

**VILLAGE OF BERKELEY  
PLANNING & ZONING COMMISSION**

**Minutes**

**Tuesday, January 23, 2024**

**6:30 p.m.**

**Village Hall**

**5819 Electric Avenue**

**Berkeley, Illinois**

- 1** Chairman Paul Bullard called meeting to order at 6:30p

**Present:** Chairman Paul Bullard, Commissioner Jackie Jones, Commissioner Gail Winfield, Commissioner Maria Rivera and Commissioner Gustavo Villafana (arrived at 6:40p)

**Also present:** Assistant Village Administrator Justyn Miller, Village Attorney Courtney Willits, Village Clerk Belia Nowak

**Absent:** Commissioner Bruce Routen

- 2** Pledge of Allegiance

- 3** Motion to approve the Planning and Zoning Commission Minutes from July 13, 2022

Commissioner	Motion	Second	Ayes	Nays	Absent	Abstain
Gustavo Villafana					X	
Bruce Routen					X	
Maria Rivera			X			
Paul Bullard			X			
Jackie Jones	X		X			
Gail Winfield		X	X			

**VOICE VOTE- MOTION CARRIED**

- 4** Public hearing regarding proposed text amendments related to Banquet Halls/Event Spaces and initiation of amendments  
Assistant Administrator Miller provided background regarding recent issues at the Dream Banquet property which is also currently up for sale. Violations were incurred at property. The text amendment was prompted due to these issues. The public hearing was closed.
- 5** Motion to approve a findings of fact and recommendation to the Village Board regarding proposed text amendments related to Banquet Halls/Event Spaces and initiation of amendments

Commissioner	Motion	Second	Ayes	Nays	Absent	Abstain
Gustavo Villafana			X			

*Note: The Village of Berkeley, in compliance with the Americans with Disabilities Act (ADA), requests that any persons with disabilities, who have questions about the accessibility of the meeting or facility, contact Village Hall at 708-449-8840, to allow for reasonable accommodations to be made.*

Bruce Routen					X	
Maria Rivera	X		X			
Paul Bullard			X			
Jackie Jones		X	X			
Gail Winfield			X			

**MOTION CARRIED**

- 6 Public hearing regarding an application for sign variation at 1101 North Taft Avenue, Berkeley, Illinois  
Assistant Administrator Miller provided some background, regarding the applicant, and is requesting a variation regarding wall signage. Daniel Penske Jr., Director of Training at Finishing Trade Institute, was sworn in and spoke about the proposed variance request. The Institute hopes to get certified as an accredited school and putting up a new wall sign is part of that process. Chairman Bullard questioned lumen output, asked staff to research and come back with a text amendment addressing wall signage, and proposed continuing the variance request until the February PZC meeting. Consensus was reached to continue the public hearing to the next PZC meeting on February 27, 2024.

Motion to continue public hearing.

Commissioner	Motion	Second	Ayes	Nays	Absent	Abstain
Gustavo Villafana			X			
Bruce Routen					X	
Maria Rivera		X	X			
Paul Bullard			X			
Jackie Jones			X			
Gail Winfield	X		X			

**MOTION CARRIED**

- 7 Motion to approve findings of fact and recommendation to the Village Board regarding an application for a sign variation at 1101 North Taft Avenue, Berkeley, Illinois.

Commissioner	Motion	Second	Ayes	Nays	Absent	Abstain
Gustavo Villafana						
Bruce Routen						
Maria Rivera						
Paul Bullard						
Jackie Jones						
Gail Winfield						

**MOTION TABLED**

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- 8 Chairman's Report  
Chairman Bullard appreciates opportunity to fill chairman role and hopes will be do as great of a job as former Chairman Patrick Hurley.
- 9 Next Meeting-Tuesday, February 27, 2024
- 10 Chairman Bullard adjourned the meeting at 7:19p

Commissioner	Motion	Second	Ayes	Nays	Absent	Abstain
Gustavo Villafana			X			
Bruce Routen					X	
Maria Rivera		X	X			
Paul Bullard			X			
Jackie Jones			X			
Gail Winfield	X		X			

**VOICE VOTE-MOTION CARRIED**

Respectfully Submitted,



Belia Nowak, Village Clerk

Approved this 27th day of February, 2024



Paul Bullard, Planning and Zoning Commission Chairman

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