



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING MINUTES

Tuesday, April 01, 2025 at 6:00 PM

108 West Main Street and Virtually

1. CALL TO ORDER

Chairman Emmert called the meeting to order at 6:00 p.m.

2. ROLL CALL

PRESENT: Chairman Bill Emmert, Michael Booker, Irv Koning, Brian Martin, and Riley Pitney

GUESTS: Village Administrator Joseph Dienberg

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

There was no conflict of interest noted .

4. PUBLIC COMMENT

No request for Public Comment was received and no members of the public were present. Chairman Emmert asked if the applicant was planning on attending. Village Administrator Dienberg stated that he spoke with her earlier today and she was not planning on attending.

5. APPROVAL OF MINUTES

a. Minutes from March 4, 2025 Public Hearing- Body Art

The approval of the minutes from Public Hearing of March 4, 2025, will be held over to the May 6, 2025 meeting. Staff will verify the correction pointed out by Mr. Koning on page four.

b. Minutes from March 4, 2025

The approval of the minutes of March 4, 2025, will be held over to the May 6, 2025, meeting. Chairman Emmert requested more time to review the minutes and make corrections.

6. DISCUSSION

a. Special Use Permit Application- Body Art Establishment at 126 S. Benton St.

The owner of the property at 126 S Benton Street applied for a Special Use Permit to allow a Body Art Establishment. Mr. Koning addressed an error in the application on page 26 of the packet. The property noted as 116 Benton Street is not owned by Winnebago Township.

Mr. Dienberg stated that when the notices are sent to the property owners this information will be verified.

A motion was made by Chairman Emmert, seconded by Mr. Booker to hold a Public Hearing on May 6, 2025, at 5:50 p.m. to hear public input for the Special Permitted Use Application - Body Art Establishment at 126 S Benton Street. The motion carried on the unanimous vote of all present.

Mr. Dienberg informed the members that when an application that is complete and thorough is received and requires a public hearing, one will be scheduled to avoid wasting legal time and for ease of publication. Mr. Dienberg stated that it would be at the next regularly scheduled meeting within the time constraints as required: "not less than 15 days and not more than 30 days".

Chairman Emmert asked if public hearing times could be scheduled for 5:55 p.m. or if two hearings are needed on the same night it could begin as early as 5:45 p.m.

There was discussion of the application of the special use permit on a property and how it is applied to the property and specific use. Chairman Emmert explained that the Special Permitted Use runs with the property, not just the original permit holder.

7. NEW BUSINESS

No new business was discussed.

8. EXECUTIVE SESSION

No Executive (Closed) Session needed.

9. ADJOURNMENT

A motion to adjourn was made by Mr. Booker, seconded by Mr. Martin.

Voting Yea: Booker, Chairman Emmert, Koning, Martin, Pitney

The meeting was adjourned at 6:19 p.m.

APPROVED: MAY 6, 2025

Kellie Symonds, Deputy Clerk