



**THE VILLAGE OF HAWTHORN WOODS
PLANNING, BUILDING AND ZONING COMMISSION
2 LAGOON DRIVE, HAWTHORN WOODS, ILLINOIS
TUESDAY, JULY 11, 2017
6:00 P.M.**

MINUTES

I. CALL TO ORDER AND ROLL CALL

Mr. Kaiser called the meeting to order at 6:08 P.m. Roll call indicated the following members were present: Mr. Sedlacek, Mr. Rychlik, Mr. Merkel and Mr. Kaiser. Mr. Lindquist and Mr. Donovan were absent.

Also present were Chief Administrative Officer/Village Clerk Donna Lobaito, Community Development Director Michael Cassata and Village Attorney Nicholas Standiford.

II. OPPORTUNITY FOR THE PUBLIC TO ADDRESS THE COMMISSION

None this month.

III. APPROVAL OF THE MINUTES

- A. Approval of Minutes of the April 25, 2017 Planning, Building and Zoning Commission Meeting

Motion by Merkel, second by Rychlik to approve the minutes of the April 25, 2017 Planning, Building and Zoning Commission meeting.

Voice vote:

Ayes: 3

Nays: 0

Abstain: 0

Motion carried.

IV. PUBLIC MEETING

- A. Bridlewoods Subdivision—Consideration, Review and Recommendation to the Village Board of a Request for a Certificate of Approval for Monument Signs

Motion by Merkel, second by Sedlacek to remand this item to staff.

Voice vote:

Ayes: 3

Nays: 0

Abstain: 0

Motion carried.

V. PUBLIC HEARING

- A. St. Matthew Lutheran Church—24474 – 24570 N. Old McHenry Road – Consideration, Review and Recommendation to the Village Board of a Request for:
1. Amendment to the Official Zoning Map of Hawthorn Woods; and
 2. Special Use Permit for an Electronic Message Sign; and
 3. Such Other Relief or Approvals as the Commission and the Village Board May Determine Reasonably Necessary.

Motion by Sedlacek, second by Rychlik to open the public hearing.

Voice vote:

Ayes: 3

Nays: 0

Abstain: 0

Motion carried.

Mr. Cassata testified that the property was zoned R-1 One Family Residential upon annexation to the Village many years ago. St. Matthew's is requesting a rezoning of the property to the PU/IB zoning district with a special use permit for an electronic message sign. Mr. Cassata testified that St. Matthew's meets the criteria for the special use permit, as they will be eliminating four existing signs.

Doug Duval, Administrator at St. Matthew's and John Kelly, attorney representing St. Matthew's, testified about a study that was conducted regarding signage and parking at St. Matthew's. The study indicated the church and school are losing their identity, as people do not know where St. Matthew's is located.

Mr. Lindquist arrived at 6:15 p.m. and sat in the audience.

There were no public comments.

Motion by Merkel, second by Sedlacek to close the public hearing.

Voice vote:

Ayes: 3

Nays: 0

Abstain: 0

Motion carried.

Motion by Merkel, second by Sedlacek to amend the official zoning map to rezone the property located at 24474 – 24570 N. Old McHenry Road to PU/IB.

Voice vote.
Ayes: 3
Nays: 0
Abstain: 0
Motion carried.

Motion by Rychlik, second by Merkel to recommend the special use permit for an electronic message sign to the Village Board subject to staff approval for the sign landscape plan.

Voice vote.
Ayes: 3
Nays: 0
Abstain: 0
Motion carried.

The Commission addressed item VII. New Business at this time as it related to the previous agenda item.

VII. NEW BUSINESS

- A. Consideration and Recommendation of the Findings of Fact—St. Matthew Lutheran Church—Electronic Message Sign
1. Title 9—Zoning, Section 9-14-4.B

Motion by Sedlacek, second by Merkel to approve the Findings of Fact including the approval by staff on the landscaping by the sign.

Voice vote.
Ayes: 3
Nays: 0
Abstain: 0
Motion carried.

Mr. Lindquist took his seat at the dais.

VI. PUBLIC MEETING

- A. Robert and Kathleen Carlson—93 Miller Court—Consideration, Review and Recommendation to the Village Board of a Request for:
1. Preliminary and Final Plat of Subdivision Approval;
 2. Tree Survey and Tree Preservation Plan Approval;

3. Such Other Approvals as the Commission and Village Board May Determine Reasonably Necessary.

Mr. Kaiser noted he will abstain on the vote as he provided legal counsel on the matter; however, he noted he can guide the proceedings.

Mr. Cassata reported that access to the property will be from Miller Court, and that the existing lot will be subdivided into two lots. There will be no access to the new lot from the subdivision to the west. Both lots will access Miller Court. In 2001, an ordinance named Miller Court a street, and per the Village Code, the lots have to have access to a street.

Mr. Cassata reported that a tree survey and preservation plan were submitted. There are 117 trees on the property, and 35 will be removed for the driveway to the new lot. The plans were reviewed by engineering and Rolf C. Campbell & Associates. The plat of subdivision is up for consideration tonight, and it was noted that engineering plans will be submitted as a part of the new home submittal and review.

The Commission discussed the jurisdiction of Miller Road and Miller Court. Mr. Cassata and Ms. Frable responded that Miller Road is a private road and the homeowners there did not grant access to the new lot from their road.

Kathleen Carlson, 93 Miller Road noted that the tree removal is only for the driveway and septic field. Army Corps approval has been granted, and Ms. Frable noted the Village's enforcement officer will be involved with this project due to the wetlands.

Motion by Rychlik, second by Sedlacek to approve the preliminary and final plats of subdivision, the tree survey and preservation plan, and other approvals as deemed necessary by staff and the Village Board.

Voice vote.
Ayes: 4
Nays: 0
Abstain: 0
Motion carried.

VIII. ADJOURNMENT

Motion by Merkel, second by Sedlacek to adjourn the meeting.

Upon a voice vote, the motion carried and the meeting adjourned at 6:33 p.m.

Respectfully submitted,



Donna Lobaito
Chief Administrative Officer/Village Clerk