



**Village of Itasca
Plan Commission Regular Meeting Minutes
Wednesday, June 16, 2021 - 7:00 pm**

1. Call to Order:

The Village of Itasca Plan Commission Meeting called to order by Chairman Daly at 7:02 pm.

2. Roll Call:

Present: Commissioners Frank Carello, 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, Village Attorney, Megan Sheridan, John & Diane Schmidt.

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 21-006

Petitioner: Meisystems, Inc.

Owner: Hamilton Partners

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

Request: Request for Preliminary & Final Plat of Subdivision and Amendment to Chancellory Concept Plan Approval.

a. Discussion:

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

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

b. Call for a Motion to Approve: Chairman Daly called for a motion to recommend approval for PC 21-006 for a Request for Preliminary & Final Plat of Subdivision and Amendment to Chancellory Concept Plan Approval variances with Staff's Recommended Conditions.

Motion: Commissioner Holmes.

Second: Commissioner Carello.

Roll Call Vote:

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

No: None.

Motion: Passes.

4. **Case #:** PC 21-008

Petitioner & Owner: Village of Itasca

Location: 210 N. Willow St.

Request: Petition for Variance to lot coverage to construct a shed/accessory detached structure and Petition for Special Use and Class I Site Plan to operate a Food Pantry (Community Center).

- a. **Call for a Motion to Open:** Chairman Daly called for a motion to open the public hearing for PC 21-008:

Motion: Commissioner Holmes.

Second: Commissioner Carello.

Roll Call Vote:

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

No: None.

Motion: Passes.

- b. **Discussion:**

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

(Ms. Sheridan sworn in).

Ms. Sheridan of the Greater Itasca Food Pantry provided additional background on the request for the shed.

(Mr. & Mrs. Schmidt sworn in).

Mr. Schmidt provided his concerns regarding the Food Pantry and the proposed shed and its potential impact on stormwater run-off.

The Commissioners generally agreed it be best to relocate the shed further away from the east property line to prevent any future stormwater run-off issue. Commissioners would also like to see the Village and the Food Pantry to continue to maintain and upkeep the property.

- 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 21-008 for a Petition for Variance to lot coverage to construct a shed/accessory detached structure and Petition for Special Use and Class I Site Plan to operate a Food

Pantry (Community Center) with Staff's Recommend Conditions of Approval and that the Shed be relocated further west on the property if possible.

Motion: Commissioner Drummond.

Second: Commissioner Swets.

Roll Call Vote:

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

No: None.

Motion: Passes.

- e. **Call for a Motion to Close:** Chairman called for a motion to close the Public Hearing for PC 21-008:

Motion: Commissioner Swets.

Second: Commissioner Carello.

Roll Call Vote:

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

No: None.

Motion: Passes.

5. Review and Consideration of Meeting Minutes for:

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

- a. March 17, 2021
- b. April 21, 2021
- c. April 28, 2021
- d. May 5, 2021
- e. May 12, 2021
- f. May 19, 2021
- g. June 2, 2021
- h. June 9, 2021

Motion: Commissioner Holmes.

Second: Commissioner Ray.

Roll Call Vote:

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

No: None.

Motion: Passes.

6. New Business:

7. Public Comments:

None.

8. Project Updates and Announcements:

Mr. Khan provided an update on the following:

1. Downtown Strategic Action Plan
2. Potential Mixed-Use Transit-Oriented Development for Downtown Itasca
3. LSC Development, LLC presented its Proposed Project for a Self-Storage Facility at 1220 Norwood Ave. to the Village Board as part of a Courtesy Review.

Ms. Wysocki provided an update on the Governor's Executive Orders regarding remote hearings to be expiring soon and that Plan Commission Meetings will be moving back to in-person meetings.

9. Executive Session:

None.

10. Meeting Adjourned:

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

Motion: Commissioner Holmes

Second: Commissioner Carello

Roll Call Vote:

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

No: None.

Motion: Passes.

Meeting adjourned at 8:40 P.M.

NEXT SCHEDULED MEETING

Wednesday, June 23rd, 2021 at 7:00 pm at Itasca Village Hall, 550 W. Irving Park Road, Itasca IL

Submitted this 16th day of June 2021



Mo Khan, Village Planner

Approved: July 21, 2021