MINUTES
MEETING OF VILLAGE OF FRANKFORT
PLAN COMMISSION / ZONING BOARD OF APPEALS
MAY 27, 2021 – VILLAGE ADMINISTRATION BUILDING
432 W. NEBRASKA STREET

Call to Order	Chair Rigoni called the meeting to order at 6:31 P.M.
Commissioners Present:	Will Markunas, Dan Knieriem, Lisa Hogan, Ken Guevara, and Chair Maura Rigoni
Commissioners Absent:	Kris Michuda
Staff Present:	Senior Planner Christopher Gruba, Senior Planner Janine Farrell, Director of Community and Economic Development Michael Schwarz
Elected Officials Present:	None

A. Approval of the Minutes from May 13, 2021

Motion (#1): Approval of the minutes from May 13, 2021.

Motion by: Knieriem Seconded by: Hogan
Approved: (4 to 1)
Abstain: (1) Guevara

Chair Rigoni swore in all those wishing to provide public testimony and introduced the meeting process for the public.

B. Public Hearing Request: 99 N. White Street – Michau/Bertrand Variance (Ref. # 104) Public Hearing Request: Two (2) variances in the R-2 zoning district to permit the construction of new single-family residential dwelling, located at 99 N. White Street. The variances would permit a 23.4' rear yard setback whereas 30' is required and permit the use of non-masonry siding.

Senior Planner, Christopher Gruba, presented the staff report and provided an overview of the request. This proposal was originally held as a Plan Commission/Zoning Board of Appeals workshop on March 11, 2021. Since that meeting, the applicants, Mark Michau and Christy Bertrand, have incorporated the Plan Commission's suggested changes. A right-of-way dedication along White Street is now shown on the site plan. The driveway has been altered from an 'S' to a hammerhead shape due to the location of the utility boxes. The chimney is now brick instead of stone. Additional architectural details were added to the facades, specifically shake shingles. Gruba reconfirmed the two variation requests, rear yard setback to accommodate a screened-in porch and the use of non-masonry materials on the first floor. Gruba noted that there is some masonry,

stone, located on the first floor. Although the parcel is nonconforming for lot size and depth, the proposal still meets the maximum 20% lot coverage permitted. The house also meets the height limitation of 35 ft.

Chair Rigoni asked the applicants if they wished to speak.

The applicants, Mark Michau and Christy Bertrand, explained the changes that were made to the proposal after the March workshop meeting. The driveway was altered to avoid utility boxes, the fireplace is now brick, a covered porch was added, and shake shingles were added.

Chair Rigoni asked the Commissioners if there were any initial questions.

- Commissioners Guevara, Hogan, and Markunas did not have any questions.

- Commissioner Knieriem confirmed with the applicants that the rear setback variation request was due to the covered porch. Commissioner Knieriem noted the creative driveway solution to the utility box issue.

- Chair Rigoni asked the applicants which trees were to remain and which were to be removed on the property. The applicants stated that they wished to keep all silver maples on the property, but may need to remove a branch from one tree. Rigoni noted that trees and landscaping soften the non-masonry facades and recommended tree preservation.

Chair Rigoni asked if anyone from the public wished to speak on the matter.

- Scott Gallatin, the neighbor to the rear at 99 E. Bowen Street, introduced himself. Mr. Gallatin stated that his questions about the landscaping were answered and understood that a water line must be relocated for this construction. The applicants confirmed that as construction nears, they will work with Mr. Gallatin on scheduling the water line relocation.

Chair Rigoni clarified for the public that the Commissioners' comments might seem brief but that is due to the fact that this proposal was brought forward as a workshop previously.

During the Plan Commission Discussion:

- Chair Rigoni asked the Commissioners to address the variation for the non-masonry materials first.

- Commissioner Knieriem thanked the applicants for taking the comments made during the workshop into consideration;

- Commissioner Markunas seconded Commissioner Knieriem's comment. Commissioner Markunas complimented the driveway modification, the brick chimney, and that the applicants did not exceed the maximum lot coverage

permitted;

- Chair Rigoni appreciated the mix of materials used on the residence and commented that the homes in the downtown area generally deviate from full brick or masonry;

- Commissioner Hogan seconded the previous comments and complimented the applicants on the proposal;

- Commissioner Guevara also seconded the previous comments.

- Chair Rigoni asked the Commissioners to discuss the rear yard setback variation.

- Commissioners Markunas, Guevara, and Knieriem had no comments;

- Commissioner Hogan noted the inconvenient location of the utility boxes which results in the driveway and house placement closer to the rear yard;

- Chair Rigoni confirmed with staff that the remainder of the house met the rear yard setback, that the covered porch was the only portion which encroached into the rear yard. Chair Rigoni also confirmed with staff that the same building materials noted on the first page of the plans were continued on the other facades.

- Chair Rigoni questioned the proposed condition of requiring a snow fence for tree protection. Gruba stated that the trees most likely impacted by the construction were the silver maples in the southwest, southeast, and northeast portions of the property. The applicants reaffirmed their intention to retain the silver maples on the property and provide adequate protection for them during construction. They stated that the two large shrubs located along White Street would be removed, but the landscaping next to the utility boxes would remain. Chair Rigoni reinforced that trees should be preserved and protected during construction. This intention is memorialized as a conversation during the meeting as opposed to a condition of the variation.

Motion (#2): Recommend the Village Board approve the variance request for first-floor building materials to allow non-masonry siding on the property located at 99 N. White Street, in accordance with the reviewed plans and public testimony and conditioned upon dedication of prescriptive right-of-way to the Village.

Motion by: Knieriem Seconded by: Hogan

Approved: (5 to 0)

Motion (#3): Recommend the Village Board approve the variance request to reduce the required rear yard setback (east) for the primary structure from 30' to 23.4', on the property located at 99 N. White Street, in accordance with the reviewed plans and public testimony and conditioned upon dedication of prescriptive right-of-way to the

Village.

Motion by: Hogan Seconded by: Knieriem

Approved: (5 to 0)

C. Public Hearing Request: 20553 S. La Grange Road – Abri Credit Union Major PUD Change & Special Use (Ref. # 108)

Gruba stated that the applicant requested this case be tabled until June 10, 2021. Chair Rigoni requested that should the applicant wish to table the case again on June 10, that it should be done so "indefinitely." Commissioner Guevara confirmed with staff that the attorneys for Abri Credit Union and Dunkin' Donuts are still working on the cross-access issues.

Motion (#4): Table the public hearing to June 10, 2021.

Motion by: Hogan Seconded by: Markunas

Approved: (5 to 0)

D. Public Comments
There were no public comments.

E. Village Board and Committee Update
There were no Village Board or Committee updates.

F. Other Business
Schwarz asked Chair Rigoni if the Commission would be interested in having training sessions once a new Commissioner is appointed. These sessions would be based upon the 2019 APA-IL/Chaddick Institute presentation, but led by Village staff. Schwarz envisions approximately three sessions, 20-30 minutes each, held at the end of the regular meeting when the agenda permits. Chair Rigoni and the other Commissioners were supportive of the idea. Chair Rigoni stated that it would be beneficial if the Village Board was also invited to attend since there are new Trustees. Commissioner Knieriem stated that the Historic Preservation Commission should also be invited.

G. Attendance Update
All members present confirmed their availability for the next Plan Commission meeting to be held on June 10, 2021.

Motion (#5): Adjournment (6:57 PM)

Motion by: Hogan Seconded by: Knieriem

Unanimously approved by voice vote.

Approved June 10, 2021

As Presented X

As Amended _____

Maura A. Rigoni /s/Maura Rigoni, Chair

Janine Farrell /s/ Secretary