



Village of Bartlett
Zoning Board of Appeals Minutes
February 3, 2022

M. Werden called the meeting to order at 7:00 pm.

Roll Call

Present: M. Werden, J. Banno, C. Deveaux, G. Koziol, and M. Sarwas
Absent: B. Bucaro

Also Present: Planning & Development Services Director, Roberta Grill, Village Planner, Kristy Stone, and Associate Planner, Devin Kamperschroer

Approval of Minutes

A motion was made to approve the January 6, 2022 meeting minutes.

Motioned by: J. Banno
Seconded by: C. Deveaux

Roll Call

Ayes: G. Koziol, J. Banno, C. Deveaux, and M. Werden
Nays: None
Abstain: M. Sarwas

The motion carried.



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(#21-17) Zoning Ordinance – Chapter 13: Administration and Enforcement

Text Amendment

PUBLIC HEARING

The following exhibits were presented:

Exhibit A – Notification of Publication

Exhibit B – Letter from Bob Bucaro

R. Grill the Village Board Committee of the Whole directed the staff to draft a text amendment to the Zoning Ordinance, specifically Chapter 13: Administration and Enforcement for your review. This proposed amendment repeals the existing Chapter 13 in its' entirety and adds the new Chapter 13 language, which would create the Planning & Zoning Commission. It also states the new P & Z Commission's jurisdiction and authority, and would abolish the existing Plan Commission and Zoning Board of Appeals while updating all of the public hearing notification requirements, specifies the special use permit findings for adult-use cannabis dispensing centers and/or adult-use cultivation centers, and identifies the Planning & Development Services Director title, power and duties. The proposed ordinance is attached. I would be happy to answer any questions. **M. Werden** I know this has been discussed for a long time. Apparently, several villages in the area have done this and it seems that it expedites things for the developers. We have had cases that have lingered before they could move onto the next commission. Whereas the Plan Commission could negotiate things with the developers, we could not on the Zoning Board. We were a yes or no vote. Since we were a 7-member board, we always had to have at least 4 votes going one way; otherwise, it was a roll call vote. I think this is probably going to broaden the horizons and probably be a good thing for the Village. The only thing we could do if we could not get a consensus on the Zoning Board was to have the petitioner come back the next month with a new proposal. I think this is going to get rid of that and we will be able to get things done in one meeting. **G. Koziol** it seems like this is going to do good things for the Village, its' residents, and businesses in smoothing out the process. I can think of a number of instances when something took place at the Zoning Board at one meeting and then the petitioner had to return a week later for a Plan Commission meeting. Combining the 2 functions into one meeting is really logical. **R. Grill** I would like to read into the record the letter from **Bob Bucaro** "Dear Mike, Regarding tonight's ZBA meeting, specifically Case #21-17 Zoning Ordinance Chapter 13 Text Amendment considering I am unable to attend the meeting in person, I would like to make the following comments for the public hearing. I am supportive of Village processes that are business and developer friendly. Processes need to be efficient and effective when placing demands and requirements on the petitioners. As we discussed previously, I felt a joint meeting of separate ZBA and Plan Commission when a petitioner has items pertaining to both commissions would solve some of the inefficiencies of the current separate meeting for each commission. The petitioner would only have to attend 1 meeting not 2 and the process timeline would be a little shorter. However, this joint meeting would likely be cumbersome and possibly confusing because of the involvement of 2 separate commissions. The solution I now believe is to have 1 commission that handles all issues related to zoning and planning. Therefore, I am supportive of the Zoning Ordinance Chapter 13 Text



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Amendment as presented for the public hearing related to case #21-17. Respectfully submitted, Bob Bucaro, Commissioner, Zoning Board of Appeals." **M. Werden** asked if there were any comments from the committee. **C. Deveaux** are we going to be discussing cannabis? **R. Grill** it is currently in the code. This chapter provides findings of fact for special use permits, which adult-use cannabis in most of the districts that it is allowed is by a special use permit and findings of fact are required. These are specifically listed in this chapter rather than in the definition chapter. **C. Deveaux** will there be 9 people on this committee? **R. Grill** yes, it will consist of 9 members. The 9 members would be appointed by the Mayor with the consent of the Board. Instead of this committee, which was 7 members having a quorum of 4, 9 members would need to have a quorum of 5 members. **M. Werden** if only 5 members attended a meeting all 5 members would have to be on the same side for the vote. **R. Grill** yes, for a majority positive recommendation for variations.

M. Werden opened the public hearing portion of the meeting.

M. Hopkins of 425 W. Railroad Avenue came forward and was sworn in by **M. Werden**. **M. Hopkins** as a member of the Plan Commission, my question for staff is; besides the mechanism of combining the 2 commissions, what substantial changes to current policy and procedure in terms of the decision-making roles of the commission versus the staff or the commissions in relationship to the Village Board are in this document? **R. Grill** those really did not change except that it is just 1 recommending body that sends their recommendation to the Village Board. **M. Hopkins** what about when we look at administrative approval of a site plan. **R. Grill** that is done by the staff, exactly like we have now. **M. Hopkins** the limitations on the Village Board's power to grant variations with percentages and that sort of thing, is that the same? **R. Grill** that is the same. We actually cleaned it up and added more of the items that the Zoning Board typically reviews as far as variations. That is clearly spelled out now. It was not as clear before. **M. Hopkins** there are no changes in role, scope, or purview, it is just a combination mechanism. **R. Grill** exactly. **M. Werden** have you had any calls from anyone in the public? **R. Grill** just 1 email. **C. Deveaux** I have a friend in Streamwood who was involved in their combination and he said it has worked out very well for them. **M. Sarwas** it does make sense.

G. Koziol made a motion to pass along a **positive recommendation** to the Village Board to approve case (#21-17) a **text amendment to the Zoning Ordinance – Chapter 13: Administration and Enforcement, creating a new Planning and Zoning Commission.**

Motioned by: **G. Koziol**

Seconded by: **M. Sarwas**

M. Werden closed the public hearing portion of the meeting.

Roll Call

Ayes: J. Banno, M. Werden, G. Koziol, M. Sarwas, and C. Deveaux

Nays: None

The motion carried.



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Old Business/ New Business

R. Grill we do have another text amendment next month and we will have a meeting next month. **C. Deveaux** will the committees stay the way they are until this is approved by the Village Board? **R. Grill** yes, the Zoning Board's recommendation will go back to the Village Board Committee and then it goes to the Village Commission for a vote. The Mayor would then appoint individuals to the new Planning and Zoning Board with the consent of the Village Board. **M. Werden** when would that likely happen? **R. Grill** I do not have dates. We do have Plan Commission and Zoning Board of Appeals meetings scheduled in March. **G. Koziol** those involved would probably say they are just doing their jobs, but a lot of time and effort has gone into getting this done. I would like to thank the staff for a job well done on getting this together to present to the Village Board for final approval. Thank you again.

M. Werden asked if there was a motion to adjourn.

Motioned by: **G. Koziol**

Seconded by: **J. Banno**

Motion passed by unanimous voice vote.

The meeting was adjourned at 7:15 pm.