



MINUTES
Plan Commission
Regular Meeting
Village Hall
1900 Hassell Road, Hoffman Estates, IL 60169

March 18, 2026

Council Chambers

6:30 PM

1. CALL TO ORDER/ROLL CALL

Chairperson Chhatwani called the meeting to order at 06:30 PM.

Commissioners Present: Kendra Alexander, Adam Bauske, Rajkumari Chhatwani, Lon Harner, Lenard Henderson, Minerva Milford, Nancy Trieb, John Wise

Commissioners Absent: Excused: Daniel Lee

A quorum was present.

Administrative Personnel Present: Kevin Anderson, Planner II; Daisy Dose-Adamzadeh, Planner II

2. PLEDGE OF ALLEGIANCE TO THE FLAG

3. APPROVAL OF MINUTES

A. Plan Commission 02-18-2026

Motion by Commissioner Harner, seconded by Commissioner Henderson, to approve the February 18, 2026, regular meeting minutes. Voice vote taken. Ayes - 8 | Nays - 0 | (Abstain: None). Motion Passed.

4. CHAIRPERSON'S REPORT

Chairperson Chhatwani stated a Special Use for Natura Academy to permit a private education facility for the property at 2357 Hassell Road was approved by the Village Board on March 02, 2026.

5. NEW BUSINESS

A. Public Hearings

1. Master Sign Plan Amendment for the Poplar Creek Crossing Shopping Center located at 4585 - 4613 W. Higgins Road

Motion by Commissioner Harner, seconded by Commissioner Henderson, to open the Public Hearing. Voice vote taken. Ayes - 8 | Nays - 0 | (Abstain: None). Motion Passed.

Chairperson Chhatwani swore in the petitioner.

Michelle Forys (Parvin-Clauss Sign Company)

The petitioner presented an overview of the project.

Kevin Anderson presented an overview of the staff report.

Commissioner Wise had no questions.

Commissioner Milford had no questions.

Commissioner Alexander had no questions.

Commissioner Trieb had no questions.

Commissioner Harner had no questions.

Commissioner Henderson asked if the sign would be the same, or slightly different? Ms. Forys stated the design would be slightly different, though they would utilize the same color palette, the font and encapsulated words would indicate the intended use of the space.

Commissioner Henderson asked if there would be moving components. Ms. Forys stated no, the sign would utilize similar channel letters that are used on the existing signage.

Vice Chairperson Bauske asked the petitioner if they agreed with the conditions of approval in the staff report. Ms. Forys stated that while she was unaware of the removal of the window signage, that she would bring this up with the tenant and that, yes, the tenant would comply with whatever was required.

Mr. Anderson read into the record the amended language of the Master Sign Plan Amendment.

Chairperson Chhatwani had no questions.

Motion by Commissioner Harner, seconded by Commissioner Henderson, to close the Public Hearing. Voice vote taken. Ayes - 8 | Nays - 0 | (Abstain: None). Motion Passed.

Motion by Vice Chairperson Bauske, seconded by Commissioner Harner, to adopt the

Findings of Fact for the Master Sign Plan Amendment as outlined in Exhibit B in the March 18, 2026, staff report.

Roll call vote:

Aye: Kendra Alexander, Adam Bauske, Rajkumari Chhatwani, Lon Harner, Lenard Henderson, Minerva Milford, Nancy Trieb, John Wise

Nay: None

Absent: Daniel Lee

Motion Passed.

Motion by Vice Chairperson Bauske, seconded by Commissioner Harner, to recommend to the Village Board approval of a Master Sign Plan Amendment for the Poplar Creek Crossing Shopping Center located at 4585-4613 W. Higgins Road subject to the conditions outlined in the March 18, 2026, staff report.

Roll call vote:

Aye: Kendra Alexander, Adam Bauske, Rajkumari Chhatwani, Lon Harner, Lenard Henderson, Minerva Milford, Nancy Trieb, John Wise

Nay: None

Absent: Daniel Lee

Motion Passed.

Chairperson Chhatwani stated this recommendation would be presented to the Village Board at the next regular meeting on Monday, April 06, 2026, at 07:00 PM.

6. STAFF DISCUSSION

Daisy Dose-Adamzadeh stated the Village Board had adopted the 2026 Zoning Map on Monday, March 16, 2026. The adoption of the Zoning Map is an annual requirement.

- A. 2026 Zoning Map Update (Information Only)


7. PUBLIC COMMENT

None.

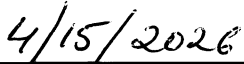
8. ADJOURNMENT

Motion by Commissioner Harner, seconded by Commissioner Henderson, to adjourn at 06:42 AM. Voice vote taken. Ayes - 8 | Nays - 0 (None) | Abstain - 0 (None). Motion Passed.

Minutes prepared by Marquelle Cnota, Administrative Assistant.



 Chairperson's Approval



 Date Approved