



**Village of Itasca
Plan Commission Regular Meeting Minutes
Wednesday, May 19, 2021 - 7:00 pm**

1. Call to Order:

The Village of Itasca Plan Commission Meeting called to order by Chairman Daly at 7:00 pm.

2. Roll Call:

Present: Commissioners Lori Drummond, Jeffrey Holmes, Krista Ray, Anthony Russo, and Eric Swets and Chairman Brendan Daly.

Absent: None.

Others Present: Mr. Mo Khan, Village Planner; Ms. Yordana Wysocki, Mr. Emanuele Fare, Mr. Pat McKillen, Mr. Neil Tuebel, Ms. Bridget O'Keefe.

Please note that the same Commissioners were present throughout the entire meeting and roll call was conducted for each motion to enter into the meeting.

3. Case #: PC 21-007

Petitioner & Owner: Neil & Jenny Teubel

Location: 615 E. North St.

Request: Petition for Variance to height requirements for privacy-style fence and building separation requirements for accessory structures to construct a shed.

a. **Call for a Motion to Open:** Chairman Daly called for a motion to open the public hearing for PC 21-007:

Motion: Commissioner Holmes.

Second: Commissioner Carello.

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, and Chairman Daly.

No: None.

Recused: Commissioner Swets.

Motion: Passes.

b. **Discussion:**

(Mr. Teubel sworn in).

Mr. Khan provided a summary of the Petitioner's request and Staff's Report.

Mr. Teubel provided an overview of his Petition and the reasoning for their requests.

No public comments were submitted prior to or during the meeting.

Commissioners Ray, Holmes, Carello, Drummond, and Chairman Daly discussed issues regarding stormwater, drainage, and alternate locations of the sheds.

c. **Findings of Facts:**

Ms. Wysocki reviewed the Proposed Findings of Facts and polled the Commissioners. The Commissioners agreed with the Proposed Findings of Facts 6-0.

- d. **Call for a Motion to Approve:** Chairman called for a motion to recommend approval for PC 21-007 for variances to construct a 5-ft. privacy fence and shed with Staff's Recommended Conditions 1-3:

Motion: Commissioner Drummond.

Second: Commissioner Holmes.

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, and Chairman Daly.

No: None.

Recused: Commissioner Swets.

Motion: Passes.

- e. **Call for a Motion to Close:** Chairman called for a motion to close the Public Hearing for PC 21-007:

Motion: Commissioner Holmes.

Second: Commissioner Carello.

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, and Chairman Daly.

No: None.

Recused: Commissioner Swets.

Motion: Passes.

4. **Case #:** PC 21-006

Petitioner: Meisystem, Inc.

Owner: Hamilton Partners

Location: 200 Pierce Rd. (Prospective Address) / 03-05-300-019

Request: Petition for Class I Site Plan Approval for the construction of an Office/Training Facility.

- a. **Discussion:**

Mr. Khan stated that a Class I Site Plan Approval is a Public Meeting and does not meet a vote a to open the meeting.

Mr. Khan provided a summary of the Petitioner's request and Staff's Report. Mr. Fare provided a history of MEI Systems and their request.

Commissioner Holmes asked question regarding the proposed uses of the facility and the breakdown of the square footage. Mr. Khan and Mr. Fare provided responses. The Commission had discussion regarding the proposed design of the building and its consistency with the Hamilton Lakes Business Park. Mr. McKillen provided his feedback as the property owner representative.

- b. **Call for a Motion to Approve:** Chairman Daly called for a motion to recommend approval for PC 21-006 for a Class I Site Plan Approval Staff's Recommended Conditions 1-10:

Motion: Commissioner Drummond.

Second: Commissioner Carello.

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Ray, Russo, Swets, and Chairman Daly.

No: Commissioner Holmes.

Motion: Passes.

5. **Review and Consideration of Meeting Minutes for:**

- a. **Call for a Motion to Approve:** Chairman Daly called for a motion to approve the following Regular Meeting Minutes:

i. October 28, 2020

ii. November 11, 2020

iii. January 6, 2021

iv. January 13, 2021

v. February 3, 2021

vi. February 10, 2021

vii. February 24, 2021

viii. March 3, 2021

ix. April 7, 2021

x. April 14, 2021

Motion: Commissioner Holmes.

Second: Commissioner Carello:

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, Swets, and Chairman Daly.

No: None.

Motion: Passes.

6. **New Business:**

- a. Review & Approval of *Plan Commission Procedures during COVID-19 for Larger Hearings*

Discussion: Mr. Khan and Ms. Wysocki explained the purpose for the proposed revisions to the procedures for larger hearings and provided an overview of the proposed revisions. The Commissioners discussed if the option to attend remotely would still be available, Ms. Wysocki stated that it would be. Ms. O'Keefe stated she is thankful for the Village and the Plan Commission for its efforts.

- b. **Call for a Motion to Approve:** Chairman Daly called for a motion to approve *Plan Commission Procedures during COVID-19 for Larger Hearings, revision date: May 19, 2021:*

Motion: Commissioner Drummond.

Second: Commissioner Swets.

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, Swets, and Chairman Daly.

No: None.

Motion: Passes.

7. **Public Comments:**

None.

8. **Project Updates and Announcements:**

None.

9. **Executive Session:**

None.

10. **Meeting Adjourned:**

Call for a Motion: Chairman Daly called for a motion to adjourn:

Motion: Commissioner Holmes

Second: Commissioner Swets

Roll Call Vote:

Yes: Commissioner Carello, Drummond, Holmes, Ray, Russo, Swets, and Chairman Daly.

No: None.

Motion: Passes.

Meeting adjourned at 8:54 P.M.

NEXT SCHEDULED MEETING

Wednesday, June 2nd, 2021 at 7:00 pm at Itasca Village Hall, 550 W. Irving Park Road, Itasca IL

Submitted this 19th day of May 2021



Mo Khan, Village Planner

APPROVED: June 16th, 2021