VILLAGE OF THORNTON
PLANNING & DEVELOPMENT COMMISSION MEETING MINUTES
July 8, 2026

The regular meeting of the Planning & Development Commission of the Village of Thornton was called to order by Chairman Howell at **6:35 p.m.**

Roll Call

Present:

- Chairman Howell
- Commissioner Paarlberg
- Commissioner Ogbonnaya
- Commissioner Roeda

Absent:

- Commissioner Hanson
- Commissioner Klemm
- Commissioner Biedzycki

A quorum was declared present.

Approval of Minutes

Chairman Howell called for approval of the minutes of the June 10, 2026 Planning & Development Commission meeting.

Motion: Commissioner Paarlberg moved to approve the June 10, 2026 meeting minutes as presented.

Second: Commissioner Roeda

Roll Call Vote:

Commissioner	Vote
Paarlberg	Yes
Roeda	Yes
Ogbonnaya	Yes
Howell	Yes

Motion Carried.

Public Hearing

Special Use Permit – 563 N. Williams Street

Chairman Howell opened the public hearing regarding a petition submitted by **Eric Williams** requesting approval of a Special Use Permit pursuant to **Title 11, Chapter 11-9 (Special Uses)** of the Village of Thornton Code to permit an automotive repair use within the I-Industrial District and allow the operation of an automotive repair business at **563 N. Williams Street, Thornton, Illinois 60476.**

Opening of Hearing

A motion was made and seconded to open the public hearing. Upon voice vote, the motion carried.

Mr. Eric Williams was sworn in and provided testimony regarding his request.

Mr. Williams stated that he intends to operate **Main Street Auto Repair** and provide automotive repair services to residents of Thornton and surrounding communities. He indicated his goal is to maintain a clean, safe, and professionally operated repair facility.

The Commission noted for the record that proof of publication and certified mail notices had been properly provided.

Staff Recommendations

Staff reported the following conditions and requirements:

Building Department Requirements:

- Property must comply with all applicable building codes and ordinances.
- Required signage must be posted on the front entrance.
- Business license application must be submitted and approved.
- All required inspections must be completed and passed prior to opening.
- No automotive repairs shall be conducted outside the building.
- All applicable State certifications shall be submitted.
- No vehicle sales shall be conducted on the property.
- No overnight outdoor storage of vehicles shall be permitted.
- A signed lease agreement shall be presented during the inspection process.

Fire Department Requirements:

- Occupancy load shall be verified.
- A professional fire alarm system shall be installed in accordance with Village ordinance requirements.
- Fire extinguishers shall be installed as required by NFPA 10 and the 2015 International Fire Code.
- All fire inspections shall be completed and approved prior to occupancy.

Commission Discussion

Commissioners asked Mr. Williams about his qualifications and experience.

Mr. Williams stated that he earned an Associate Degree in Automotive Service Management Technology from Lincoln Tech and recently graduated.

Commissioners discussed proper disposal of automotive fluids, batteries, and related materials. Mr. Williams confirmed all such materials would be disposed of in accordance with applicable regulations.

No additional comments or questions were offered.

Recommendation to Village Board

Motion: Commissioner Paarlberg moved to adopt the Findings of Fact and recommend that the Village Board approve the Special Use Permit pursuant to Title 11, Chapter 11-9 of the Village Code to permit an automotive repair use in the I-Industrial District and allow operation of an automotive repair business at 563 N. Williams Street, Thornton, Illinois, subject to all conditions presented by staff during the hearing.

Second: Commissioner Roeda

Roll Call Vote:

Commissioner	Vote
Paarlberg	Yes
Roeda	Yes
Ogbonnaya	Yes
Howell	Yes

Motion Carried.

The public hearing was adjourned.

Staff advised Mr. Williams that the recommendation would proceed to the Village Board for final consideration at its meeting on **July 20, 2026, at 6:00 p.m.**

Public Comment

Chairman Howell opened the floor for public comment on items not appearing on the agenda.

No public comments were received.

Pride in Property Program Discussion

Staff provided an update regarding the Village's annual Pride in Property Program.

It was reported that approximately fifteen residential nominations and two business nominations had been received. Staff indicated the goal remains to recognize eight residential properties and two businesses.

Commission members discussed reviewing the submitted properties and assisting with the selection process. Staff stated that nomination information would be distributed to Commissioners for review.

It was further discussed that a Planning & Development Commission meeting would be required in August to finalize selections, with award presentations anticipated to occur in September.

No formal action was taken.

Adjournment

Motion: Commissioner Paarlberg moved to adjourn the meeting.

Second: Commissioner Roeda

Upon voice vote, the motion carried unanimously.

The meeting adjourned at approximately **6:50 p.m.**

Respectfully Submitted,

Nikki Kitakis, Village Clerk

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Andrew Howell, Chairman

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