



**MINUTES  
MEETING OF VILLAGE OF FRANKFORT  
PLAN COMMISSION / ZONING BOARD OF APPEALS  
OCTOBER 8, 2020 – VILLAGE ADMINISTRATION BUILDING  
432 W. NEBRASKA STREET**

**Call to Order**                                      Chair Rigoni called the meeting to order at 6:30 P.M.

**Commissioners Present:**                      Michael Leddin, Will Markunas, Lisa Hogan, Dan Knieriem and Chair Maura Rigoni

**Commissioners Absent:**                      Kris Michuda and Ken Guevara

**Staff Present:**                                      Director of Utilities Zach Brown and Utilities Executive Assistant Marina Zambrano

**Elected Officials Present:**                  Liaison to the Village Board Trustee John C. Clavio, and Village Clerk Brian Feehery.

Chair Rigoni swore in all those wishing to provide public testimony.

**A. Approval of the Minutes from September 24, 2020**

**Motion (#1):** Approval of the minutes from September 24, 2020

Motion by: Hogan                                      Seconded by: Markunas  
Approved: (5 to 0)

**B. Public Hearing Request: Weber Variances (Table Indefinitely)**

Public Hearing Request: Variances of first floor building materials to permit the use of non-masonry materials, and accessory structure height from 15 feet to 23 feet 4 ¾ inches to permit the construction of an addition to the exiting home and a new detached garage on the property located at 21 Pacific Street.

Mr. Brown noted that the applicant requested to table the public hearing in order to finalize their plans prior to consideration at a public hearing.

**Motion (#2):** Table the public hearing for the Weber variances indefinitely.

Motion by: Hogan                                      Seconded by: Knieriem  
Approved: (5 to 0)

**C. Public Hearing Request: Sleeman Variances (Ref.#102)**

Public Hearing Request: Variances of first floor building materials to permit the use of non-masonry materials, lot coverage from 20% to 23.07%, and accessory structure setback from 10 feet to 5 feet (west) and 10 feet to 7.5 feet (south) to permit the construction of a single- family home and detached garage on the property located at 254 Oregon Street.

Director of Utilities, Zach Brown presented the staff report and provided an overview of the request noting the proposal was reviewed and approved by the HOA. The applicant, Jim Sleeman was present for discussion.

During the Plan Commission Discussion:

- Commissioners thanked the applicant for reducing the lot coverage following the workshop meeting citing the previous variance approval of 23.15%. Mr. Brown noted that the reduction was achieved by shrinking the width of the garage by 6” and confirmed that the revised coverage was 23.07% not 23.17% as noted on the staff report;
- Commissioners questioned if the applicant met with neighbor to the west to review the drainage and grading. Mr. Sleeman noted he met with the neighbor and that he intends to connect his sump pumps to the existing storm sewer along the road to reduce drainage concerns;
- Chair Maura Rigoni thanked the applicant for reaching out to the Old Town Homeowners Association and the adjacent homeowner during the process;

**Motion (#3):** Recommend the Village Board approve a first-floor building materials variance to permit the use of non-masonry composite siding on the new home proposed at 254 Oregon Street in accordance with the reviewed plans and public testimony.

Motion by: Hogan  
Approved: (5 to 0)

Seconded by: Markunas

**Motion (#4):** Recommend the Village Board approve a lot coverage variance from 20% to 23.07% to permit the construction of a new home on the property located at 254 Oregon Street in accordance with the reviewed plans and public testimony.

Motion by: Markunas  
Approved: (5 to 0)

Seconded by: Hogan

**Motion (#5):** Recommend the Village Board approve an accessory structure setback variance from 10' to 5' along the western property line to permit the construction of a detached garage in the rear yard of the property located at 254 Oregon Street.

Motion by: Hogan  
Approved: (5 to 0)

Seconded by: Knieriem

**Motion (#6):** Recommend the Village Board approve an accessory structure setback variance from 10' to 7.5' along the southern property line to permit the construction of a detached garage in the rear yard of the property located at 254 Oregon Street.

Motion by: Hogan  
Approved: (5 to 0)

Seconded by: Markunas

**D. Workshop: Lighthouse Pointe Phase 3 Major PUD Change**

Future Public Hearing Request: Major PUD change to permit architectural modifications and a reduction in total units in Phase 3 of the Lighthouse Pointe Subdivision. Other Request: Plat of Re-Subdivision

Director of Utilities, Zach Brown presented the staff report and provided an overview of the request. The applicant Shawn O'Malley was present and further described the requests noting that he proposes to reduce the unit density by 23% to allow more space between the units noting that interior units are harder to sell.

During the Plan Commission Discussion:

- The applicant noted the building materials would not be changing but rather more brick/ stone would be provided on the new units to reduce maintenance on the exterior of the buildings;
- Commissioner Knieriem questioned whether the new construction will be age restricted. The applicant noted that although not age restricted the majority of his customers are 50+ years old. Mr. Brown noted that the original approval did not include age restrictions;
- Commissioners questioned why the applicant proposed to reduce the number of units with the revised plan. The applicant noted that the revised plans fit the site better and expressed his belief that original plans were too dense;
- Chair Maura Rigoni noted she appreciates the reduction of units and requested the applicant confirm that driveways would be a minimum of 25 feet long to account for guest parking;
- Commissioners questioned if the number of side loaded garages was consistent with ordinance requirements. The applicant noted that some side load garages were removed and agreed to work with staff to address ordinance requirements;
- Members requested the applicant provide elevations for the side loaded units;

- Commissioner Leddin noted the proposed private roads and questioned if the Village frequently approved them. Staff noted that private roads are not preferred however that because the site was already mass graded, and utilities installed it would be difficult to convert the roads to public at this point;
- Commissioners reviewed the proposed architecture and questioned how the proposed design would fit in those cul-de-sacs where townhomes were already constructed;
- The applicant noted that the new units would be constructed of materials to match the existing. Commissioners suggested the applicant come up with an alternative design that better relates to the existing units for those cul-de-sacs that are partially constructed;
- Chair Rigoni suggested the inclusion of masonry chimneys as they are a nice design element. The applicant noted that chimneys are a maintenance issue and that the existing chimneys are poorly maintained;
- Commissioners discussed changes to the Village's engineering design standards and suggested the applicant work with staff to revise the plans to comply with the new requirements where practically possible;
- The applicant noted that he intended to create a new HOA for the units he would construct and that all existing units would be part of the original HOA. Staff expressed concern for the proposed arrangement questioning how maintenance of roads, snow plowing, mowing and landscape maintenance would be handled under this arrangement. Commissioners questioned if the existing HOA was amenable to the proposal. The applicant noted that he had yet to speak with the HOA;
- Staff suggested that if a new HOA is to be created that it be for the currently undeveloped cul-de-sacs and that infill units within partially developed areas remain part of the original HOA;
- The applicant questioned who will plow the cul-de-sac's and streets on the new construction phase. Mr. Brown noted that the Village will only be responsible to plow Pfeiffer Road and the HOA is responsible to manage all other streets/ and or cul-de-sacs;
- The applicant noted that all the infrastructure is in and was verified by Public works and Utilities employees and that they appear to be in satisfactory condition;
- The applicant noted he was in contact with Jim Randall from the Frankfort Square Park District and are reviewing different options for amenities other than the two gazebos that were going to be constructed per the original approvals;



- Commissioner Knieriem questioned if landscaping would be installed per the previously approved plans and if street trees would be planted along Pfeiffer Road. The applicant noted that he would follow the approved plans and that street trees would be installed along Pfeiffer;
- The applicant noted that he would repair damaged curbs and sidewalks;
- Chair Maura Rigoni questioned the timing of the construction of site amenities (sidewalks, bike paths, landscaping, etc.). Staff suggested the applicant provide a phasing plan to document what amenities will be installed when. Commissioners suggested the Pfeiffer Road path and western most path be installed with phase one and the connections from each cul-de-sac be installed when that phase develops;
- Commissioners requested the applicant revise the plans to clearly indicate which units would be allowed to construct the optional sunrooms;

#### **D. Public Comments**

None

#### **E. Village Board and Committee Update**

Trustee Clavio noted that the Village Board approved the Village's Financial Statement and the Homestead Commercial Development will go to board for approval on October 19, 2020 noting that the previously proposed drive-thru was removed from the plans.

#### **F. Other Business**

None

#### **G. Attendance Update**

All members present confirmed their availability for the next Plan Commission meeting to be held on October 22, 2020.

#### **Motion (#2):** Adjournment (7:56 PM)

Motion by: Markunas

Seconded by: Hogan

Unanimously approved by voice vote.

Approved October 22, 2020

As Presented ✓

As Amended \_\_\_\_\_

Maura A. Rigoni

/s/Maura Rigoni, Chair

[Signature]

/s/ Secretary