

MINUTES
Glen Ellyn Zoning Board of Appeals Meeting
Tuesday, February 11, 2025 at 7:00 PM
Glen Ellyn Civic Center
Galligan Board Room
535 Duane Street

A. Call to Order and Roll Call

Acting Chairperson Jones called the meeting to order at 7:03 PM. Acting Chairperson Jones explained the advisory nature of the Zoning Board of Appeals (ZBA) and its process for deliberation and recommendation. He described the Public Hearing protocols and announced that the meeting was being recorded.

Roll was called.

Present: Acting Chairperson Matthew Jones and Board Members, Peter Kelly, Todd Buckton, and Craig Pavlich.

Absent: Board Members Noureen Lakhani and Christiane McKnight

Also in attendance: Jordan Frahm, Associate Planner, Daniel Harper, Planning Manager; Anne Gould, Village Trustee and Adriana Ohl Zamora, Recording Secretary.

B. Public Comment (non-agenda items)

None

Member Pavlich moved to open the Public Hearing. Member Kelly seconded the motion and the motion passed by voice vote.

C. Approval of Minutes

1. Review and Approval of the December 10, 2024, meeting minutes

Motion to approve- Pavlich, Member Kelly Seconded the motion. Approval of the minutes was passed by a unanimous voice vote.

D. New Business

1. Public Hearing - 494 Hill Avenue - Zoning Variation Request to Allow for an Addition to an Existing Principal Structure

Staff Introduction

Sworn in, Daniel Harper, Planning Manager for the Village of Glen Ellyn, introduced a newly drafted Findings of Facts and Zoning Variation standards document that was provided to members and will also be included in ordinance that goes to Village Board of Trustees as exhibit B, for final decision. The purpose of including this document is to streamline the process and to avoid having to wait for the approved final minutes which included the Findings of Facts and thus speeding up the process.

Mr. Harper explained that the last paragraph before the recommendation section in the document, is a prewritten section written by Village staff and explained that upon making deliberations and fact findings, the section can be edited based on statements provided by the Board, read back and if agreed upon by members, a vote on adoption of findings of facts can be completed. Mr. Harper asked members if they had any questions regarding the process.

Member Questions

Commissioner Pavlich- When you post the finding of facts, will they be part of this meeting's agenda packet or following meeting?

Planning Manager Harper- This will be as part of ordinance that is adopted by Village Board of Trustees, and confirmed that the final documents would be part of final approved minutes and agenda on Village Website.

With no further questions, Acting Chairperson Jones calls Jordan Frahm, Associate Planner to introduce the application.

Sworn in, Jordan Frahm, Associate Planner for the Village of Glen Ellyn, presents the application of 494 Hill Avenue, stating that the petitioners, William and Taylor Stogsdale, are the homeowners and that the home is located on Hill Avenue. between Glenwood Avenue and Main Street, to the south is Main Street Recreation Center. Mr. Frahm described the lot as an interior lot in the middle of the block, zoned as R2 and that the home was built in 1957, this is relevant because homes built in that time are often on 50ft wide lots. Mr. Frahm stated that the variation in question is from section 10-4-8 (D)(3), a variation from the side

yard setback. The Village Code requires a 6ft. 6in. side yard setback, the existing setback on the home is 4ft 5in, requested set back is 4ft. 5in. Mr. Frahm stated that the existing lot coverage ratio is 15% and that the proposed addition increases the lot coverage ratio to 16% of the 20% maximum allowed on R2 zoning lots. The plat of survey depicts a 50ft lot and a 4ft. 5in existing set back. The application also included elevations of the proposal. The proposed elevations showed an updated plan of the proposed porch addition that would not increase the non-conforming side yard setback. Mr. Frahm stated that the ZBA action is to consider petitioner request for zoning variation or denial.

Commissioner Questions

Member Pavlich- Confirmed the built date of the home and asked if the minimum required lot width in the R2 zoning district was 66 feet.

Member Buckton- Stated that Village changed the required minimum lot width from 50 feet to 66 feet in 1955.

Planning Manager Harper confirmed that the statement was correct.

Acting Chairperson Jones - the eave overhang coming outside of porch does not need a variance?

Associate Planner Frahm- Eaves can protrude 1.5 feet into required set back, depicted are 1ft eaves.

Acting Chairperson Jones- When the house was built, the lot required 50ft width and a 10% set back, which would have been 5ft. If this variance had come as a new build, with foundation poured incorrectly, we would require a variance for the foundation or for foundation to be moved, correct?

Associate Planner Frahm- Correct, but because the property is existing non confirming, we do not need to address anything except the porch.

Chairman- Variance will only apply to porch is that correct?

Associate Planner Frahm- The variation by ordinance would remain with land.

Planning Manager Harper- This application would be for approval for the variation of the porch to exist with the non-conforming setback. If at some point, the entirety of the home was demolished, it would have to meet the 6feett 6inch side yard setback requirement.

Member Pavlich- Asked if the requested addition to the porch would not worsen the existing nonconformity to the side yard setback. Is that correct?

Associate Planner Frahm- that is correct.

Seeing no further questions for Village staff from the Board, Acting Chairperson Jones motioned for the applicant to provide testimony.

Public Comment

The following individuals, sworn in, made respective comments:

Julia Smith- Architect for the petitioner, 658 Kenilworth Ave, Glen Ellyn, - stated that the homeowners are interested in adding a functional front porch with cohesive design and adding curb appeal. The existing non-conforming lot is 50ft., non -with a non-conforming in side yard setback. The applicant is requesting to add a front porch in line with existing home and that oddities currently exist with symmetry of the home. The property is currently under the maximum lot area allowed of 20% at 15%, we also have letters of support from neighbors.

Member Kelly- The overhang shown on the site plan is the 2nd story eve overhang?

Architect Smith- confirmed as yes

Buckton- Will more concrete be poured for the porch?

Architect Smith- We will more than likely will replace as entire concrete porch slab.

Seeing no further questions from the Board, Acting Chairman Jones asked a motion to close the public hearing.

Member Pavlich made a motion to close the public hearing and approve the Finding of Facts as presented. Member Kelly seconded the motion and the motion passed by voice vote.

Deliberation

The members of the Board agreed to the merits of the application and found that the application met the standards for approval for a zoning variation.

A Motion to approve the application was made by Member Buckton and seconded by Member Pavlich, the motion passed unanimously with four (4) votes yes and zero (0) votes no.

E. Other Business

F. Chairperson's Statement

No statement was provided by Acting Chairperson Jones.

G. Trustee Liaison Report

Trustee Gould reported the following:

1. Review of underfunded projects in a workshop; follow up needed for addressing gaps in funding.
2. Approved building permit fee increases 4% in August, will go into effect with new community development software
3. 2nd Starbucks on Roosevelt approved
4. Pickleball approved at Ackerman
5. Essex variance approved

Need volunteers for this board as commissioners; need volunteers that are available once per month. Apply online so that we can work on filling the spot. Goal is to have full 7 members.

H. Staff Report

Planning Manager Harper- Stated that the Village has received some inquiries for possible variation requests but no formal submittals.

Acting Chairman Jones- Will there be an internal review of the proposed Zoning Code revision project?

Planning Manager Harper - Stated that the Village is in the early stages of the zoning code re-right project and that the public boards and commissions will assist in the project and be asked to attend workshops, groups, ad hoc groups etc. The Village is drafting requests for proposals from outside consulting groups who work on zoning code revision projects professionally.

Commissioner Pavlich- timeline?

Planning Manager Harper- request for proposals- spring 2025, interviews- summer 2025- contract- fall 2025; 2026 project.

Commissioner Pavlich- 1st time zoning update since 06'?

Planning Manager Harper- comprehensive Zoning Code Re-write has not been done since 2006 but the Village has passed many text amendments through that time.

Chairman Jones- what is the makeup of individuals for the outreach?

Planning Manager Harper- multiple groups to include general community members, builders, architects, volunteer members of boards and commissions, general community outreach.

Commissioner Buckton- Regarding the software implementation, will there be a new portal to apply online for permits?

Planning Manager Harper- Yes, program is called Land Management also known as LAMA and is a web interface with a portal system that applicants will be able to submit permits for building and zoning.

Commission Pavlich- serious progress, really good.

Commissioner Buckton- Is there a way to streamline easy variation approvals?

Planning Manager Daniel- yes, we have a system for administrative approvals for zoning variations, but this did not meet the administrative variance criteria.

Commissioner Pavlich- stated that he was working on data of all cases and that he will share with Commissioners Board group; Data covers how the Board has been ruling.

Chairman Jones- Will members of the Board be invited to Zoning Code rewrite meetings?

Planning Manager Harper-stated yes and that the Zoning Code rewrite meetings will be open to public; everyone will be invited can view and add opinion. Progress will be updated and will be open and public. Idea is to get public input.

I. Adjournment

Member Pavlich made a motion to adjourn the meeting. Member Buckton seconded the motion and the motion passed by voice vote at 7:45PM

Respectfully submitted,
Adriana Ohl-Zamora