

VILLAGE OF HINCKLEY
PLANNING COMMISSION MEETING MINUTES
July 10, 2017

CALL TO ORDER: The meeting was called to order by Village Clerk Losiniecki at 7:15 PM.

Present: Chairman Russ Kula, members Joan Umano, Missi Lewis, Gerald Bahl, Jason DeBernardi, Danielle Marion, and Joe Edmeier. Quorum Established.

Absent: None.

Also Present: Village Clerk Elizabeth Losiniecki, Village Attorney Kirsten Casas, Trustee Mike Constant, Village President Nancy Nelson, Kevin McArtor, and Anita Zurbrugg (DeKalb County Community Foundation).

All members, including the Chairman, were sworn in by Village Clerk Losiniecki.

PLEDGE OF ALLEGIANCE: The pledge to the flag was recited.

COMMENTS FROM PERSONS PRESENT:

None.

AGENDA ITEM: Previous Meeting Minutes Presentation and Vote

Member Lewis moved to approve the previous meeting minutes from June 12, 2017 and Member Bahl seconded the motion. Roll Call Vote: Lewis-Aye, Bahl-Aye, DeBernardi-Aye, Marion-Aye, Umano-Abstain, Edmeier-Aye, Kula-Aye.

Attorney Casas reminded members that they can vote to approve the previous meeting minutes even if they were not present at the meeting.

Chairman Kula asked new members Joan Umano and Joe Edmeier to give a brief bio of themselves. Ms. Umano stated that she has been a resident of Hinckley for 24 years and been an active member of the community, including School Board and Fireworks Committee. Mr. Edmeier stated that he was born and raised in Hinckley and that he is a builder and contractor.

NEW BUSINESS

° **Agenda item for discussion:** DeKalb County Community Foundation (DCCF) Presentation – Anita Zurbrugg and Kevin McArtor

Ms. Zurbrugg stated that she is the program director for the DCCF, which is a 501 C-3, and that the primary mission for the DCCF is community foundation grants. Mr. McArtor stated that he had previously lived in Hinckley and that he has been with the DCCF for seven years. He is currently handling economic development. Mr. McArtor gave an overview of the DeKalb County Thriving project, which encourages municipalities to participate in brainstorming economic development ideas. There is an opportunity for DeKalb County municipalities to receive up to \$20,000.00 in grant money from the DCCF for economic/strategic planning purposes. Mr. McArtor reviewed the grant program guidelines, deadlines and references for other communities that have already benefited from the program. Applications are reviewed quarterly and both Mr. McArtor and Ms. Zurbrugg encouraged the Village of Hinckley to take advantage of the funding opportunity. Trustee Constant stated that he would like the Planning Commission to take the lead on the grant application and target a November 1,

2017 application date.

° **Agenda item for discussion:** Village of Hinckley Zoning irregularities

Village Clerk Losiniecki provided an overview of the Village building inspector's findings of irregularities within the zoning ordinance. Mr. Edmeier suggested having the building inspector attend the next meeting so that members could discuss these issues with him directly. Ms. Lewis asked if the zoning code could be provided in a word document format. Clerk Losiniecki stated she would look into it. It was also noted that the current zoning code needed to be updated to reflect the Zoning Board of Appeals and Planning Commission.

° **Agenda item for discussion:** Welcome to Hinckley signs

Commissioner Kula stated that Village President Nelson wants "Welcome to Hinckley" signs at each main throughway into town. He also mentioned that the State dictates the location of signs on State managed roadways such as Route 30. Joan Umano suggested that Chairman Kula contact Squaw Grove Township road commissioner, Perry Jungles, for guidance. Mr. Edmeier stated that if the sign is within Village limits, we just have to adhere to setbacks and Village ordinances.

° **Agenda item for discussion:** Bish Commercial lots – zoning

There was a brief discussion regarding the zoning for the Bish Commercial lots and Mr. Edmeier stated that the Bish annexation agreement most likely states the fee structure. Resident Larry Menz suggested that there is also an amendment to the annexation agreement.

OLD BUSINESS

° **Agenda item for discussion:** Open Meetings Act training

Village Clerk Losiniecki stated that she would be sure that Mr. Edmeier receives the necessary information to complete the training.

° **Agenda item for discussion:** Former Crest Property

Village Clerk Losiniecki gave a brief overview of the current situation regarding the new owner and the semi-trucks parked (periodically) on the property. Attorney Casas suggested that if there is an ordinance violation, the Village should first send a letter to the new owner with a copy of the annexation agreement and photos of the violation. The letter should include written notice of the violation, required compliance date and repercussions for non-compliance. Additional discussion followed regarding conflicting information in the zoning amendment, pg. 45 regarding B-3 designation. Consensus was reached among all members that the Village should send a certified letter to the new owner regarding the violation.

° **Agenda item for discussion:** Municode Webinar

Village Clerk Losiniecki stated that she has not heard back from Municode regarding the training.

PLANNING COMMISSIONER COMMENTS, PROJECT UPDATES AND OTHER INFORMATION

None.

ADJOURNMENT

Motion: Commissioner DeBernardi moved to adjourn the meeting at 8:12 PM. Member Lewis seconded the motion. Voice Vote: All members voted yes. Motion carried.

Russ Kula, Chairman

Elizabeth Losiniecki, Village Clerk