

Planning and Zoning Commission  
Regular Meeting  
May 9<sup>th</sup>, 2018

I. CALL TO ORDER

Chairman David Gauger called the Planning and Zoning Commission Regular Meeting to order at 6:30pm

II. ROLL CALL

Present

Commissioner David Schultz  
Commissioner Stephanie Vermillion  
Commissioner Tim Foster  
Commissioner Debra Vander Weit  
Commissioner Peter Fenneman  
Chairman David Gauger

Not Present

Commissioner Niki Warden

Staff Present

Donovan Day, Community Development Director

III. APPROVAL OF MINUTES

Commissioner Schultz made a motion to approve the minutes for a variance at 702 Rollins Rd from the April 11<sup>th</sup>, 2018 meeting

Commissioner Vermillion seconded the motion

DISCUSSION: None

Ayes: David Schultz, Stephanie Vermillion, Debra Vander Weit, Tim Foster, Peter Fenneman,  
David Gauger

Nays: None

Abstain: None

Absent: Niki Warden

Minutes approved as written

Commissioner Vander Weit made a motion to approve the minutes for a special use for 403 Washington Ave from April 11<sup>th</sup>, 2018

Commissioner Vermillion seconded the motion

DISCUSSION: None

Ayes: David Schultz, Stephanie Vermillion, Debra Vander Weit, Tim Foster, Peter Fenneman,  
David Gauger

Nays: None

Abstain: None

Absent: Niki Warden

Minutes approved as written

Commissioner Fenneman made a motion to approve the minutes for rezoning 141-147 S. Route12

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Commissioner Foster seconded the motion

Ayes: David Schultz, Stephanie Vermillion, Debra Vander Weit, Tim Foster, Peter Fenneman,  
David Gauger  
Nays: None  
Abstain: None  
Absent: Niki Warden

Commissioner Foster made a motion to approve the regular minutes from April 11<sup>th</sup>, 2018

Commissioner Fenneman seconded the motion

Ayes: David Schultz, Stephanie Vermillion, Debra Vander Weit, Tim Foster, Peter Fenneman,  
David Gauger  
Nays: None  
Abstain: None  
Absent: Niki Warden

IV. **OLD BUSINESS**

None

V: **NEW BUSINESS**

Recommendations coming from the Village Board that will then be represented at future public hearing:

**Director Day introduced the suggestions of staff seeking potential changes to the Sign Ordinance**

- Definitions - Interchangeable Temporary Sign: One says no larger than 4ft in height or width, permanent frame no taller than 5 1/2ft, other section says 3ft X 4ft and permanent frame no taller than 5ft

Director Day recommended a public hearing to amend to 3ft X 4ft and permanent frame no taller than 5 1/2ft

Chairman Gauger agreed

- Prohibited Signs - Prohibited & Special Event Signs: Staff is recommending that certain signage be permitted on fencing when located on private property - Providing businesses an option to have a special event sign to be a banner no longer than 14 days

Commissioner Foster stated the importance of the limited time period and special event language being specific

Commission Board agreed

- Prohibited Signs - Painted Signs:
  - Variance process for potential signs painted on walls
  - Making variance process easier and less costly for sign and minor variances

Commission Board agreed

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- Exempt Signs - Temporary Real Estate signs:
  - Staff suggesting to change signage on waterfront and commercial properties from not to exceed 16sqft to not exceed 32sqft for real estate

Commissioner Vander Weit, being a broker, stated signs do not sell real estate  
Commission Board disagreed

- Permitted Temporary Signs:
  - Recommending no more than two special event temporary signs each calendar year with each sign not to exceed 32sqft and be permitted no more than 14 days

Commission Board agreed

- Permitted Temporary Signs: Banner signs for businesses or organizations celebrating a Grand Opening
  - Change from 16sqft to 32sqft

Commission Board disagreed

- Permitted Permanent Signs – Automatic Changing :
  - Change message remaining time from 10 seconds to 5 seconds

Commission Board agreed

- Permits required – (Last sentence-First paragraph) For sign repair, the Community Development Director must be notified.
  - Remove the sentence

Commission Board agreed

- Signs be compatible with signs on each adjoining lot and shall not compete for attention
  - Remove the sentence

Commission Board agreed

- New: Boulevard Signs – Permitted on light poles within a private parking lot to be permitted and no longer than 8sqft

Commissioner Fenneman & Commissioner Foster stated that boulevard signs would turn into the 'new' feather flag sign

Commission Board disagreed

**Director Day introduced the discussion regarding the off-Site Storage and Sales of Motor Vehicles in Manufacturing Districts**

- Motor vehicle sales are not permitted in M1 Zoning Districts - seeking input from the Planning & Zoning Commission before petitioning the Village to allow motor vehicle sales within the M1 Zoning district

Commissioner Vermillion stated with all the current traffic that in the future it will eventually be changing the uses of Sayton Rd. from manufacturing businesses to retail businesses. Commissioner Vermillion added that the owner should come before the Planning & Zoning Commission requesting a Special Use with specific description of that request.

Commission Board agreed

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- Motor vehicle storage being permitted in a manufacturing district without first obtaining a Special Use permit

Commissioner Schultz requested conditions and well-defined plan to be added to the Special Use  
Commissioner Gauger requested conditions and well-defined plan to be tied into the new parking lot  
enhancement guidelines  
Commission Board disagreed

**Director Day and Commission Board Discussed :**

- **Current status of the off-site vehicle storage currently at the corner of 134 & 12**
  - Identified 2 possible lots to park vehicles
  - Well defined plan must be in place
- **Studio Hotrods**
  - Final set of plans to be approved to continue construction
  - Opening in August 2018 – 3 day festival
  - Going before the Village Board at the next meeting to present the whole concept
  - Agreement in place with Fox Waterway Agency for overflow parking
- **Dunkin Donuts plan to open May 18<sup>th</sup>, 2018**
- **Beef Jerky Outlet plan to open May 21<sup>st</sup>, 2018**
- **Ray Chrysler, Dodge, Jeep, Ram Grand Opening May 22<sup>nd</sup>, 2018**
- **Multiple developers looking into:**
  - Sayles Property
  - Mineola
  - Parcel in downtown area
- **Old Special Use Progress**
  - Pulled all special uses from the 90's
  - Excel Spreadsheet with the conditions that were put on them
  - Follow up inspections
  - Amendment process in discussion

VI: PUBLIC COMMENT

None

VII: BOARD COMMENTS

None

VIII: ADJOURNMENT

Commissioner Fenneman made a motion to adjourn the Planning and Zoning Commission Meeting  
Commissioner Schultz seconded the motion.

DISCUSSION: None

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Ayes: David Schultz, Stephanie Vermillion, Debra Vander Weit, Tim Foster, Peter Fenneman,  
David Gauger  
Nays: None

Meeting adjourned at 7:46pm

Respectfully submitted by,  
Brigitte Weber  
Administrative Assistant

Copies of the ordinance discussed is available for review at the Village Hall or on our website at [www.foxlake.org](http://www.foxlake.org)