

**VILLAGE of SUGAR GROVE  
PLAN COMMISSION/ZONING BOARD of APPEALS  
MINUTES of May 16, 2012**

1. **CALL TO ORDER**

The meeting of the Sugar Grove Plan Commission / Zoning Board of Appeals (ZBA) was called to order at 7:00 p.m. by Chairman Irv Ochsenschlager in the Village Hall Board meeting room.

2. **ROLL CALL**

Plan commission/ZBA members present:

Irv Ochsenschlager, John Guddendorf, Mary Heineman, Rebecca Sabo, Ryan Reuland and Don Meisinger

Absent: Jim Eckert

Also present: Mike Ferencak, Village Planner

3. **APPROVAL OF MINUTES of the March 21, 2012 MEETING**

Motion made by **Commissioner Guddendorf** and seconded by **Commissioner Heineman** to approve the minutes of the March 21, 2012 Plan Commission meeting as presented. **The motion carried by unanimous voice vote.**

4. **PUBLIC HEARINGS**

None

5. **OLD BUSINESS**

None

6. **NEW BUSINESS**

a. **Petition 12-004: Sidewalks and Paths – Text Amendment (Village of Sugar Grove)**

**Mr. Ferencak** gave a summary and some background information. This amendment is for clarification and improvement in wording and graphics in this section of the Subdivision Ordinance. Due to further staff discussions with Public Works and EEI which took place after writing the report, two changes are proposed to the staff report presented to Commissioners. On the first page of the amendment under B, the determination will be by the Village Board, not the Community Development Director; the second change is to remove the last two pages which are IDOT details and improve the Drawing 15 Village detail. Only in cases where it's an IDOT road or funded by IDOT will the IDOT detail need to be followed. One of the differences between the two is that the Village details the side slopes of the ramps narrower than what is required by IDOT, but still in compliance with ADA standards. This would give developers one detail to refer too. If IDOT standards are required for a certain project then their detail will be put in the plans, but it will not be shown in the Subdivision Ordinance.

**Commissioner Heineman** asked if the typical bike lane cross section being used here is consistent with the County's. **Mr. Ferencak** stated it's a little different, this one is taken from the AASHTO Guide, whereas the County likely started with the AASHTO guide and modified it from there. She stated she would like to see consistency between the two entities.

**Commissioner Guddendorf** asked if it was possible to have a 10' wide bike path made out of concrete. Generally asphalt is preferred. Asphalt is softer. Different concrete mixes were discussed. The thicknesses were reviewed and discussed as well.

**Commissioner Meisinger made a motion seconded by Commissioner Sabo to recommend to the Village Board approval of the Text Amendment to the Subdivision Ordinance to modify Sections 12-6-9 Sidewalks and Trails, 12-11-4 Sidewalks and Trails, and 12-11-20 Exhibits including the two changes proposed by staff: On the first page of the amendment under B, the determination will be by Village Board, not Community Development Director; the second change is to remove the last two pages of IDOT details and improve the Drawing 15 detail.**

**The motion carried unanimously by voice vote.**

**b. Petition 12-005: Address System and Numbering – Text Amendment (Village of Sugar Grove)**

**Mr. Ferencak** gave an overview. There are a few areas of the Village Code that talk about address systems and numbering including the Building Regulations subsections 9-2-1 and 9-2-2 and the Street Names and Designations subsection and Mailboxes and Street Addresses subsection within the Subdivision Ordinance. This amendment would create a separate title to pull all the different subsections together in one place. Staff is recommending approval of the proposed ordinance.

**Commissioner Sabo** mentioned that for the addresses it may be a good idea for safety to place the address numbers on both the front of the house and the garage facing the alley for locations on alleys. Most alleys in the Village are located in Settlers Ridge. The alleys in Settlers Ridge are private drives with no right of way so the only requirement there was for the address to face the public street.

**Commissioner Guddendorf** mentioned that there are federal standards by the USPS for break away mailbox installation. He would like to see the Village Code reflect those standards. The height was also discussed and should be included in the standards.

**Commissioner Heineman** suggested that the wording be adjusted in 13-1-2-B 4 and 5 for clarification purposes.

**Commissioner Guddendorf made a motion seconded by Commissioner Reuland to recommend to the Village Board approval of the Subdivision Ordinance Text**

**Amendment to modify the subsections under Title 12 and add Title 13 as proposed, including the suggested updates to the wording in 13-1-2-B 4 and 5 and the modification of the standards to reflect those of the Federal USPS for mailbox installation.**

**The motion carried unanimously by voice vote.**

7. **PLAN COMMISSIONER COMMENTS, PROJECTS UPDATES and MISCELLANEOUS INFORMATION**

**Settlers Ridge NW, triangle and commercial** no update yet and the applicant continues to work on the updated plats.

**Settlers Ridge Amendment** is still being worked on by the applicant.

**Hampstead Court** there are some conditions that are under review. The use and operations are being reviewed more closely by the Village Board.

8. **ADJOURNMENT**

**A motion was made by Commissioner Sabo and seconded by Commissioner Heineman that the meeting be adjourned at 7:24 pm.**

**The motion carried unanimously by voice vote.**

Respectfully submitted,  
Holly Baker  
Substitute Recording Secretary