

**MINUTES FOR THE REGULAR MEETING OF THE  
PLAN COMMISSION / ZONING BOARD OF APPEALS  
OF THE VILLAGE OF CAMPTON HILLS  
June 24, 2019 7:00 P.M.**

Village Hall  
40W270 LaFox Road, Ste B  
CAMPTON HILLS, ILLINOIS

**1. Call to Order** - Chairman Johnson called the meeting to order at 7:06 p.m.

**2. Roll Call**

*Present*

Commissioner Christine Brauer  
Commissioner Joe Carpenter  
Commissioner Sue Clarkson  
Commissioner Joe Dragoo  
Commissioner John Pree  
Chairman Jerry Johnson

*Absent*

*Also Present*

Administrator Ron Searl  
Zoning Officer Vanessa Quail  
President Mike Tyrrell

**Public Comments**

Dr. Adam Conroy – Introduced himself and gave a little background on when and where he has veterinarian practices in the area including Algonquin, South Elgin, Hoffman Estates, Geneva and most recently Pingree Grove. Has an interest in the KinderCare building. Has done a walk through and sees a potential to add to Campton Hills. In the way of possibility of opening a full service customized vet hospital, boarding and grooming along with a doggy daycare.

Chairman Johnson appreciated Dr. Conroy coming in. He stated that the board is here to interpret the zoning code which Campton Hills adopted from Kane County with some amendments along the way. Currently have a Steering Committee that is in process of finishing up with developing a zoning code that is customized to Campton Hills. Chairman Johnson did advise that the Village Board makes the final approval on any changes to the code.

**3. Motion to approve meeting minutes** of May 20, 2019 as corrected made by Commissioner Clarkson; seconded by Commissioner Dragoo

Roll Call Vote for approval of variance should be corrected to Commissioner Clarkson – NAY vote.

Voice Vote: [AYES: 6] [NAYES: 0] [ABSENT: 0] Motion **CARRIED**

**4. Discussion Items:**

a. Review current **zoning code**

The question was raised and much discussion went back and forth regarding tracking of changes that have already been made to the Village codes in the way of ordinances and amendments and what still remains the same of the original codes adopted from Kane County.

- Commissioner Quail and Administrator Searl said that there has not been a good way of tracking the changes in the past.
  - President Tyrrell said the intent of this process is for the committee to take what they have been given, get familiar with it as it stands today, make suggested updates/amendments and if additional information is needed that isn't reflected in the packet request it from the Village office.
  - President Tyrrell and Administrator Searl discussed what they envision the process flow regarding getting the new documents introduced to the public.
1. The new codes will be published online for 30-60 days for the public to review.
  2. A Public Hearing will be held with the consultant giving a global overview of the codes in a power point presentation.
  3. A 2<sup>nd</sup>. meeting will be held with several tables set up and each member of the Planning/Zoning committee will take a certain chapter of the code, be familiar with it to answer any questions that may come up from the public.
  4. A 3<sup>rd</sup>. meeting (if needed) will be set up for public comments. Public comments may be addressed at the 2<sup>nd</sup>. meeting if time allows.

**5. Other Business** that normally would come before the Plan Commission for discussion

- Commissioner Quail identified and discussed the importance of education and training regarding;
  1. Residents when they are applying for a variance, for example, understanding the how the process works, understanding the questions on the application. The staff working with the residents to make sure they fully understand the scope of what they are requesting as the application fees are expensive and non-refundable. Commissioner Quail gave her full commitment to making sure the residents have a clear understanding of the process and what it entails.
  2. Making sure the Planning Commission board has the resources they need and understands the standards and statutes.
  3. The Village Board (based off the different outcome of the last vote) Commissioner Quail expressed the right each board member has to vote on how they interpret the code and that both boards have an understanding of one another's roles.
- Commissioner Quail suggested training for the members of the Plan Commission and Village Board, since there are new members to both bodies, and because training had been done several years ago by both the Village Attorney and by the American Planning Association.
- President Tyrrell added the importance of the training by APA of the standards and that the board made up of volunteers, understands their statutory responsibility. Any questions you may have both procedural or legal should be referred to Administrator Searl.

**6. Adjournment**

**MOTION TO ADJOURN THE MEETING at 8:34pm**, made by Commissioner Pree,  
and seconded Commissioner Brauer

Voice Vote:        [AYES: 6]    [NAYES: 0]    [ABSENT: 0]                      Motion **CARRIED**

Approved this \_\_\_\_\_ day of \_\_\_\_\_, 2019

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Jerry Johnson – Chairman

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Lynn Baez - Village Clerk

