

**Meeting Minutes
Sycamore Township Zoning Commission
Township Administration Building
8540 Kenwood Road
Thursday, October 9, 2025
6:00 p.m.**

Mr. Roger Friedmann – Chairman
Mr. Rich Barrick – Vice-Chairman
Ms. Anne Flanagan – Member
Mr. Bill Mees – Member
Mr. Steve Roos – Member
Mr. Bill Swanson - Alternate

Item 1. – Meeting called to Order

Mr. Friedmann called the Zoning Commission meeting to order at 6:00 p.m. on Thursday, October 9, 2025.

Item 2. – Roll Call of the Board

Mr. Mees called the roll.

Members Present: Ms. Flanagan, Mr. Friedmann, Mr. Mees, Mr. Roos

Members Absent: Mr. Barrick, Mr. Swanson

Staff Present: Jeff Uckotter, Jon Ragan

Item 3. – Approval of September 11, 2025, Meeting Minutes

Mr. Friedmann asked if there was a motion to approve the September 11, 2025, meeting minutes.

Mr. Mees made a motion to approve the September 11, 2025, minutes.

Mr. Roos seconded the motion.

All in favor, none opposed.

Item 4. – Old Business

None

Item 5. - New Business

Case: ZC-2025-2

Applicant: Jay Stewart/MBS Development Company, LTD

Location: 7451/7555 Fields Ertel Road

Request: PUD II

Mr. Uckotter presented case ZC-2025-2 stating that the current zoning of the subject property is "F"- Light Industrial and the current ISR (Impervious Surface Ratio) is approximately 80 percent. Mr. Uckotter noted that the existing high intensity gravel was part of staff's 80 percent calculation. Mr. Uckotter explained that there are nonconformance's on site such as high intensity gravel, an accumulation of non-conforming signage, and unscreened dumpsters. Mr. Uckotter stated that site non-conformances would improve as a result of the proposal with the relocation and masonry screening of dumpsters, and the memorialization of new signage as new tenants occupy spaces.

Mr. Uckotter stated that the PUD II request proposes a 4,000-sf metal building addition, a 5,000-sf new metal building on an existing concrete pad, and a new 64 sf six-foot-tall monument sign to replace an old sign that was removed. Mr. Uckotter stated that there is an anomaly in the report and staff recommendation number two (2) should read "sited two-feet from the ROW line", rather than "sited one-foot from the ROW line" as shown in the report.

Mr. Uckotter reviewed the PUD II proposals as written on page two (2) of the staff report and displayed pictures and a site plan of the subject properties to the board.

Ms. Flanagan asked Mr. Uckotter about an existing unscreened dumpster, shown in the presented photographs, that was not on the site plan. Mr. Uckotter stated that he will recommend another condition addressing that dumpster.

Mr. Uckotter stated that staff recommends approval of the PUD II request with the following conditions:

1. From the date of final approval, there shall be a five-year validity period for this PUD.
2. The proposed monument sign located near the threshold of the east panhandle of the 7555 Fields Ertel Rd parcel shall be granted a variance to allow the monument sign to be sited 2.5 feet from the ROW line, so long as it does not violate any sight distance angles. This sign shall not exceed 64sf and six feet tall. If the ROW moves due to a change in pavement infrastructure, such as a traffic configuration modification, this variance would still apply to the resulting ROW, provided it does not violate sight distance angles.
3. The Stone Statements monument sign at the 7451 Fields Ertel Rd shall be granted a variance to allow the sign to be sited three feet from the ROW line – so long as it does not violate any sight distance angles.
4. The Stone Statements' outdoor living structures, sited in the front yard, shall remain. In the event that a business that sells outdoor living structures vacates this site, the pergola, chimney, and bar area shall be removed.
5. The Nelson Stark Monument sign located on the 7451 Fields Ertel Road parcel may remain but shall not be enlarged; a zoning certificate is required for this sign.
6. Businesses sited at either 7451 or 7555 Fields Ertel Road shall only have one wall sign. For the accessory structures on the 7555 parcel, businesses housed in these accessory structures shall only have one wall sign that does not exceed 16 square feet. Further, the accumulated wall signs noted in sheet C-400 shall remain in place unless a tenant change takes place for a given building (informational signs, such as BLDG C, shall remain as they are informational or

directional signs). For the primary buildings of both subject parcels, "F" – sign rules would apply in the event of a new tenant.

7. Screening shall be added to the perimeter fencing that can be seen from the view plane of Edington Drive. This screening shall not be tarpaulin material affixed to the perimeter fence.

8. All screening trees on the site and proposed shall remain in healthy condition and be replaced if unhealthy or not alive.

9. There shall be no unscreened storage behind the building of 7451 Fields Ertel Rd.

10. No billboards or new telecommunications towers shall be erected on the site. This condition does not prohibit maintenance of the existing telecommunications tower at the 7555 parcel.

11. Any dumpsters located on the 7451 Fields Ertel Road Parcel shall be enclosed, consistent with the Sycamore Zoning Code.

Ms. Flanagan asked Mr. Uckotter about the gravel on site. Mr. Uckotter stated that the issue with gravel is the dust that is generated, and the aesthetics. Ms. Flanagan asked Mr. Uckotter how close the neighboring residential parcels are to the CDF buildings. Mr. Uckotter stated approximately 215 feet.

Mr. Mees asked Mr. Uckotter if the use of the subject properties was proposed to change as part of the PUD II. Mr. Uckotter stated that the use of the properties would stay the same. Mr. Mees asked about a future change in use and how that would correlate with this case's conditions of approval. Mr. Uckotter stated that hypothetically, if a change of use is proposed, the new PUD would supersede this PUD. There was a discussion between Mr. Mees and Mr. Uckotter on the proposed five (5) year validity period. Mr. Uckotter stated that the five (5) year period relates to the proposed buildings.

Ryan Lucas (6860 Drake Road, 45243) introduced himself as the applicant from the podium. Mr. Lucas stated that he is the Trustee for the Trust that owns the subject property. Mr. Lucas stated that the plan for the unenclosed dumpster is to place it in the Stone Statements proposed enclosure. Mr. Lucas stated that the owners of the property would prefer to keep the high intensity interior gravel at the Nelson Stark site to allow for the operation of heavy equipment in the future.

Mr. Uckotter asked Mr. Lucas about the existing impervious surface to the west of the Nelson Stark site. Mr. Lucas stated that a lease amendment was made, and Nelson Stark will be repairing a lot of the western concrete and blacktop.

Ms. Flanagan asked Mr. Lucas if the interior gravel area is for storage or for the movement of vehicles/heavy equipment. Mr. Lucas stated the majority of heavy equipment is out in the field and there are not overnight operations on site.

Mr. Friedmann asked Mr. Lucas how many tenants were on site. Mr. Lucas stated four (4). Mr. Friedmann asked Mr. Lucas if there were any conditions in the staff report that he was unable to comply with. Mr. Lucas stated no, all the conditions seem understandable and reasonable.

Ms. Flanagan made a motion that case ZC-2025-2 is considered with the eleven conditions described by staff.

Mr. Roos seconded the motion.

Mr. Mees called roll:

Ms. Flanagan – AYE
Mr. Barrick- ABSENT
Mr. Friedmann – AYE
Mr. Roos - AYE
Mr. Mees – AYE
Mr. Swanson- ABSENT

Mr. Uckotter stated that this case will go to the Township Trustees, which will most likely be the November 18th, 2025 meeting.

Case: ZC-2025-6
Applicant: Trustee Initiated
Location: Sycamore Township
Request: Text Change

Mr. Uckotter presented resolution 2025-074 Initiating Amendment To The Sycamore Township Zoning Resolution. Mr. Uckotter stated that the theme of the amendment is to clarify that Smoke Shops and other similar uses shall require conditional use approval in the "F" – Light Industrial Zoning District, and only the "F"- District.

Mr. Uckotter presented the staff-initiated changes shown in resolution 2025-074 relating to chapter 3-2.1 "Permitted Use" definition, various chapter two (2) definitions, chapter 17 – table 17-12 and 17-9.7 "O,E,F,OO,EE,FF District Conditional Uses".

Mr. Uckotter noted that the three (3) existing smoke shops in the Township would have legal nonconforming status.

Mr. Uckotter stated that he recommends approval of the proposed text change with the change of the word "drunken" to "drunk" in the "Smoke Shop Products" definition found in chapter two (2).

Ms. Flanagan made a motion to consider case ZC-2025-6, with the change of the word "drunken" to "drunk"

Mr. Roos seconded the motion, all voted aye.

