

**WASHINGTON TOWNSHIP PLANNING COMMISSION  
REORGANIZATION MINUTES  
APRIL 7, 2016**

**CALL TO ORDER**

Elaine Pennington called the reorganization meeting of the Planning Commission to order at 7:00 p.m. on Thursday, April 7, 2016, at the Washington Township Municipal Building.

**TEMPORARY OFFICERS**

**TEMPORARY CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer to appoint Elaine Pennington as temporary Chairperson in order to receive nominations for the position of Chairperson of the Planning Commission for 2016. **No comments received.**

**All ayes**

A motion was made by Elaine Pennington and seconded by Jennifer Cunningham appointing Susan Brown as temporary Secretary to record nominations for Chairperson and Vice-Chairperson of the Planning Commission. **No comments received.**

**All ayes**

**NOMINATIONS FOR CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer to nominate Elaine Pennington as Chairperson of the Planning Commission for 2016. **No comments received.**

**All ayes**

**ELAINE PENNINGTON DECLARED CHAIRPERSON OF THE  
PLANNING COMMISSION FOR 2016.**

**NOMINATIONS FOR VICE-CHAIRPERSON**

A motion was made by Daniel Stauffer and seconded by Elaine Pennington nominating Carl Schaeffer for Vice-Chairperson. **No comments received.**

**All ayes**

**CARL SCHAEFFER IS DECLARED VICE-CHAIRPERSON OF THE  
PLANNING COMMISSION FOR 2016.**

**PLANNING COMMISSION RULES AND REGULATIONS**

A motion was made by Elaine Pennington and seconded by Jennifer Cunningham re-adopting the Washington Township Planning Commission Rules and Regulations. **No comments received.**

**All ayes**

**MINUTES ARE OFFICIAL REPORT FROM THE PLANNING COMMISSION TO THE BOARD OF SUPERVISORS**

A motion was made by Daniel Stauffer and seconded by Carl Schaeffer re-affirming that the Planning Commission Minutes are the official report from the Planning Commission to the Board of Supervisors. **No comments received.**

**All ayes**

**REGULAR MEETING NOW CONVENES**

**ROLL CALL**

The following members were present: Elaine Pennington, Carl Schaeffer, Frank Gehringer, Jennifer Cunningham, Daniel Stauffer, Craig Morder, Secretary, Susan J. Brown; Joan London, Kozloff Stoudt, and two (2) members of the public were in attendance.

Absent: Mark Bedle

**TAPING OF MEETING**

The meeting was recorded as an aid in the preparation of the Minutes. It was noted no one other than the Planning Commission Secretary was taping the meeting this evening.

**APPROVAL OF MINUTES OF NOVEMBER 5, 2015**

A motion was made by Carl Schaeffer and seconded by Jennifer Cunningham to approve the Minutes, as prepared for the November 5, 2015 meeting of the Planning Commission. **No comments received.**

**All ayes**

**Daniel Stauffer abstained**

Chairperson Pennington welcomed new member Frank Gehringer.

**SPECIAL REQUEST**

None

**NEW SUBMITTAL**

None

**SUBDIVISION REVIEW**

None

**SUBDIVISION EXTENSIONS**

None

**ADDITIONAL ITEMS**

Cubbler Court/Hoffman Estates open space discussion. Lengthy discussion took place regarding the use of or potential sale of the open space parcels at Cubbler Court and

Hoffman Estates. Many members were not aware this open space existed, there are no signs, there is very limited parking available and there were safety concerns regarding walking to the Cubbler Court location. Members felt even if the properties were sold the parcels should remain as open space. One member stated if the parcels are sold the money should be reinvested back into the remaining recreation areas. It was suggested placing information about the parks in the township newsletter. Some members felt the Cubbler Court area is awkward and gives the feeling you are intruding onto private property.

In addition to the input from the other committees, following are some suggestions for consideration:

- Suggestion box for resident input
- Questionnaire for resident input
- Park/recreation information in newsletter
- Define the property boundaries
- Signage indicating the property boundaries
- A path/walkway leading to the property at Cubbler Court
- Look into procedural steps needed for the sale of the property
- Deed restrictions/conservation easement for the properties if sold

A motion was made by Daniel Stauffer and seconded by Elaine Pennington to recommend to the Board of Supervisors the Cubbler Court & Hoffman Estates open space be marked with signage, the boundaries be defined and a survey of township residents as to future use or possible sale and the Board of Supervisors review the procedural steps needed under the law to sell the open space but if sold there be a deed restriction/conservation easement to prevent future development of these lots. **No comments received.**

**All ayes**

### **COMMUNICATIONS**

- A copy of the February Board of Supervisors meeting minutes

### **ANNOUNCEMENTS**

The next Planning Commission meeting is scheduled for May 5, 2016 at 7:00 p.m.

### **ADJOURNMENT**

A motion was made by Jennifer Cunningham and seconded by Carl Schaeffer to adjourn the meeting at 7:54 p.m.

**All ayes**

Respectfully submitted,

Susan J. Brown  
Planning Commission Secretary