

**VILLAGE OF HINCKLEY  
PLANNING COMMISSION MEETING MINUTES  
SEPTEMBER 3, 2019**

**CALL TO ORDER:** The meeting was called to order by Chairman Kula at 7:10 PM.

**Present:** Chairman Russ Kula, John McFarland, Rodney Davis, Gerald Bahl (arrived at 7:13pm), and Joan Umano. Quorum Established.

**Absent:** Danielle Marion.

**Also Present:** Village Clerk Elizabeth Losiniecki, Attorney Aaron Szeto, Trustee Mike Constant, and member of the public.

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

**PUBLIC COMMENT:**

None.

**AGENDA ITEM: Previous Meeting Minutes – 08/05/19 Presentation and Vote**

Rodney Davis moved to approve the previous meeting minutes from August 5, 2019 and John McFarland seconded the motion. Roll Call Vote: McFarland-Aye, Davis-Aye, Bahl-Aye, Kula-Aye, Umano-Abstain. Motion carried.

**OLD BUSINESS**

° **Agenda item for discussion:** Review Comprehensive Plan

Chairman Kula stated that the review of the Comprehensive Plan was completed at the last meeting and that he had spoken to Derek Hiland from DeKalb County about getting contact information for the company that had prepared the original plan so that the Village could try to get a CD copy of the plan. The Village is trying to get a digital copy of the plan to make the updates easier. Clerk Losiniecki had contacted Land Vision in an attempt to get a CD copy but has not received a return phone call. Russ Kula will check again with Derek Hiland.

° **Agenda item for discussion:** Review suggested amendments to Zoning Ordinance

**Section 4: Zoning Administrator**

Chairman Kula stated that the Village of Hinckley does not have a zoning administrator and a discussion followed. Attorney Szeto stated that there is a potential conflict with the Village President being listed as the zoning administrator and that the language needs to be clarified so that the Village President is not the zoning administrator. He stated that the Village is in the process of hiring a new building inspection company and that they will be able to serve as zoning administrator/code enforcer.

**Section 5: Zoning Interpretations**

Attorney Szeto stated that there is contradictory language in article 3 regarding whether or not the zoning administrator can consult the attorney for advice. He stated that the language needs to be clarified. The members agreed that the language needs to allow for the zoning administrator to be able to consult the Village Attorney.

**Section 6: Site Plan Review**

Attorney Szeto stated that there is no provision for fewer requirements for smaller projects. There was a discussion about having the requirements be based on each case rather than an arbitrary overarching set of requirements not reflective of the details of the individual requests. Attorney Szeto will

look for examples from other municipalities for reference.

**Section 7: Corner Lots**

Attorney Szeto stated that the language needs to be cleaned up.

**Section 8: Meeting Announcement Signs**

There was a discussion about whether or not signs should be placed in the yards and/or windows of property(ies) requesting a zoning board of appeals hearing. Discussion included length of time sign would be displayed, who would be responsible for placing sign and removing sign, and benefits of advertising. Consensus agreement reached that signs will be placed in the yards of properties requesting a zoning board of appeals hearing.

**Section 9: Zoning Map**

Attorney Szeto stated that the official zoning map should be updated annually and be available on the website. Trustee Constant noted that the proposed TIF district map is on the website rather than the current zoning map. Clerk Losiniecki stated that she would be sure the proper map is on the website.

**NEW BUSINESS**

° **Agenda item for discussion:** Vacation of Alley behind 149 N. May Street

Chairman Kula stated that this is the north/south alley behind 149 N. May Street. Resident Bob Gregg stated that he sold the property located at 149 N. May Street on August 29, 2019. He said that when he had the property surveyed prior to the sale it was noted that the garage is eleven feet over the property line into the alley. He stated that he had contact DeKalb County and they indicated that they have nothing from the Village of Hinckley officially vacating the alley. There was a discussion regarding the previous owners of the property and when the garage was built. Attorney Szeto stated that no public hearing will be required but that a drawing will have to be provided to show how the alley will be divided among the adjacent property owners. The members reached consensus to recommend to the Board of Trustees to vacate the alley.

**PLANNING COMMISSIONER COMMENTS, PROJECT UPDATES AND OTHER INFORMATION**

Chairman Kula stated that the next meeting will be October 7, 2019 at the Village Hall.

**ADJOURMENT**

Motion: Gerald Bahl moved to adjourn the meeting at 8:32 pm and Russ Kula seconded the motion.

Voice Vote: All members voted yes. Motion carried.

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Russ Kula, Chairman

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Elizabeth Losiniecki, Village Clerk