



Village of Hampshire
Planning & Zoning Commission Meeting
Monday, October 28, 2024 - 7:00 PM
Hampshire Village Hall
234 South State Street, Hampshire, IL 60140

MEETING MINUTES

1. **Call to Order**

The Village of Hampshire Planning & Zoning Commission was called to order by Mr. Khan at 7:00 P.M.

2. **Pledge of Allegiance**

3. **Roll Call**

Present: Commissioners Grace Duchaj, Scott McBride, Bill Rossetti, and Sharon Egger

Absent: Commissioner Rick Frillman and Chairman Bryan Mroch

Others Present: Mo Khan, Assistant Village Manager for Development

4. **A Motion to Appoint Commissioner McBride as Chair Pro-Tem**

Motion: Commissioner Rossetti

Second: Commissioner Egger

Ayes: Commissioners Duchaj, McBride, Rossetti, and Egger

Nays: None

Motion Approved

5. **A Motion to Approve the Meeting Minutes from September 23, 2024**

Motion: Commissioner Duchaj

Second: Commissioner Rossetti

Ayes: Commissioners Duchaj, McBride, Rossetti, and Egger

Nays: None

Motion Approved

6. Public Comments

No Public Comments

7. New Business

a. Case# PZC-24-08 - Public Hearing

Address: 200 Red Hawk Rd.

Petitioner & Owner: William Misner

Request: Variance to Sec. 7-5-9-A of the Hampshire Subdivision Ordinance to permit a shed in an easement, whereas structures are not permitted in easements.

Action: Motion to make a recommendation regarding Case# PZC-24-08

Chair Pro-Tem McBride opened the public hearing at 7:04 P.M.

Mr. Khan provided a summary of the request stating that the Village accidentally approved the slab to be located in an easement. Mr. Khan stated that staff is supportive of the variance request and summarized staff's findings of fact.

Commissioner Rossetti questioned what is being done to avoid this mistake in the future. Mr. Khan stated that SafeBuilt has been directed to review permits for zoning compliance and this should prevent any further permits from being accidentally approved to allow structures in an easement.

Commissioner Rossetti questioned what utilities are located in the easement. Mr. Khan stated he is unsure of what private utilities are located in the easement but that water and sewer are not in the easement. The Petitioner stated that the utilities run from the back to the front of the property based on J.U.L.I.E. markings. Commissioner Egger stated that utility companies can run lines parallel or perpendicular based on the utility equipment located in the rear yard of the subject property.

No public comments were provided prior to or during the public hearing.

Motion to Recommend Approval of Case# PZC-24-08

Motion: Commissioner Duchaj

Second: Commissioner Egger

Ayes: Commissioners Duchaj, McBride, Rossetti, and Egger

Nays: None

Motion Approved

Chair Pro-Tem McBride closed the Public Hearing at 7:15 P.M.

b. **Adoption of 2025 Planning & Zoning Commission Meeting Schedule**

Mr. Khan presented the 2025 Planning & Zoning Commission meeting schedule for approval. No changes were made to the proposed meeting schedule.

Motion to Approve 2025 Planning & Zoning Commission Meeting Schedule

Motion: Commissioner Duchaj

Second: Commissioner McBride

Ayes: Commissioners Duchaj, McBride, Rossetti, and Egger

Nays: None

Motion Approved

8. **Old Business**

None.

9. **Announcements**

Mr. Khan updated the Commission on final action by the Village Board on recent cases.

Mr. Khan provided a summary of upcoming cases for the Commission.

10. **Adjournment**

Motion to Adjourn

Motion: Commissioner Egger

Second: Commissioner Rossetti

Ayes: Commissioners Duchaj, McBride, Rossetti, and Egger

Nays: None

Motion Approved

Adjourned at 7:22 P.M.

