

MINUTES  
VILLAGE OF ELBURN PLANNING COMMISSION/ZONING BOARD OF APPEALS  
FEBRUARY 5, 2019

Members Present: Commissioners Ryan Anderson, Carolyn Jansons, Chris Mulvihill, Brian Techter, Chairman Jeff Metcalf

Members Absent: Chris Gould, Rob Houtz

Staff Members Present: Village Admin John Nevenhoven, Village Attorney Bob Britz

Others Present: Library Board Member Stephanie L. Butler

1. Call to Order – Chairman Metcalf called the meeting to order at 7:00 p.m.
2. Pledge of Allegiance – Chairman Metcalf led the assembly in the Pledge of Allegiance.
3. Roll Call – A roll call ensued.
4. Public Comment – None
5. Approve Minutes – A motion to approve the January 2, 2019 Planning Commission minutes was made by Mulvihill and seconded by Anderson. The motion unanimously carried by voice vote. A motion to approve the November 6, 2018 Tree Board minutes was made by Commissioner Jansons and seconded by Commissioner Techter. The motion unanimously carried by voice vote.
6. Discuss and Recommend Approval of a Plat of Resubdivision of "John Warnes Second Addition to Elburn" Lots 4 & 5 for the Town and Countryside Public Library – Village Admin Nevenhoven said this is a re-subdivision of multiple lots owned by the library. The Village has been issuing a variance yearly for one of the lots due to it having an accessory structure (garage) without a primary structure. The library recently purchased two additional lots for the genealogy center. The petition is to consolidate all of the library's lots into one parcel. Some privately owned residential lots still remain in the area. The library property is currently zoned R2 and a library is a permitted use in residential zoning. Commissioner Anderson stated his concern with lot 6 and was curious about future plans. Library Board member Stephanie Butler said the library has a long term plan to purchase additional residential lots in the area. The residence purchased in 2017 will be used as the genealogy structure for the next several years. Village Attorney Britz confirmed any desire by the library to convert to a different use would require action by the Village. Britz said this request is considered a small plat of subdivision which does not require a public hearing and going through the entire subdivision process. All parcels in this request are off tax rolls because they are already owned by the library. A motion to approve the request was made by Mulvihill and seconded by Jansons. A roll call vote ensued. Ayes: Jansons, Mulvihill, Techter, Metcalf. Nays: Anderson. Motion carried.
7. Discuss and Comment on the Request for an Interim Special Use, 43W722 Beith Road – Nevenhoven said this is located outside Village limits but is within Elburn's 1-1/2 mile planning radius. Kane County has asked for comments from the Village, if any. After brief discussion, it was asked if the proposal fits with the character of the Village of Elburn's Comprehensive Plan. Nevenhoven replied, yes. Elburn and Campton Hills' jurisdiction overlaps in this area and may be more sensible for Campton Hills to annex the parcel in the future. Being no further discussion, there was consensus the Planning Commission has no comment on this proposal.
8. Other Business – None
9. Adjourn – Commissioner Mulvihill motioned to adjourn the meeting at 7:19 p.m. with Commissioner Anderson seconding the motion. The motion passed by a unanimous voice vote.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Diane McQuilkin". The signature is fluid and cursive, with a prominent initial "D" and a long, sweeping underline.

Diane McQuilkin  
Village Clerk