

MINUTES
ZONING BOARD OF APPEALS
OCTOBER 13, 2020

The meeting was called to order by ZBA Chairperson Gregory Constantino at 7:09 p.m. Zoning Board of Appeals Members Michelle Covington, Katie Crudele, Matt Jones, Chip Miller and Reed Panther were present. ZBA Member Tom Whalls was excused. Also present were Community Development Director Staci Springer, Planner Katie Ashbaugh, Civil Engineer Amy McKenna and Recording Secretary Lindsey Kaminsky.

Chairperson Constantino stated this meeting will be conducted by audio or video conference without a physically present quorum of the Glen Ellyn Zoning Board of Appeals (ZBA) because of a disaster declaration related to COVID-19 and public health concerns affecting the Village of Glen Ellyn. The Chairperson of the Zoning Board of Appeals has determined that an in-person meeting at the Civic Center is not practical or prudent because of the disaster. The Chairperson, members of the Zoning Board of Appeals, Village Manager, and Village Attorney will not be physically present at the Civic Center because their attendance is unfeasible due to the disaster. Physical attendance at the Civic Center by the public is also not feasible because of the disaster.

Chairperson Constantino stated this meeting will be held and can be viewed on Zoom. In addition, any individual desiring to list and/or participate in the meeting by telephone, or through the electronic meeting platform, has been provided that opportunity through Zoom participation information. Finally, members of the public had the opportunity to submit written comments in advance of the meeting.

Chairperson Constantino stated the methods of public participation have been publicized on the Village's website and on the Agenda for tonight's meeting.

Chairperson Constantino stated since the Zoning Board of Appeals is using an electronic meeting platform for the meeting, they expect there will be some bumps as they move through the agenda.

Chairperson Constantino stated when it is time for speakers, other than ZBA members of staff, you will be unmuted and called on by name. Any members of the audience who wish to speak will be asked to raise their hand. Audience members will then be called on to speak and unmuted. After you speak, you will be muted once again. Please note that there may be a slight delay between becoming unmuted and being able to begin speaking.

Chairperson Constantino stated just as a reminder that all speakers are asked to present their comments in a respectful and courteous manner. If inappropriate language or comments are expressed during this meeting, we will mute the speaker and end their participation.

MOTION TO ALLOW REMOTE PARTICIPATION

ZBA Member Miller moved, seconded by ZBA Member Panther, to allow the members of the ZBA to participate remotely. The motion was carried with 6 “yes” votes and 0 “no” vote. The “yes” votes are as follow: ZBA Chairperson Constantino, ZBA Member Covington, ZBA Member Crudele, ZBA Member Jones, ZBA Member Miller and ZBA Member Panther.

MINUTES

ZBA Member Panther moved, seconded by ZBA Member Covington, to approve the minutes of the September 22, 2020 meeting. The motion carried with a roll call vote of 6 “yes” votes and 0 “no” vote. The “yes” votes are as follow: ZBA Chairperson Constantino, ZBA Member Covington, ZBA Member Crudele, ZBA Member Jones, ZBA Member Miller and ZBA Member Panther.

On the agenda was the Zoning Board of Appeals Training.

Community Development Director Springer provided a presentation to the Zoning Board of Appeals Members regarding the following information:

- Zoning Board of Appeals Statutory Authority including the Illinois State Statute and the Village of Glen Ellyn’s Code
- Zoning Board of Appeals jurisdiction limitations
- Process of holding a Public Hearing including notification requirements, order of procedure, public testimony, Public Hearing notice requirements and due process rights
- Actions allowed to be voted on by the Zoning Board of Appeals
- Meeting rules of procedure including information on Robert’s Rules of Order
- Open Meeting Act Requirements including information on notices, agendas, minutes, recordings, public comment and enforcement
- Freedom of Information Act
- Ethics including information on the required Statement of Economic Interest and gift bans.

Planner Ashbaugh provided a presentation to the Zoning Board of Appeals Members regarding the following information:

- Zoning map overview including information on the different Village zoning districts
- Zoning Variation application process
- Administration Zoning Variations versus Standard Zoning Variations
- Standards for relief

Civil Engineer McKenna provided a presentation to the Zoning Board of Appeals Members regarding the following information:

- General code requirements for stormwater management including information on drainage plans, grading plans and the permit plan requirements
- Permit review approach
- Stormwater management tools including information on infiltration measures (drywells or rain gardens), private storm sewer and improvements to grading on and around properties

Village Board Trustee Report

Trustee Christiansen stated the Village Board held a meeting on Monday, October 12, 2020 and discussed an intergovernmental agreement with Milton Township and the pedway connection from Main Street to the Civic Center Parking Garage. Trustee Christiansen also stated the Capital Improvements Commission is discussing the Downtown Streetscape Improvements project at their meeting tonight. Trustee Christiansen also stated there will be several options for residents to attend an Open House on the Comprehensive Plan, either in person or via Zoom, in mid-November.

Staff Report

Planner Ashbaugh stated there will be two zoning variations for the October 27, 2020 Zoning Board of Appeals meeting and potentially a variation scheduled for the November 10, 2020 Zoning Board of Appeals Meeting.

Adjournment

At 9:10 p.m., a motion was made by ZBA Member Crudele and seconded by ZBA Member Covington to adjourn the meeting. The motion carried with a roll call vote of 6 “yes” votes and 0 “no” vote. The “yes” votes are as follow: ZBA Chairperson Constantino, ZBA Member Covington, ZBA Member Crudele, ZBA Member Jones, ZBA Member Miller and ZBA Member Panther.

Respectfully submitted,

Lindsey Kaminsky
Recording Secretary

Reviewed by,

Katie Ashbaugh, AICP
Planner