

MINUTES OF THE REGULAR MEETING OF THE PLAN COMMISSION HELD ON WEDNESDAY, MAY 5, 2021 AT THE WILLOWBROOK POLICE DEPARTMENT, TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS

**DUE TO THE COVID19 PANDEMIC THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING**

1. CALL TO ORDER

Chairman Kopp called the meeting to order at the hour of 7:05 p.m.

2. ROLL CALL

Those physically present at VOW Police station were Chairman Kopp and Commissioner Soukup. Present Via Zoom COVID -19 Pandemic were Commissioners Remkus, Kaczmarek, Kaucky, Walec, Vice Chairman Wagner and Building Official Roy Giuntoli.

Also, present Via Zoom were Planning Consultant Ann Choi and Recording Secretary Lisa Shemroske from the Village Hall.

3. OMNIBUS VOTE AGENDA

The items on the Omnibus Vote Agenda were as follows:

- A. Waive Reading of Minutes (APPROVE)
- B. Minutes – Special Meeting, April 21,2021

MOTION: Made by Commissioner Remkus seconded by Vice Chairman Wagner approve the Omnibus Vote Agenda as presented.

Roll Call votes: AYES, Commissioners Remkus, Soukup, Kazmarek, Kaucky, Walec, Vice Chairman Wanger and Chairman Kopp NAYS: None.

MOTION DECLARED CARRIED

4. PLAN COMMISSION CONSIDERATION: Zoning Hearing Case 21-05:

Consideration of a petition requesting approval of a review and recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook, Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of written recommendation regarding a Final Plat for 7809 and 7815 Clarendon Hills Road, Willowbrook Illinois (minor subdivision for a lot line adjustment between two residential lots), approval of a variation from Section 9-3-7 (B) 1 of the Village of Willowbrook Zoning Ordinance to reduce the minimum required setback on Clarendon Hills Road from seventy feet (70') to forty-feet (40') for the newly proposed Lot 2, and consideration of the other such relieve exceptions, and variations from Title 9 and Tile 10 of the Village code. The Applicant for this petition is Icon Building Group, 106 Roman Lane, Hawthorne Woods, IL 60047. The property owners are Joseph and Catherine McHugh, 7815 Clarendon Hills Road, Willowbrook 60527 and Michael Gwozdz and Catherine McHugh (Gwozdz). 7809 Clarendon Hills Road Willowbrook, IL 60527.

- A. PUBLIC HEARING
- B. DISCUSSION/RECOMMENDATION

See Court Reporter Minutes for Discussion and Recommendation

**MOTION:** Based on the submitted petition and testimony presented, I move that the Plan Commission finds that the proposed Final Plat of Resubdivision for Lots 53 and 54 in Clarendon Gardens resubdividing 7809 and 7815 Clarendon Hills Road into two new lots of record, which requires a variation from Section 9-3-7(B)1 of the Zoning Ordinance, meets the Subdivision Regulation standards for approving such final plat and associated variation; that the Plan Commission approve and adopt the Standards for Variations outlined in the Staff Report for PC 21-05 for the May 5, 2021 Plan Commission meeting; and that the Plan Commission recommend to the Village Board approval of a variation from Section 9-3-7(B)1 to reduce the minimum specific setback on Clarendon Hills Road from seventy feet (70') to forty feet (40') for Lot 2; and the Plan Commission has reviewed the Final Plat of Resubdivision and recommends approval of a Final Plat of Resubdivision for PC 21-05 for the May 5, 2021 Plan Commission meeting, subject to the following conditions of approval and plans listed in the Staff Report prepared for PC 21-05 for the May 5, 2021 Plan Commission Meeting:

Conditions of Approval:

1. The existing structures (existing single-family residence and shed) on Lot 54 of the Clarendon Hills Subdivision shall be demolished prior to the recording of the plat.
2. The existing shed on Lot 2 of the Monchichi Manor Subdivision shall be relocated to Lot 1 or demolished prior to the recording of the plat. Accessory structures shall not be permitted on Lot 2 prior to the establishment of the principle structure.
3. The subdivider shall provide a mylar of the Final Plat of Subdivision with all required signatures (other than those of the Village officials) within sixty (60) days of approval by the Village Board.

Made by Commissioner Remkus and second by Vice Chairman Wagner, all in favor.

Roll Call Votes: AYES: Chairman Kopp, Vice Chairman Wagner, Commissioners Kaczmarek, Kaucky, Remkus, Soukup and Walec; NAYS: None; ABSENT: None.

MOTION DECLARED CARRIED

5. VISTOR'S BUSINESS.

None.

6 COMMUNICATIONS

Chairman tells the Committee that Commissioner Remkus is retiring and thanks Commissioner Remkus for a great job, his expansive knowledge of Willowbrook, and notes how Commissioner has been protective of the Village. Commissioner Remkus says it is time and intends to use this time to travel more. The Commissioners all express their gratitude. Planner Choi informed Commissioners that at this time there will likely not be a public hearing in June.

7. ADJOURNMENT

MOTION: Made by Vice Chairman Wagner seconded by Commissioner Walec to adjourn the meeting of the Plan Commission at the hour of 7:27 p.m. all in favor.

Rolls Call; AYES, Commissioners Remkus, Soukup, Kaczmarek, Kaucky, Walec, Vice Chairman Wagner and Chairman Kopp.

MOTION DECLARED CARRIED

UNANIMOUS VOICE VOTE  
PRESENTED, READ, AND APPROVED,

June 2, 2021

  
Chairman 

Minutes transcribed by Building and Zoning Secretary Lisa J. Shemroske.

5/5/2021

**VILLAGE OF WILLOWBROOK PROCEEDINGS BEFORE THE  
PLANNING & ZONING COMMISSION**

ROBIN HEJNAR

VILLAGE OF WILLOWBROOK  
PROCEEDINGS BEFORE THE  
PLANNING & ZONING COMMISSION  
OF THE VILLAGE OF WILLOWBROOK

WEDNESDAY, MAY 5, 2021

7:00 p.m.

RECORD OF THE PROCEEDINGS VIA ZOOM had at the meeting held before the Planning & Zoning Commission of Willowbrook, on Wednesday, the 5th day of May 2021, commencing at 7:00 p.m., as reported by Robin Hejnar, a Certified Shorthand Reporter and Registered Professional Reporter and Notary Public in and for the County of DuPage and State of Illinois.

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APPEARANCES:

Daniel Kopp - Chairman

John Wagner - Vice-Chairman

Lisa Shemroske - Recording Secretary

Maciej Walec - Member

Catherine Kaczmarek - Member

Leonard Kaucky - Member

William Remkus - Member

James Soukup - Member

Staff Also Present:

Ann Choi - Planning Consultant

Roy Giuntoli - Building Official

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CHAIRMAN KOPP: I call to order the regular meeting of the Plan Commission of the Village of Willowbrook. I ask the Plan Commissioner Secretary to call the role.

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MS. SHEMROSKE: Commissioner Remkus?

10

MR. REMKUS: Here.

11

MS. SHEMROSKE: Commissioner Soukup?

12

MR. SOUKUP: Here.

13

MS. SHEMROSKE: Commissioner Kaczmarek?

14

MS. KACZMAREK: Here.

15

MS. SHEMROSKE: Commissioner Kaucky?

16

MR. KAUCKY: Here.

17

MS. SHEMROSKE: Commissioner Walec?

18

MR. WALEC: Here.

19

MS. SHEMROSKE: Vice Chairman Wagner?

20

MR. WAGNER: Here.

21

MS. SHEMROSKE: Chairman Kopp?

22

CHAIRMAN KOPP: Here.

1 MS. SHEMROSKE: Planner Ann Choi?

2 MS. CHOI: Here.

3 MS. SHEMROSKE: Building Official, Roy  
4 Giuntoli?

5 MR. GIUNTOLI: Present via Zoom.

6 MS. SHEMROSKE: And I am Recording  
7 Secretary, Lisa Shemroske.

8 CHAIRMAN KOPP: All right. Next, I want to  
9 make an announcement, that we are conducting this  
10 regular meeting via Zoom due to the current pandemic.

11 Next item on the agenda is the omnibus vote  
12 agenda. Would anyone like an item removed -- any of the  
13 commissioners like an item removed from the omnibus vote  
14 agenda? If not, will someone make a motion to approve  
15 the omnibus vote agenda?

16 MR. REMKUS: Remkus, so moved.

17 MR. WAGNER: Wagner, second.

18 CHAIRMAN KOPP: I ask the Plan Commission  
19 Secretary to call the vote for the approval of the  
20 omnibus vote agenda.

21 MS. SHEMROSKE: Commissioner Remkus?

22 MR. REMKUS: Yes.



1 MS. SHEMROSKE: Commissioner Soukup?

2 MR. SOUKUP: Yes.

3 MS. SHEMROSKE: Commissioner Kaczmarek?

4 MS. KACZMAREK: Yes.

5 MS. SHEMROSKE: Commissioner Kaucky?

6 MR. KAUCKY: Yes.

7 MS. SHEMROSKE: Commissioner Walec?

8 MR. WALEC: Yes.

9 MS. SHEMROSKE: Vice Chairman Wagner?

10 MR. WAGNER: Yes.

11 MS. SHEMROSKE: And Chairman Kopp?

12 CHAIRMAN KOPP: Yes.

13 All right. Next item on the agenda is  
14 public hearing for Zoning Case No. 21-05. The purpose  
15 of this meeting of public hearing shall be to consider a  
16 petition requesting a review and recommendation  
17 regarding the final plat for 7809 and 7815 Clarendon  
18 Hills Road, Willowbrook, a minor subdivision for a lot  
19 line adjustment between two residential lots, approval  
20 of the written recommendation regarding the final plat  
21 for 7809 and 7815 Clarendon Hills Road, in Willowbrook,  
22 Illinois, minor subdivision for a lot line adjustment

1 between two residential lots, approval of the variation  
2 from Section 9-3-7(B)1 of the Village of Willowbrook  
3 Zoning Ordinance to reduce minimum required setback on  
4 Clarendon Hills Road from 70 feet to 40 feet for the  
5 newly proposed Lot 2, and consideration of other such  
6 relief exceptions, and variation from Title 9 and Title  
7 10 of the Village Code as is set forth in the petition,  
8 and the properties with an address of 7809 and 7815  
9 Clarendon Hills Road.

10 The applicant for this petition is Icon  
11 Building Group, Hawthorne Woods, Illinois. The property  
12 owners are Joseph and Catherine McHugh of Willowbrook,  
13 Illinois, and Michael Gwozdz and Catherine  
14 McHugh-Gwozdz, Willowbrook, Illinois. A copy of this --  
15 of the notice of this public hearing was published in  
16 the April 15, 2021, edition of the Doings Newspaper.

17 Ann, would you like to make your  
18 presentation?

19 MS. CHOI: Yes. Thank you, Chairman Kopp.  
20 I'm just going to share my screen so we can look at the  
21 plat; and we have Mr. McHugh on the line, so I just want  
22 to let everybody know that.

1           So the applicant is Icon Building Group, on  
2 behalf of the property owners of 7809 Clarendon Hills  
3 Road, which is Lot 53, it's the north lot up here, and  
4 7815 Clarendon Hills Road, Lot 54, which is down here,  
5 the southern lot.

6           They're -- both lots are improved with  
7 single-family homes. Lot 53, the north lot, is also  
8 currently associated with an attached garage. The north  
9 lot measures, approximately, 120 feet by 180 feet, with  
10 approximate area of 21,600 square feet. The south lot,  
11 Lot 54, measures, approximately, 66 feet by 180 feet;  
12 and according to the current zoning regulations, the  
13 south lot is currently considered substandard in terms  
14 of lot width and lot area.

15           So the property owners of the south lot,  
16 7815 Clarendon Hills Road, or Lot 54, will acquire, as  
17 part of the subdivision request, 35 feet of additional  
18 property from the north lot. Catherine McHugh has  
19 partial ownership with the adjacent lot to the north,  
20 with her brother; and Village staff had previously  
21 confirmed the loss of 35 feet on the property to the  
22 north would not create a zoning non-conformity with

1 regard to Lot 53.

2 With the additional 35 feet of land, the two  
3 existing lots can be re-subdivided into two separate  
4 lots; meaning, all bulk regulation requirements of the  
5 Village is R2 zoning districts; and to facilitate the  
6 re-subdivision and a new lot boundary, existing  
7 single-family residence and shed on the south lot must  
8 be removed.

9 So the existing single-family residence will  
10 be allowed to remain on the newly created Lot 1, which  
11 is a part of Lot 53, as the Village will consider this a  
12 legal non-conforming structure, will not be required to  
13 comply with specific setback requirement on Clarendon  
14 Hills Road, and once the existing single-family  
15 residence on Lot 54 -- I'm sorry, on the newly created  
16 Lot 1 is demolished, a new construction is proposed, or  
17 this existing single-family structure is enlarged. The  
18 property owner will be required to seek a variation at  
19 that time, if that new proposed structure or the  
20 addition cannot demonstrate compliance with Section  
21 9-3-7(B)1, or any other bulk regulations required under  
22 the R2 zoning district.

1           Pursuant to the subdivision regulations, the  
2 proposed subdivision qualifies as a minor subdivision  
3 and can proceed directly to final plat approval without  
4 a public hearing, but with Plan Commission review and  
5 recommendation prior to Village Board consideration, but  
6 since the applicant is requesting a variation from the  
7 zoning code, a public hearing was required.

8           The comprehensive plan designates Clarendon  
9 Hills Road as a rural cross section intended to be  
10 upgraded to an urban standard, but the minor subdivision  
11 request would not be required -- did not require the  
12 applicant to provide utility easements, or other  
13 subdivision improvements, such as curb, gutter,  
14 sidewalks or street lights, as doing so would be largely  
15 inconsistent with the development patterns of other  
16 properties in the area.

17           The proposed subdivision in this case only  
18 creates two lots out of two existing lots; therefore,  
19 the only standards that were determined by staff to be  
20 applicable were Sections 1043, dealing with lots, and  
21 Section 1044, dealing with environmental features.

22           Staff has no objection to the proposed

1 subdivision and variation requests. The request  
2 complies with the guidelines set forth in the Village's  
3 comprehensive plan and other land development  
4 regulations. The requested zoning and lot configuration  
5 should have no negative impacts on surrounding land  
6 uses, and the newly proposed lots will be similar to the  
7 typical lot sizes in this neighborhood, as well as  
8 upgrading a substandard lot; and should the Plan  
9 Commission wish to support this request, staff  
10 recommends that the following conditions be included:

11 One, the existing structures, the existing  
12 single-family residence and shed on Lot 54 of the  
13 Clarendon Hills subdivision shall be demolished prior to  
14 the recording of the plat;

15 No. 2, the existing shed on Lot 2 of the  
16 Monchichi Manor Subdivision shall be relocated to Lot 1,  
17 or demolished prior to the recording of the plat.

18 Accessory structures shall not be permitted on Lot 2  
19 prior to the establishment of the principal structure;  
20 and, No. 3, the subdivider shall provide a mylar of the  
21 final plat of subdivision with all required signatures,  
22 other than those of the Village officials, within

1 60 days of approval by the Village Board.

2 Should the Plan Commission wish to support  
3 this request, the following variation from the Zoning  
4 Ordinance should be specifically included, approval of a  
5 variation from Section 9-3-7(B)1, to permit a reduction  
6 in the minimum required setback on Clarendon Hills Road  
7 from 70 feet to 40 feet for the newly created Lot 2 of  
8 the Monchichi Manor Subdivision.

9 If the Plan Commission would like to forward  
10 a positive recommendation, a sample recommendation was  
11 offered on page nine of the staff report, and that  
12 concludes my presentation. I am available for any  
13 questions, as well as Sean from Icon Building Group, and  
14 the property owner of 7815 Clarendon Hills Road, Joseph  
15 McHugh.

16 CHAIRMAN KOPP: Do any of the commissioners  
17 have any questions for Ann about this application?

18 MR. WAGNER: Yes, Wagner. I wasn't  
19 following Lot 1 and Lot 2 as opposed to the original  
20 numbers 53 and 54. Is the south Lot, 54, the one that  
21 will have the new home?

22 MS. CHOI: Yes, and that would be Lot 2.

1 MR. WAGNER: Thank you.

2 MS. CHOI: That would be the newly created  
3 Lot 2. So Lot 2 would be requesting the variation from  
4 the Clarendon Hills Road 70-foot setback.

5 MR. WAGNER: Thank you.

6 MS. CHOI: Sure.

7 CHAIRMAN KOPP: All right. For the  
8 applicant, if you want to speak, you are welcome to.  
9 You're not required to, but if you wanted to add  
10 anything to what Ann said. Otherwise, again, you don't  
11 have to.

12 THE REPORTER: If you are going to speak,  
13 I'll have to swear you in. Mr. McHugh, are you planning  
14 on speaking?

15 MR. MCHUGH: I was going to say, I have  
16 nothing to add.

17 CHAIRMAN KOPP: Do any of the commissioners  
18 have any questions for the applicant? Well, this one  
19 was simple.

20 This being the case, I will close the public  
21 comment section of this meeting, and ask, Will someone  
22 make a motion, based on the submitted petition and



1 testimony provided, move that the Plan Commission find  
2 that the proposed final plat re-subdivision for Lot 53  
3 and 54, from Clarendon Gardens, re-subdividing 7809 and  
4 7815 Clarendon Hills Road into two new lots of record,  
5 which requires a variation from Section 9-3-7(B)1 of the  
6 Zoning Ordinance, meets the subdivision regulation  
7 standards for approving such final plat and associated  
8 variation, that the Plan Commission approve and adopt  
9 the standards for variations outlined in the staff  
10 report for PC 21-05 for the May 5, 2021, Plan Commission  
11 meeting, and that the Plan Commission recommend to the  
12 Village Board approval of a variation from Section  
13 9-3-7(B)1 to reduce the minimum specific setback on  
14 Clarendon Hills Road from 70 feet to 40 feet for Lot 2,  
15 and the Plan Commission has reviewed the final plat of  
16 re-subdivision and recommends approval of a final plat  
17 of re-subdivision for PC 21-05 for the May 5, 2021, Plan  
18 Commission meeting, subject to the conditions of  
19 approval and plans listed in the staff report for PC  
20 21-05 for the May 5, 2021, Plan Commission meeting?  
21 Will someone make that motion?

22 MR. REMKUS: Remkus, so moved.

1 MR. WAGNER: Wagner, second.

2 CHAIRMAN KOPP: I ask the Plan Commissioner  
3 Secretary to call the vote.

4 MS. SHEMROSKE: Commissioner Remkus?

5 MR. REMKUS: Yes.

6 MS. SHEMROSKE: Commissioner Soukup?

7 MR. SOUKUP: Yes.

8 MS. SHEMROSKE: Commissioner Kaczmarek?

9 MS. KACZMAREK: Yes.

10 MS. SHEMROSKE: Commissioner Kaucky?

11 MR. KAUCKY: Yes.

12 MS. SHEMROSKE: Commissioner Walec?

13 MR. WALEC: Yes.

14 MS. SHEMROSKE: Vice Chairman Wagner?

15 MR. WAGNER: Yes.

16 MS. SHEMROSKE: Chairman Kopp?

17 CHAIRMAN KOPP: Yes.

18 All right. For the applicant, you're  
19 welcome to stay on the line, but you don't have to. We  
20 won't be offended.

21 MR. BURKE: Thank you very much.

22 MR. MCHUGH: Thank you all very much.

1 (WHICH WERE ALL THE PROCEEDINGS HAD.)

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5 STATE OF ILLINOIS )

6 ) SS:

7 COUNTY OF DUPAGE )

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9 I, ROBIN HEJNAR, a certified shorthand reporter  
10 and registered professional reporter do hereby certify:

11 That prior to being examined, the witness in  
12 the foregoing proceeding was by me duly sworn to testify  
13 to the truth, the whole truth, and nothing but the  
14 truth;

15 That said proceedings were taken remotely  
16 before me at the time and places therein set forth and  
17 were taken down by me in shorthand and thereafter  
18 transcribed into typewriting under my direction and  
19 supervision;

20 I further certify that I am neither counsel  
21 for, nor related to, any party to said proceedings, not  
22 in anywise interested in the outcome thereof.

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In witness whereof, I have hereunto subscribed  
my name.

Dated: May 14, 2021

*RH Hejnar*



ROBIN HEJNAR, RPR

CSR No. 084-004689