

VILLAGE of SUGAR GROVE
PLANNING COMMISSION/ZONING BOARD of APPEALS
MINUTES of August 15, 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: James White and Larry Jones

Also present: Renee Hanlon, Planning & Zoning Administrator

3. APPROVAL OF MINUTES

Commissioner Guddendorf moved to approve Minutes of the July 18, 2018 Meeting of the Planning Commission/Zoning Board of Appeals. Commissioner Eckert provided the second.

Motion passed by unanimous voice vote.

4. PUBLIC HEARING:

Petition #18-012 Special Use for Master Sign Plan at 54 Snow Street

Applicant: Sugar Grove Township

Chairman Ochsenschlager called the public hearing to order at 7:02 p.m. Witnesses were sworn in by the Chairman.

Administrator Hanlon provided a brief description of the request and the proposed master sign plan. She explained that the special use is required in order for the township to remove and replace the outdated freestanding sign on the property.

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

5. NEW BUSINESS:

Petition #18-012 Special Use for Master Sign Plan at 54 Snow Street

Applicant: Sugar Grove Township

Commissioners discussed the request for special use and the proposed master sign plan. Tom Rowe, Sugar Grove Township, was in attendance and answered questions posed by commissioners.

Commissioner Sabo moved to recommend to the Village Board approval of the special use for master sign plan with conditions as outlined in the staff report and an added condition that the sign shall be extinguished by 11:00 p.m. each evening. Commissioner Eckert provided the second.

Motion passed by unanimous voice vote

Petition 18-013 Plat of Easement Vacation 451 N Sugar Grove Parkway
Applicant: Jeff Newkirk, Culver's

Administrator Hanlon explained that when the Culver's restaurant site was developed, the stormwater management area along the back of the lot had to be reconfigured in order to construct the drive onto Division Drive. At the time, the engineer did not change the plat to reflect the physical change in the easement boundaries. She explained that this plat of easement vacation will establish the correct stormwater easement boundary.

Commissioner Eckert moved to recommend to the Village Board approval of the Plat of Vacation Easement. Commissioner Wilson provided the second.

Motion passed by unanimous voice vote

6. **OLD BUSINESS:**

None

PLAN COMMISSIONER COMMENTS, PROJECTS UPDATES and MISCELLANEOUS INFORMATION

Administrator Hanlon provided an update on development projects that will be coming before the Planning Commission.

Commissioners discussed the status of different construction 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 7:25 p.m.

Respectfully submitted,
Renee Hanlon
Recording Secretary