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MINUTES OF ZONING AND PLANNING COMMISSION / ZONING BOARD OF APPEALS MEETING

July 13, 2017

7:00 P.M.

1. Roll Call/Call to Order
2. Approval of minutes of Zoning and Planning Commission / Zoning Board of Appeals meeting held on May 25, 2017.
3. Public Comment
4. Case Number 17 ZBA-04 /Giacalone Variation – 650 N. Kenilworth Avenue
A request for a Variation from the front yard setback requirement for the purpose of constructing a covered unenclosed front porch on property commonly known as – 650 N. Kenilworth Avenue (PIN 03-36-109-016), pursuant to Section 22.88 e of the Elmhurst Zoning Ordinance, said property being wholly located within the R1 Single-Family Residential District.
Public Hearing – All properties within 500 feet have been notified.
5. Other Business
6. Adjournment

Commission Members Present: Callaway, McCoyd, Mushow, Rose, Uditsky, Warnke

Commissioner Members Absent: Corrado, Garland

City Staff Present: Kopp, Franz

After a roll call establishing a quorum, Commissioner Mushow moved to approve the minutes of the May 25, 2017 Zoning and Planning Commission/Zoning Board of Appeals meeting as written. Commissioner Callaway seconded, and with a voice vote being all ayes, the motion passed.

Chair Rose explained that the Public Comment agenda item is for anyone to speak on any matter, but that comments will not be included in the public record for a specific case on an agenda. There was no public comment.

Chair Rose opened the public hearing for Case 17 ZBA 04. Case 17 ZBA 04 is a request for a Variation from the front yard setback requirement for the purpose of constructing a covered unenclosed front porch on property commonly known as – 650 N. Kenilworth Avenue. After all testimony was received from the applicant, Chairman Rose closed the public hearing for the cases.

Commissioner Callaway made a motion to deliberate Case 17 ZBA 04. Commissioner Mushow seconded and with a voice vote being all ayes, the motion passed.

Chair Rose opened the deliberation for Case 17 ZBA 04 which is a request for a Variation from the front yard setback requirement for the purpose of constructing a covered unenclosed front porch on property commonly known as 650 N. Kenilworth Avenue. The Commission discussed the standards as they relate to the request. Commissioner Callaway made a motion to approve the request as presented, Commissioner Mushow seconded and with a roll call vote the motion passed 6-0

Under other business, the Commission discussed changing the day of the week the Commission meets from the 2nd and 4th Thursday of the month to the 1st and 3rd Tuesday of the month. It was requested that staff report back on whether this will require any code changes. The Commission also discussed establishing a Vice-Chair of the Commission, deliberating on certain cases the same night and transitioning from paper packets to using Board Docs. It was also requested that Commissioners submit any days that they know they are not available for a meeting quarterly.

The meeting was adjourned at 8:00 P.M.

Submitted by: Eileen Franz AICP, Assistant Planning and Zoning Administrator