



CITY OF ELMHURST
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AGENDA

**ZONING AND PLANNING COMMISSION /
ZONING BOARD OF APPEALS
City Hall – Council Chambers**

**Tuesday December 17, 2019
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 November 19, 2019.
3. Determination of Meetings Lawfully Closed Under the Open Meetings Act, Whether to Be Released or Remain Closed by the Body of the Minutes or Semi-annual Review of the Minutes as Mandated by Section 2.06 pursuant to the Open Meetings Act 5 ILCS 120/5 (c)(5), (c)(21), Closed session meeting minutes from September 28, 2017.
4. Public Comment
5. **Case Number 19 ZBA 11 – Kelley Variations**
The purpose of this hearing is to consider a request for Variations from setback requirements for the purpose of constructing an attached single car garage on the property commonly known as 291 E. Wilson Street, Elmhurst, Illinois.
Continued Public Hearing– All properties within 500 feet have been notified
6. **Case Number 19 P 22 – Lowry Amended Conditional Use Permit**
The purpose of this hearing is to consider a request for an Amended Conditional Use Permit for a Masseur/masseuse Service on property commonly known as 595 N. York Street, Elmhurst, Illinois for the purpose of operating a massage business.
Public Hearing– All properties within 500 feet have been notified
7. Annual Review
8. Other Business
9. Adjournment

Susan J. Rose
Chair

NOTE: Any person who has a disability requiring a reasonable accommodation to participate in this meeting, should contact Valerie Johnson, ADA Compliance Officer, Monday through Friday, 9:00 a.m. to 4:30 p.m., City of Elmhurst, 209 N. York St., Elmhurst, IL 60126, or call (630) 530-3000 voice, or (630) 530-8095 TDD, within a reasonable time before the meeting. Requests for a qualified interpreter require five (5) working days' advance notice.

**ZONING & PLANNING COMMISSION/ZONING BOARD OF APPEALS
MEETING RULES AND PROCEDURES**

- Start Time: 7:00 p.m.
- Length: 3 hours, unless there is a majority vote of the Z&P Commission/ZBA to extend the meeting.
- Public Comment Agenda Item: This is an opportunity to address the Commission on any City related matter. Comments are limited to three minutes. Please note that comments during this time will not be part of the public record and/or deliberations for a zoning case.
- Interested Parties Time Limit during Public Hearings: Limited to 5 minutes for oral testimony, excluding time needed for response to Commissioner questions or cross examination. There is no limit to the amount of written testimony entered into the public record.
- Deliberation: Z&P Commission/ZBA deliberation is open to the public, however, no public comments and/or testimony will be taken during deliberation sessions.

PUBLIC HEARING PROCESS

- a. Submittal of proof of notice.
- b. Identification and swearing in of Applicant and Persons who will testify.
- c. Report or testimony by City Staff, if any.
- d. Testimony and other evidence by Applicant.
- e. Questioning of Applicant's witnesses by the Commission/Board.
- f. Questions or comments from those attending the hearing, whether in favor of or opposed to the Application (if appropriate for the public hearing).
- g. Questioning of Applicant's witnesses by the Commission/Board.
- h. Questioning of persons testifying and the offer of any other evidence by the Commission or the City Attorney.
- i. Report or testimony by City Staff, if any.
- j. Summary/Closing by Applicant (if appropriate for the particular hearing).

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