



MEMORANDUM

TO: David A. Hulseberg, Village Manager

FROM: William Heniff, AICP
Director of Community Development

DATE: February 4, 2010

SUBJECT: PC 10-01: 555 E. Butterfield Road (Comar Offices Planned Development)

Attached please find the following items for Village Board consideration as part of the February 4, 2009 Village Board meeting:

1. Plan Commission referral letter;
2. IDRC report for PC 10-01;
3. An Ordinance granting approval of a conditional use for a university (non-boarding);
and
4. Plans associated with the petition.

The Plan Commission recommended approval of the zoning actions associated with the petition. Additionally, the Plan Commission granted site plan approval for signage deviations also associated with the proposed use. No Village Board action is required for the Site Plan Approval; however the Plan Commission did add a condition stating that the Site Plan Approval for the signage shall be effective only upon the prior approval of the conditional use for a university by the Board of Trustees.

The petitioner is requesting a waiver of the first reading.