

VILLAGE OF ROSCOE
10631 MAIN STREET
ROSCOE, ILLINOIS 61073
Committee of the Whole Minutes
Tuesday, January 16, 2018

1. CALL TO ORDER

The Committee of the Whole meeting was called to order by Scott Sanders on Tuesday, January 16, 2018 at 6:50 P.M.

2. ROLL CALL

Present: Trustees Baxter, Gustafson, Petty, Swanson, Szula and Mallicoat

3. APPROVAL OF MINUTES

3.1 Approval of December 19, 2017 COTW minutes. Administrator Sanders entertained a motion to approve the minutes. Trustee Petty **made a motion** to approve the minutes; seconded by Trustee Szula. Roll Call Vote: Szula, Baxter, Mallicoat, Petty, Gustafson and Mallicoat. **Motion approved 5-0-0**

4. PUBLIC COMMENT (Limited to 3 minutes per speaker)

None

5. NEW BUSINESS

5.1 A discussion and recommendation of approval of a Map Amendment from the CO (Limited Office Commercial District) to the CR (Retail and Service Commercial District) for two contiguous parcels at 5003 and 5005 Hononegah Road (Pin: 04-28-351-004, 04-28-351-005) (**ZBA Motion to Approve passed 5-0-2**) Applicant: Alfonso Rinaldi has asked to rezone the two parcels that front Hononegah Road (west of Walgreens) to a Commercial Retail designation. After being empty for quite some time, there is a bakery that is currently interested in filling the vacancy. Administrator Sanders made a motion to move on to the next Village Board Agenda. Trustee Szula **made the motion**; seconded by Trustee Petty. Trustee Gustafson made a motion to move on for final approval. Roll Call Vote: Trustees Petty, Swanson, Gustafson, Baxter, Szula, Mallicoat. – Yes **Motion Approved 6-0-0**

5.2 A Discussion and Recommendation of approval for a Variance Request to reduce a required parking lot setback from 8'-0" to 2'-0" at 5506 Clayton Circle (PIN 04-28-378-008) Applicant: Todd James, Blackhawk Bank (**ZBA Motion to Approve passed 5-0-2**) Blackhawk Bank is moving into the old Tuscan Grill location at Clayton Circle with the project being a complete renovation. They will be making significant improvements to the landscaping and eliminating approximately 20,000 Square feet of asphalt. Along the frontage of the building there is a need for parking to allow customers quick access in and out of the bank. Unfortunately, there is no way to comply with the required 8'-0" setbacks without causing undue hardship. There will be 2 feet of green space from the property line. Trustee Swanson **made a motion** to move to the Board for final approval; Trustee Szula seconded the motion. Roll Call Vote: Trustees Petty, Gustafson, Swanson, Mallicoat, Baxter and Szula – Yes. **Motion Approved – 6-0-0**

5.3 Discussion of including notification policy for surrounding property owner as part of a liquor license review and approval process. Administrator Sanders reported that notifications for liquor licenses are not required by state statute unlike special permits, tax amendments, map amendments or other items that require a special hearing. The practice is split in our surrounding areas. Rockford does honor a notification process; however, Rockton, Winnebago County and Loves Park do not. A Discussion ensued. Trustee Swanson made a motion to move to the Board for First Reading, the notification policy of surrounding property owners and tenants as part of the liquor license review

and approval process. Trustee Szula seconded the motion. Roll Call Vote: Trustees Swanson, Petty, Mallicoat, Baxter and Szula –Yes. Gustafson – No Motion Approved 5-1-0

Administrator Sanders said that he would put a discussion and recommendation for business registration on the website on the next agenda. The Board was in agreement.

Trustee Swanson made a request to put on the next agenda that any licensed personal vehicle needs to be parked on a hard service instead of a lawn. Administrator Sanders acknowledged that it will be put on the next COTW Agenda

6. OLD BUSINESS

Administrator Sanders followed up in regards to raising the cost of residential zoning permits. At this time, with administrative costs involved we are exceeding the cost of the permit itself. Administrator Sanders is proposing that it be raised enough to recover the costs. He will review and present an accurate assessment of hours involved to be able to set a fee.

Trustee Baxter questioned if there are any parks coming in the Spring.

7. EXECUTIVE SESSION (If necessary)

None

8. ADJOURNMENT

Scott Sanders made a motion to adjourn. Trustee Petty made a motion to adjourn the meeting at 7:40P.M.; seconded by Trustee Swanson. Voice Call Vote: All Ayes Present – No Nays heard.
Motion approved 5-0-1

Prepared by: Lori Taylor, Village Clerk

APPROVED: _____