



Planning Commission / Zoning Board of Appeals

SPECIAL MEETING AGENDA

MARCH 4, 2020

7:00 P.M. Village Hall, 10 S Municipal Drive

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. APPROVAL OF MINUTES: February 19, 2020 Meeting Minutes
- IV. PUBLIC HEARING: None
- V. NEW BUSINESS: None
- VI. OLD BUSINESS: Text Amendment "Banquet Hall"
- VII. COMMISSIONER COMMENTS AND MISCELLANEOUS INFORMATION
- VIII. ADJOURNMENT

**VILLAGE OF SUGAR GROVE
PLANNING COMMISSION/ZONING BOARD OF APPEALS
MEETING
MINUTES of February 19, 2020 MEETING**

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1. CALL TO ORDER

The meeting of the Sugar Grove Planning Commission/Zoning Board of Appeals was called to order at 7:00 p.m. by Chairman Ochsenschlager in the Board Chambers of the Village of Sugar Grove Village Hall.

2. ROLL CALL

Present: Chairman Irv Ochsenschlager, John Guddendorf, James White, James Eckert, Rebecca Sabo, and Greg Wilson

Absent: Larry Jones

Also present: Walter Magdziarz, Community Development Director
Danielle Marion, Planning & Zoning Administrator

3. APPROVAL OF MINUTES

Commissioner Eckert moved to approve the January 29, 2020 minutes. Commissioner Guddendorf provided the second.

Motion PASSED by unanimous voice vote

4. PUBLIC HEARING:

A. Petition 20-003: Text Amendment "Banquet Hall"

Chairman Ochsenschlager called the public hearing to order and administered the oath to those testifying at 7:03 p.m. Administrator Marion provided a brief summary of the text amendment request. There were no public comments on the matter. No objectors were present.

Chairman Ochsenschlager closed the public hearing at 7:05 p.m.

Commissioner Eckert stated that the hours should be different than what was proposed and commissioners agreed that hours of operation should be 6:00 a.m. to 12:00 a.m. with the allowance of extended hours to be granted by the zoning administrator.

Commissioner White expressed concern for location of banquet halls within a certain distance to residential. It was decided that staff do some research to determine a minimum distance from residential.

Commissioners discussed that it should be stated in the conditions for a banquet hall that entertainment must be confined to inside, unless a special use permit has been granted to allow for outdoor entertainment.

Commissioner Sabo made a motion to continue discussion to March 4th 2020. Commissioner Wilson provided the second.

Motion PASSED by unanimous voice vote

NOTE: These minutes are not a verbatim transcription of the comments, statements and discussion that occurred during the meeting. They are intended to make an official record only of the actions taken by the Planning Commission / Zoning Board of Appeals, and may include only a brief description of discussion items. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

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5. NEW BUSINESS:

- A. Petition 20-004: Knierim Rezoning
42W560 KeDeKa Road

Commissioner White made a motion to recommend the Village Board take no position on the request. Commissioner Guddendorf provided the second.

Motion PASSED by unanimous voice vote

6. OLD BUSINESS:

None

7. COMMISSIONER COMMENTS AND MISCELLANEOUS INFORMATION

Next meeting will be March 4, 2020.

8. ADJOURNMENT

Commissioner White moved to adjourn, Commissioner Sabo provided a second.

Motion PASSED by unanimous voice vote

The meeting was adjourned at 7:43 p.m.

Prepared by:
Danielle Marion, Recording Secretary

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VILLAGE PRESIDENT

P. Sean Michels

VILLAGE ADMINISTRATOR

Brent M. Eichelberger

VILLAGE CLERK

Cynthia Galbreath



COMMUNITY DEVELOPMENT

VILLAGE TRUSTEES

Sean Herron
Ted Koch
Jennifer Konen
Heidi Lendi
Rick Montalto
Ryan Walter

A D V I S O R Y R E P O R T

TO: Plan Commission
FROM: Danielle Marion, Planning and Zoning Administrator
DATE: February 25, 2020
PETITION: 20-003

PROPOSAL

Amend the Zoning Ordinance by adding “Banquet Hall” as a permitted use in the M-1 Limited Manufacturing District and B-3 Regional Business District. Also, adding “select general business uses” to the purpose of the M-1 Limited Manufacturing District. Add to the list of definitions, the definition of “Banquet Hall”.

GENERAL INFORMATION

PROJECT NAME: Zoning Ordinance Text Amendment (Banquet Hall in M-1)
PETITIONER: Village of Sugar Grove
LOCATION: Village-wide (M-1 Limited Manufacturing District, B-3 Regional Business District)

SPECIFIC REQUEST(S)

The Village is requesting that “Banquet Hall” be added to the Zoning Ordinance as a permitted use in the M-1 Limited Manufacturing District. The Village is also requesting that “select general business uses” be added to the purpose of the M-1 Limited Manufacturing District. The Village is also requesting that the definition of “Banquet Hall” be added to the zoning definitions.

BACKGROUND & HISTORY

In response to inquiries about establishing a “Banquet Hall” in the Village we discovered that a banquet hall is not a permitted use anywhere within the Village.

The inquiries that have prompted this request, have been primarily interested in buildings

located in the M-1 Limited Manufacturing District. The Village feels that the buildings that are of interest for this use would be good locations for a banquet hall in the Village. There may be possible locations for this use in commercial districts, as well.

In order to make this use conform to the M-1 Limited Manufacturing zoning category, the addition of "select general business uses" should be added to the purpose of the M-1 Limited Manufacturing District. A definition for "Banquet Hall" would also need to be added to the zoning ordinance.

The proposed text amendment was presented at the last Plan Commission meeting. Since then, additional changes were made based on Commissioner comments. The Plan Commission decided to revise the text amendment and review the changes at tonight's meeting.

ZONING ORDINANCE

See Exhibit A

EVALUATION

The addition of "Banquet Hall" as a permitted use would conform to the stated purpose of the M-1 Limited Manufacturing Zoning District, with the addition of "select general business uses" to the purposes of the M-1 Limited Manufacturing District.

PUBLIC RESPONSE

A public notice was published in a local newspaper. Staff has not received any inquiries from the public about the proposal at this time.

STAFF RECOMMENDATION

Staff recommends approval of the revised zoning amendments in Exhibit A, attached hereto.

EXHIBIT A

Section 11-3-2 Definitions:

BANQUET HALL: A building or portion thereof (excluding similar facilities located in restaurants or hotels) where the only business is the accommodation of private functions, including but not limited to banquets, weddings, anniversaries and other similar functions, which may include elaborate and often ceremonial meals, either prepared on the premises or otherwise, along with beverages for consumption only on the premises on a prearranged basis; is primarily intended to accommodate one or more groups of diners or patrons for such functions, is not open to the public, and the use thereof is restricted to the invitees of the party contracting for use of the facility.

Section 11-4-22 Table of Permitted Uses:

Use	A-1	E-1	R-1	R-2	R-3	SR	B-1	B-2	B-3	BP	OR-2	M-1	I-1
Commercial uses:													
Banquet Hall									P*			P*	
Banquet Hall, within 600 feet of a Residential zoning district									S			S	

Section 11-10-1 Purpose/Special PUD Provisions:

- A. The M-1, Limited Manufacturing District is intended to provide for:
 - 1. High quality, nuisance free manufacturing, transportation, warehousing, wholesaling, and *select general business uses* that are compatible with a variety of office and service uses.

Section 11-4-23 Additional Standards for Specific Uses:

Banquet Hall

- A. Banquet activities shall not occur between the hours of 1:00 am and 6:00 am.
- B. All entertainment must be confined to inside the building.
- C. Size of events cannot exceed the maximum occupancy of the space dedicated

to the banquet venue as determined by the Building Code.

- D. Does not provide carry-out service to individuals.
- E. As part of the banquet activity, facilities such as dance floors and live entertainment, e.g., disc jockeys or bands, may be provided as an accessory use only.
- F. The venue shall comply with all Village noise regulations and requirements.