



Planning Commission / Zoning Board of Appeals

MEETING AGENDA

MARCH 18, 2020

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

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I. CALL TO ORDER:

II. ROLL CALL:

III. APPROVAL OF MINUTES: March 4, 2020 Meeting Minutes

IV. PUBLIC HEARING: Rezoning 10 Windwood Drive

V. NEW BUSINESS: None

VI. OLD BUSINESS: None

VII. COMMISSIONER COMMENTS AND  
MISCELLANEOUS INFORMATION

VIII. ADJOURNMENT

**VILLAGE OF SUGAR GROVE  
PLANNING COMMISSION/ZONING BOARD OF APPEALS  
SPECIAL MEETING  
MINUTES of March 4, 2020 MEETING**

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Page -1-

**1. CALL TO ORDER**

The meeting of the Sugar Grove Planning Commission/Zoning Board of Appeals was called to order at 7:02 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 Guddendorf moved to approve the February 19, 2020 minutes. Commissioner Sabo provided the second.

**Motion PASSED by unanimous voice vote**

**4. PUBLIC HEARING:**

None

**5. NEW BUSINESS:**

None

**6. OLD BUSINESS:**

**A. Petition 20-003: Text Amendment “Banquet Hall”**

Commissioner Eckert brought up the issue of smoking, it was determined that smoking requirements would be regulated by state laws.

Commissioner White suggested to add to B. in the conditions “ Zoning Administrator has authority to add additional conditions to event if necessary”. Everyone agreed.

Commissioner Sabo asked about occupancy concerning events that would have part of it taking place outside. Commissioner White suggested adding to C. in the conditions “or other applicable occupancy restrictions”. All commissioners agreed.

Commissioner Sabo made a motion to approve making a recommendation to the Village Board to approve the revised Text Amendment for a Banquet Hall. Commissioner White provided a 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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PLANNING COMMISSION/ZONING BOARD OF APPEALS  
SPECIAL MEETING  
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Page -2-

**7. COMMISSIONER COMMENTS AND MISCELLANEOUS INFORMATION**

Next meeting will be March 18, 2020.

**8. ADJOURNMENT**

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

**Motion PASSED by unanimous voice vote**

The meeting was adjourned at 7:28 p.m.

Prepared by:  
Danielle Marion, Recording Secretary

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**VILLAGE PRESIDENT**

P. Sean Michels

**VILLAGE ADMINISTRATOR**

Brent M. Eichelberger

**VILLAGE CLERK**

Alison Murphy



**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: Planning Commission  
FROM: Danielle Marion, Planning and Zoning Administrator  
DATE: March 11, 2020  
PETITION: 20-005

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**PROPOSAL**

The applicant is requesting rezoning for property located in Sugar Grove.

**GENERAL INFORMATION**

HEARING DATE: March 18, 2020  
PROJECT NAME: 10 Windwood Drive Rezoning  
PETITIONER: Gertrude Huberty Trust  
LOCATION: 10 Windwood Drive  
PARCEL NUMBER(S): 14-10-331-018  
CURRENT ZONING: CU-PUD (Kane County Zoning)

**SPECIFIC REQUEST(S)**

The applicant is requesting that the property located at 10 Windwood Drive be rezoned to R2-Detached Residential subject to an annexation agreement.

**CHARACTER OF AREA**

The subject property is an undeveloped single lot located in Prestbury, currently in unincorporated Kane County. The lot is located on Windwood Drive which is northeast of Hanks Road. There is a single-family residence directly to the east, a single-family residence directly to the southwest, and a body of water to the northwest.

## **BACKGROUND & HISTORY**

The subject property is currently zoned CU-PUD in unincorporated Kane County. The petitioner is requesting the property be annexed to the Village and rezoned R2- Detached Residential for the purposes of getting water service for a new home that is going to be built on the empty lot.

The subject property is not contiguous to the Village corporate limits and cannot be annexed at this time. The annexation agreement sets forth the rights and responsibilities of the parties once the property becomes contiguous. Until the property is annexed, the property owner is bound to the zoning and building code requirements of Kane County. The Owner can construct a house on the subject property prior to the approval of the annexation agreement.

The rezoning is necessary because the Annexation Agreement specifies what the zoning classification of the Subject Property will be upon its annexation. Since the desired zoning classification is not the default zoning classification (ER District).

This has been the Village's practice for new construction in Prestbury.

## **COMPREHENSIVE PLAN RECOMMENDATIONS**

The Village Comprehensive Plan designates the site as "Single-Family Residential". Contiguous properties to the east, west and south are designated as "Single-Family Residential", and the property contiguous to the north is designated "Open Space".

The subject property is in a single-family residential area and the rezoning of the property would be compatible with the surrounding area.

## **EVALUATION**

1. Land Use / General – The proposed land use is compatible with the surrounding land uses.
2. Comprehensive Plan – The proposed rezoning is consistent with the Village and County Comprehensive Land Use plans.
3. Lots & Buildings – The proposed use of the property would include Single-Family Residential.

## **FINDINGS OF FACT**

1. The proposed single family residential use is compatible with the single family residential uses already established in the general area.
2. Single family residential is the predominant zoning classification in the area.
3. The single family residential zoning is consistent with Village's Land Use Plan recommendations.

**STAFF RECOMMENDATION**

The proposed rezoning of the subject property to R2 – Detached Residential, is compatible with properties in the vicinity. The use of the property is not changing, the zoning of the property is just changing from a County zoning classification to a Village classification, upon annexation. Staff recommends that the Planning Commission make a recommendation to the Village Board to approve this rezoning request.

