

**VILLAGE of SUGAR GROVE  
PLANNING COMMISSION/ZONING BOARD of APPEALS  
MINUTES of March 20, 2019 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 Municipal Center.

**2. ROLL CALL**

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

Absent: James White

Also present: Renee Hanlon, Planning & Zoning Administrator

**3. APPROVAL OF MINUTES**

Commissioner Jones moved to approve the January 16, 2019 minutes. Commissioner Eckert provided the second.

**Motion PASSED by unanimous voice vote**

Commissioner Sabo moved to approve the January 23, 2019 minutes. Commissioner Wilson provided the second.

**Motion PASSED by unanimous voice vote**

Commissioner Eckert moved to approve the February 6, 2019 minutes. Commissioner Jones provided the second.

**Motion PASSED by unanimous voice vote**

Commissioner Jones moved to approve the February 20, 2019 minutes. Commissioner Wilson provided the second.

**Motion PASSED by unanimous voice vote**

**4. PUBLIC HEARING:**

None

**5. NEW BUSINESS:**

None

PLEASE NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Planning Commission / Zoning Board of Appeals, and to include some description of discussion items. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

6. **OLD BUSINESS:**

Petition #18-019 Special Use and Variation for Accessory Structure at 25 S Municipal Drive  
Applicant: Sugar Grove Fire Protection District

Chairman Ochsenschlager invited Firefighter Chudzick to present plans for the exterior finishes planned for the building. Firefighter Chudzick explained that the building will be painted dark red to match the existing fire station and will be finished with a roof to blend in with the residential nature of the adjacent neighborhood.

Commissioner Eckert showed photos from his cellphone of similar structures he had visited in and out of state. He stated that most of the facilities he visited were included by chain link fencing. Assistant Chief Parsons explained that this facilities does not require security fencing since it is immediately adjacent to a fire station that is manned at all times.

A discussion was held about the need to secure the exterior stairway when the facility was not in use. Chief Perkins stated that they would install a swing gate or similar securing device.

Commissioner Sabo asked for clarification of the anticipated hours of use. Chief Perkins explained that the facility may be used up to daily during the hours of 8 a.m. until 5:00 p.m. and there will like be one (1) monthly after hours training session. Chief Perkins agreed that the fire department will comply with an hours of operation restriction between the hours of 8:00 a.m. and 9:00 p.m.

**Motion PASSED by unanimous voice vote**

7. **Commissioner Comments and Miscellaneous Information**

Commissioners discussed ongoing construction projects within the Village.

8. **ADJOURNMENT**

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

**Motion PASSED by unanimous voice vote**

The meeting was adjourned at 7:50 p.m.

Prepared by:  
Renee Hanlon, Recording Secretary

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