee Stanton, to accept 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 submitted to the Committee.

Trustee Pilafas asked staff to review parking on Hillcrest near Sycamore Park during football games and baseball games.

Motion by Trustee Kincaid, seconded by Trustee Pilafas, 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

VI. Adjournment

Motion by Trustee Pilafas, seconded by Trustee Newell, to adjourn the meeting at 7:55 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Dir. of Operations/Outreach -
Office of the Mayor & Board

Date