

Planning and Zoning Committee  
President's Chambers  
August 14, 2023

**Present:** Phil Nawrocki, Trustee (Chairman)  
Jim Tyrrell, Trustee  
Ellen Baer, Village Manager  
Casey Biernacki, Deputy Village Manager  
Heather Valone, Assistant Community Development Director  
Daisy Chavez, Assistant to the Village Manager  
Attorney Ann Skrodzki  
Tony Budzikowski, Director of Community Development

**Call to Order:** Trustee Nawrocki called the meeting to order at 6:25 pm. Trustee Tyrrell and Chairman Nawrocki were both in attendance. There were no additions/deletions to the agenda.

**Approval of Minutes:** Trustee Tyrrell made a motion to approve the meeting minutes for July 19, 2023. Trustee Nawrocki seconded the motion to approve. A voice vote was conducted and the minutes were approved with both Trustees voting aye.

**Public Comment:** Trustee Nawrocki asked if there were any members of the public in attendance that wanted to speak or provide comments. There were no members of the public in attendance to speak or provide comments.

**Timber Trails – Sale of Seven (7) lots in Timber Trails Subdivision to McNaughton Development:** Attorney Ann Skrodzki stated that there was a resolution in the packet that authorizes a supplemental letter agreement for a lot sale and purchase to McNaughton Builders. In 2021, 20 lots were also purchased by McNaughton Development in the same manner. Attorney Skrodzki presented and indicated that this is the sale of 7 lots to McNaughton Development by Timber Trails Development. Three (3) lots in unit 1 and four (4) lots in unit 2 are the basis for the request. The supplemental letter agreement is necessary because any development purchaser need to agree to assume certain obligations for the purchase of the lots such as such fees, utilities, etc. There are notice requirements in the initial development agreement and the Board needs to approve and acknowledge the terms of the sale. Trustee Tyrrell acknowledged that this seems reasonable and that this is the process that was conducted in 2021 as well. Trustee Nawrocki requested a motion to recommend approval of the sale of lots by Timber Trails to McNaughton Development Company. Member Tyrrell made a motion and Trustee Nawrocki seconded the motion. Trustees conducted a voice voted and voted aye to approve the request and to forward the petition to the Board of Trustees that evening following the P&Z Committee meeting.

**Laidlaw PTO – Laidlaw Family 5K Run:** Director Budzikowski indicated that the applicant was not present and that he'd give an overview of the Laidlaw PTO request that was submitted by Ashley Ellsworth on behalf of the Laidlaw PTO. He outlined the contents of his memorandum to the Planning & Zoning Committee and indicated that the event would be conducted on Saturday, September 30<sup>th</sup> from

3pm to 5pm. The race begins and ends at Laidlaw Elementary and runs along various points of Lawn Avenue, Prospect Avenue, Grove Avenue, Hampton Avenue, Western Avenue, Maple Avenue, Willow Street and Chestnut Street. A map of the race route is included in the packet for reference purposes. Entertainment will include music, food and awards after the 5K race. Volunteer race marshals with neon reflective vests will be at all of the course intersections. This is the 2<sup>nd</sup> annual event and their 2<sup>nd</sup> request for a Temporary Use Permit.

Trustee Tyrrell made a motion to recommend approval of the Temporary Use Permit for the Laidlaw Family 5K and Trustee Nawrocki seconded the motion. A voice vote was conducted with both Trustees voting aye to approve the request and to forward the recommendation to the President and Board of Trustees for Board approval that evening.

**Other Business:** There is no other business to discuss this evening.

**Adjournment:** Trustee Tyrrell made a motion to adjourn the meeting. Chairman Nawrocki seconded the motion. Meeting is adjourned at 6:31 p.m.

Submitted by T. Budzikowski

Approved: November 7, 2023