

## A G E N D A

MEETING OF THE PLAN COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON WEDNESDAY,  
MAY 1, 2024 AT 7:00 P.M. AT THE VILLAGE OF WILLOWBROOK COMMUNITY RESOURCE CENTER (CRC)  
BOARDROOM, 825 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS 60527.

**Due to the expiration of the Governor's Disaster Declaration, public participation/comment is permitted solely by attending the meeting at 825 Midway Drive.**

1. CALL TO ORDER
2. ROLL CALL
3. OMNIBUS VOTE AGENDA
  - A. Waive Reading of Minutes (APPROVE)
  - B. Minutes of April 3 2024, Plan Commission Regular Meeting
4. PLAN COMMISSION CONSIDERATION: Zoning Hearing Case 24-05: Consider a petition requesting a zoning variance from Title 9 of the Village Unified Development Ordinance to allow the following:
  - a. Section 9-3-01(A) to increase the maximum impervious surface coverage in the R-2 district from 40% to 41.5%.
  - b. Section 9-5-03(A)(2)(a) to increase the maximum width of a single-slab driveway from 33 feet to 38.32 feet to allow the existing non-compliant driveway.
  - A. Public Hearing
  - B. Discussion/Recommendation
5. VISITOR'S BUSINESS
6. COMMUNICATIONS
7. ADJOURNMENT



**Village of Willowbrook**  
Staff Report to the Plan Commission



<b>Public Hearing Date:</b>	May 1, 2024															
<b>Prepared By:</b>	Michael Krol, Director of Community Development															
<b>Case Title:</b>	Zoning Hearing Case No. PC 24-05: A petition requesting a zoning variance from Title 9 of the Village Unified Development Ordinance for the property address 740 67 <sup>th</sup> Place, Willowbrook, Illinois to allow the following: <ol style="list-style-type: none"><li>1. Section 9-3-01(A) to increase the maximum impervious surface coverage in the R-2 district from 40% to 41.5%.</li><li>2. Section 9-5-03(A)(2)(a) to increase the maximum width of a single-slab driveway from 33 feet to 38.32 feet to allow the existing non-compliant driveway.</li></ol>															
<b>Petitioner:</b>	Cornelius Griggs, 740 67 <sup>th</sup> Place, Willowbrook, Illinois, 60527.															
<b>Action Requested:</b>	Consideration and Recommendation of the proposed zoning variations to the Unified Development Ordinance.															
<b>Location:</b>	740 67 <sup>th</sup> Place, west of Madison Street.															
<b>PINs:</b>	09-23-400-007															
<b>Existing Zoning:</b>	R-2 Moderate Density Single-Family Detached District															
<b>Proposed Zoning:</b>	R-2 Moderate Density Single-Family Detached District															
<b>Property Size:</b>	0.56 acres															
<b>Surrounding Land Use:</b>	<table><thead><tr><th></th><th>Use</th><th>Zoning</th></tr></thead><tbody><tr><td>North</td><td>Single Family Residential</td><td>R-1</td></tr><tr><td>South</td><td>Single Family Residential</td><td>R-2</td></tr><tr><td>East</td><td>Single Family Residential</td><td>R-2</td></tr><tr><td>West</td><td>Single Family Residential</td><td>R-2</td></tr></tbody></table>		Use	Zoning	North	Single Family Residential	R-1	South	Single Family Residential	R-2	East	Single Family Residential	R-2	West	Single Family Residential	R-2
	Use	Zoning														
North	Single Family Residential	R-1														
South	Single Family Residential	R-2														
East	Single Family Residential	R-2														
West	Single Family Residential	R-2														

**Necessary Action by Plan Commission:** Make either a positive or negative recommendation to the Mayor and Village Board for the proposed zoning variance requests in the R-2 District of the Unified Development Ordinance to increase the maximum impervious surface coverage from 40% to 41.5% and to increase the maximum width of a single-slab driveway from 33 feet to 38.32 feet.

**A sample motion can be found on page 4.**



## History & Background

### Site Description

The plat of subdivision for this area was recorded 1955 and developed under the DuPage County Zoning and Subdivision code. The subject property was annexed into the Village of Willowbrook in 1981 as part of a twenty-two (22) lot annexation, under Ordinance 81-O-22. In 2018 a new 7,600 square foot single-family home was constructed.

**Exhibit 1:** Site and Aerial View of the Subject Property



### Variance Proposal

The applicant and property owner contacted Village staff regarding installing a 648 square foot, two car detached garage to the rear yard of the property. After reviewing the proposal, it was determined that the detached garage and driveway would exceed the maximum 40% impervious surface coverage and at some point, between the house's completion in 2018 and prior to the applicant's purchase of the house, the driveway was extended without an approved permit. As it currently sits, the driveway is 38.32 feet in width. The approved construction permit from 2018 indicated a legally established driveway, under the maximum code requirement of 33 feet. The property owner is requesting a zoning variance to allow the non-confirming driveway to its current width of 38.32 feet, which is also needed to access the proposed detached garage in the rear yard.

The second zoning variance request is to increase the maximum lot coverage from 40% to 41.5% per Section 9-3-01(A) of the Unified Development Ordinance (UDO). Prior to the UDO, lot coverage did not include impervious surfaces such as driveways, sidewalks, and other paved surfaces. The current property is at 10,098 of impervious surface coverage equaling 34.7 %. The detached garage itself will not exceed the 40% impervious surface coverage however the minimum 9-foot driveway width requirement by 123 linear feet of pavement is needed to access the detached garage totaling 1,372 square feet of



impervious surface added to the 648 square foot detached garage. The new total of impervious surface coverage is 12,084 equaling 41.5%.

## **Staff Analysis**

### **Appropriateness of Use**

Attached to your packets are a proposed site plan and detached garage elevation, which indicate the location of the proposed accessory structure. According to the plan, the detached garage and driveway will meet the five-foot (5') setback required per the UDO and neither will encroach the rear yard easement. Novotny Engineering, the Village's grading engineer, reviewed the proposal and made a recommendation of approved, which is attached to the packet. Novotny Engineering will review the construction plans for compliance as part of the permit if the variation requests are approved.

The DuPage County Stormwater Management Ordinance Post Construction Best Management Practices does not exceed the 2,500 square feet minimum required to add onsite detention. Therefore, no additional stormwater management or detention needs to be incorporated onto the property.

### **Standards for Review for a Variation (9-9-04)**

The variation process is designed to provide a narrowly circumscribed means by which relief may be granted from unforeseen applications of this UDO that create practical difficulties or particular hardships.

The Plan Commission shall not recommend, and the Village Board shall not grant variations from the regulations of this UDO unless an affirmative finding of facts shall be made as to all of the review criteria established below, which findings of fact shall be based upon evidence provided by the applicant and the information provided in this report.

- (1) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of the district in which it is located.
- (2) The proposed variation will not merely serve as a convenience to the applicant but will alleviate some demonstrable and unusual hardship which will result if the strict letter of the regulations were carried out and which is not generally applicable to property within the same district.
- (3) The alleged hardship has not been created by any person presently having a proprietary interest in the premises.
- (4) The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.
- (5) The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.
- (6) The proposed variation will not alter the essential character of the locality.
- (7) The proposed variation is in harmony with the spirit and intent of this UDO.

## **Staff Recommendation**

The Community Development Department staff has no objection to the zoning variation requests as proposed. The variation to the existing driveway will make the non-compliant driveway legal without having the resident remove the extension. Based on the applicant's letter of intent, department staff has no concern with the added detached garage nor with the proposed location based on the preliminary review and approval of Novotny Engineering.



Staff suggests adding a condition that all construction permits must be approved and issued prior to work beginning and the design shall generally conform with the site plan by Ridgeline Consultants, LLC. and building elevation by Image by Design, Inc.

**Sample Motion:**

**Based on the submitted petition and testimony presented, I move that the Plan Commission recommend to the Village Board, approval of the proposed zoning variation requests to the Unified Development Ordinance to increase the maximum impervious surface coverage from 40% to 41.5% and to increase the maximum width of a single-slab driveway from 33 feet to 38.32 feet for 740 67<sup>th</sup> Place with the condition that all construction permits must be approved and issued prior work starting and the design shall generally conform with the site plan by Ridgeline Consultants, LLC. and building elevation by Image by Design, Inc. which is attached to the packet.**

**Documents Attached:**

- Attachment 1: Notice of Public Hearing
- Attachment 2: Notice of Public Hearing Sign Posted
- Attachment 3: Application (2 pages)
- Attachment 4: Letter of Intent for Zoning Variance
- Attachment 5: Legal Description
- Attachment 6: Plat of Survey
- Attachment 7: Grading plan review by Novotny Engineering
- Attachment 8: Site Plan by Ridgeline Consultants, LLC. (11x17)
- Attachment 9: Grading Plan by Ridgeline Consultants, LLC. (11x17)
- Attachment 10: Elevation plan by Image By Design, Inc. (11x17)

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Attachment 1  
Notice of Public Hearing

VILLAGE OF WILLOWBROOK  
740 67TH PLACE, WILLOWBROOK  
ADORDERNUMBER: 0001169678-01  
PO NUMBER: 740 67TH PLACE, WILLOWBROOK  
AMOUNT: 406.00  
NO OF AFFIDAVITS: 1

<b>NOTICE OF PUBLIC HEARING ZONING HEARING CASE NO. 24-05</b>
NOTICE IS HEREBY GIVEN that the Plan Commission of the Village of Willowbrook, DuPage County, Illinois, will conduct a public hearing at a regular meeting of the Plan Commission on the 1st of May, 2024 at the hour of 7:00 P.M. in the Village Community Resource Center (CRC) Boardroom, 825 Midway Drive, Willowbrook, IL 60527.
The purpose of this meeting and public hearing shall be to consider a petition requesting zoning variations from Title 9 of the Village Unified Development Ordinance as set forth in the petition, on the property legally described as follows:
LOT 6 IN B.A. FELLER COMPANY'S SUBDIVISION UNIT #1, BEING A SUBDIVISION OF THE WEST 991.0 FEET OF THE EAST 1,000.0 FEET OF THE NORTH 1,000.0 FEET OF THE NORTH HALF OF THE SOUTHEAST QUARTER OF SECTION 23, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 18, 1955 AS DOCUMENT 746710, IN DU PAGE COUNTY, ILLINOIS.
ADDRESS: 740 67TH PLACE, WILLOWBROOK, ILLINOIS.
PINs: 09-23-400-007
The applicant for this petition is Cornelius Griggs.
Copies of the application and related documentation are on file in the office of the Community Development, Village of Willowbrook, 825 Midway, Willowbrook, Illinois and are available for public inspection. Any individual with a disability requiring a reasonable accommodation in order to participate in any public meeting held under the authority of the Village of Willowbrook should contact Michael Krol, Village of Willowbrook, 825 Midway, Willowbrook, IL 60527, or call (630) 920-2262 Monday through Friday, between 8:30 A.M. and 4:30 P.M., within a reasonable time before the meeting. Requests for sign language interpreters should be made a minimum of five working days in advance of the meeting.
All persons desiring to be heard in support or opposition to the application shall be afforded an opportunity and may submit their statements orally, in written form, or both. This hearing may be rescheduled to another date if not concluded on the evening scheduled.
(s) Sean Halloran Village Administrator (630) 323-8215
Published in the April 16, 2024, edition of The Chicago Sun-Times Newspaper 4/16/2024 #1169678

**Chicago Sun-Times  
Certificate of Publication**

State of Illinois - County of Cook

Chicago Sun-Times, does hereby certify it has published the attached advertisements in the following secular newspapers. All newspapers meet Illinois Compiled Statute requirements for publication of Notices per Chapter 715 ILCS 5/0.01 et seq. R.S. 1874, P728 Sec 1, EFF. July 1, 1874. Amended by Laws 1959, P1404, EFF. July 17, 1959. Formerly Ill. Rev. Stat. 1991, CH100, Pl.

Note: Notice appeared in the following checked positions.

PUBLICATION DATE(S): 04/18/2024

Chicago Sun-Times

IN WITNESS WHEREOF, the undersigned, being duly authorized, has caused this Certificate to be signed

By

Robin Munoz

Manager | Recruitment & Legals

This 16th Day of April 2024 A.D.

VILLAGE OF WILLOWBROOK  
7780 S QUINCY ST  
WILLOWBROOK, IL 60527-5532



**Attachment 2**  
**Notice of Public Hearing Sign Posted**





Attachment 3  
Application (2 pages)



# Willowbrook

835 Midway Drive  
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 Fax: (630) 323-0787 [www.willowbrookil.org](http://www.willowbrookil.org)

## APPLICATION FOR PLANNING REVIEW

NAME OF PROJECT: Detached Garage Addition

NAME OF APPLICANT(S): Cornelius Griggs

ADDRESS: 740 67th Pl.

CITY, STATE, ZIP: Willowbrook, IL 60527

TELEPHONE: 708-595-3341

FAX: \_\_\_\_\_

NAME OF PROPERTY OWNER(S): Cornelius Griggs

ADDRESS: 740 67th Pl

CITY, STATE, ZIP: Willowbrook, IL 60527

TELEPHONE: 708-595-3341

FAX: \_\_\_\_\_

APPLICATION SUBMITTED FOR: (check all that apply)

Site Plan Review

Annexation

Preliminary Plat of Subdivision

Annexation Agreement

Final Plat Subdivision

Special Use Permit

Preliminary PUD

Map Amendment (Rezoning)

Final PUD

Text Amendment

Variation

SITE INFORMATION:

COMMON ADDRESS OR DISTANCE IN FEET & DIRECTION OF SUBJECT PROPERTY FROM CLOSEST STREET INTERSECTION:

740 67th Pl. Willowbrook, IL 60527

PERMANENT INDEX NUMBER(S) (PIN #) OF SUBJECT PROPERTY: 09-23-400-007

LEGAL DESCRIPTION: ATTACH LEGAL DESCRIPTION TYPED ON SEPARATE 8.5 X 11" PAGE(S) AND SUBMIT A DIGITAL COPY.

AREA OF SUBJECT PROPERTY IN ACRES: .50-.99 (Dimensions: 142 x 190 x 117 x 180)

CURRENT ZONING CLASSIFICATION OF SUBJECT PROPERTY: R2

CURRENT USE OF SUBJECT PROPERTY: Single Family Residence

PROPOSED ZONING CLASSIFICATION OF SUBJECT PROPERTY: R2

PROPOSED USE OF SUBJECT PROPERTY: Single Family Residence

PROPOSED IMPROVEMENTS TO SUBJECT PROPERTY: We are proposing to increase our impervious coverage from 34.7% to 41.5%, and keep the existing driveway width of 36.3ft in order to access a detached garage.



NORTH OF SITE	R2	Single Family Residence
SOUTH OF SITE	R2	Single Family Residence
EAST OF SITE	R2	Single Family Residence
WEST OF SITE	R2	Single Family Residence

**UTILITIES - PROVIDE INFORMATION ON LOCATION, SIZE AND OWNERSHIP OF UTILITIES**

**WATER**

LOCATION: \_\_\_\_\_ SIZE: \_\_\_\_\_

OWNERSHIP: \_\_\_\_\_

**SANITARY SEWER**

LOCATION: \_\_\_\_\_ SIZE: \_\_\_\_\_

OWNERSHIP: \_\_\_\_\_

**STORM SEWER**

LOCATION: \_\_\_\_\_ SIZE: \_\_\_\_\_

**SCHOOL DISTRICT - INDICATE WHICH SCHOOL DISTRICT SERVES THE SUBJECT REALTY**

ELEMENTARY SCHOOL DISTRICT: Gower West Elementary School

JUNIOR HIGH SCHOOL DISTRICT: Gower Middle School

HIGH SCHOOL DISTRICT: Hinsdale South High School

**FIRE DISTRICT - INDICATE WHICH FIRE DISTRICT SERVES THE SUBJECT REALTY**

FIRE DISTRICT: Tri-State Fire Protection District

DISTANCE TO FIRE STATION: 1.0 miles (Station 2)

**CONSULTANTS**

NAME OF ATTORNEY OR AGENT: Erica Kirkwood

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

E-mail: kirkwoodlawgroup@gmail.com Office Phone: 312-690-4205 Cell: 312-536-7850

NAME OF ENGINEER: Jiun-Guang Lin, P.E., CFM - Ridgeline Consultants, LLC

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

E-mail: jlin@ridgelineconsultantsllc.com Office Phone: 630-801-7927 Cell: 630-915-1747

NAME OF ARCHITECT: Bridget Contreras - Image By Design, Inc.

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

E-mail: bridgetcontreras8@gmail.com Office Phone: 630-968-2510 Cell: 630-638-1312

NAME OF LANDSCAPE ARCHITECT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ CITY, STATE, ZIP: \_\_\_\_\_

E-mail: \_\_\_\_\_ Office Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

With the submittal of this application, I hereby request that the Mayor and Board of Trustees of the Village of Willowbrook grant approval of this application and/or development as described in the attached documents and specifications, and do hereby certify that all information contained in this application and accompanying documents is true and correct to the best of my knowledge. I also permit entrance on the Subject Property by Village officials for the purpose of inspections related to this request.

Signature of Property Owner(s): Cornelius D. Griggs Digital signature by Cornelius Griggs  
Date: 2024-04-02 12:16:36 -0500 Date: April 1, 2024

Printed Name: Cornelius D. Griggs



Attachment 4  
Letter of Intent for Zoning Variance by Owner

**Village of Willowbrook**  
Building & Zoning Division  
835 Midway Drive  
Willowbrook, IL 60527

**Letter of Intent for Zoning Variance**  
Cornelius D. Griggs  
740 67th Pl.  
Willowbrook, IL 60527

Dear planning and zoning committee members,

We are requesting two variances for the above address to seek relief of the following requirements which will allow us to extend the current driveway (as-is) to the rear of the property in order to access a detached garage:

1. Increase the current impervious coverage area of 34.7% (10,098sf) to 41.5% (12,064sf)
2. Keep the current existing driveway width of 38.32ft which is wider than 33 feet per Section 9-5-03(A)(2)(a).

We are seeking a variance under the following conditions:

- To build a detached garage in the rear of the property as the current attached garage does not provide sufficient parking spaces for our vehicles. The existing driveway is the only way to access the rear of the property without adding an additional curb cut which would also be nonconforming.
- The existing driveway, which does not conform to the current standards, was built prior to our ownership of the property; this was not disclosed to us at the time of purchase. Additionally, the home was misrepresented as having a three car attached garage when the current garage space is insufficient for three full sized vehicles.
- Under our current parking conditions we will be required to park multiple vehicles in the front of our home as we have work trucks and two children of driving age. We are concerned that a front driveway full of vehicles will pose a safety risk, take away from the clean aesthetic of the surrounding neighborhood, and it may adversely impact home values.
- Granting this variance would have no adverse effect on any adjoining properties, it will maintain the aesthetic of the neighborhood, and will not cause any detriment to the common good.

We appreciate you taking the time to review our request.

Sincerely,

Cornelius D. Griggs



Attachment 5  
Legal Description

**740 67th PI. Willowbrook, IL 60527 - Detached Garage Addition**

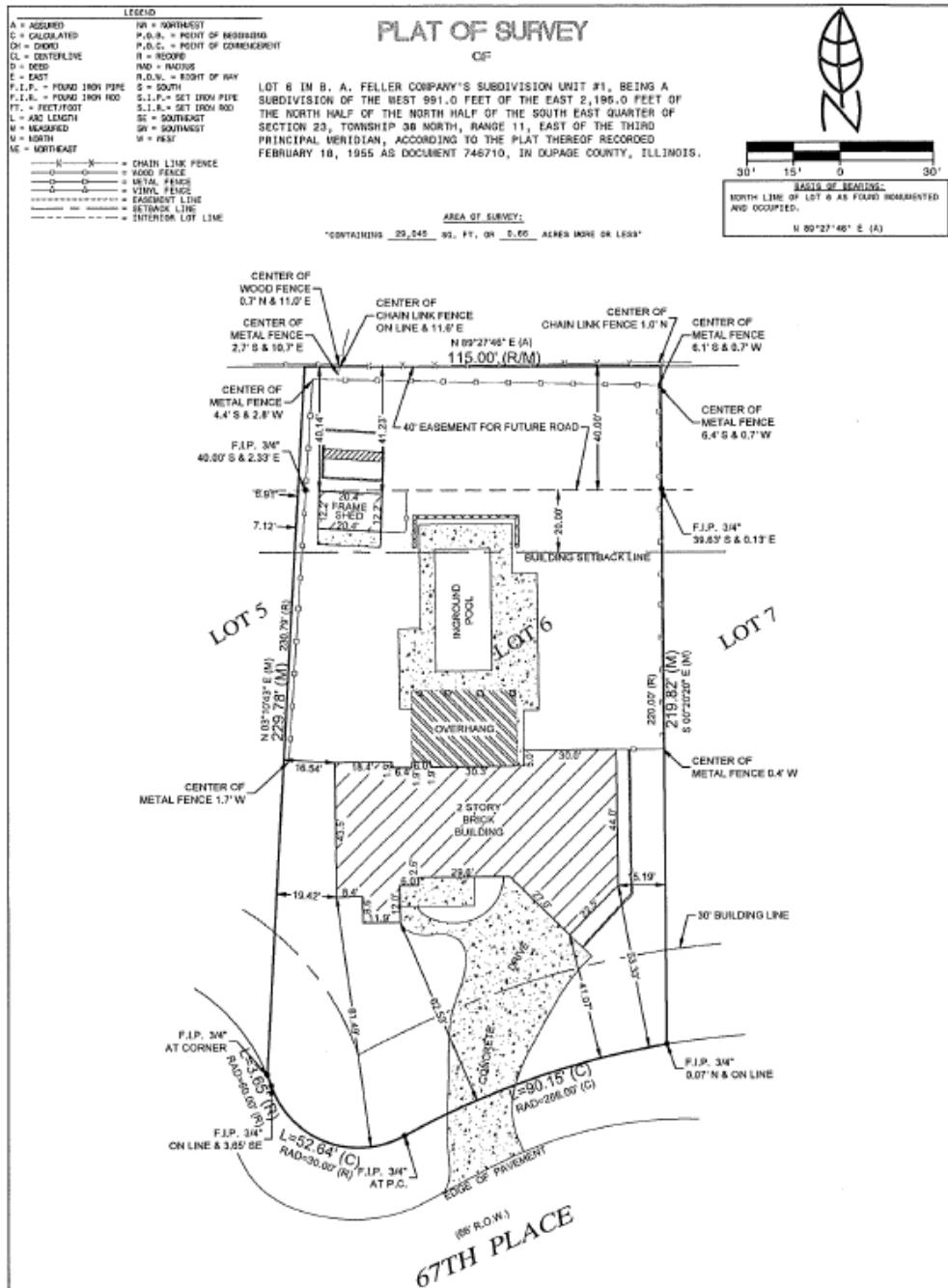
Legal Description: Lot 6 in B.A. Feller's Company Subdivision Unit #1, being a subdivision of the west 991.0 feet of the east 2,196.0 feet of the north half of the north half of the southeast quarter of section 23, township 38 north, range 11 east of the third principal meridian, according to the plat thereof recorded February 18, 1955 as document 74710, in Dupage County, Illinois.

Commonly known as 740 67th Place, Willowbrook, Illinois.

PIN: 09-23-400-007



Attachment 6  
Plat of Survey



Morris Engineering, Inc.  
515 Warrenville Road, Lisle, IL 60532  
Phone: (630) 271-9770  
Fax: (630) 271-9774  
WEBSITE: WWW.ECIVIL.COM

STATE OF ILLINOIS  
COUNTY OF DUPAGE  
I, THE UNDERSIGNED, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, DO SWEAR THAT THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY,\* AND THAT THE PLAT HEREBY DRAWN IS A CORRECT REPRESENTATION OF BOUNDARY SURVEY.

DATED, THIS 23RD DAY OF MARCH, A.D., 2023, AT LILLE, ILLINOIS.

*J. L. Morris*

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 636-0232  
LICENSE EXPIRATION DATE NOVEMBER 30, 2024  
ILLINOIS BUSINESS REGISTRATION NO. 184-001945



NOTE:  
1. ALL TIES SHOWN ON THIS SURVEY ARE MEASURED TO THE BUILDING'S SIDING (BRICK, PLANK, METAL, ETC.) AND NOT TO THE FOUNDATION, UNLESS NOTED OTHERWISE.  
2. DO NOT CLEAR AND GRAVE ANY TIE THAT NOT SHOWN REMOVED.  
3. COMPARE ALL DISTANCES AND POINTS IN FIELD AND REPORT ANY DISCREPANCIES TO SURVEYOR AT ONCE.  
4. ALL DIMENSIONS SHALL BE ASSUMED BY SCALING.

ADDRESS COMMONLY KNOWN AS **68 67TH PLACE**  
VILLEROY, ILLINOIS

CLERK **BRADFORD MILLER LAR PC**

FIELDWORK DATE (CROW) **03/21/2023 (WV/JB)**

DRAWN BY **J. L. Morris** REVISED: **03-28-2023**



Attachment 7  
Grading plan review by Novotny Engineering



545 Plainfield Road, Suite A  
Willowbrook, IL 60527  
Phone: 630/887-8640 \* Fax: 630/887-0132

April 10, 2024

Mr. Michael Krol  
Director of Community Development  
Village of Willowbrook  
835 Midway Drive  
Willowbrook, IL 60527

Re: **Grading Plan**  
**740 67<sup>th</sup> Place**

Dear Michael:

We are in receipt of the Grading Plan for the above referenced site, prepared by Ridgeline Consultants, LLC dated March 26, 2024. The Plan depicts a proposed additional concrete driveway along the east property line with an approximate 500 sf proposed garage near the northeast corner of the property. A proposed retaining wall is also proposed along the edge of the proposed driveway.

We have reviewed the Plan and determined that the proposed driveway layout and grading provided will not have an impact on the **Zoning variances for this project**.

If you have any questions or comments regarding this review, please feel free to contact me.

Sincerely,

**NOVOTNY ENGINEERING**

*Michael C. Hansen*

Michael C. Hansen

*John E. Fitzgerald*

John E. Fitzgerald, P.E.

JEF/MCH

Enclosure

cc: Donna Guerin - [dguerin@willowbrook.il.us](mailto:dguerin@willowbrook.il.us)  
Sean Halloran - [shalloran@willowbrook.il.us](mailto:shalloran@willowbrook.il.us)  
Adam Guzik - [aguzik@willowbrook.il.us](mailto:aguzik@willowbrook.il.us)  
File No. 24171



**Attachment 8**  
**Proposed Site Plan by Ridgeline Consultants, LLC. (11x17)**

**Attachment 9**  
**Grading Plan by Ridgeline Consultants, LLC. (11x17)**

**Attachment 10**  
**Elevation plan by Image By Design, Inc. (11x17)**

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# Grading Plan

