

Approved

Village of Gurnee
Planning and Zoning Board Minutes
February 1, 2023

1. Call to Order and Roll Call

The meeting was called to order at 7:30 p.m.

Planning and Zoning Board Members Present: Chairman James Sula, R. Todd Campbell, David Nordentoft, Edwin Paff, and Liliana Ware

Planning and Zoning Members Absent: Dane Morgan and Josh Pejsach

Other Officials Present: Tracy Velkover, Planning Manager; and Clara Gable, Senior Planner

2. Pledge of Allegiance

3. Approval of the PZB's Meeting Minutes:

a. January 4, 2023

Mr. Sula asked if there were any questions or comments regarding the minutes. As there were none, a motion was made.

Mr. Paff motioned, seconded by Mr. Nordentoft, to approve the January 4, 2023 meeting minutes as presented.

Mr. Sula asked if there was any discussion to be had over the minutes. As there was not, a vote was taken.

Voice Vote:

All "Ayes," no "Nays," none abstaining

Motion Carried: 5-0-0

b. January 18, 2023

Mr. Sula asked if there were any questions or comments regarding the minutes. As there were none, a motion was made.

Mr. Campbell motioned, second by Mr. Paff, to approve the January 18, 2023 meeting minutes as presented.

Approved

Mr. Sula asked if there was any discussion to be had over the minutes. As there was not, a vote was taken.

Voice Vote:

All "Ayes," no "Nays," none abstaining

Motion Carried: 5-0-0

4. FINAL SUBDIVISION PLAT: Sami and Stella Hanna (1856 Magnolia Avenue)

Ms. Gable introduced the item by stating that Sami and Stella Hanna, owners of the parcel at the northwest corner of Highland Ave. and Magnolia Ave. are seeking to subdivide the property into two lots. The subject property is zoned R-3, Single-Family Residential District, consists of approximately 38,000 square feet, and is improved with a single-family home and shed. The proposed subdivision, into two lots, provides for the existing home and shed on one lot, with a second vacant lot proposed to the west. Both lots meet the required minimum lot size and lot width requirements of the R-3 district. Also, the existing home and shed meet the required setbacks upon subdivision. In regard to public improvements required as part of the subdivision, Ms. Gable stated that most are existing (streets, storm water, water main, and sanitary sewer). Street trees are not installed and will need to be installed as part of this subdivision. Also, the owner is seeking to pay a fee-in-lieu of the installation of sidewalks along Highland Avenue, as well as detention. The Engineering Department supports the property owner's request to pay a fee-in-lieu of these public improvements. Therefore, engineering staff recommends that the PZB forward a favorable recommendation to the Village Board on the re-subdivision of this property.

Mr. Sula explained that approving Final Plats of Subdivision are more administrative in nature, and suggested they proceed to a motion.

Mr. Nordentoft motioned, seconded by Mr. Paff, to forward a favorable recommendation on the Final Plat of Subdivision for Sami Hanna, as recommended by the Engineering Department.

Roll Call Vote:

Ayes: Campbell, Nordentoft, Paff, Ware, and Sula

Nays: None

Abstain: None

Motion carried: 5-0-0

4. Next Meeting Date: February 15, 2023

Ms. Gable stated that there are no public hearings scheduled for that meeting and currently there are no non-public hearing matters in the works. But she noted that things could change between now and mid-February.

Approved

5. Public Comment

Mr. Sula opened the floor to comments regarding any issues not on this evening's agenda. As there was no one in the audience, he then closed the floor to the public.

6. Adjournment

Mr. Paff motioned, seconded by Mr. Nordentoft, to adjourn the meeting.

Voice Vote:

All "Ayes," no "Nays," none abstaining

Motion Carried: 5-0-0

The meeting was adjourned at 7:34 p.m.

Respectfully Submitted,

Joann Metzger

Recording Secretary, Planning and Zoning Board