

**VILLAGE of SUGAR GROVE  
PLANNING COMMISSION/ZONING BOARD of APPEALS  
MINUTES of February 21, 2018 REGULAR MEETING**

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 Municipal Center.

2. **ROLL CALL**

Planning Commission/Zoning Board of Appeals members present:

Irv Ochsenschlager, Jim Eckert, John Guddendorf,  
Gregory Wilson, and Rebecca Sabo

Absent: Larry Jones and James White

Also present: Walter Magdziarz, Community Development Director  
Renee Hanlon, Planning & Zoning Administrator

3. **APPROVAL OF MINUTES**

Commissioner Eckert moved, Commissioner Guddendorf seconded, to approve Minutes of the January 25, 2018 Special Meeting of the Planning Commission/Zoning Board of Appeals.

*Motion passed by unanimous voice vote.*

4. **PUBLIC HEARING;**

**a. Petition 18-003: Zoning Ordinance Text Amendment—Cleanup Amendment**

Applicant: Village of Sugar Grove

Chairman Ochsenschlager called the public hearing to order at 7:05 p.m. Administrator Hanlon provided a summary of the proposed text amendment. She explained that four (4) of the changes constitute a regulatory change: prohibiting the use of screening slats or screening fabric around contractor's yards and outdoor storage areas, prohibiting materials and equipment storage at a height greater than the screening fence around contractor's yards and outdoor storage areas, changing the size requirement for the public notice sign posted on properties being considered for zoning change, and eliminating the fifteen (15) percent cap on commercial property within a planned development district. Plan Commissioners questioned staff about these changes.

After opening the floor to public comment and receiving no public comment, Chairman Ochsenschlager closed the public hearing at 7:25p.m.

5. **NEW BUSINESS:**

**a. Petition 18-003: Zoning Ordinance Text Amendment—Cleanup Amendment**  
Applicant: Village of Sugar Grove

Commissioners discussed the regulatory changes for commercial outdoor storage and contractor's yards. Commissioner Sabo spoke to the maintenance problems which are inherent with the type of screening that this amendment will prohibit. Commissioners Eckert and Guddendorf stated their concern that many properties will be made legal nonconforming as a result of this change; however, each concluded that the regulation is necessary going forward. Commissioners also discussed the size of public notice signs. Commissioners concluded that the signs in use now are of an adequate size and the ordinance should be amended to reflect that size.

Commissioner Sabo moved, Commissioner Guddendorf seconded, to recommend the Village Board approve Petition 18-003 Comprehensive Cleanup Amendment to Title 11 Zoning.

*Motion passed by unanimous voice vote.*

**b. Planning Commission/Zoning Board of Appeals Meeting Guide**  
**Discussion**

Director Magdziarz presented draft materials establishing public hearing guidelines and by laws of the commission. Commissioners agreed that the Meeting Guideline Brochure should be available at all future meetings. Commissioners agreed to take the idea of creating by laws into consideration and will discuss adopting by laws at a future meeting.

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

Community Development Director Magdziarz provided an update on development projects throughout the village.

**7. ADJOURNMENT**

Commissioner Sabo moved, Commissioner Wilson seconded, to adjourn.

*The motion passed by unanimous voice vote.*

The meeting was adjourned at 7:55 p.m.

Respectfully submitted,  
Renee Hanlon  
Recording Secretary