

**MINUTES**  
**Glen Ellyn Zoning Board of Appeals Meeting**  
**Tuesday, September 2, 2025, at 7:00 PM**  
Glen Ellyn Civic Center  
Galligan Board Room  
535 Duane Street

**A. Call to Order and Roll Call**

Roll was called.

Present: Board Members, Matthew Jones, Todd Buckton, Noureen Lakhani, Craig Pavlich and Christiane McKnight

Absent: Members Chip Miller and Peter Kelly

Also in attendance: Daniel Harper, Planning Manager and Adriana Ohl Zamora, Recording Secretary.

Due to Chairperson Miller's absence, Commissioner Pavlich nominated Matthew Jones to be the Acting Chairperson for The Zoning Board of Appeals for the meeting. Member Buckton seconded the notion. The motion was passed by voice vote 4- yes, 0 no.

Acting Chairperson Jones called the meeting to order at 7:00 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.

**B. Public Comment (non-agenda items)**

None

**C. Other Business**

1. Review and Approval of the Rules and Procedure for the Glen Ellyn Zoning Board of Appeals

**Motion to table until September 9, Zoning Board of Appeals meeting by Commissioner Pavlich, Member McKnight Seconded the motion. Approval to table until September 9<sup>th</sup> ZBA Meeting was passed by a unanimous voice vote.**

**D. Approval of the Minutes**

1. Review and Approval of July 8, 2025, Zoning Board of Appeals Meeting Minutes.

**Motion to Approve July 8, 2025, minutes by Commissioner McKnight, Commissioner Buckton seconded the motion and the motion passed by voice vote.**

**Member Buckton moved to open the Public Hearing on 365 Kenilworth Ave. Member Pavlich seconded the motion and passed by voice vote.**

**E. New Business**

1. Public Hearing – 365 S. Kenilworth Ave., Front Yard Setback Variation

Sworn in, Daniel Harper, Planning Manager for the Village of Glen Ellyn, introduced the following variation request for 365 Kenilworth Ave.:

He described that the petitioner is proposing the construction of an approximately 240-square-foot second-story addition to the existing home on the property. The proposed addition will be within the existing footprint of the existing home, and it is proposed to have a front yard setback of 41 feet. The home is zoned R0- Residential District. The request is for approval of the following variation:

1. Section 10-4-6(D)(1) – to allow the construction of a second-story addition to an existing non-conforming single-family home to be forty-one feet (41'-0") from the front property line in lieu of the required front yard setback of fifty feet (50'-0").

Mr. Harper showed the commissioners the footprints of the home and aerial map to explain the application.

### *Member Questions*

Chairperson Jones- the front yard setback when it was in County, it was an R3 district with a 30-foot setback? When we incorporated, they became existing non-conforming?

Daniel Harper, Planning Manager for the Village of Glen Ellyn- that was my understanding based on surrounding zoning of county lots around this area. I do not know exactly what the required front setback was in 1966 for DuPage County.

Commissioner Buckton- I thought it was odd that all these homes were annexed into Village in 1999 except this home did not apply for water connection permit until 10 years later.

Daniel Harper, Planning Manager for the Village of Glen Ellyn - Annexation agreement included a timeline agreement that the homeowner had to apply for water within a certain timeframe.

Commissioner Pavlich- I noticed 355 S. Kenilworth (house next door) was significantly newer and I asked if there were any recorded variances for that house- you found something different please share what you found.

Daniel Harper, Planning Manager for the Village of Glen Ellyn – that house was built in 2001, in 2001 R0 zoning code for the front yard setback was that that if more than 50% of block is developed, the minimum Front yard setback could either be 50 feet or could be the average of all the homes on the block that are constructed. So, homes on Kenilworth there is a front yard setback that ranged from 38-41 yard setback. The zoning code updated in 2002 which changed that requirement; with R0 it's a 50ft minimum and with R2 and R3 it provides a wiggle room, not whole block just adjacent neighbors.

Commissioner Pavich- in R2 we have a smaller minimum set back. In this case we just moved to be bigger. My second question, yard setback variance less than 20% should be eligible for administrative variations, was that considered in this case.

Daniel Harper, Planning Manager for the Village of Glen Ellyn- this is an existing non-conforming structure, and it has to be an addition to a conforming structure. That is when the administrative variation would apply.

*Petitioner Jenna Lindman, Patrick Lopardo and Contractor Nicholas Crifase sworn in.*

*Daniel Harper, Planning Manager, explained what a practical hardship is.*

Petitioner Patrick Lopardo- basically zoning is a hardship, like we said in plans it's not going into the street, sticking to what is already existing, similar to our neighbors. Tring to expand house and add walking closet.

Contractor Patrick Lopardo- Our intention here is to make home more comfortable, replace siding, repainting, new windows and roof. Will make quality of life better and increase home value

Chairperson Jones- we have understanding that you can't pick up house and move it, you don't want to tear and start all over.

*No written comments received.*

**Member McKnight made a motion to close the public hearing Member Buckton seconded the motion.**

**Member McKnight made a motion to approve the Finding of Facts as presented; Member Buckton seconded the motion and passed by unanimous voice vote. Findings of fact accepted.**

*Deliberation*

Commissioner Buckton- I really don't have anything. I hope to approve with no objection

Commissioner Lakhani- Nothing, pretty straight forward.

Commissioner Pavlich- I would vote to approve it.

Commissioner McKnight- I would vote to approve.

Chairperson Jones- I will vote to approve.

**Member McKnight made a motion to close the deliberations and approve the application as presented. Member Pavlich seconded the motion and the motion with a 5 (yes) and zero (no) votes.**

2. Public Hearing- 236 Sunset Ave., Side Yard Setback Variation

Sworn in, Daniel Harper, Planning Manager for the Village of Glen Ellyn, introduced the following variation request for 236 Sunset Avenue.

Petitioner has applied for a zoning variation to allow the reconstruction of a front porch with an existing non- conforming side yard setback of four feet and three inches (4'-3") in lieu of the required side yard setback of six feet and six inches feet (6'-6").

Petitioners request approval of the following variation:

1. Section 10-4-8(D)(3) – to allow an interior side yard setback of four feet and three inches (4'-3") in lieu of the minimum required interior side yard setback of six feet and six inches (6'-6") to accommodate the reconstruction of an existing non-conforming front porch.

They are proposing the reconstruction of an existing non-conforming front porch that is located four feet and three inches (4'-3") from the side property line. The proposed reconstruction will maintain the

footprint of the existing porch and will be constructed of composite materials. The pergola over the porch will also be replaced in kind with a metal pergola.

*Member Questions:*

Commissioner Buckton – No questions

Commissioner Lakhani- No questions

Commissioner Pavlich- what is original built date of home?

Daniel Harper, Planning Manager for the Village of Glen Ellyn -1923 according to the applicant

*Petitioner Jeffrey Knight sworn in*

Petitioner Jeffrey Knight- the hardship is I have a railing running into my front door that will not allow me to open it. That is basically the hardship, just trying to get in and out the front door.

Commissioner Buckton- I knew the previous owners. How long have you lived in the house?

Petitioner Jeffrey Knight- Three years, the Fischers were previous owners; the neighbors still speak of them, I am trying to maintain their gardening in the front yard.

**Member McKnight made a motion to close the public hearing Member Buckton seconded the motion.**

**Member Lakhani made a motion to approve the Finding of Facts as presented; Member McKnight seconded the motion and passed was by voice vote 5-0. Findings of fact accepted.**

*Deliberation*

Commissioner Buckton- no problem with this I will approve.

Commissioner Lakhani- same.

Commissioner McKnight- I will vote to recommend approval.

Chairperson Jones- I am in favor as well.

**Member McKnight made a motion to approve the application as presented. Member Pavlich seconded the motion and the motion with a 5 (yes) and zero (no) votes.**

**F. Chairperson's Statement**

No statement was provided by Acting Chairperson Jones.

**G. Trustee Liaison Report**

**H. Staff Report**

Planning Manager Daniel Harper- presented the following:

1. 680 Grand basement- recommendation of denial by the ZBA was overturned by the Village Board with a vote to grant the proposed variations. Project will go forward
2. 564 N. Main Street- Backyard patio with swimming pool and pergola, approved with Village Board as conditioned by ZBA.
3. For Monday I have 2 applications:
  1. 807 Hill, lot coverage ratio, back yard patio they want to create into a 3 seasons room.
  2. 194 S. Ellen- Applicant proposing to increase height of existing detached garage.
4. MK steakhouse that is being constructed on 400 N. Main St, applying for outdoor dining license, also illuminated blade sign variation.
5. Village initiated annexation of a property on Butterfield Rd. in September.
6. RFP Draft for Zoning code update has been finished, kickoff maybe January 2026- will bring in a consultant and do a total overview of zoning codes, want to update zoning code to include graphs and graphics.
7. Village considering doing a text amendment to allow for restaurant usage in C4 zoning district

Commissioner Buckton- does that include timeline that involves ZBA and Plan commission being together?

Daniel Harper, Planning Manager for the Village of Glen Ellyn – most likely you will be together makes it a more cohesive unit.

## **I. Adjournment**

**Member Buckton made a motion to adjourn the meeting. Member McKnight seconded the motion. Meeting adjourned at 8:00PM**

Respectfully submitted,  
Adriana Ohl-Zamora