

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE AMENDING
ARTICLE 4-8, PLANNING AND ZONING COMMISSION,
OF THE HOFFMAN ESTATES MUNICIPAL CODE

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook County Illinois, as follows:

Section 1: That Article 4-8, PLANNING AND ZONING COMMISSION be and is hereby repealed and the Planning and Zoning Commission is hereby dissolved.

Section 2: That Article 4-8, PLANNING AND ZONING COMMISSION, of the Hoffman Estates Municipal Code be created to read as follows:

Article 8

PLAN COMMISSION

Section 4-8-1. CREATION, COMPOSITION

A Plan Commission of nine (9) persons, composed of a chairman and eight (8) other members, is created for the Village of Hoffman Estates.

Section 4-8-2. APPOINTMENTS, TERMS OF MEMBERS, VACANCIES, REMOVALS

The President with the advice and consent of the Board of Trustees shall appoint a chairman and eight (8) other members to the Plan Commission. Initial terms will be staggered; the chairman and four (4) other members shall be appointed for a term expiring April 30, 2026, with subsequent terms to be two (2) years. The remaining four (4) members shall be appointed for a term expiring April 30, 2027, with subsequent terms to be two (2) years. When vacancies occur in the Plan Commission, the President with the advice and consent of the Board of Trustees, shall fill said vacancies by appointment, for the remainder of the unexpired term. All members of the Plan Commission must be residents of the Village of Hoffman Estates. Members of the Plan Commission can be removed from the Commission at any time by a two-thirds (2/3) vote of the Village's Corporate Authority.

Section 4-8-3. CHAIRMAN, MINUTES, RULES AND REGULATIONS

A. All meetings of the Plan Commission shall be held at the call of the chairman and at such times as such Commission may determine.

B. All meetings conducted by such Commission shall be open to the public. Any person may appear and testify at a hearing, either in person or by duly authorized agent or attorney.

C. The Commission shall keep minutes of its proceedings showing the vote of each member upon each question, or if absent or failing to vote, indicating such fact, and shall also keep records of its hearings and other official actions.

D. The Commission shall adopt its own rules of procedure not in conflict with this Code or with the applicable State statutes or with Chapter 9 of the Hoffman Estates Municipal Code.

E. The Chairman shall decide all questions of order, and in all cases not covered by this Commission's rules, the Commission shall be governed by parliamentary law as laid down in Robert's Rules of Order.

Section 4-8-4. GENERAL DUTIES AND POWERS

A. To hear and decide appeals from any order, requirements, decision or determination made by the Director of Code Enforcement or the Director of Development Services under Chapter 9 of the Hoffman Estates Municipal Code.

B. To conduct hearings upon all applications for variations, special uses and text amendments in the manner and subject to the standards prescribed in Chapter 9 of this Code and to report its findings and recommendations to the Village Board.

C. To hear and make recommendations to the President and Board of Trustees on all matters referred to it or upon which it is required to act under Chapter 9 of the Hoffman Estates Municipal Code.

D. To prepare and recommend to the Corporate Authorities a plan or plans for the development and/or redevelopment of the Village and contiguous unincorporated territory not more than one and one-half miles beyond the corporate limits of the Village and not included in any other municipality. The plan or plans when adopted by the Corporate Authorities shall be designed as the official plan, or part thereof, of the Village. Such plan or plans may be adopted in whole or in separate geographical or functional parts, each of which, when adopted by the Village's Corporate Authority shall be the official plan, or part thereof, of the Village. Thereafter, from time to time, the Planning may recommend changes in the official plan or any part thereof. To provide for the health, safety, comfort and convenience of the inhabitants of the Village and contiguous territory, such plan or plans may establish reasonable standards of design for subdivisions and for re-subdivisions of unimproved land and of areas subject to redevelopment, including reasonable requirements for public streets, alleys, ways for public service facilities, storm or floodwater runoff channels and basins, landscaping site design and operational requirements, parks, playgrounds, school grounds, other public grounds.

E. To prepare and recommend to the Corporate Authorities from time to time, plans for specific improvements in pursuance of the official plan.

F. To give aid to the municipal officials charged with the direction of projects for improvements embraced within the official plan, to further the making of these projects, and generally to promote the realization of the official plan.

G. To exercise such other powers, germane to the powers granted by this Article, as may be conferred by this Code.

H. To conduct hearings and make findings and recommendations in matters brought before said Commission concerning amendments of zoning regulations and zoning districts in accordance with the provisions of this Code and the Statutes of the State of Illinois.

I. To hear and make recommendations to the President and Board of Trustees on all matters referred to it or upon which it is required to act under this Code.

Section 4-8-5. COMPENSATION OF MEMBERS

The members of the Plan Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time as provided by Resolution of the President and Board of Trustees.

Section 4-8-6. MAJORITY

A majority of the members of the Plan Commission shall constitute a quorum.

Section 3: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 4: This Ordinance shall be in full force and effect from and after its passage and approval in the manner provided by law.

Section 4-8-7. REFERENCE TO COMMISSION IN VILLAGE CODE

Any references to the "Planning and Zoning Commission" in other articles of this Village Code of Hoffman Estates, Illinois, shall hereby be understood to mean the Plan Commission referred to in this Section.

PASSED THIS _____ day of _____, 2025

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Trustee Patrick Kinnane	_____	_____	_____	_____
President William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2025

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2025.