



MEETING AGENDA

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

REVISED 3/22/2024

Monday, March 25, 2024

6:30 PM

Kaptur Administrative Center

1) CALL TO ORDER

2) ROLL CALL

3) PLEDGE OF ALLEGIANCE

4) APPROVAL OF MINUTES

A. Regular Council meeting of March 11, 2024

5) RECOGNITION/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS

6) HEARINGS

7) CONSENT AGENDA

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately

A. To pass a resolution to close a portion of McCarthy Road for the annual parade to be held on Saturday, September 21, 2024 – the resolution states the parade on September 21, 2024 will require the closing of McCarthy Road from 9:00 a.m. – 1:30 p.m. and said Village will assume full responsibility for the direction, protection, and regulation of traffic during the time the detour is in effect

B. To approve payment of invoices on the Warrant List dated March 25, 2024 in the amount of \$129,298.24

8) OLD BUSINESS

9) BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS

A. To consider ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side Yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL

10) INFORMATION & UPDATES

A. Public Works and Streets, Recreation Report

1. To approve the proposal from Flow-technics in the amount of \$11,796.00 to purchase a new sewage pump for the Kimber Trails Lift Station

B. Building and Public Property Report

1. Building Department Report

C. Public Health and Safety Report

1. Police Activity Report

D. Accounts and Finances Report

E. Mayor's Report

F. Clerk's Report

G. Manager's Report

11) ANNOUNCEMENTS

12) CITIZENS AND VISITORS COMMENT PERIOD

13) ADJOURNMENT OF REGULAR MEETING

**MINUTES OF THE BOARD OF COMMISSIONERS'
REGULAR MEETING
HELD ON MARCH 11, 2024**

The Board of Commissioners of the Village of Palos Park, Cook County, Illinois held its regular meeting on Monday, March 11, 2024. Mayor Milovich-Walters and Mayor pro tem, Commissioner Reed, were absent this evening. A motion was made by Commissioner Petan and seconded by Commissioner Wade to appoint Commissioner Polk as Chair of the meeting. Commissioner Polk called the meeting to order at 6:31 p.m. Answering roll call were Commissioners Petan, Wade and Commissioner Polk.

Also in attendance were Rick Boehm, Village Manager; Jason Guisinger, Village Attorney; Mark Herman, Community Development Director; Mike Sibrava, Public Works Director; Stephen DeFalco, Recreation Director; Kathie May, Community Development Coordinator, and Lisa Boyle, Deputy Village Clerk.

APPROVAL OF MINUTES OF THE REGULAR COUNCIL MEETING HELD ON FEBRUARY 12, 2024:

Commissioner Wade moved, seconded by Commissioner Petan, to approve the minutes of the Regular Council Meeting held on February 12, 2024, as presented.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

RECOGNITIONS/PROCLAMATIONS/APPOINTMENTS/PRESENTATIONS:

PROCLAMATION: Commissioner Polk announced that a proclamation was previously signed by Mayor Milovich-Walters in recognition of Gladys Peterson Guess on the occasion of her 100th birthday in the Village of Palos Park.

HEARINGS: None

CONSENT AGENDA

All items on the consent agenda are routine or have been brought forward at the direction of the Board of Commissioners and will be enacted with one motion. If discussion is desired, that item will be removed from the consent agenda and considered separately.

Commissioner Wade moved, seconded by Commissioner Petan to:

- A. To ratify payment of invoices on the Warrant List dated February 26, 2024 in the amount of \$107,246.52
- B. To approve payment of invoices on the Warrant List dated March 11, 2024 in the amount of \$107,576.10
- C. To approve the Supplemental Warrant List dated March 11, 2024 for manual checks, payroll, and recurring wire transfers in the amount of \$380,570.61

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

OLD BUSINESS: None

BOARD, COMMISSION AND COMMITTEE RECOMMENDATIONS:

ZBA ITEM 2023-02: Commissioner Wade presented for the Council's consideration ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side Yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL. It was determined that the matter be continued to the Council Meeting on March 25, 2024 as the full council was not present this evening.

Commissioner Wade moved, seconded by Commissioner Petan to continue ZBA item 2023-02 regarding a variation from the requirements of Section 1268.02(F) Side yards to permit the construction of an attached pool house at the property commonly known as 20 Huntleigh Road in Palos Park, IL to the March 25, 2024 Council Meeting.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

INFORMATION & UPDATES:

COMMISSIONER OF PUBLIC WORKS AND STREETS/RECREATION & PARKS, REBECCA PETAN:

COMFORT ZONE PROPOSAL HVAC MAINTENANCE PROGRAM: Commissioner Petan presented a proposal from Comfort Zone for Maintenance and Service Program for the Village owned HVAC systems. The proposal is the same as last year and it will be included in the 2024/2025 budget.

Commissioner Petan moved, seconded by Commissioner Wade, to approve the proposal from Comfort Zone in the amount of \$7,758.00 to provide the yearly maintenance on the Village owned HVAC Systems.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Petan, Wade and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

COMMISSIONER OF BUILDING & PUBLIC PROPERTY, MIKE WADE:

CONSTRUCTION CONDUCT & WORK HOURS: Commissioner Wade reminded residents that proper construction conduct is being a good neighbor. Please review codes online – Village Code Chapters 1460, 652, and 480 define appropriate conduct on construction sites. Contractor Work Hours are Monday – Friday 7AM – 8PM or dusk and Saturday, 7AM – 5PM or dusk. No work on New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving and Christmas. Homeowners may do construction Monday – Saturday 7AM – 9PM and Sundays and Holidays 10AM – 6PM.

BUILDING DEPARTMENT REPORT: Commissioner Wade reported that the Building Department processed eight (8) permits from February 7, 2024 to March 1, 2024 resulting in \$2,925.00 in permit fees. Thirteen (13) inspections were completed during this time. The fiscal year to date totals \$140,512.57.

REVISED ZONING MAP ORDINANCE: Commissioner Wade presented Ordinance 2024-06 entitled An Ordinance accepting and approving the Publication of a Revised Official Zoning Map for the Village of Palos Park, Illinois. The map now includes updated planned unit development information in the legend of the map.

Commissioner Wade moved, seconded by Commissioner Petan to approve Ordinance 2024-06 An Ordinance accepting and approving the Publication of a Revised Official Zoning Map for the Village of Palos Park, Illinois.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

REDUCED APPLICATION FEES FOR THE CENTER: Commissioner Wade presented the item to reduce the required application fees associated with the proposed Special Use amendment regarding The Center property located at 12700 Southwest Highway to the minimum required amount of \$300.00. The Village received a fee waiver/reduction request from The Center (12700 Southwest Highway). The request pertains to fees associated with an upcoming application for an amendment to the existing Special Use for The Center to allow for the construction of a new building. Per Section 1262.09 of the Code, calculation for fees would be \$8,100. Given that the Special Use request involves an area that would be an acre or less, charging the additional acreage fee amount may be considered burdensome.

Commissioner Wade moved, seconded by Commissioner Petan to approve the reduction of the required application fee associated with the proposed Special Use amendment regarding The Center property located at 12700 Southwest Highway to the minimum required amount of \$300.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

COMMISSIONER OF PUBLIC HEALTH AND SAFETY, DANIEL POLK:

POLICE ACTIVITY REPORT: Commissioner Polk reported the Police Department received 1932 calls for service/CAD Events from February 26, 2024 through March 10, 2024. Palos Park Police also issued 15 citizen assists calls, 17 case reports, 5 accident reports, 1 adult arrest, 0 juvenile arrests, 0 police impounds, 95 traffic stops, 21 moving violations, 13 adjudication tickets, and 68 speeding tickets.

THANK YOU LETTER: Commissioner Polk announced that the Police Department received a thank you letter from the Department of Veterans Affairs thanking the Village for all the donations that they received during the holiday season. Commissioner Polk thanked the community for their support.

COFFEE WITH A COP: Commissioner Polk announced the next Coffee with a Cop will be at the Plush Horse, Wednesday March 20th at 11 am.

ST PATRICK'S DAY: Commissioner Polk advised residents that on St. Patrick's Day the police will be out in force looking for impaired, reckless and aggressive drivers. Also, if you are in Palos Park and need a ride home after drinking - you may call 708-448-2191 or 708-259-1035 to request a ride home any time after 6pm.

POLICE/COMMUNITY LUNCH FORUM: Commissioner Polk announced that the lunch forum on Wednesday March 6th was a success with a great turnout.

COMMISSIONER OF ACCOUNTS AND FINANCES, G. DARRYL REED:

Commissioner Reed was absent and had no formal report this evening.

MAYOR'S REPORT:

PROTECTING THE 1% GROCERY TAX: Mayor Milovich-Walters was absent this evening. Commissioner Polk presented Resolution 2024-R-02 entitled "A Resolution Protecting the 1% Grocery Tax". The Village of Palos Park urges the Illinois General Assembly and Governor JB Pritzker to protect the 1% sales tax on groceries as it is an important revenue source for municipalities. Manager Boehm gave more details regarding the matter. Under the Governor's budget proposal, and if approved by the Illinois legislature, the Village of Palos Park would lose approximately \$211.00 in sales tax; this is roughly 20% of the total annual sales tax dollars, and approximately 3.5% of the General Fund revenues.

Commissioner Wade moved, seconded by Commissioner Petan to adopt Resolution 2024-R-02 entitled "A Resolution Protecting the 1% Grocery Tax"

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Wade, Petan and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

CLERK'S REPORT: Clerk Arrigoni was absent this evening. Deputy Village Clerk, Lisa Boyle, had no formal report this evening.

MANAGER'S REPORT:

BIG TENT EVENTS CONTRACT: Manager Boehm presented a contract from Big Tent Events of Carol Stream for tent and equipment rentals for the Village's 2024 Autumn In The Park Festival in the amount of \$19,860.50. Pro Em Event Services was considered but they did not include banquet tables, pub tables, chairs and stage skirting. The third company, Marquee, submitted a proposal of \$30,327. The Staff's experience with Big Tent Events has been very positive, and they have serviced our event well in the past.

Commissioner Petan moved, seconded by Commissioner Wade to approve the contract with Big Tent Events of Carol Stream, IL in the amount of \$19,860.50 to provide tents, flooring, lights and staging at the Village's 2024 Autumn In The Park Festival.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Petan, Wade and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

CITIZENS AND VISITORS COMMENT PERIOD:

DISTRICT 118: Representatives from District 118 were present to speak about the District 118 school district referendum that will be on the ballot March 19, 2024.

ADJOURNMENT OF REGULAR COUNCIL MEETING: There being no further business, Commissioner Petan moved, seconded by Commissioner Wade, to adjourn the meeting at 7:00 p.m.

On the call of the roll, the vote was as follows:

AYES: -3- Commissioners Petan, Wade and Commissioner Polk

NAYS: -0-

ABSENT: -2- Commissioner Reed and Mayor Milovich-Walters

Respectfully submitted,

Lisa M. Boyle, Deputy Village Clerk



VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: March 25, 2024

7:30 PM

Kaptur Administrative Center

AGENDA MATTER:

Resolution to close a portion of McCarthy Road for the annual parade to be held on Saturday, September 21, 2024.

BACKGROUND/HISTORY:

Palos Park is required to notify the Illinois Department of Transportation by resolution of its desire to close 123rd Street from 80th Avenue west to U.S. Route 45 (LaGrange Road) from 9:00 a.m. to 1:30 pm on Saturday, September 21, 2024. The Village assumes full responsibility for the direction, protection, and regulation of traffic during the time the detour is in effect, and all liabilities for damages of any kind occasioned by the closing of said State Route.

STAFF RECOMMENDATION:

To pass a resolution closing a portion of McCarthy Road for the annual parade to be held on Saturday, September 21, 2024.

RECOMMENDED MOTION:

To pass a resolution closing a portion of McCarthy Road for the annual parade to be held on Saturday, September 21, 2024 as presented on the consent agenda.

RESOLUTION NO. 2024-R-03

**VILLAGE OF PALOS PARK
IDOT RESOLUTION TO CLOSE A PORTION OF
MCCARTHY ROAD FOR THE ANNUAL PARADE**

WHEREAS, the Village of Palos Park desires to hold a Parade on Saturday, September 21, 2024 at 11:00 a.m. and;

WHEREAS, said parade will require the closing of McCarthy Road, also known as 123rd Street, between 80th Avenue and U.S. Route 45 from 9:00 a.m. to 1:30 p.m. and;

WHEREAS, the State of Illinois requires the Village to assume all responsibility and liability involved in the closing of said highway;

NOW, THEREFORE, be it resolved by the Village of Palos Park that said Village will assume full responsibility for the direction, protection, and regulation of traffic during the time the detour is in effect and all liabilities for damages of any kind occasioned by the closing of said State Route.

IT IS FURTHER RESOLVED, that efficient, all weather detours will be maintained, conspicuously marked and judiciously police patrolled for the benefit of traffic deviated from the State Route.

PASSED by the Village Council of the Village of Palos Park, Illinois, this 25th day of March, 2024.

AYES: -0-
NAYS: -0-
ABSENT: -0-

APPROVED by the Mayor of the Village of Palos Park, Illinois, this 25th day of March, 2024.

Nicole Milovich-Walters
Mayor

ATTEST:

Marie Arrigoni
Village Clerk

**THE VILLAGE OF PALOS PARK
ACCOUNTS PAYABLE WARRANT
FOR MARCH 25, 2024**

**THE MAYOR AND THE COMMISSIONERS OF THE VILLAGE OF PALOS PARK
APPROVE THE FOLLOWING ACCOUNTS PAYABLE WARRANT AS STATED
BELOW, AND AUTHORIZE THE TREASURER TO FORWARD PAYMENT.**

MAYOR NICOLE MILOVICH-WALTERS

ATTEST:

VILLAGE CLERK MARIE ARRIGONI SIGNATURE

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/25/2024
 POSTED AND UNPOSTED
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 01 GENERAL FUND					
Department: 20 ADMINISTRATION DEPARTMENT					
01-20-6011	ADMIN IT FOR APRIL	PROVEN IT		1,160.50	187303
01-20-6011	ADMIN LICENSING	PROVEN IT		221.58	187303
01-20-6011	APC PROJECT	PROVEN IT		1,331.06	187303
01-20-6011	APC UNIT PROJECT	PROVEN IT		3,707.51	187303
01-20-6011	COUNCIL ROOM CAT 5 CABLE	DAV-COM ELECTRIC, INC		632.00	187280
01-20-6540	LEGAL FEES FEB2024	KLEIN, THORPE, AND JENKINS		2,182.90	187291
01-20-6990	COOK COUNTY HEALTH DEPT IN COOK COUNTY DEPARTMENT	FOOD ESTABLISHMENT INSPS		400.00	187228
01-20-7200	ADMINISTRATION INTERNET MAR URBANCOM NET FIBER OPERATI			378.00	187315
01-20-7200	ADMIN	BTS SOLUTIONS		202.26	187269
01-20-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		362.42	187302
01-20-7200	ISDN LINE 3/15-4/14/24	PEERLESS NETWORK, INC		606.60	187302
01-20-7210	ADMINISTRATION CELL PHONE	VERIZON WIRELESS		42.31	187316
01-20-7500	ANNUAL POSTAGE METER RENTA FP MAILING SOLUTIONS			314.55	187283
01-20-7990	2024 DIGITAL EDITION OF SI THE SIDWELL COMPANY			790.00	187312
Total Department 20 ADMINISTRATION DEPARTMENT				12,331.69	

Department: 21 PUBLIC AFFAIRS DEPARTMENT					
01-21-7990	MAYOR AND COMMISSIONER CELL VERIZON WIRELESS			45.97	187316
Total Department 21 PUBLIC AFFAIRS DEPARTMENT				45.97	

Department: 22 POLICE DEPARTMENT					
01-22-6011	POLICE IT FOR APRIL	PROVEN IT		2,052.96	187303
01-22-6011	POLICE LICENSING	PROVEN IT		393.92	187303
01-22-6540	FEB 2024 ADJ HEARING	TOSCAS LAW GROUP		450.00	187314
01-22-6540	LEGAL FEES FEB2024	KLEIN, THORPE, AND JENKINS		975.00	187291
01-22-6700	DASH CAMERA TROUBLESHOOT	MIDWEST 911, INC		375.00	187297
01-22-6700	274 ASPK PLUG 2 WIPER BLAD G & H IMPORT AUTO PARTS IN			102.85	187284
01-22-6700	UNIT 274 TITLE/ REGISTRATI ILLINOIS SECRETARY OF STAT			190.00	187289
01-22-6810	FBI-LEEDA 2024 ANNUAL DUES FBI-LEEDA			50.00	187282
01-22-6990	FEBRUARY 2024 CONTRACT FEE LEXIS NEXIS RISK DATA MGT, CONTRACT FEE-MAY 05/#1241214			32.50	187292
01-22-7010	FILE FOLDERS AND RUBBER BA QUIL CORPORATION			35.38	187305
01-22-7110	TRAINING EQUIPT 2 KNIVES 2 GALLS, LLC			308.31	187286
01-22-7200	POLICE INTERNET MARCH & A URBANCOM NET FIBER OPERATI			378.00	187315
01-22-7200	POLICE	BTS SOLUTIONS		156.61	187269
01-22-7200	5-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		283.14	187302
01-22-7210	POLICE DEPARTMENT CELL PHO VERIZON WIRELESS			399.56	187316
Total Department 22 POLICE DEPARTMENT				6,183.23	

Department: 24 PUBLIC WORKS DEPARTMENT					
01-24-6011	PW IT FOR ARPITL	PROVEN IT		875.14	187303
01-24-6011	PW LICENSING	PROVEN IT		160.24	187303
01-24-6700	COOLANT FOR ALL TRUCKS	MEMARDS		59.22	187295
01-24-6700	#30 CREDIT	RIZZA		(165.99)	187306
01-24-6700	#69 OIL CHANGE PARTS/OIL	CHICAGO PARTS & SOUND, LLC		220.18	187272
01-24-6700	CARWASH SOAP FOR ALL VEHI 1ST AYD CORPORATION			128.50	187266
01-24-6700	PW, UNIT 260 OIL LEAK REPA RIZZA			101.60	187306
01-24-6708	#28 CHIPPER REPAIR PARTS	VERMEER-ILLINOIS, INC		14.75	187317
01-24-6708	#45 GRASSHOPPER MOWER REPA DEKANE EQUIPMENT CORPORATI			626.25	187281
01-24-6708	#45 GRASSHOPPER REPLACEMENT TIRE SERVICES COMPANY			30.00	187313
01-24-6708	CARWASH SOAP FOR ALL VEHI 1ST AYD CORPORATION	SAFETY VESTS, GLOVES, GLASSES		128.50	187266

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/25/2024
 POSTED AND UNPOSTED
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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GL Number	Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Fund: 01 GENERAL FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
01-24-6731	12900 S LAGRANGE RD/TRAFFI COM ED	CINTAS	VOPP WORK SHIRTS/CAPS-PW	62.87	187275
01-24-6990	SHOP TOWELS/MATS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	112.59	187273
01-24-6990	SHOP TOWELS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	15.10	187273
01-24-6990	SHOP TOWELS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	15.10	187273
01-24-7011	WINDOWS UPDATE FOR FIDEL C PROVEN IT	URBANCOM NET FIBER OPERATI		230.07	187303
01-24-7200	PUBLIC WORKS INTERNET APRI	URBANCOM NET FIBER OPERATI		378.00	187315
01-24-7200	PUBLIC WORKS	BTS SOLUTIONS		69.52	187269
01-24-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		135.91	187302
01-24-7210	PUBLIC WORKS CELL PHONE	VERIZON WIRELESS		1,316.02	187316
01-24-7300	UNITIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	119.83	187273
01-24-7300	UNITIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	119.83	187273
01-24-7300	PPE HIP WADERS & SAFETY GL	NORTHERN SAFETY CO., INC.	VOPP WORK SHIRTS/CAPS-PW	247.96	187300
01-24-7300	UNITIFORMS	CINTAS	VOPP WORK SHIRTS/CAPS-PW	119.83	187273
01-24-7510	FREIGHT CHARGES NEW/OLD MA	FP MAILING SOLUTIONS		80.00	187283
01-24-7510	HEDGE TRIMMER ATTACH/GAS D	HOME DEPOT CREDIT SERVICES		447.91	187287
01-24-7990	PW WINDOW GLASS CLEANER/ST	1ST AYD CORPORATION	SAFETY VESTS, GLOVES, GLASSES	46.68	187266
Total Department 24 PUBLIC WORKS DEPARTMENT				5,695.61	

GL Number	Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Department: 25 BUILDING DEPARTMENT					
01-25-6011	BLDG IT FOR APRIL	PROVEN IT		740.08	187303
01-25-6011	BLDG LICENSING	PROVEN IT		135.41	187303
01-25-6540	LEGAL FEES FEB2024	KLEIN, THORPE, AND JENKINS		782.27	187291
01-25-6600	PLAN REVIEWS/MILEAGE AND I	HR GREEN, INC		4,096.00	187288
01-25-6625	CODE UPDATES	CAMIMROS, LTD		6,440.00	187271
01-25-6630	CONSTRUCTION INSPECTIONS	HR GREEN, INC		1,919.15	187288
01-25-6700	UNIT 261 DECALS	SIGNS UNLIMITED		450.00	187310
01-25-7020	ELECTRICAL INSPECTIN REPO	B ALLAN GRAPHICS		85.00	187268
01-25-7200	BUILDING INTERNET APRIL &	URBANCOM NET FIBER OPERATI		378.00	187315
01-25-7200	BUILDING	BTS SOLUTIONS		43.31	187269
01-25-7200	T-1 LINE 3/15-4/24/24	PEERLESS NETWORK, INC		90.60	187302
01-25-7210	BUILDING DEPT. CELL PHONE	VERIZON WIRELESS		1,442.84	187316
01-25-7920	SALINE EYEWASH 40Z BOTTLES	1ST AYD CORPORATION	SAFETY VESTS, GLOVES, GLASSES	66.92	187266
Total Department 25 BUILDING DEPARTMENT				16,669.58	

GL Number	Line Desc	Vendor Name	Invoice Description	Amount	Check Number
Department: 26 RECREATION DEPARTMENT					
01-26-6011	REC IT FOR APRIL	PROVEN IT		740.08	187303
01-26-6011	RECREATION LICENSING	PROVEN IT		135.41	187303
01-26-6700	#32 EQUIPMENT FOR WATER TA	MENARDS		439.97	187295
01-26-6700	#60 TUNE UP/REPAIR PARTS	G & H IMPORT AUTO PARTS IN		203.51	187284
01-26-6700	#32 BATTERY COMPARTMENT PA	RIZZA		373.17	187306
01-26-6810	IPRA MARCH MEETING	CITI CARDS		30.00	187274
01-26-7200	RECREATION INTERNET APRIL	URBANCOM NET FIBER OPERATI		378.00	187315
01-26-7200	RECREATION	BTS SOLUTIONS		16.66	187269
01-26-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		45.30	187302
01-26-7200	RECREATION 3/15-4/14/24	PEERLESS NETWORK, INC		71.04	187302
01-26-7210	RECREATION DEPT. CELL PHON	VERIZON WIRELESS		42.31	187316
01-26-7920	PRE EMP. PHYS & DRUG SCREE	PROVEN OCCUPATIONAL HEALTH		121.00	187304
Total Department 26 RECREATION DEPARTMENT				2,596.45	

Department: 29 FINANCE DEPARTMENT

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/25/2024
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 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 01 GENERAL FUND					
Department: 29 FINANCE DEPARTMENT					
01-29-6011	FINANCE FOR APRIL	PROVEN IT		336.40	187303
01-29-6011	FINANCE LICENSING	PROVEN IT		61.58	187303
01-29-7200	FINANCE INTERNET APRIL &	URBANCOM NET FIBER OPERATI		378.00	187315
01-29-7200	FINANCE	BTS SOLUTIONS		16.66	187269
01-29-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		45.30	187302
01-29-7210	FINANCE DEPT.	VERIZON WIRELESS		36.01	187316
Total Department 29 FINANCE DEPARTMENT				873.95	

Department: 30 SLUJS PROPERTY					
01-30-6410	GAS SERVICE FOR RENTAL HOU	NICOR GAS		22.88	187298
Total Department 30 SLUJS PROPERTY				22.88	
Department: 32 PALOS PARK FESTIVALS					
01-32-6080	CLEANING OF BUNNY SUIT	CITI CARDS		75.00	187274
Total Department 32 PALOS PARK FESTIVALS				75.00	

Department: 33 SENIOR CLUB					
01-33-6080	AGES 55 OR BETTER MARCH LU	CITI CARDS		573.24	187274
Total Department 33 SENIOR CLUB				573.24	

Department: 91 BUILDING MAINTENANCE - KAPTUR CENTER					
01-91-6410	NICOR AT KAPTUR, SVC 2/5/2	NICOR GAS		328.49	187298
01-91-6710	MATS AT KAPTUR	ROSCOE	MATS/KAC	233.32	187307
01-91-6710	MATS AT KAPTUR	ROSCOE	MATS/KAC	236.24	187307
01-91-6712	LOBBY FIRE SPRINKLER LEAKY	C.L. DOUCETTE, INC.		737.08	187270
01-91-6712	BOILER REPAIRS, LOBBY CEIL	COMFORT ZONE SERVICE		2,917.00	187276
01-91-6712	LOBBY STAT REPLACEMENT, BO	COMFORT ZONE SERVICE		2,010.00	187276
01-91-6712	BOILER 1 FLUE PIPE BOOSTER	COMFORT ZONE SERVICE		2,541.24	187276
01-91-6712	BOILER 2 FLUE PIPE BOOSTER	COMFORT ZONE SERVICE		2,891.24	187276
01-91-6712	LOBBY HEAT TRACE/STAR INST	DAV-COM ELECTRIC, INC		1,895.00	187280
01-91-6712	LOBBY HEAT TAPE ELECTRICAL	DAV-COM ELECTRIC, INC		3,980.00	187280
01-91-6712	PD COPIER/SHREDDER OUTLETS	DAV-COM ELECTRIC, INC		1,355.00	187280
01-91-6712	ELECTRIC FOR FLUE PIPE BOO	DAV-COM ELECTRIC, INC		4,375.00	187280
Total Department 91 BUILDING MAINTENANCE - KAPTUR CENTER				23,499.61	

Department: 92 BUILDING MAINTENANCE - RECREATION CENTER					
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	40.86	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	40.26	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	42.48	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	40.80	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	40.00	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	43.09	187307
01-92-6710	BUILDING MATS	ROSCOE	MATS/KAC	120.35	187266
Total Department 92 BUILDING MAINTENANCE - RECREATION CENTER				367.84	

Department: 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG					
01-93-6711	FLOOR MOP CLEANER FOR DEEP	MENARDS		29.97	187295
01-93-6711	HAND SOAP & HAND WIPES	1ST AVD CORPORATION	SAFETY VESTS, GLOVES, GLASSES	153.08	187266
01-93-7990	TARP FOR SECOND SALT BIN	MENARDS		189.99	187295
Total Department 93 BUILDING MAINTENANCE - PUBLIC WORKS GARAG				373.04	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/25/2024
 POSTED AND UNPOSTED
 OPEN AND PAID - CHECK TYPE: PAPER CHECK

GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 01 GENERAL FUND					
Department: 97 PROPERTY MAINTENANCE - VILLAGE GREEN					
01-97-6990	PORTABLE RESTROOM - VILLAG LRS,LLC			126.20	187293
Total Department 97 PROPERTY MAINTENANCE - VILLAGE GREEN				126.20	
Total Fund 01 GENERAL FUND				69,434.29	

Fund: 03 SPECIAL EVENT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
03-24-6085	AIP FRI NIGHT BAND DEPOSIT	THE RIGHT STUFF ENTERTAINM		1,500.00	187311
03-24-6830	AIP GEN RENTALS	ALTORFER INDUSTRIES, INC		3,673.24	187267
03-24-6830	AIP GENERATOR RENTAL	ALTORFER INDUSTRIES, INC		(510.00)	187267
03-24-6830	AIP GENERATOR RENTAL	ALTORFER INDUSTRIES, INC		(187.60)	187267
Total Department 24 PUBLIC WORKS DEPARTMENT				4,475.64	
Total Fund 03 SPECIAL EVENT FUND				4,475.64	

Fund: 24 MFT FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
24-24-7700	ROCK SALT	COMPASS MINERALS AMERICA		16,009.34	187277
24-24-7700	ROCK SALT	COMPASS MINERALS AMERICA		16,082.43	187277
24-24-7700	POTHOLE COLD PATCH	GALLAGHER MATERIALS, INC.		592.00	187285
24-24-7700	ROCK SALT	COMPASS MINERALS AMERICA		8,146.78	187277
24-24-7700	STONE SHOULDER REPAIRS	VULCAN CONSTRUCTION MTL S L		710.69	187318
Total Department 24 PUBLIC WORKS DEPARTMENT				41,541.24	
Total Fund 24 MFT FUND				41,541.24	

Fund: 26 BEAUTIFICATION FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
26-24-6992	MAILBOX INSTALLATION ANNA	MAILBOX FAST LLC		870.00	187294
Total Department 24 PUBLIC WORKS DEPARTMENT				870.00	
Total Fund 26 BEAUTIFICATION FUND				870.00	

Fund: 51 SEWER FUND					
Department: 24 PUBLIC WORKS DEPARTMENT					
51-24-6011	WATER IT FOR APRIL	PROVEN IT		336.38	187303
51-24-6011	WATER LICENSING	PROVEN IT		61.58	187303
51-24-6410	12222 WILL COOK RD/2-1 TO	NICOR GAS		143.92	187298
51-24-6410	133 FOREST EDGE/2-1 TO 3-4	NICOR GAS		45.26	187298
51-24-6410	40 RAMSGATE DRIVE/2-1 TO 3	NICOR GAS		46.81	187298
51-24-6410	12410 S. 91ST AVE LIFT STA	NICOR GAS		42.92	187298
51-24-6410	KIMBER TR LIFT STATION	NICOR GAS		87.36	187298
51-24-6700	#34, #52, #57 DECALS	SIGNS UNLIMITED		150.00	187310
51-24-6700	#34 BLOCK HEATER REPAIR PA	RIZZA		107.65	187306
51-24-7200	SEWER	BTS SOLUTIONS		16.66	187269
51-24-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		45.30	187302
51-24-7210	SEWER DEPT. CELL PHONE	VERIZON WIRELESS		1,349.57	187316
51-24-7300	PPE	NORTHERN SAFETY CO., INC.		657.63	187299
51-24-7300	UNIFORMS	CINTAS		41.50	187273
51-24-7300	UNIFORMS	CINTAS		41.50	187273
51-24-7300	UNIFORMS	CINTAS		41.50	187273
Total Department 24 PUBLIC WORKS DEPARTMENT				3,215.54	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
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Fund: 51 SEWER FUND Total Fund 51 SEWER FUND 3,215.54

Fund: 52 WATER FUND Department: 24 PUBLIC WORKS DEPARTMENT

52-24-6011	SEWER IT FOR APRIL	PROVEN IT		336.96	187303
52-24-6011	SEWER LICENSING	PROVEN IT		61.55	187303
52-24-6410	10057 W. 125TH/2-2 TO 3-5- NICOR GAS			145.73	187298
52-24-6700	UNIT 260 ENGINE REPAIR PAR RIZZA			121.66	187306
52-24-6750	WATER MAIN BREAK BACKFILL VULCAN CONSTRUCTION MTL S L			671.71	187318
52-24-7020	PAST DUE NOTICES AND ENVEL B ALLAN GRAPHICS			750.00	187268
52-24-7200	WATER	BTS SOLUTIONS		63.32	187269
52-24-7200	708-923-6021 3/15-4/14/24	PEERLESS NETWORK, INC		212.95	187302
52-24-7200	T-1 LINE 3/15-4/14/24	PEERLESS NETWORK, INC		124.58	187302
52-24-7210	WATER DEPT. CELL PHONE	VERTIZON WIRELESS		1,349.56	187316
52-24-7300	UNIFORMS	CINTAS		41.50	187273
52-24-7300	UNIFORMS	CINTAS		41.50	187273
52-24-7300	UNIFORMS	CINTAS		41.50	187273
52-24-7510	NEW BLOWER	RUSSO POWER EQUIPMENT		230.00	187308
52-24-7515	WATER METER PARTS	CORE & MAIN LP		1,232.00	187279
52-24-7760	CLEANING SUPPLIES	PALOS ACE HARDWARE		50.16	187301
52-24-7920	2 OFC VISITS - CHLEBEK	PROVEN OCCUPATIONAL HEALTH		260.00	187304
52-24-7990	IL PUBLIC AWARE SIGN FOR I SIGNS BY DESIGN	24X18 DOUBLE-SIDE RED/WHITE		300.00	187309
Total Department 24 PUBLIC WORKS DEPARTMENT				6,034.68	
Total Fund 52 WATER FUND				6,034.68	

Fund: 53 COMMUTER LOT FUND

Department: 24 PUBLIC WORKS DEPARTMENT

53-24-6400	COMED AT METRA, SVC 1/30/2	COM ED		9.33	187275
53-24-6710	MATS AT METRA	ROSCOE		84.56	187307
53-24-6710	MATS AT METRA	ROSCOE		86.29	187307
53-24-7990	METRA WINDOW GLASS CLEANER 1ST AYD CORPORATION	SAFETY VESTS,GLOVES,GLASSES		46.67	187266
Total Department 24 PUBLIC WORKS DEPARTMENT				226.85	
Total Fund 53 COMMUTER LOT FUND				226.85	

Fund: 80 ESCROW FUND

Department: 00

80-00-2106	JOE SKENDER ROW BOND	JOE SKENDER		3,500.00	187290
Total Department 00				3,500.00	
Total Fund 80 ESCROW FUND				3,500.00	

INVOICE DISTRIBUTION REPORT FOR VILLAGE OF PALOS PARK

POST DATES 05/01/2023 - 03/25/2024
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GL Number	Invoice Line Desc	Vendor Name	Invoice Description	Amount	Check Number
--- TOTALS BY FUND ---					
01			GENERAL FUND	69,434.29	
03			SPECIAL EVENT FUND	4,475.64	
24			MFT FUND	41,541.24	
26			BEAUTIFICATION FUND	870.00	
51			SEWER FUND	3,215.54	
52			WATER FUND	6,034.68	
53			COMMUTER LOT FUND	226.85	
80			ESCROW FUND	3,500.00	
Total For All Funds:				<u>129,298.24</u>	



VILLAGE OF
PALOS PARK

Village Council

Mayor Nicole Milovich-Walters

Village Clerk Marie Arrigoni

Commissioner G. Darryl Reed

Commissioner Dan Polk

Commissioner Mike Wade

Commissioner Rebecca Petan

Meeting of: March 25, 2024

6:30 PM

Kaptur Administrative Center

AGENDA MATTER:

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). In December 2023 the applicant provided a revised plan, which requires a variance to reduce the corner side yard setback from 50' to 37.67 feet (37' 8"). The original request was for a 26' 11" corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

BACKGROUND:

The subject property is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct a pool house (and pool) on the subject property. The pool house is to be connected to the existing home via a covered porch, resulting in the pool house being considered an addition to the existing home per Code.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west); with corner side yard setbacks being applicable along both the east and west sides of the property.

STAFF RECOMMENDATION:

The staff has reviewed the application and recommends approval of the requested variance.

NOVEMBER 8, 2023 ZONING BOARD OF APPEALS MEETING:

The Zoning Board of Appeals held a public hearing and discussed the original requested variance at its November 8, 2023 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two letters from residents (not in favor of the request) were read into the record, no other members from the public spoke regarding the request. A motion was made to recommend approval of the requested variance. The vote on the motion was two (2) in favor and five (5) against. As such, *the Zoning Board of Appeals recommends denial of the requested variance as proposed.*

2023 VILLAGE COUNCIL MEETINGS:

The Village Council considered this item at the November 27, 2023 meeting; and continued the item to the December 11, 2023 meeting to allow the applicant the opportunity to present a revised plan. At their December 11, 2023 meeting the Village Council unanimously (4-0, with 1 absent) decided to refer the case back to the ZBA for further consideration.

JANUARY 10, 2024 ZONING BOARD OF APPEALS MEETING:

The Zoning Board of Appeals held a public hearing and discussed the requested variance and revisions at its January 10, 2024 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two residents were present, and provided comments that were not favorable to the request. A motion was made to recommend approval of the requested variance. The vote on the motion was two (2) in favor and four (4) against, with one (1) absent. As such, *the Zoning Board of Appeals recommends denial of the requested variance as proposed.* See attached "Transmittal of Recommendation" regarding ZBA findings of fact.

2024 VILLAGE COUNCIL MEETINGS:

At the January 22, 2024 meeting, the Village Council unanimously (4-0, with 1 absent) continued this item to the February 12, 2024 meeting. At the February 12, 2024 meeting the Village Council unanimously (3-0, with 2 absent) continued this item to the March 11, 2024 meeting. At the March 11, 2024 meeting the Village Council unanimously (3-0, with 2 absent) continued this item to the March 25, 2024 meeting.

RECOMMENDED MOTIONS:

Section 1264.08 of the Code states that the Village Council "may approve the variance, deny the variance or refer it back to the Board for further consideration" and that "any proposed variance which fails to receive a positive recommendation from the Board [Zoning Board of Appeals] shall not be approved by Council except by a favorable vote of at least two-thirds (2/3rds) of all the Commissioners."

- I move to **deny** ZBA 2023-02; regarding a variance request for a 37.67' corner side yard setback instead of the required 50' corner side yard setback as required by Section 1268.02(f) of the Palos Park Village Code; regarding the proposed construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

OR

- I move to **approve** ZBA 2023-02; regarding a variance request for a 37.67' corner side yard setback instead of the required 50' corner side yard setback as required by Section 1268.02(f) of the Palos Park Village Code; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road; and to direct the Village Attorney to prepare the necessary Ordinance.

Attachments:

Transmittal of Recommendation

Proposed Site Plan

Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)



TO: Mike Wade, Building Commissioner
MEETING DATE: January 10, 2024 at 7:30 pm
FROM: John Marsh, Chair
SUBJECT: Transmittal of Zoning Board of Appeals Recommendation

PROJECT TITLE

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). In December 2023 the applicant provided a revised plan, which requires a variance to reduce the corner side yard setback from 50' to 37.67 feet (37' 8"). The original request was for a 26' 11" corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

PUBLIC HEARING

The Zoning Board of Appeals held a public hearing and discussed the requested variances at its January 10, 2024 meeting. The applicant gave a presentation and responded to questions from the ZBA. Two residents were present, and provided comments that were not favorable to the request.

RECOMMENDATION

At the January 10, 2024 meeting a motion was made to recommend approval of the requested variances. The vote on the motion was two (2) in favor and four (4) against with one (1) absent. As such, ***the Zoning Board of Appeals recommends denial of the requested variance as proposed.***

FINDINGS OF FACT

The following are findings of fact made during the January 10, 2024 Zoning Board of Appeals meeting, pursuant to Section 1264.07 (Report of Findings):

1264.07(a) Site Conditions:

The Zoning Board of Appeals finds that there are unusual physical conditions to the site [such as the lot size being smaller than the minimum lot size per Code and the property fronting a street on three of the four sides], a variance request should still meet the essential purposes of the Zoning Board's creation under sections 1260.02(c) ["To protect the character and the stability of the residential, business and manufacturing areas within the village and to guide the orderly and beneficial development of such areas"], 1260.02(i) ["To prohibit uses, buildings or structures incompatible with the character of development or intended uses within specified zoning districts"] and 1260.02(m) ["To prevent the overcrowding of land and undue concentration of structures, so far as is possible and appropriate in each district, by regulating the use and bulk of buildings in relation to the land surrounding them"].

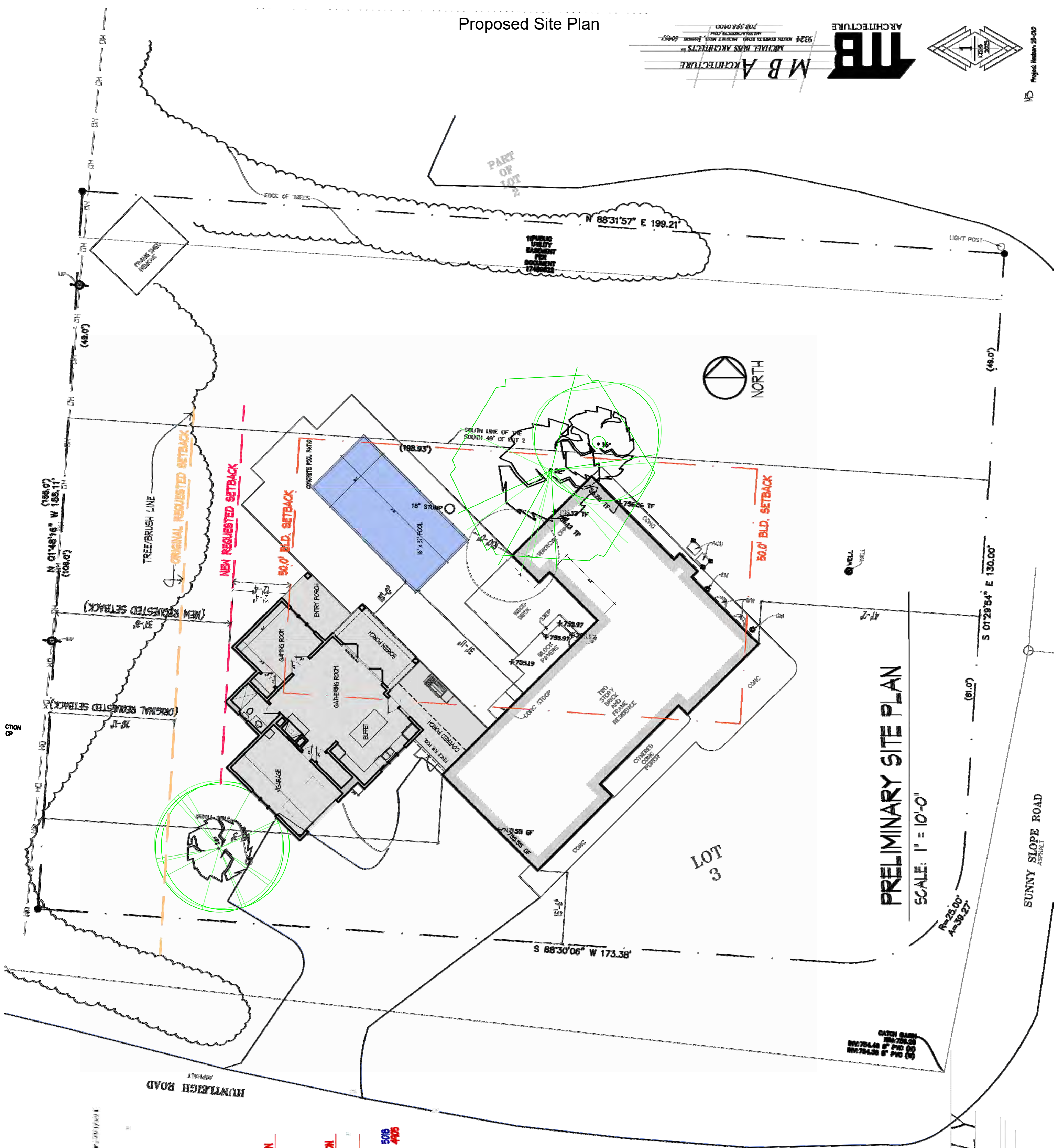
1264.07(b) Development Design:

An additional garage space (home has an existing two car garage), game room area, and buffet do not appear warranted for the revised variance sought of 12.33 ft or 24.7% of the requirement of 50 ft from the property line off Wolf Road. It may be feasible that an alternative design could comply with Code. In addition, the applicant stated one of the reasons for the proposed location

of the addition is for privacy off Wolf Road and to reduce/mitigate noise from Wolf Road. These objectives could still be met with an alternative design that does not encroach into the corner setback (or encroaches less into the corner setback) and/or through the use of a berm and additional landscaping.

1264.07(c) Community Impact:

Wolf Road has a specific character in the Village of Palos Park. Except for two highly visible homes on the corner of Romiga Lane and Wolf Road, the current homes have either significant setbacks from Wolf Road or are blocked or partially blocked from view with trees and foliage. All of the homes are setback 50' or more on Wolf Road between 123rd Street on the north and Partridge Road and Misty Harbor Road to the south. The variance granted would not retain the essential character of the Village of Palos Park, specifically to Wolf Road as stated under section 1260.02(a) ["To promote and protect the public health, safety, morals, comfort, and general welfare"]. The Zoning Board of Appeals also notes concerns regarding public health and safety as it pertains to the requested variance, as it would allow the home addition to be located in closer proximity to an arterial road with significant vehicular traffic (Wolf Road).



DATE: 04/22/2023 14:45:53
 PROJECT: 23-20
 ADDRESS: 20 HUNTLEIGH ROAD

FALOS PARK FLOOR AREA RATIO CALCULATION

1. LOT AREA: 30897 s.f.
2. BASEMENT: N.A. s.f.
(One-half or more of the floor to ceiling height is above the average grade of the dwelling)
3. FIRST FLOOR: 1720 s.f. **+497 ADDITION** **+ 912 ADDITION**
4. SECOND FLOOR: 1356 s.f.
5. ATTIC (HOUSE): N.A. s.f.
6. GARAGE (HOUSE): 656 s.f. **+ 315 ADDITION** **+ 300 ADDITION**
7. GARAGE (ATTIC): N.A. s.f. **+ 44 PORCH** **+ 361 PORCH**
8. TOTAL (House/Garage/Attic) AREA: 3418-3505 s.f.
 $1720 + 1356 + 656 + 497 + 300 + 361 = 3869$
9. ALLOWABLE GROSS FLOOR AREA: 6751.7 s.f.
 Formula: $(\frac{1}{3} \text{ ACRES TO ACRE} = 22\%) 30897 \times .22 = 6751.7 \text{ S.F.}$
10. ALLOWABLE BUILDING COVERAGE: 6157.9 s.f.
 Formula: $(\frac{20}{100}) \times 30897 = 6157.9 \text{ s.f.}$

* 1/2 acre or less 22%, over 1/2 acre to 2 acres 22%, over 2 acres 21.5%
 ** 1/4 acre or less 750 s.f., over 1/4 acre but less than 1 acre 400 s.f.
 1 acre = 43,560 s.f.

PRELIMINARY SITE PLAN

SCALE: 1" = 10'-0"

Revised: 04-22-23

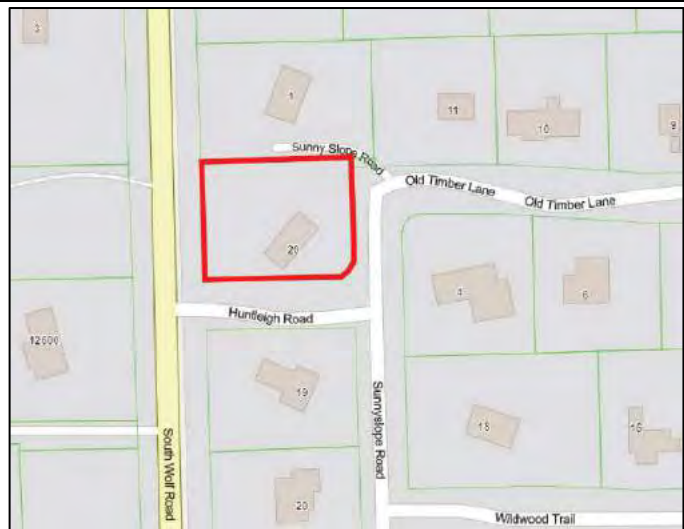
Site Plan for:
THE CONWAY FAMILY
 20 Huntleigh Road
 Palos Park, IL



TO: Village of Palos Park Zoning Board of Appeals
HEARING DATE: January 10, 2024 at 7:30pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT INFORMATION

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). The applicant has provided a revised plan, which requires a variance to reduce the corner side yard setback from 50’ to 37’ 8”. The original request was for a 26’ 11” corner side yard setback. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.



APPLICANT INFORMATION

PROPERTY OWNER AND APPLICANT: David Conway
 20 Huntleigh Road
 Palos Park, IL 60464

PROPERTY INFORMATION

PROPERTY SIZE: 30,689.7 sf	EXISTING ZONING: R-1-A One Family Dwelling District	SURROUNDING ZONING AND LAND USES: North: R-1-A One Family Dwelling District, Single Family Residence South: R-1-A One Family Dwelling District, Single Family Residence East: R-1-A One Family Dwelling District, Single Family Residence West: R-1-A One Family Dwelling District, Single Family Residence	COMPREHENSIVE PLAN LAND USE DESIGNATION: Low Density Single-Family Residential
ADDRESS: 20 Huntleigh Road	EXISTING LAND USE: Single-Family Residential		
PIN: 23-29-303-005-0000			

PUBLIC COMMENT: Letters from two neighbors had been previously received and provided to the Zoning Board of Appeals prior to the November ZBA meeting. Staff has received no other comment.

BACKGROUND

The subject property, commonly known as 20 Huntleigh Road, is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct an addition (and pool) on the subject property. The addition, primarily a pool house, is to be connected to the existing home via a covered porch, which is why it is considered an addition to the existing home per Section 1260.08(1a) of the Code (“...or where an accessory building is attached to the main building in a substantial manner, as by a roof, such accessory building shall be counted as part of the main building”). The proposed addition includes a single-car garage, a screened porch, a gathering room, buffet area (kitchen), a bathroom, and a gaming room.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west). Since the home generally faces south, has vehicular access from the south, and is addressed to Huntleigh Road; the south property line is considered the front yard. Per Section 1260.08(55) of the Code, *both* the property lines off of Sunnyslope and Wolf are considered corner side yards (“Corner lot means a parcel of land situated at the intersection of any combination of two *or more* streets...”). The proposed addition would encroach into the required 50’ corner yard setback along the west side of the property (off of Wolf Road).

The Zoning Board of Appeals (ZBA) held a public hearing on November 8, 2023 to consider a variance request to reduce the required corner yard setback (off of Wolf Road) from 50’ to 26’ 11”. After conducting the Public Hearing, the ZBA made a motion to approve the request. The vote on the motion was two (2) in favor and five (5) against. As such, the ZBA recommended denial of the requested variance as proposed.

The Village Council considered this item at the November 27, 2023 meeting; and continued the item to the December 11, 2023 meeting to allow the applicant the opportunity to present a revised plan. At their December 11, 2023 meeting the Village Council unanimously (4-0, with 1 absent) decided to refer the case back to the ZBA for further consideration.

APPLICANT REVISION

The applicant has provided a revised plan. Instead of requesting a 26’ 11” corner setback (a 46.2% variance request), the revised plan reduces the request variance by over 10’. The new requested corner side setback is 37’ 8” (a 24.7% variance request). This revision is possible due to a reduction in the size of the proposed addition by 113 sf (1,686 sf to 1,573 sf) and reconfiguring the footprint of the addition. As shown in Table 1, below, the proposal complies with other applicable zoning requirements.

	Requirement	Proposed
Lot Size	43,560 sf (1 ac)	30,689.7 sf (.705 ac)
Lot Width	150 feet	~199 feet
Setbacks/Yards		
Front (average of block)	15.5 feet	15.5 feet (existing home) 25.167 feet
Corner Side	50 feet	47.167 feet to east (existing home) [26.92 feet (26’ 11”) previous request] 37.67 feet (37’ 8”) to west for proposed addition as revised
Side (greater of 15% or 15’)	~29.85’	N/A
Rear	50 feet	58.75 feet (existing home)
Total Side Yard	30 feet	74.08 feet
Side Load Garage Setback	30 feet	N/A
Floor Area Ratio (varies based on lot size)	22%	16%
Lot (Building) Coverage	20%	13%
Dwelling Size	2,200 sf minimum	5,289 sf

Table 1: Summary of Proposal with Applicable Zoning Requirements as it pertains to proposed development. Proposed variances are highlighted in yellow. Items that comply with the Code are not highlighted.

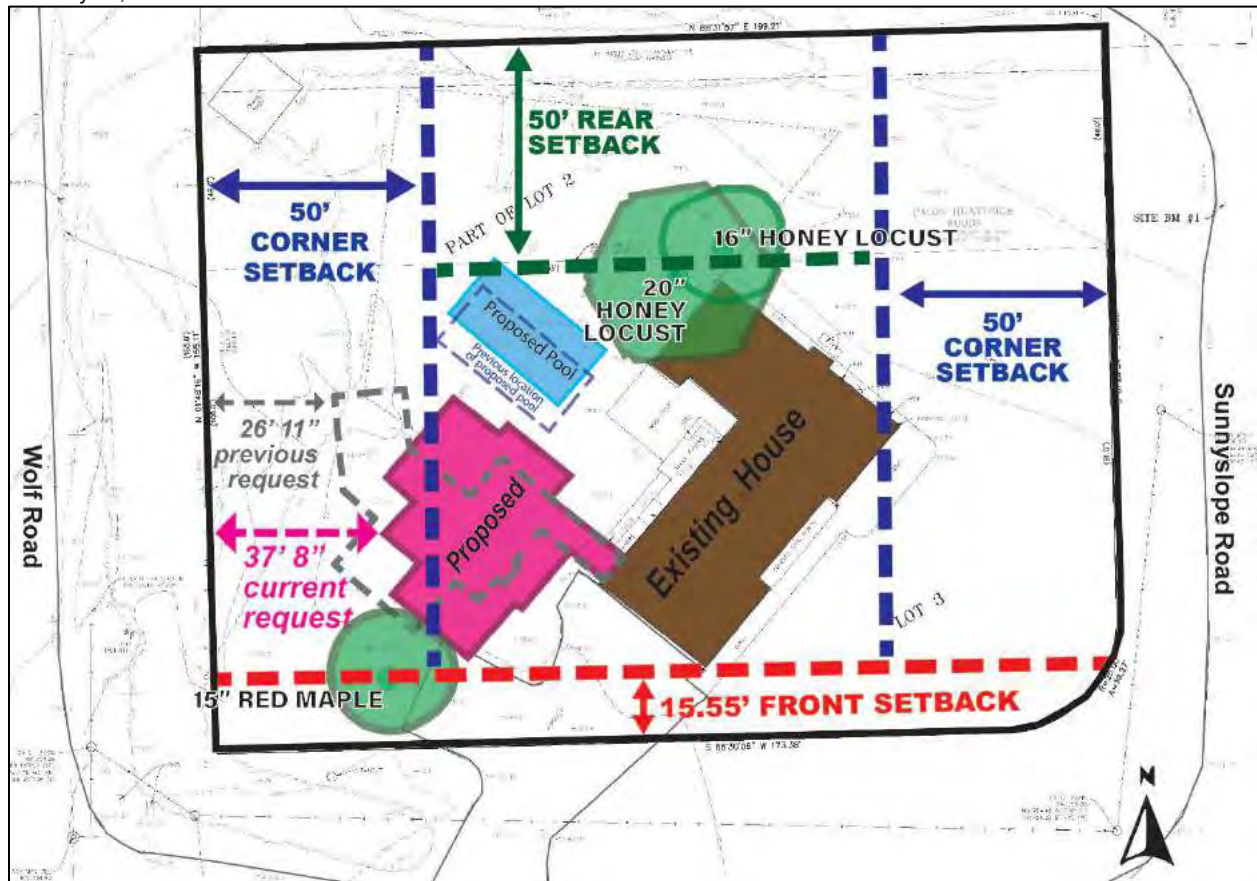


Figure 1: Required Setbacks (north is to the top). The “drip lines” of specimen trees that impact the buildable area (area within the setbacks) are shown in green. There are dashed lines showing the footprints of the previous proposed addition and pool.

ADDITIONAL INFORMATION

As seen in Table 2, below, the proposed 24.66% corner setback variance request (reducing the corner yard to 37.67’) is comparable to the ten most recent corner setback variances that have been granted. Staff noted at the November meeting that it is difficult to consider precedent with zoning variance requests. The Village has granted, but has also denied, corner setback variance requests. The particular facts of any given request will almost certainly be different (different existing conditions of site, different proposal, etc). However, staff is providing the information below to provide context as to the extent of this variance request since there was some discussion at the previous ZBA meeting regarding the extent of the previous variance request.

	Ordinance	Address	Required (in feet)	Proposed (in feet)	Percent	Additional Requests?
1	2021-11	12100 S. 86th Avenue	50	26.23	47.54%	Rear yard
2	2021-05	12223 S. 88th Avenue	50	36.83	26.34%	
3	2020-11	7849 Oak Ridge Drive	50	33.50	33.00%	
4	2020-04	12600 S. Wolf Road	50	33.50	33.00%	
5	2017-06	9302 W. 122nd Street	50	35.90	28.20%	
6	2015-29	11950 Hobart Avenue	50	48.50	3.00%	Front and rear yard
7	2013-41	11099 W. 123rd Street	50	44.32	11.36%	
8	2012-18	11449 W. 123rd Street	50	30.00	40.00%	
9	2011-03	8920 W. 125th Street	50	33.90	32.20%	
10	2010-16	25 S. Woodland Trail	50	45.00	10.00%	Rear yard
	Average		50	36.77	26.46%	
	REQUEST	20 Huntleigh Road	50	37.67	24.66%	None

Table 2: Summary of ten most recent corner yard setback variances requests that have been granted (note that the proposed work related to the variance requests may not have been completed for some of the above variances).

The “buildable area” on the property (the area within required setbacks where the addition could be built without a variance) is already reduced in size due to the fact that there are two corner setbacks as opposed to one corner setback and one interior side setback. The buildable area is further reduced due to the location of two honey locust trees (which are specimen trees) near the north corner of the existing home (see Figure 1 on the previous page; and attached plans from the applicant). Any construction in the critical root zones (which roughly corresponds to the “drip line” of the trees) could damage or kills those trees. The proposed new construction would be near the critical root zone / drip line of those trees. Staff has reviewed the plans with the Village Arborist. Village Code allows the Village to “impose certain limited conditions on the development subject to the variance... that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations” (1264.08). Staff recommends that as a condition of approval that the applicant’s arborist propose additional tree protection methods (such as root pruning) to protect specimen trees that could be impacted by the proposed construction (such as the previously mentioned honey locust trees) to be reviewed and approved by Village staff prior to issuance of a building permit for the addition and /or pool.

REQUIRED FINDINGS OF FACT FOR VARIATIONS

The Village Code *requires* that the Zoning Board of Appeals shall make a findings of fact regarding proposed variance(s) [Section 1264.07]. The entirety of these standards, with staff findings of fact and analysis, are attached to this staff report as **Exhibit 1: REPORT OF FINDINGS.**

PUBLIC NOTICE

The Public Hearing notice was published in *The Daily Southtown* on October 20, 2023, in accordance with the Village Zoning Ordinance. At that time a sign was posted on the subject property, and the Village notified neighboring property owners within 350’ of the subject property 15-30 days prior to the date of the hearing. At the December 11, 2023 Village Council meeting the Council referred the case back to the ZBA. As this was done via the Council’s authority as found in Section 1254.08 no further notice is required.

STAFF RECOMMENDATION

The staff has reviewed the application and recommends ***approval*** of the requested variances.

RECOMMENDED MOTION

Concurring with the findings of fact as contained in **Exhibit 1: Report of Findings**, I move to recommend that the Village Council approve the requested 37’ 8” corner side yard setback, instead of the required 50’ corner side yard setback; as required by Section 1268.02(f) of the Palos Park Village Code; subject to the condition that the applicant’s arborist propose additional tree protection methods to protect specimen trees that could be impacted by the proposed construction to be reviewed and approved by Village staff prior to issuance of a building permit; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

*Please note that if the Zoning Board of Appeals desires to make a recommendation to deny the request, the motion should include **specific Findings of Fact** by the Zoning Board of Appeals as to the deficiencies of the requested variance(s) as to the standards set in **Section 1264.07** of the Village Code.*

EXHIBITS:

1. Report of Findings (with staff findings)
2. Revised Plan from Applicant
3. Letters from neighboring property owners to ZBA
4. November 8, 2023 ZBA Staff Report and Exhibits

**VILLAGE OF PALOS PARK – ZONING BOARD OF APPEALS REPORT OF FINDINGS FOR
VARIANCE REQUESTS PURSUANT TO 1264.07 OF THE VILLAGE CODE
Regarding: ZBA Case 2023-02: 20 Huntleigh Road**

Text from the Village Code is provided in “Cambria” 12-point font and staff findings are provided in “Courier New” 11-point font.

1264.07 REPORT OF FINDINGS.

The Zoning Board of Appeals shall report its findings and recommendations in writing to Council within thirty days from the conclusion of the public hearing. In considering all proposed variances to this Zoning Code, the Board shall, before recommending that Council grant a variance, first determine and make a finding of fact that the proposed variance will not merely serve as a convenience to the applicant, but is necessary to alleviate practical difficulties or a demonstrable hardship in the way of carrying out the strict letter of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land, and that:

(a) Site Conditions. There are one or more unusual physical conditions of the site, such as size, shape, or slope, that were not created by a person having an interest in the property, that are unavoidable or uncorrectable, or that are worthy of preservation, such as a creek, wetland, or specimen trees, and that make it a substantial burden to use the property or develop the property, or otherwise result in a substantial loss of value or cause the site to be unable to yield a reasonable return, without a variance.

Finding: There are multiple “unusual physical conditions” for the subject property. First, the property size (0.705 acres) is less than 1 acre. The applicable zoning setbacks for R-1-A zoned properties are intended for lots of 1 acre or more in size. In addition, the property is unusual in that three of the four sides of the property have frontage along a street, resulting in one front yard and two corner side yards (whereas typical corner lots have one front yard but only one corner side yard). Per Code the corner side yard setback is 50’, resulting in a total of 100’ of corner side yard setbacks on the property. Having two corner yards on the property results in an unusual amount of setbacks to apply to a property. In addition, there are two honey locust trees located at the northern corner of the property. The critical root zones of these trees encroach into the “buildable area” of the property (the area within the front, rear, and two corner setbacks; in which an addition could be built without a variance). The substandard lot size and triple roadway frontage are clearly unusual physical conditions, and the specimen trees are worthy of preservation. None of these conditions were created by the applicant.

One reason why zoning regulations typically treat corner side yard setbacks differently than interior side yards (side yards next to a neighboring property’s side yard) is that corner yards may be adjacent to the front yard of a neighboring property. In some instances, corner side yards may be referred to as “alternative front yards”. In this

instance, however, the proposed variance is to the corner yard that is not adjacent to neighboring front yards, rather it is adjacent to neighboring rear yards. Finally, the existing home is angled on the property, which further complicates building an addition on the property.

(b) Development Design. The variation would not merely serve the temporary social or personal convenience of an occupant, and an alternative development plan that would conform to Code would not be suitable for the uses permitted by Code and would not be typical of similar properties in the area.

Finding: The construction of the building addition would be permanent and therefore not serve any temporary convenience. The proposed location of the addition acts as an additional barrier off of Wolf Road, allowing for increased privacy and a potential reduction in noise and light. The unusual physical conditions of the site create difficulties with further development on the site. Setback lines are parallel to lot lines; but the existing home is at an angle on the property. This results in an unusually shaped "buildable area". The buildable area is also further reduced in size due to efforts to keep development from encroaching into the critical root zones of the trees in the northerly portion of the buildable area that were mentioned previously. The angle of the home, the multiple corner setbacks, the substandard lot size, and critical root zones all impact how development can occur on the property and consideration of alternative development plans.

(c) Community Impact. The variation would retain the essential character, scale, intensity, and open space of the area, and would be in harmony with the purposes of the Zoning Code as stated in Section 1260.02 of this Code, and would not be substantially injurious to other property, or be detrimental to public interests or adopted Village plans.

Finding: The proposed variance for the addition to an existing single-family residence will not alter the essential character of the neighborhood. The proposed work complies with all other applicable zoning regulations, such as building height, other setbacks, and lot coverage requirements. As such, the proposed work should not have a negative impact as to scale and open space in the area.

In addition, the Board shall look to, and make findings of fact in regard to, those factors set forth in *Section 1260.05(b)(1) through (6)* [see below] in regard to the requested variation. Such findings of fact shall be incorporated in the written report to Council.

The Zoning Board of Appeals may recommend certain limited conditions on the development subject to the variance that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations.

1260.05(b) (1-6):

(1) Existing uses of property within the general area of the property in question;

Finding: The existing uses in the surrounding area are all residential uses. The proposed use is in keeping with residential use.

(2) The zoning classification of property within the general area of the property in question;

Finding: The subject property and the surrounding area are all zoned R-1-A One-Family Dwelling District. Other than the requested variance, the proposed development is in conformance with the requirements of the R-1-A zone.

(3) The suitability of the property in question to the uses permitted under the existing and proposed classifications;

Finding: The existing and proposed residential use of the property is permitted in the R-1-A zone.

(4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the date the property was placed in its present zoning classification;

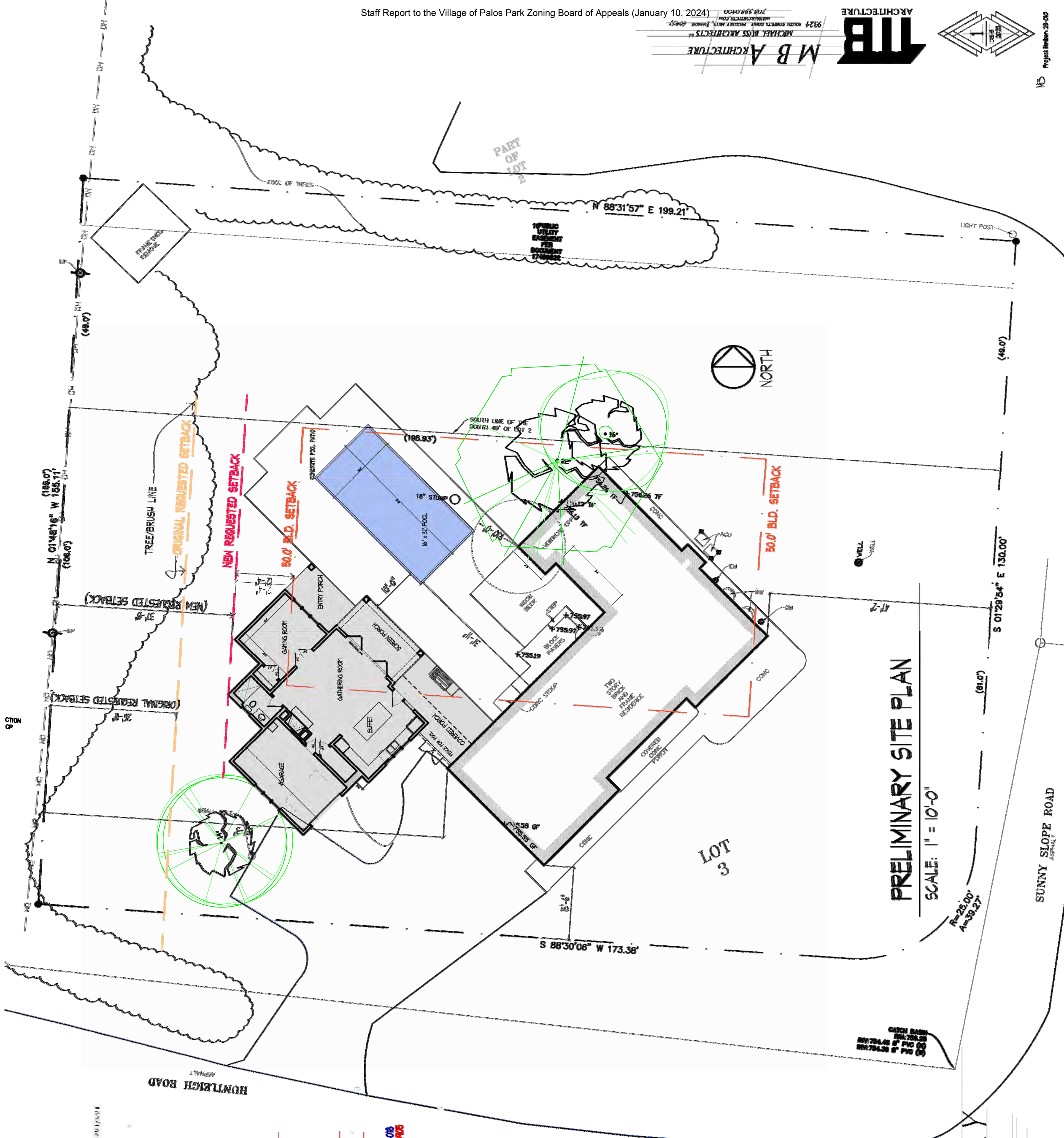
Finding: The proposed development is consistent with the residential trend of development in the surrounding area.

(5) Proposed uses of property within the general area of the property in question as represented on the Village Comprehensive Plan;

Finding: The proposed development is consistent with the Comprehensive Plan designation of Low Density Single Family Residential.

(6) The frontage and square footage of the land involved and whether or not it adjoins a parcel of land which bears the same zoning district classification as the proposed amendment.

Finding: The subject property is surrounded by other properties also zoned R-1-A.



Date: _____ Address: 20 HUNTLEIGH ROAD

PALOS PARK FLOOR AREA RATIO CALCULATION

1. LOT AREA: 30897 s.f.
2. BASEMENT: N.A. s.f.
(One-half or more of the floor to ceiling height is above the average grade of the dwelling)
3. FIRST FLOOR: 1720 s.f. **+ 497 ADDITION = + 912 ADDITION**
4. SECOND FLOOR: 1336 s.f.
5. ATTIC/HOUSEL: N.A. s.f.
6. GARAGE/HOUSEL: 656 s.f. **+ 305 ADDITION = + 300 ADDITION**
7. GARAGE/ATTICH: N.A. s.f. **+ 44 PORCH = + 361 PORCH**
8. TOTAL House/Garage/Attic AREA: 3418 - 3505 s.f.
1720 + 1336 + 656 + 44 + 300 + 361 = 3803 s.f. **(400)** = 5008
9. ALLOWABLE GROSS FLOOR AREA: 6781.7 s.f.
Formula: $(\frac{1}{3} \text{ ACRES TO ACRE} = 22\%) 30897 \times .22 = 6781.7 \text{ S.F.}$

10. ALLOWABLE BUILDING COVERAGE: 6157.9 s.f.
Formula: $(\frac{30897}{2}) \times 2 = 6157.9$ s.f.
- * $\frac{1}{2}$ acre or less 25%, over $\frac{1}{2}$ acre to 2 acres 22%, over 2 acres 21.5%
- ** $\frac{1}{4}$ acre or less 750 s.f., over $\frac{1}{4}$ acre but less than 1 acre 400 s.f.
- 1 acre = 43,560 s.f.

Site Plan for:
THE CONWAY FAMILY
20 Huntleigh Road
Palos Park, IL

November 6, 2023

TO: Mr. Mark Herman

From: Nancy Mattson

Palos Park Zoning Board

9 Old Timber Lane, Palos Park

Mr. Herman,

I am writing regarding the variance request ZBA CASE 2023-02, to permit the construction of an attached pool house and swimming pool at 20 Huntleigh Road in Palos Park, IL. Unfortunately, I am unable to attend the zoning board meeting on 11/08, so I must express my thoughts via this letter.

With due respect to my neighbors who are making this request, I have reservations concerning the variance. While I have great respect for the rights of owners to improve their properties, and indeed I do not object in principle to the construction of a pool and pool house, in practice, I fear such a structure would not be appropriate in this neighborhood.

A pool house does not fit the character of the Huntleigh Woods subdivision, considering the lots for each property here are approximately an acre. A pool house of the intended size—one which requires a variance to fit within the lot—strikes me as a structure more befitting a considerably larger parcel of land, such as some of the properties on Old Creek Road, which indeed do have pool houses. However, unlike those properties, a pool house crowded into a property in Huntleigh Woods has the potential to be a blight rather than add value to the overall character of the subdivision.

I am concerned, also, of the potential “slippery slope” of this variance. Allowing this variance sets a precedent that could lead to future variances that will unalterably affect the aesthetic that the land use rules of Palos Park were established to preserve. We are a village built within and surrounded by nature. Crowding the lots with more and more structures will degrade that experience and lower property values, eliminating the very character that makes Palos Park such a highly desirable village.

It is difficult to state these objections as I have great respect and affection for my neighbors, yet that is also the very reason that I do state these objections: to preserve the character of the neighborhood for future neighbors.

Thank you,



Nancy Mattson
9 Old Timber Lane
Palos Park IL 60464

November 6, 2023

2 pages

TO: Mr. Mark Herman
Palos Park Zoning Board

From: Alison Rush
12 Old Timber Lane, Palos Park

Below is a letter I would like to have read at the 11/8/2023 Zoning Board meeting where the following agenda item is being discussed:

. ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house and swimming pool. Where the required corner side yard setback is 50 feet, the applicant is proposing a corner side yard setback of 26.92 feet. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.

I am a neighbor within the Huntleigh Woods subdivision where the above property is located. I would like to provide my thoughts on why the village zoning board should reject this request for variance.

- Zoning Regulations and Land Use rules exist for Palos Park to ensure that properties are used in a way that is consistent with the overall character and purpose of the area. I moved to this village because of how open and natural the area is and the beauty that exists with that open space. This particular variance would grossly go against the beauty of openness in this village. The request is not just asking for a couple feet variance, but asking for the village to reduce their zoning corner side yard setback requirement by almost half! Personally, I don't want to see this village turn into something that looks like a city setting where buildings are packed on property and open space is lost. This property simply doesn't have the room for the plans on the table.
- Setting of precedence: If this variance is approved, then the village would set a precedent for all other property owners within the village to do the same. This would substantially reduce property values within the village.
- This property variance would be an eyesore and visual distraction to the rest of the subdivision. All existing homes are set back with nice front and side yards. This variance would place a building super close to the road which doesn't fit with the rest of the subdivision and the village as a whole.

- The variance requested is not due to any type of hardship for the family. When these folks purchased the property a few years ago, they knew how the house was situated and the available room for any future improvements they were planning. If they wanted a pool and pool house, perhaps they should have looked for a larger lot which would accommodate such plans without going against zoning ordinances. If they were unaware of setback rules, that is on them for not doing their due diligence prior to purchase.
- I also have concerns as to the long-term use of the pool house in question. Perhaps today, it would be used as a pool house. What is to stop the family from then using the building down the road for rental to someone or for it to be used for Nanny quarters, etc. making it into a multi family property which I believe is not allowed in the village.
- This particular property already has water issues which spurred the prior owners to build a small berm/ditch across the front of the property to prevent water collecting in the basement. Adding another building to that property could cause even more water issues not just for their property, but for the surrounding properties.

Based on the above reasons, I want to provide my vote for denying this variance as a village resident, and I ask the village zoning board to reject this variance.

Thank you for reading this letter at the 11/8/2023 zoning meeting and taking my comments into consideration as you make your decision.

Sincerely,

Alison Rush



12 Old Timber Lane

Palos Park IL 60464



TO: Village of Palos Park Zoning Board of Appeals
HEARING DATE: November 8, 2023 at 7:30pm
FROM: Building Department
SUBJECT: Staff Report

PROJECT INFORMATION

ZBA CASE 2023-02: An application has been filed requesting a variation from the requirements of Section 1268.02(f) Side Yards to permit the construction of an attached pool house (along with a swimming pool). Where the required corner side yard setback is 50 feet, the applicant is proposing a corner side yard setback of 26.92 feet. The subject property is commonly known as 20 Huntleigh Road in Palos Park, IL.



APPLICANT INFORMATION

PROPERTY OWNER AND APPLICANT: David Conway
 20 Huntleigh Road
 Palos Park, IL 60464

PROPERTY INFORMATION

PROPERTY SIZE: 30,689.7 sf	EXISTING ZONING: R-1-A One Family Dwelling District	SURROUNDING ZONING AND LAND USES: North: R-1-A One Family Dwelling District, Single Family Residence South: R-1-A One Family Dwelling District, Single Family Residence East: R-1-A One Family Dwelling District, Single Family Residence West: R-1-A One Family Dwelling District, Single Family Residence	COMPREHENSIVE PLAN LAND USE DESIGNATION: Low Density Single-Family Residential
ADDRESS: 20 Huntleigh Road	EXISTING LAND USE: Single-Family Residential		
PIN: 23-29-303-005-0000			

PUBLIC COMMENT: Staff has received one inquiry regarding the application.

BACKGROUND

The subject property, commonly known as 20 Huntleigh Road, is zoned R-1-A Single Family Residential and is currently improved with a single-family residence. The applicant proposes to construct a pool house (and pool) on the subject property. The pool house is to be connected to the existing home via a covered porch, resulting in the pool house being considered an addition to the existing home per Section 1260.08(1a) of the Code (“...or where an accessory building is attached to the main building in a substantial manner, as by a roof, such accessory building shall be counted as part of the main building”). The proposed addition includes a single-car garage, a screened porch, a gathering room, buffet area (kitchen), a bathroom, and a gaming room.

The subject property is unique in that three of the four sides of the property front a street (Huntleigh to the south, Sunnyslope to the east, and Wolf to the west). Since the home generally faces south, has vehicular access from the south, and is addressed to Huntleigh Road; the south property line is considered the front yard. Per Section 1260.08(55) of the Code, *both* the property lines off of Sunnyslope and Wolf are considered corner side yards (“Corner lot means a parcel of land situated at the intersection of any combination of two *or more* streets...”). The proposed addition is 26.92’ from the west (Wolf Road) property line, encroaching into the 50’ corner yard by 23.08’. As shown in Table 1, below, the proposal complies with other applicable zoning requirements.

	Requirement	Proposed
Lot Size	43,560 sf (1 ac)	30,689.7 sf (.705 ac)
Lot Width	150 feet	~199 feet
Setbacks/Yards		
Front (average of block)	15.5 feet	15.5 feet (existing home) 25.167 feet
Corner Side	50 feet	47.167 feet to east (existing home) 26.92 feet to west (proposed addition)
Side (greater of 15% or 15')	~29.85'	N/A
Rear	50 feet	58.75 feet (existing home)
Total Side Yard	30 feet	74.08 feet
Side Load Garage Setback	30 feet	N/A
Floor Area Ratio (varies based on lot size)	22%	16%
Lot (Building) Coverage	20%	13%
Dwelling Size	2,200 sf minimum	5,289 sf

Table 1: Summary of Proposal with Applicable Zoning Requirements as it pertains to proposed development. Proposed variances are highlighted in yellow. Items that comply with the Code are not highlighted.



Figure 1: Required Setbacks (north is to the top)

REQUIRED FINDINGS OF FACT FOR VARIATIONS

The Village Code *requires* that the Zoning Board of Appeals shall make a findings of fact regarding proposed variance(s) [Section 1264.07]. The entirety of these standards, with staff findings of fact and analysis, are attached to this staff report as **Exhibit 1: REPORT OF FINDINGS.**

PUBLIC NOTICE

The Public Hearing notice was published in *The Daily Southtown* on October 20, 2023, in accordance with the Village Zoning Ordinance. At that time a sign was posted on the subject property, and the Village notified neighboring property owners within 350' of the subject property 15-30 days prior to the date of the hearing.

STAFF RECOMMENDATION

The staff has reviewed the application and recommends *approval* of the requested variances.

RECOMMENDED MOTION

Concurring with the findings of fact as contained in **Exhibit 1: Report of Findings**, I move to recommend that the Village Council approve the requested 26.92' corner side yard setback, instead of the required 50' corner side yard setback; as required by Section 1268.02(f) of the Palos Park Village Code; to allow the construction of an addition to an existing single-family residence on the property commonly known as 20 Huntleigh Road.

*Please note that if the Zoning Board of Appeals desires to make a recommendation to deny the request, the motion should include **specific Findings of Fact** by the Zoning Board of Appeals as to the deficiencies of the requested variance(s) as to the standards set in **Section 1264.07** of the Village Code.*

EXHIBITS:

1. Report of Findings (with staff findings)
2. Aerial Map
3. Zoning Map
4. Topographic Map
5. Staff Photographs of Subject Property
6. Applicant Submittals
 - a. Cover Letter
 - b. Application and Variance Hardship Criteria
 - c. Plans

**VILLAGE OF PALOS PARK – ZONING BOARD OF APPEALS REPORT OF FINDINGS FOR
VARIANCE REQUESTS PURSUANT TO 1264.07 OF THE VILLAGE CODE
Regarding: ZBA Case 2023-02: 20 Huntleigh Road**

Text from the Village Code is provided in “Cambria” 12-point font and staff findings are provided in “Courier New” 11-point font.

1264.07 REPORT OF FINDINGS.

The Zoning Board of Appeals shall report its findings and recommendations in writing to Council within thirty days from the conclusion of the public hearing. In considering all proposed variances to this Zoning Code, the Board shall, before recommending that Council grant a variance, first determine and make a finding of fact that the proposed variance will not merely serve as a convenience to the applicant, but is necessary to alleviate practical difficulties or a demonstrable hardship in the way of carrying out the strict letter of those regulations relating to the use, construction, or alteration of buildings or structures or the use of land, and that:

(a) Site Conditions. There are one or more unusual physical conditions of the site, such as size, shape, or slope, that were not created by a person having an interest in the property, that are unavoidable or uncorrectable, or that are worthy of preservation, such as a creek, wetland, or specimen trees, and that make it a substantial burden to use the property or develop the property, or otherwise result in a substantial loss of value or cause the site to be unable to yield a reasonable return, without a variance.

Finding: There are multiple “unusual physical conditions” for the subject property: the property size (0.705 acres) is less than 1 acre. The applicable zoning setbacks for R-1-A zoned properties are intended for lots of 1 acre or more in size. In addition, the property is unusual in that three of the four sides of the property have frontage along a street, resulting in one front yard and two corner side yards (whereas typical corner lots have one front yard but only one corner side yard). None of these conditions were created by the applicant. Per Code the corner side yard setback is 50’, resulting in a total of 100’ of corner side yard setbacks on the property. Having two corner yards on the property results in an unusual amount of setbacks to apply to a property. In addition, the existing home is angled on the property, which further complicates building an addition on the property.

(b) Development Design. The variation would not merely serve the temporary social or personal convenience of an occupant, and an alternative development plan that would conform to Code would not be suitable for the uses permitted by Code and would not be typical of similar properties in the area.

Finding: The construction of the building addition would be permanent and therefore not serve any temporary convenience. The proposed location

of the pool house addition acts as an additional barrier off of Wolf Road, allowing for increased privacy and a potential reduction in noise and light. Alternative designs miht may result in encroachment into the rear setback and/or potential impact to additional trees on the property.

(c) Community Impact. The variation would retain the essential character, scale, intensity, and open space of the area, and would be in harmony with the purposes of the Zoning Code as stated in Section 1260.02 of this Code, and would not be substantially injurious to other property, or be detrimental to public interests or adopted Village plans.

Finding: The proposed variance for the addition to an existing single-family residence will not alter the essential character and scale of the neighborhood.

In addition, the Board shall look to, and make findings of fact in regard to, those factors set forth in *Section 1260.05(b)(1) through (6) [see below]* in regard to the requested variation. Such findings of fact shall be incorporated in the written report to Council.

The Zoning Board of Appeals may recommend certain limited conditions on the development subject to the variance that are necessary or appropriate to reduce the impact or injurious effect of said variance and to better carry out the general intent of the Village regulations.

1260.05(b) (1-6):

(1) Existing uses of property within the general area of the property in question;

Finding: The existing uses in the surrounding area are all residential uses. The proposed use is in keeping with residential use.

(2) The zoning classification of property within the general area of the property in question;

Finding: The subject property and the surrounding area are all zoned R-1-A One-Family Dwelling District. Other than the requested variance, the proposed development is in conformance with the requirements of the R-1-A zone.

(3) The suitability of the property in question to the uses permitted under the existing and proposed classifications;

Finding: The existing and proposed residential use of the property is permitted in the R-1-A zone.

(4) The trend of development, if any, in the general area of the property in question, including changes, if any, which have taken place since the date the property was placed in its present zoning classification;

Finding: The proposed development is consistent with the residential trend of development in the surrounding area.

(5) Proposed uses of property within the general area of the property in question as represented on the Village Comprehensive Plan;

Finding: The proposed development is consistent with the Comprehensive Plan designation of Low Density Single Family Residential.

(6) The frontage and square footage of the land involved and whether or not it adjoins a parcel of land which bears the same zoning district classification as the proposed amendment.

Finding: The subject property is surrounded by other properties also zoned R-1-A.



Village of Palos Park GIS

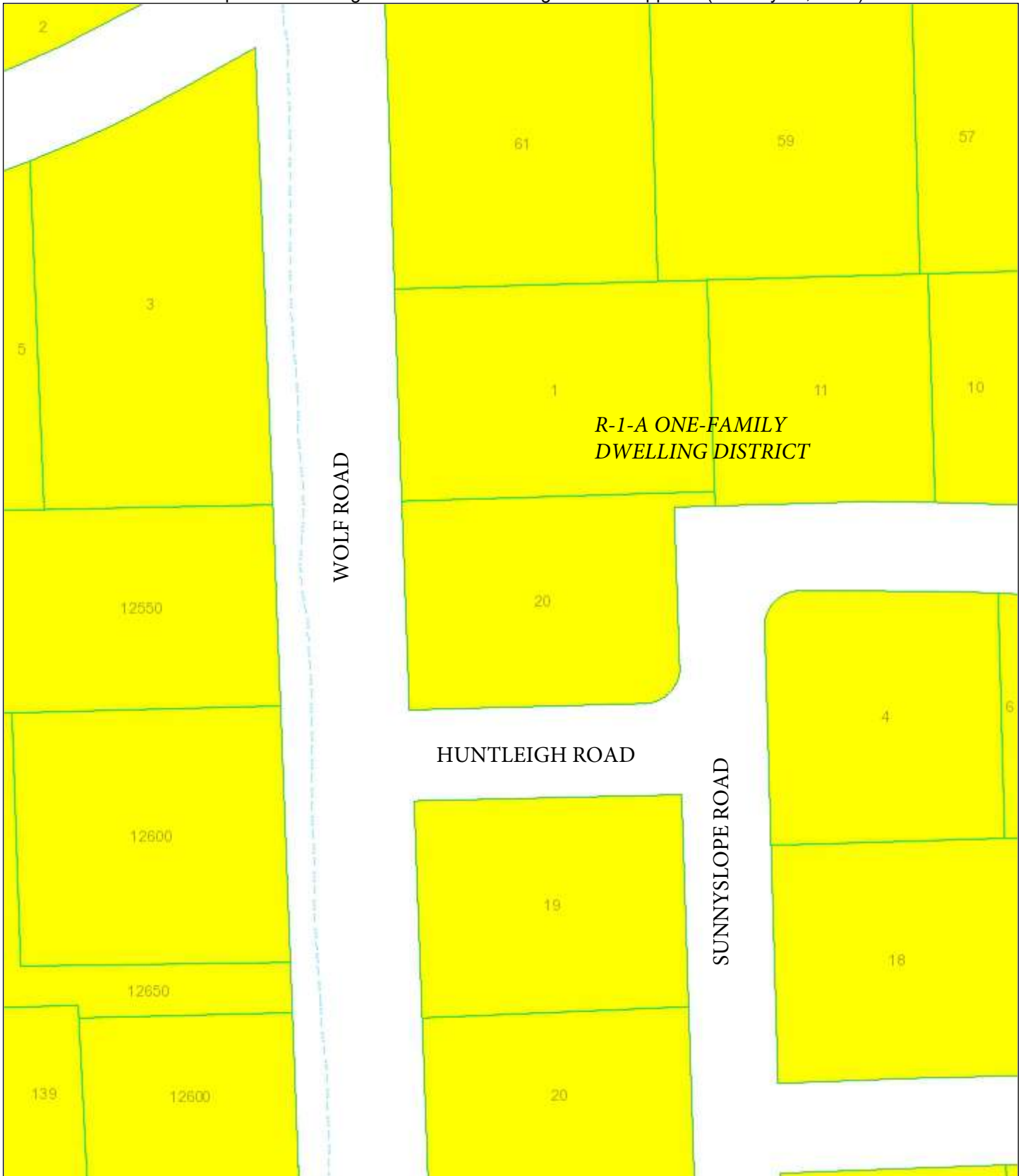


VILLAGE OF PALOS PARK
8999 West 123rd Street
Palos Park, IL 60464
(708) 671-3700

DISCLAIMER: The Village of Palos Park does not guarantee the accuracy of the material contained here in and is not responsible for any misuse or misrepresentation of this information or its derivatives.

SCALE: 1" = 100'

Print Date: 10/30/2023



Village of Palos Park GIS

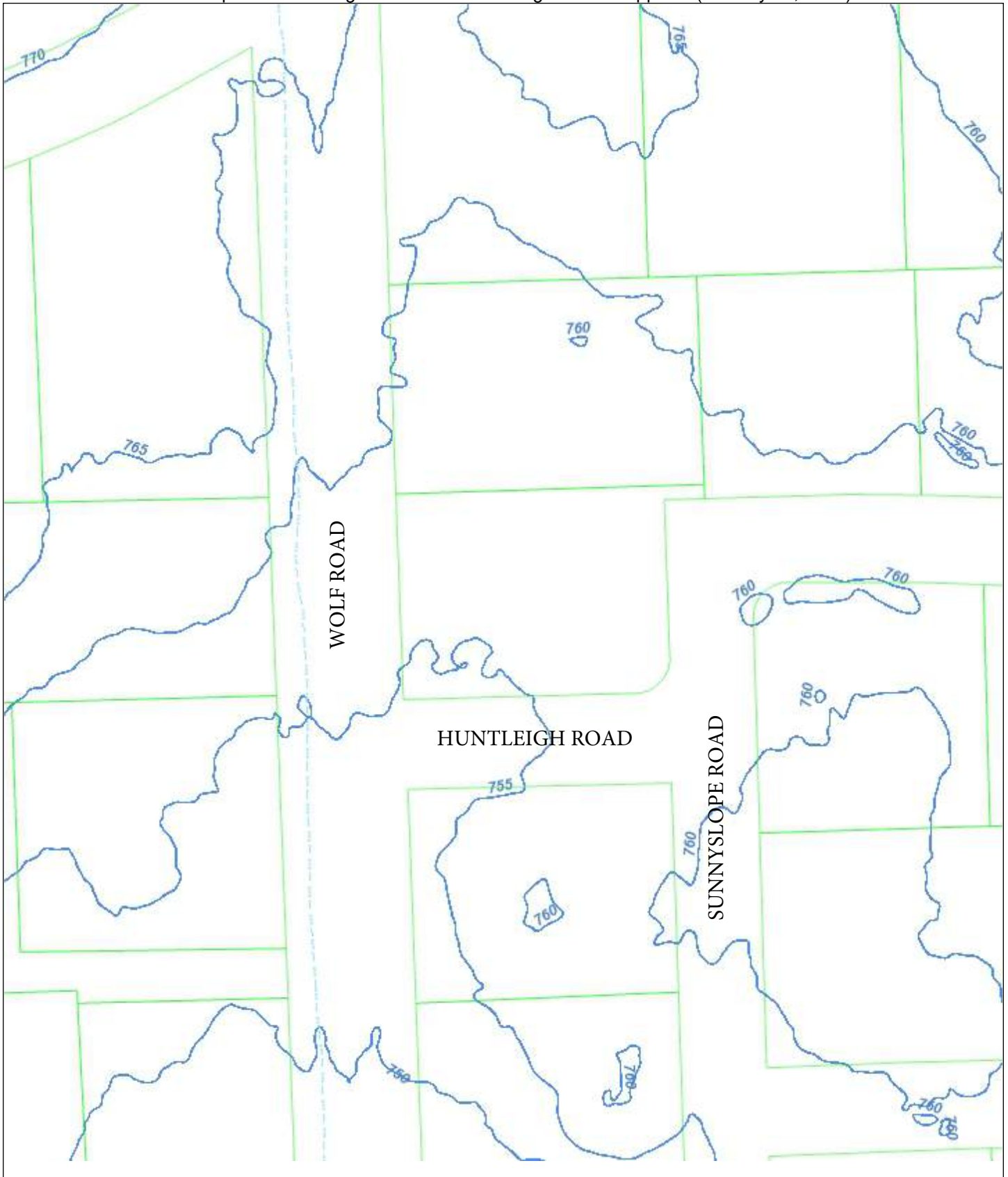
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SCALE: 1" = 100'

VILLAGE OF PALOS PARK
8999 West 123rd Street
Palos Park, IL 60464
(708) 671-3700

Print Date: 10/30/2023



Village of Palos Park GIS



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Palos Park, IL 60464
(708) 671-3700

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SCALE: 1" = 100'

Print Date: 10/30/2023







October 6, 2023

To: Mark Herman
Director of Community Development
Village of Palos Park

Mark,

On behalf of the owners attached find the variance application submittal for 20 Huntleigh Rd.

Included are the following:

- Application
- Proof of ownership
- Elevations
- Palos Park FAR calculation chart
- Site plan
- Plat of survey
- Tree inventory

The owners are seeking a variance to the building setbacks for their house located at 20 Huntleigh Road, so they can add a pool house and built-in swimming pool for their family. The house is a corner lot surrounded by Huntleigh Road, Sunny Slope, and Wolf Roads. The only access being from Huntleigh (see site plan). The house was placed at an angle pointing towards the corner intersection of Huntleigh and Sunny Slope. The setback are less than the required by the zoning code, with the Huntleigh setback being only 15'-6". The required setbacks are 50'-0" for corner lots and the results would require a 50'-0" setback from all property lines. The placement of the pool house and pool within these setbacks is less than desirable.

The placement we are proposing would reduce the setbacks as follows. The Huntleigh road side would be 25'-2", Wolf Road at 26'-11" and no changes to either the Sunny Slope side or the rear yard setback. The home sits at the entry to the subdivision, and this variance will serve to improve the security and privacy to the lot as well as limiting the noise pollution from the traffic on Wolf Road. The Wolf road side has dense scrub and brush, with some trees, providing a barrier to the road. Our proposed plans keep this area intact. There is 1 tree (#6) located in the new addition area. The remaining, with proper protection, should not be an issue.

Regarding the F.A.R. and lot coverage, neither will exceed the required maximums.

The overall building height is well within the zoning requirements.

Regards,

Michael Buss

Community Development Department
8999 West 123rd Street
Palos Park, IL 60464
Phone: 708-671-3700
Fax: 708-448-9542
E-mail: permits@palospark.org
Web: www.palospark.org



Applic. Date: _____
File #: _____
Fee: _____

Application for Zoning Board of Appeals

1. Applicant David Conway Daytime Phone _____

Mailing Address 20 Huntleigh Rd Email Address: david@conwaytax.com

2. Owner(s) of Record David Conway and Colleen Delaney Daytime Phone 708-598-0400

Mailing Address 20 Huntleigh Rd

3. Applicant is: Owner Attorney Other Agent (please specify) _____
(Note: A letter of authorization from the owner(s) of record must be attached)

4. Address/Location of Subject Property 20 Huntleigh Rd

5. Permanent Index Number(s) of Subject Property 23-29-303-005-0000

6. Present Zoning Classification R-1-A Proposed Zoning Classification (if applicable) _____

7. Zoning Designations and Uses of properties to the North R-1 A lot South Huntleigh Rd Easement

East Sunny Slope Rd Easement West Wolf Rd Easement

8. Current Use Single Family Proposed Use (if applicable) _____

9. Lot Square Footage 30,689.7 Building Square Footage -Current 3,732 Proposed 1,686

10. Explanation of Relief requested - I wish to add onto my home as well as adding a pool. Due to the improper placement of the home when it was built, the front and side yard setback requirements can not be met.

11. Ordinance Section seeking Relief from: 1268.02 R-1-A (E) Front Yard 1268.02 (F) Side Yards

APPLICATION MUST BE FILED WITH ORIGINAL SIGNATURES

I hereby certify that the above statements and all accompanying statements and drawings are true and correct to the best of my knowledge. I hereby consent to the entry in or upon the premises described in this application by any authorized official of the Village of Palos Park for the purpose of securing information, posting, maintaining and removing such notices as may be required by law.


Applicant Signature

10/5/2023
Date

Please note that advertisement of proposed projects prior to Village approval in no way creates an obligation for Village approval. Any advance promotion of a project is done at the risk of the petitioner.

VARIANCE HARDSHIP CRITERIA

The following criteria (Village Code Section 1264.07) are used by the Village to help determine if property conditions are hardships that are sufficient to grant a zoning variance.

A. Site Conditions

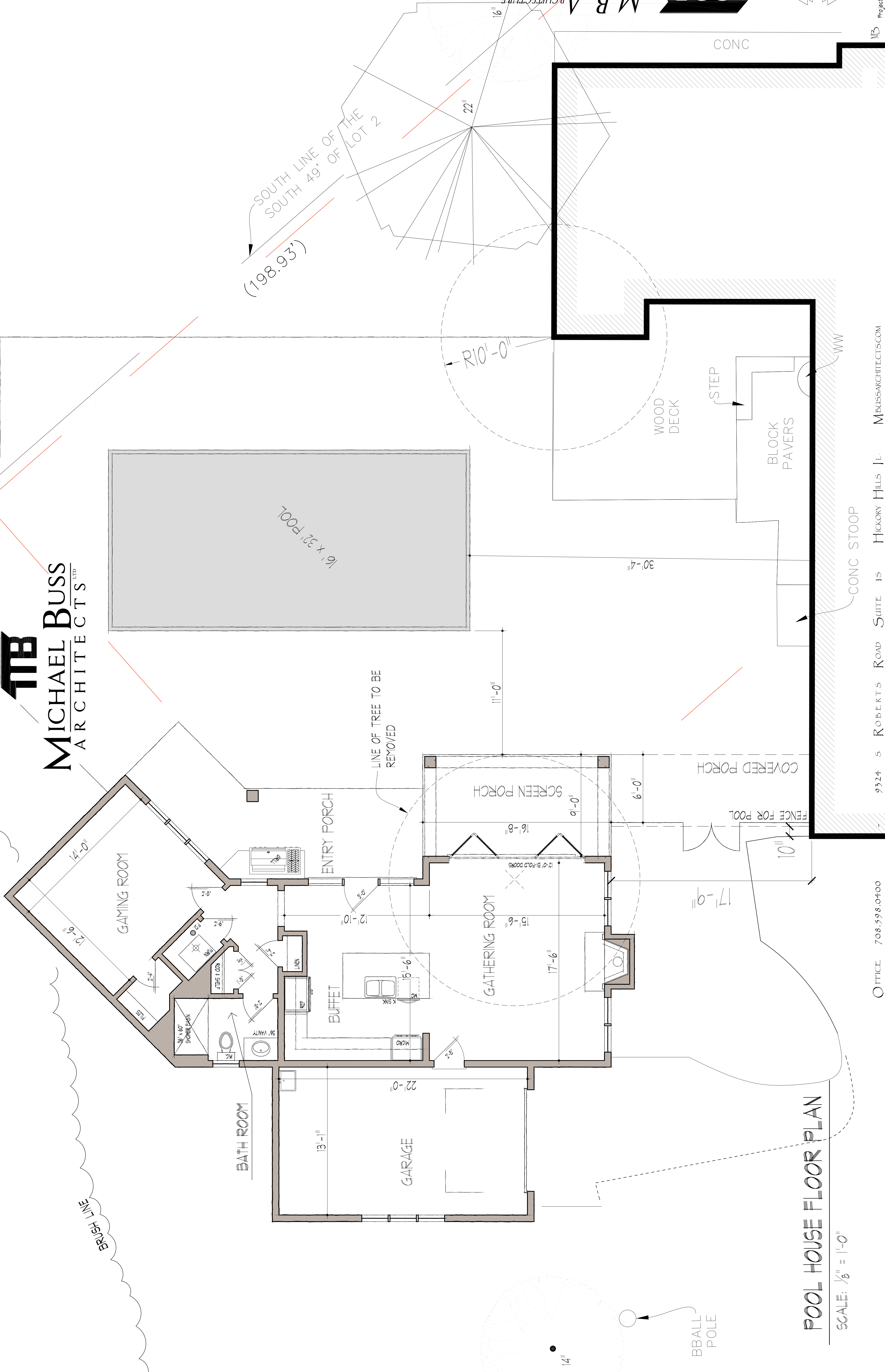
1. What are the unusual physical conditions of the site; such as size, shape, slope, or other natural or manmade features; that make it a substantial burden to use the property or develop the property? ___
The site is a corner lot of approximately 30,689.7 s.f. fronted on 3 sides by streets (Huntleigh, Wolf and Sunny Slope). Assuming the front yard is Huntleigh and Wolf road and Sunny Slope are corner side yards which gives this particular lot 50'-0" setbacks on the front, side, and rear yards. The existing house was also placed closer to Huntleigh Road and Sunny Slope than the current setbacks allow as well as being placed on a severe angle relative to the corner roads. Maintaining a 50'-0" setback when the existing house is 15'-7" creates an extreme hardship on this particular lot, and limits the amount of improvements that can be made. _____
 - a. Were these conditions created by current owners of the property? __NO _____
 - b. Are these conditions unavoidable or uncorrectable? __YES _____
 - c. Are these conditions worthy of preservation? __YES _____
 - d. Is the loss of value or reasonable return due to these conditions substantial? __YES _____

B. Development Design

1. Would the variation serve only the temporary social or personal convenience of the occupant? ___ The home sits at the entry to the subdivision, and this variance will serve to improve the security and privacy to the lot as well as limiting the noise pollution from the traffic on wolf road.

2. Is there another way to design the development that would be suitable for the permitted uses and that does not require a variance? ___ No. ___ Due to the current conditions on this lot relocating the addition and pool will create other variances. _____
 - A. Is this other design similar to other development in the neighborhood? __not that I can locate. _____

MB
MICHAEL BUSS
ARCHITECTS LTD



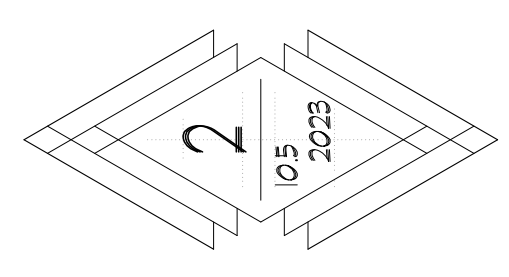
POOL HOUSE FLOOR PLAN
SCALE: 1/8" = 1'-0"

OFFICE: 708.598.0400

9324 S. ROBERTS ROAD SUITE 15 HICKORY HILLS IL. MBUSARCHITECTS.COM

Project Number: 22-00

MB ARCHITECTURE
MICHAEL BUSS ARCHITECTS, INC.
9324 SOUTH ROBERTS ROAD, HICKORY HILLS, ILLINOIS 60437
708.598.0400



SOUTH LINE OF THE SOUTH 49' OF LOT 2
(198.93')

CONC

WOOD DECK

STEP

BLOCK PAVERS

CONC STOOP

WW

COVERED PORCH

FENCE FOR POOL

SCREEN PORCH

GATHERING ROOM

GAMING ROOM

BATH ROOM

GARAGE

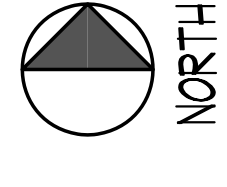
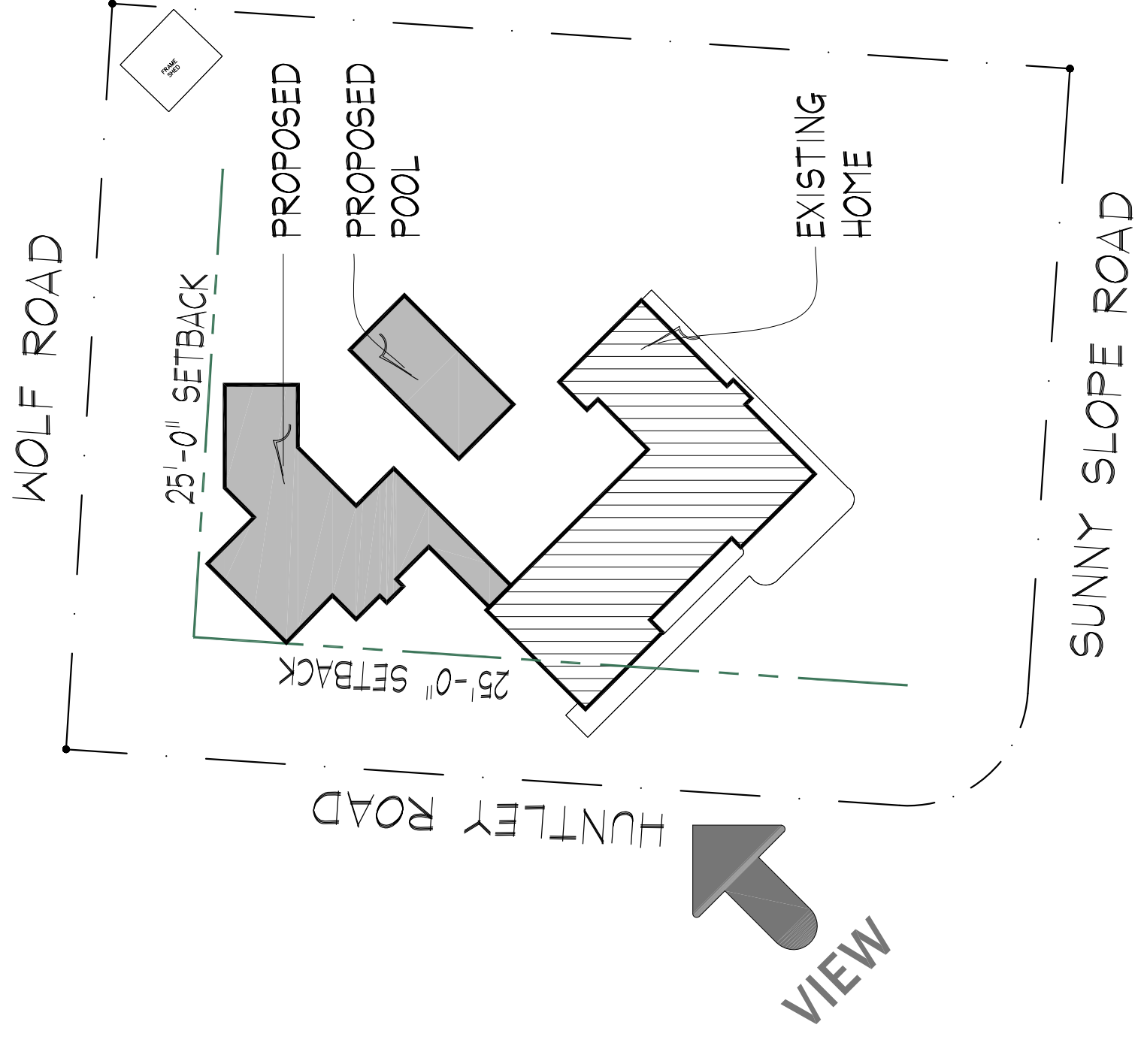
BUFFET

ENTRY PORCH

LINE OF TREE TO BE REMOVED

BBALL POLE

BRUSH LINE

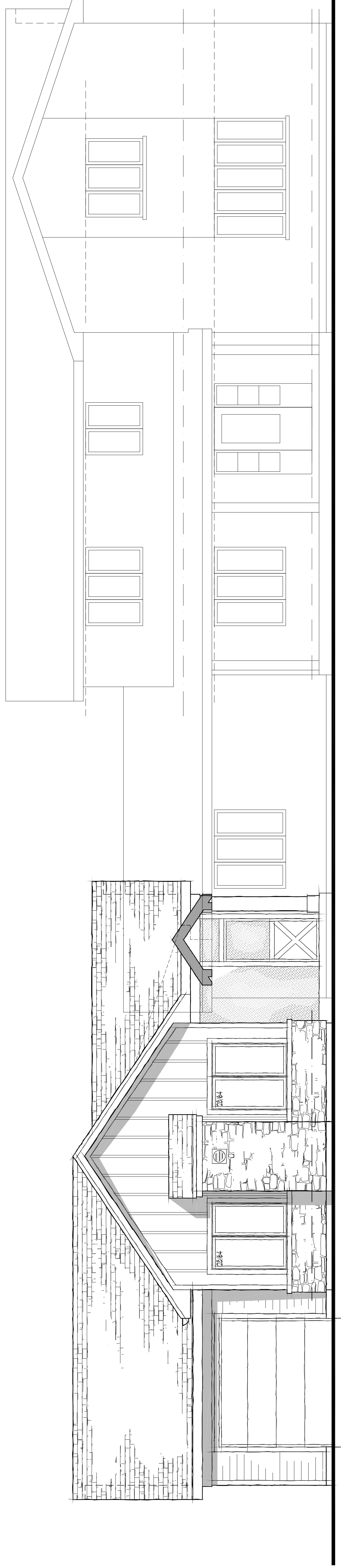


SITE PLAN LEGEND

NO SCALE

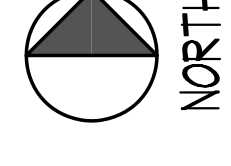
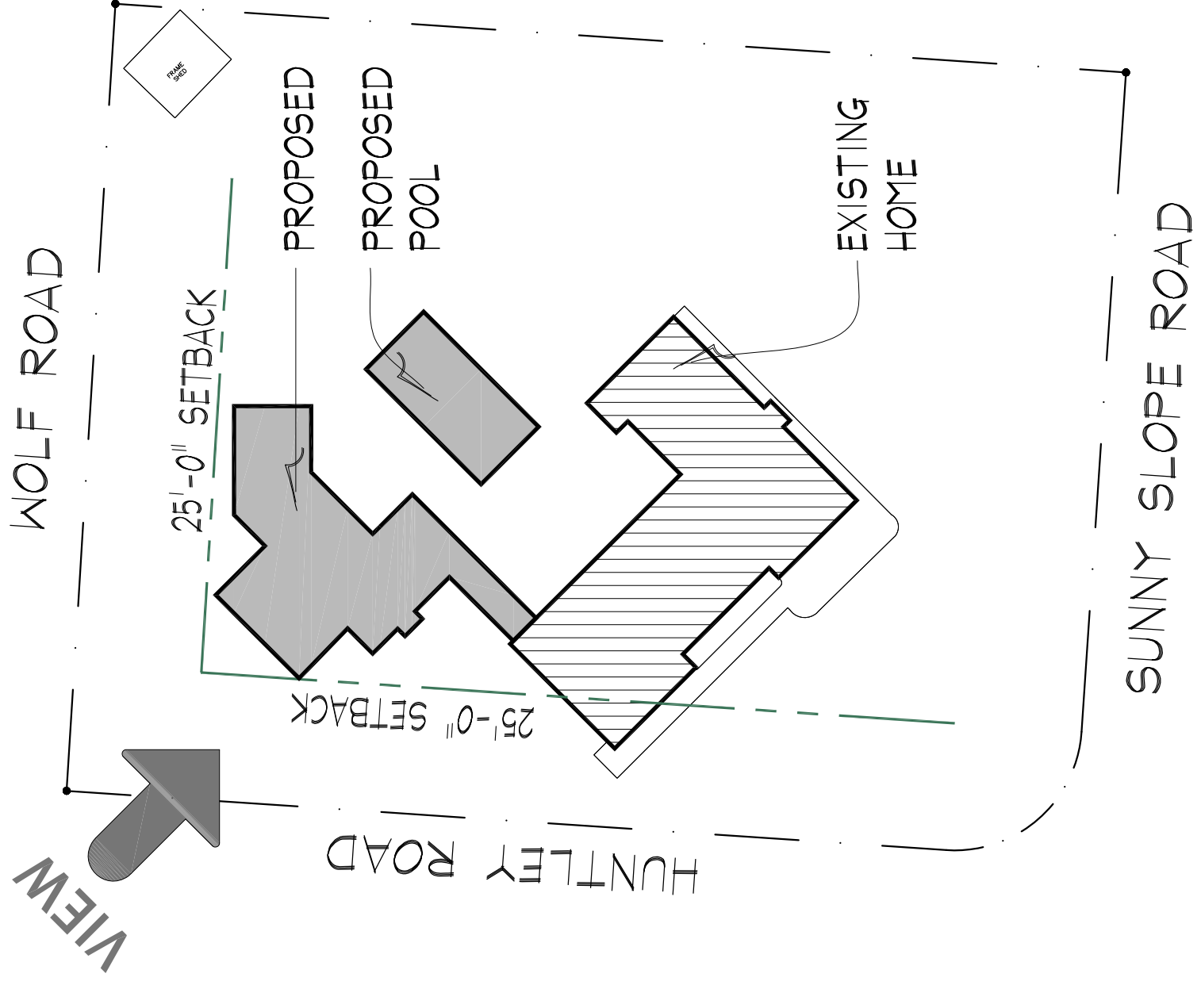
PROPOSED

EXISTING HOME

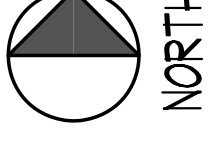


POOL HOUSE ELEVATION

SCALE: 1/8" = 1'-0"

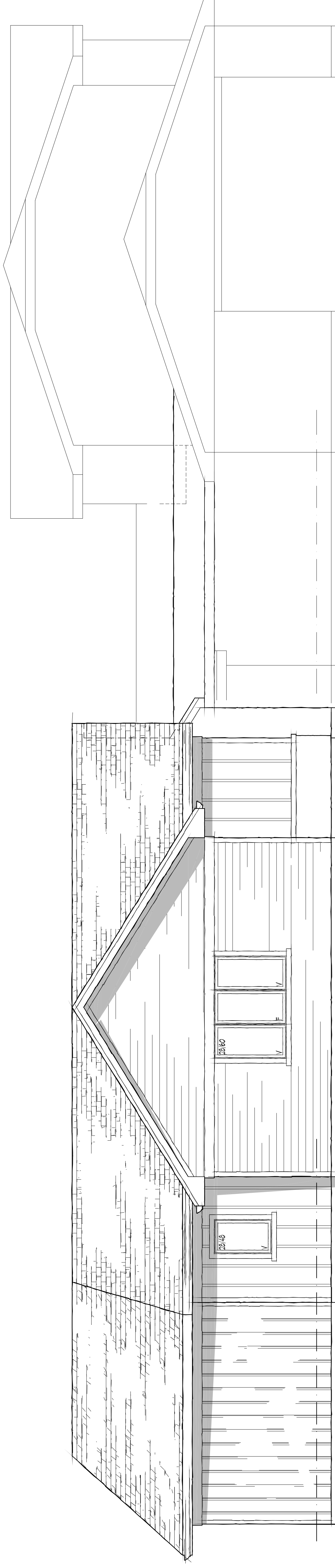


PROPOSED EXISTING HOME



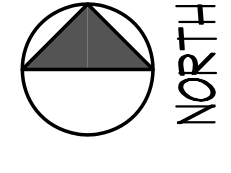
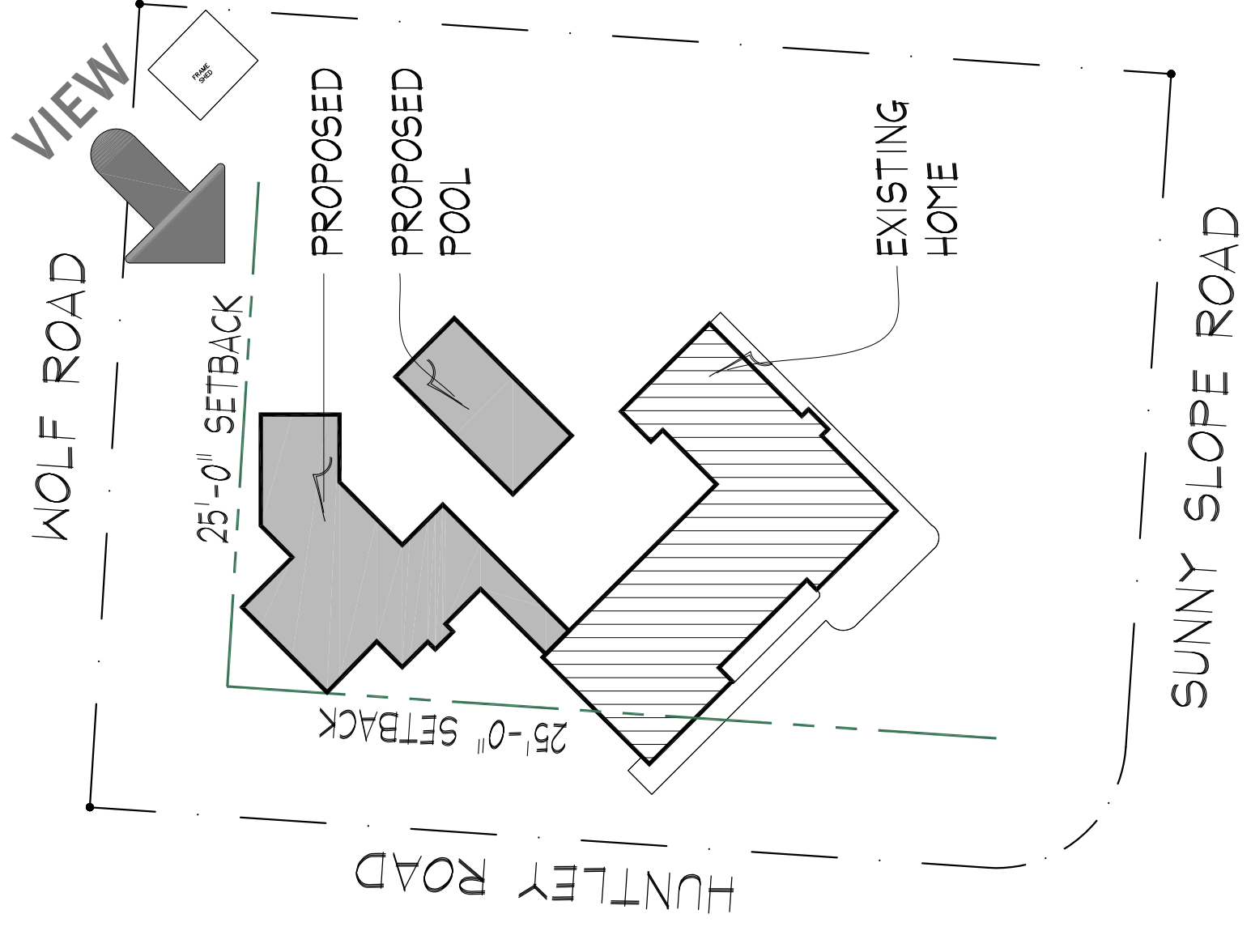
NORTH

SITE PLAN LEGEND
NO SCALE



POOL HOUSE ELEVATION

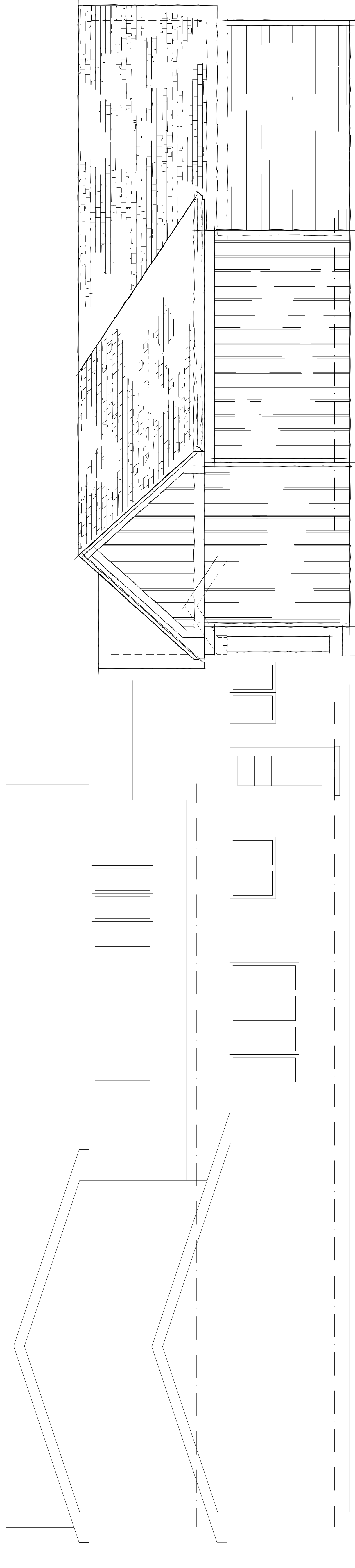
SCALE: 1/8" = 1'-0"



NORTH

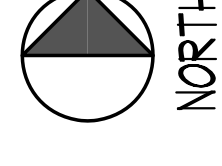
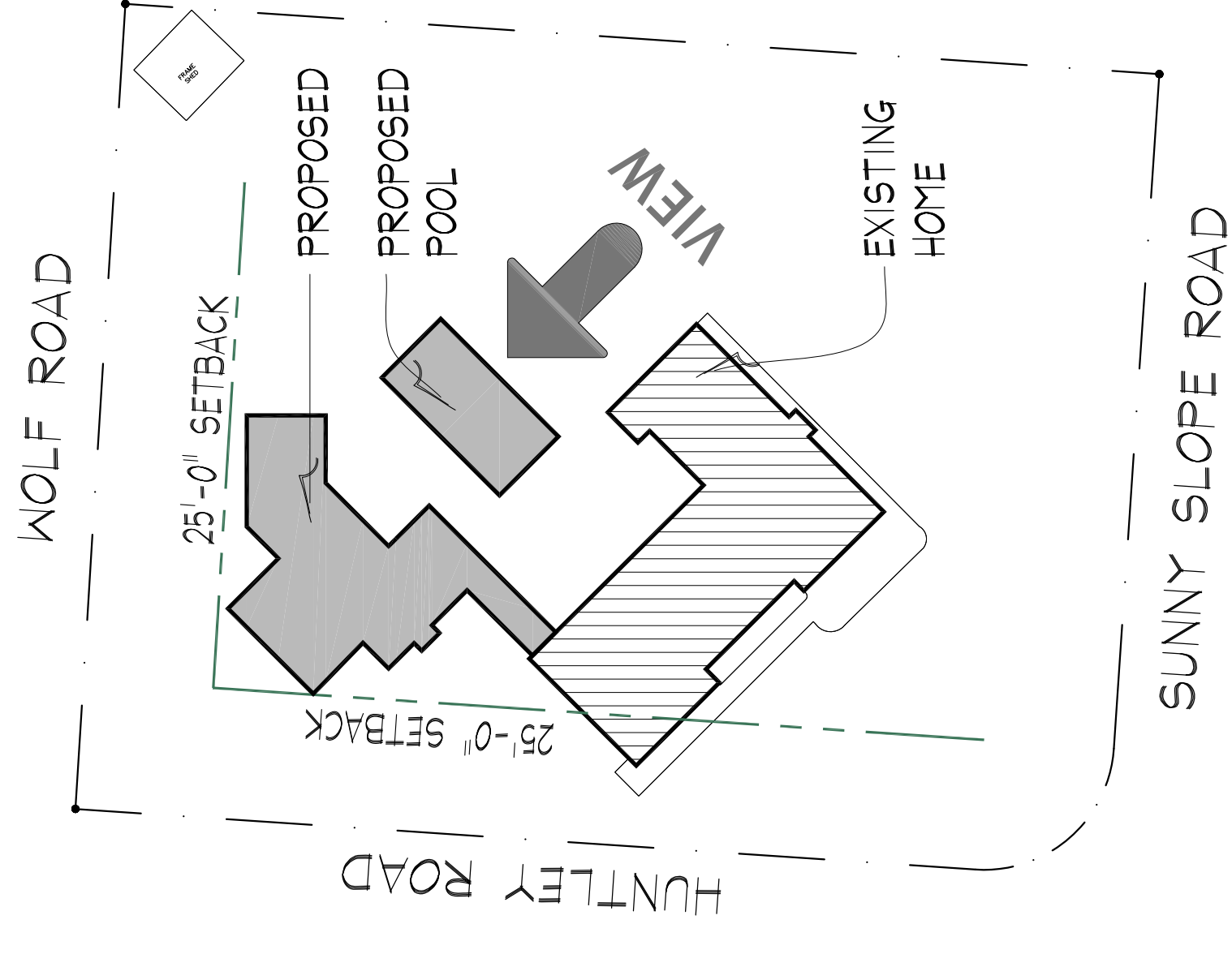
SITE PLAN LEGEND

NO SCALE



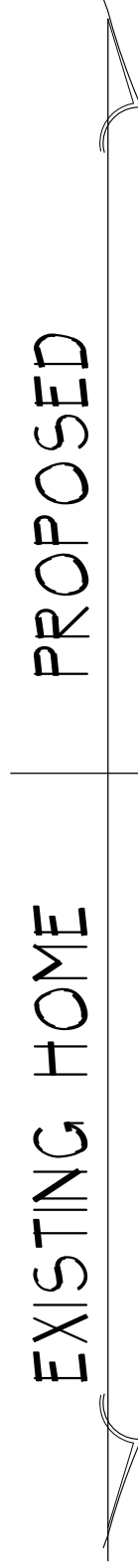
POOL HOUSE ELEVATION

SCALE: 1/8" = 1'-0"

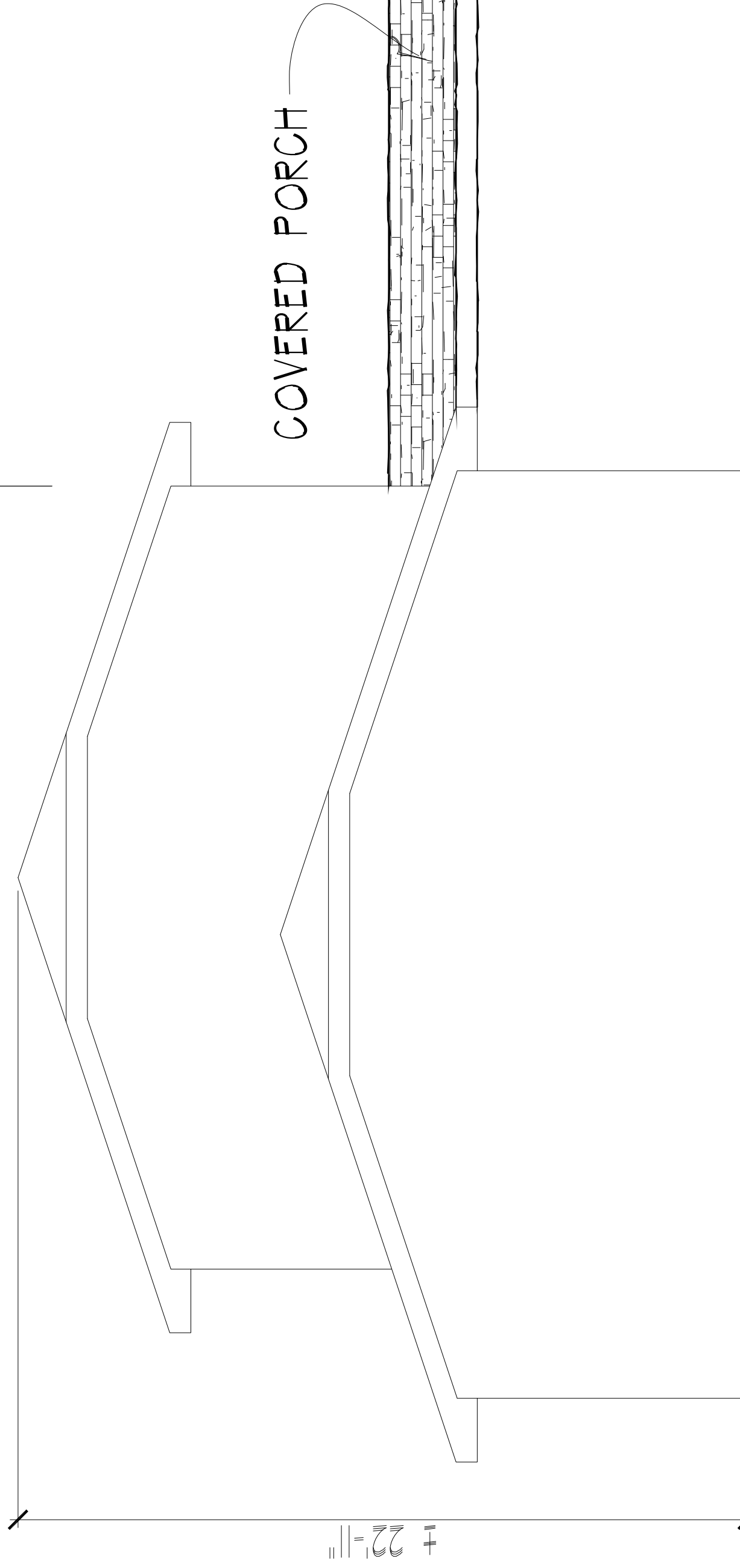
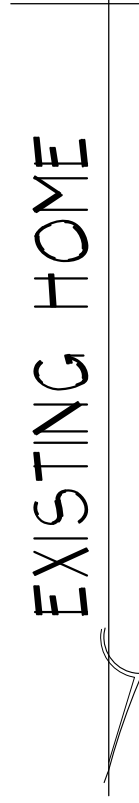


SITE PLAN LEGEND
NO SCALE

EXISTING HOME



PROPOSED



ASPHALT ROOF
METAL ROOF

COVERED PORCH

SCREENED PORCH

BOARD + BATTEN SIDING

POOL HOUSE ELEVATION

SCALE: 1/8" = 1'-0"

PALOS PARK FLOOR AREA RATIO CALCULATION
Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)

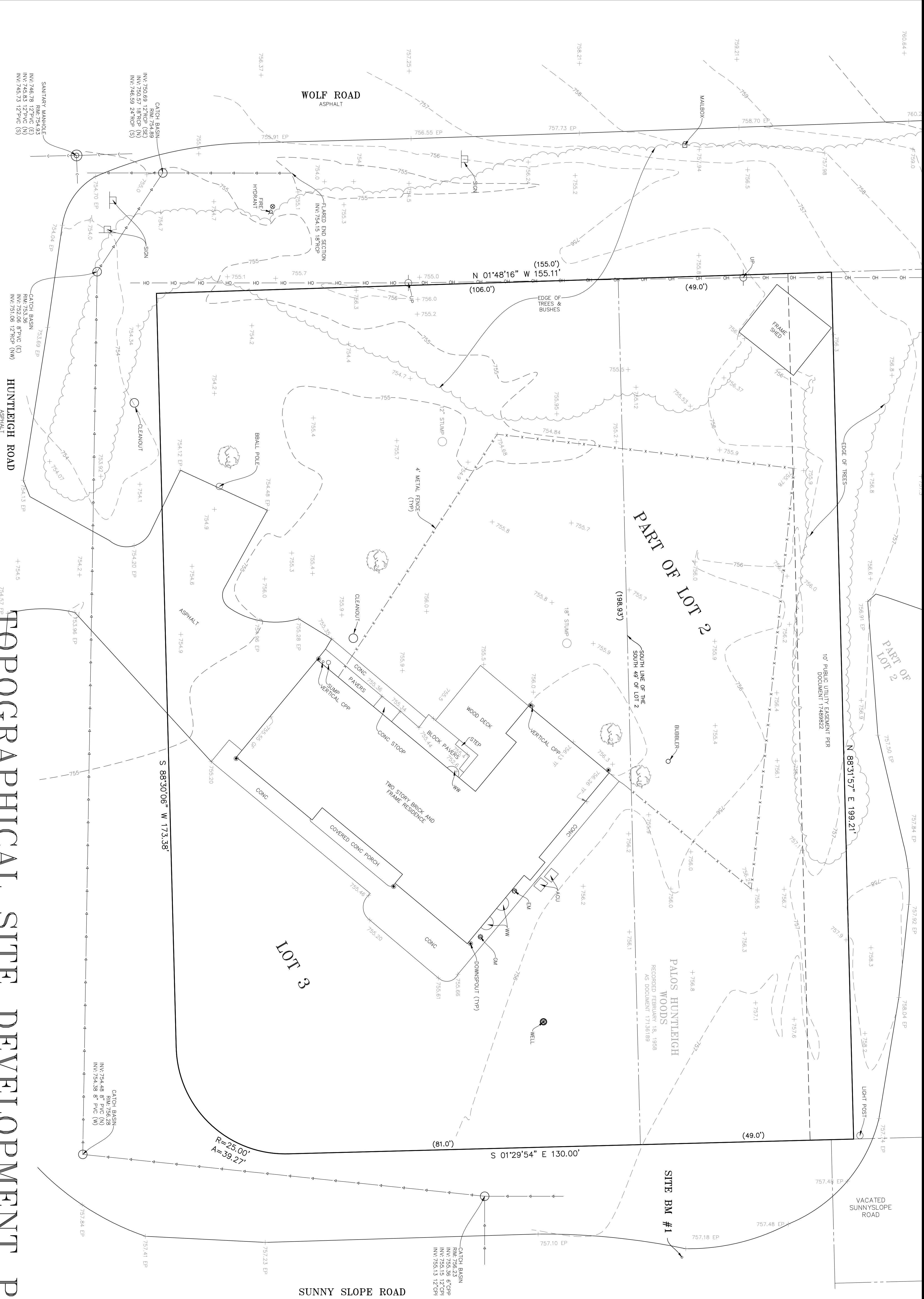
Date: _____ Address: 20 HUNTLEIGH ROAD

1. LOT AREA: 30689.7 s.f.
2. BASEMENT: N.A. s.f.
() (One-half or more of the floor to ceiling height is above the average grade of the dwelling).
3. FIRST FLOOR: 1720 s.f. + 907 ADDITION
4. SECOND FLOOR: 1356 s.f.
5. ATTIC (HOUSE): N.A. s.f.
6. GARAGE (HOUSE): 656 s.f. + 315 ADDITION
7. GARAGE (ATTIC): N.A. s.f. + 464 PORCH
8. TOTAL (House/Garage/Attic) AREA: 5289 s.f.
1720 + 1356 + 656 + 907 + 315 + 464 = 5418 - (400)** = 5018
9. ALLOWABLE GROSS FLOOR AREA: 6751.7 s.f.
Formula: ($\frac{1}{2}$ ACRES TO ACRE = 22%) $30689.7 \times .22 = 6751.7$ S.F.
() x () * = _____
Lot Area
10. ALLOWABLE BUILDING COVERAGE: 6137.9 s.f.
Formula:
(30689.7) x 2 = 6137.9 s.f.
Lot Area

* $\frac{1}{2}$ acre or less 23%, over $\frac{1}{2}$ acre to 2 acres 22%, over 2 acres 21.5%

** $\frac{1}{2}$ acre or less 750 s.f., over $\frac{1}{2}$ acre but less than 1 acre 400 s.f.

1 acre = 43,560 s.f.



TOPOGRAPHICAL SITE DEVELOPMENT PLAN

LOT 3 AND THE SOUTH 49 FEET OF LOT 2 IN PALOS HUNTELEIGH WOODS, A SUBDIVISION IN THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 29, TOWNSHIP 37 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

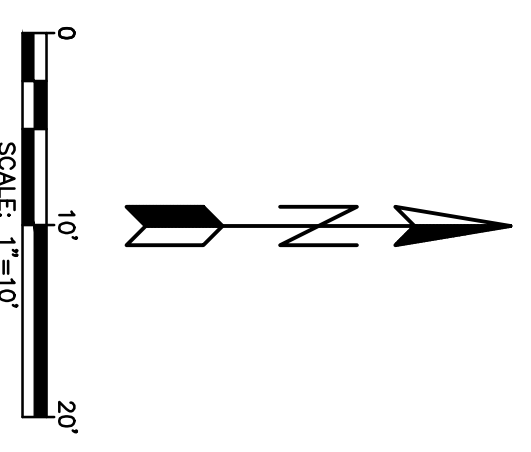
COMMONLY KNOWN AS: 20 HUNTELEIGH ROAD, PALOS PARK, ILLINOIS

PREPARED FOR: CONWAY

ENGINEERING RESOURCE ASSOCIATES
 38701 WEST AVENUE, SUITE 450
 CHICAGO, ILLINOIS 60659
 PHONE (630) 393-0990
 FAX (630) 393-2452

40 S RIVERSIDE PLAZA, SUITE 875
 CHICAGO, ILLINOIS 60606
 PHONE (312) 474-7841
 FAX (312) 474-6099

2416 GALEN DRIVE
 CHICAGO, ILLINOIS 60621
 PHONE (217) 351-6288
 FAX (217) 355-4902



LEGEND

- PROPERTY LINE
- LOT LINE
- EASEMENT LINE
- EX. SANITARY LINE
- EX. STORM LINE
- EX. WATER LINE
- EX. FENCE
- EX. OVERHEAD WIRE (APPROXIMATE LOCATION)
- EX. CONTOURS
- EX. SPOT ELEVATION
- EX. CONIFEROUS TREE
- W/TRUNK SIZE IN INCHES
- EX. DECIDUOUS TREE
- W/TRUNK SIZE IN INCHES

ABBREVIATIONS

- A ARC LENGTH
- ADU ADULT DAYCARE UNIT
- AK ARCHITECT
- BM BENCHMARK
- CEC COMMONWEALTH Edison COMPANY
- CEC CONCRETE
- CONG CORRUGATED PLASTIC PIPE
- CS CONCRETE
- EM ELECTRIC METER
- EM ELECTRIC METER
- FF FINISHED FLOOR
- GF GARAGE FLOOR
- IB INVERT
- MB MALLEABLE
- PVC POLYVINYL CHLORIDE PIPE
- R RADIUS
- RCP RADIUSED CONCRETE PIPE
- SEW SULLY
- ST TOP OF FOUNDATION
- TF TOP OF FINISH
- UPP WEST FIBER GLASS PIPE
- W WINDOW WELL
- XXXXXX MEASURED DIMENSION RECORD DIMENSION
- (XXXXXX)

SITE BENCHMARK #1:
 SET MAG NAIL IN ASPHALT ON WEST SIDE OF SUNNY SLOPE ROAD APPROXIMATELY 48 FEET SOUTHEAST FROM THE NORTHEAST CORNER OF SUBJECT SITE.
 ELEV. 757.24 (NAVD 88)

SITE BENCHMARK #2:
 SET MAG NAIL IN ASPHALT ON SOUTH SIDE OF HUNTELEIGH ROAD EAST OF DRIVEWAY AT RESIDENCE.
 ELEV. 755.83 (NAVD 88)

Call before you dig

800.892.0123

It's smart. It's free. It's the law.

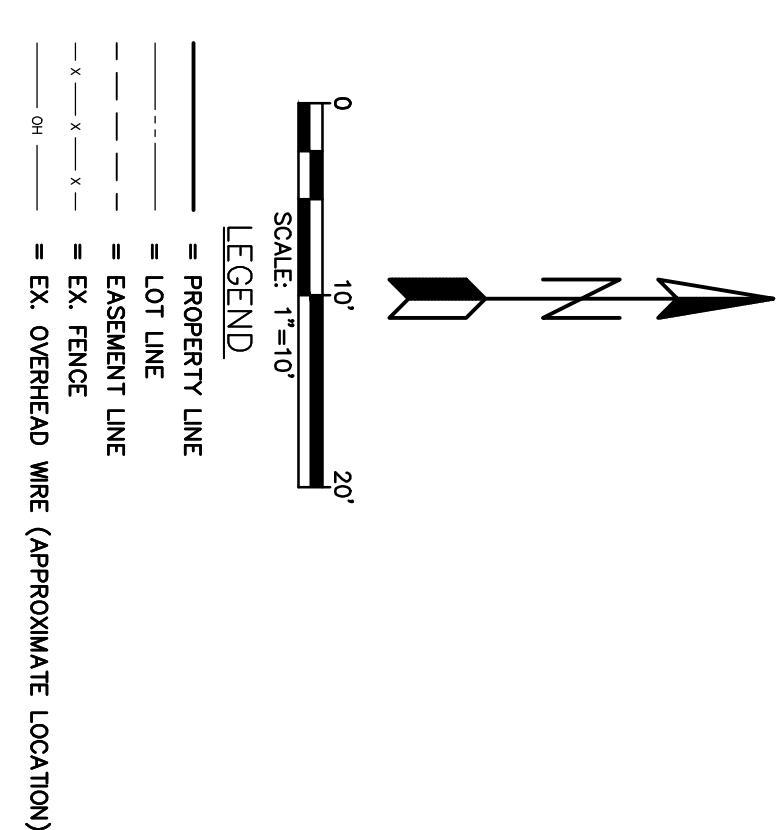
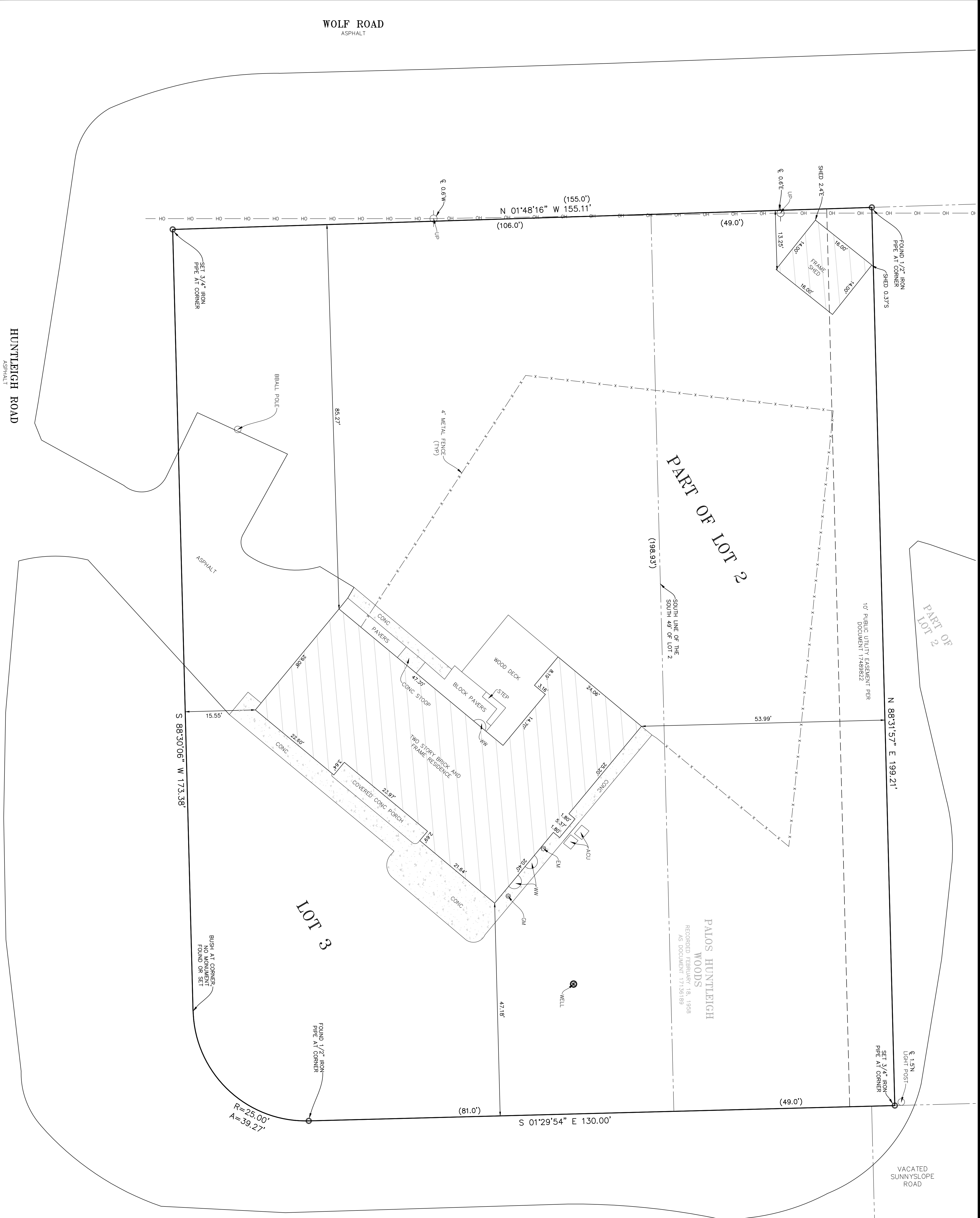
Jon P. Green, P.E.
 I.L.P.E. NO. 062-052108
 Expires November 30, 2023

PLAT OF SURVEY

LOT 3 AND THE SOUTH 49 FEET OF LOT 2 IN PALOS HUNBLEIGH WOODS, A SUBDIVISION IN THE SOUTHWEST 1/4 OF SECTION 29, TOWNSHIP 37 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

P.L.N.: 23-29-303-005

COMMONLY KNOWN AS: 20 HUNBLEIGH ROAD, PALOS PARK, ILLINOIS
SURVEY AREA: 30,690 SQUARE FEET (0.705 ACRES±)



ABBREVIATIONS

A	ARC LENGTH
ACU	ACRYLIC CONCRETE UNIT
CONC	CONCRETE
CPP	CORRUGATED PLASTIC PIPE
ES	EAST
ELEC	ELECTRIC
EM	ELECTRIC METER
GM	GROUND MOUNTED
MB	MALIBOX
N	NORTH
NC	NORTH NYLON CHLORIDE PIPE
R	RADIUS
ROP	REINFORCED CONCRETE PIPE
SP	SOUTH
VP	WITHEED CLAY PIPE
W	WEST
WM	WELDED METAL
XXX'XX'	MEASURED DIMENSION
(XXX'XX')	RECORD DIMENSION

- GENERAL NOTES**
- THE BEARINGS SHOWN ON THIS PLAT ARE BASED ON THE ILLINOIS STATE PLANE COORDINATE SYSTEM - EAST ZONE (NAD 83).
 - CHECK LEGAL DESCRIPTION WITH DEED OR TITLE POLICY AND REPORT ANY DISCREPANCY IMMEDIATELY. BUILDING LINES AND EASEMENTS, IF ANY, SHOWN HEREON ARE AS SHOWN ON THE RECORDED SUBDIVISION OR AS INDICATED.
 - ALL AREAS LISTED IN THE AREA SUMMARY TABLE ARE MORE OR LESS.
 - ALL DISTANCES ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.
 - SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OR UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES WHICH MAY AFFECT THE USE OR DEVELOPMENT OF THIS TRACT.

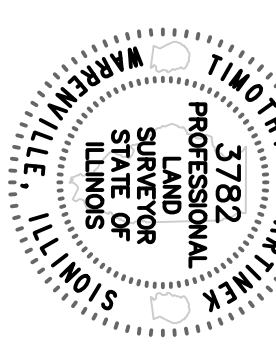
STATE OF ILLINOIS }
COUNTY OF DUPAGE } SS

I, **TIMOTHY B. MARINER**, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, NO. 032-003782, HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE PROPERTY AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY. GIVEN UNDER MY HAND AND SEAL, THIS 28th DAY OF SEPTEMBER, 2023.

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 032-003782
LICENSE EXPIRES NOVEMBER 30, 2024

DESIGN FIRM PROFESSIONAL LICENSE NO. 184-001186
LICENSE EXPIRES APRIL 30, 2025

FIELD WORK COMPLETED SEPTEMBER 25, 2023



REVISIONS

DATE	BY	DESCRIPTION	DATE	BY	DESCRIPTION

ENGINEERING RESOURCE ASSOCIATES

36701 WEST AVENUE, SUITE 150
CHICAGO, ILLINOIS 60659
PHONE: (630) 393-3080
FAX: (630) 393-2182

10 S. RIVERSIDE PLAZA, SUITE 875
CHICAGO, ILLINOIS 60606
PHONE: (312) 474-7844
FAX: (312) 474-6099

2416 GALEN DRIVE
CHICAGO, ILLINOIS 61821
PHONE: (217) 351-8268
FAX: (217) 355-1902

PREPARED FOR:

CONWAY

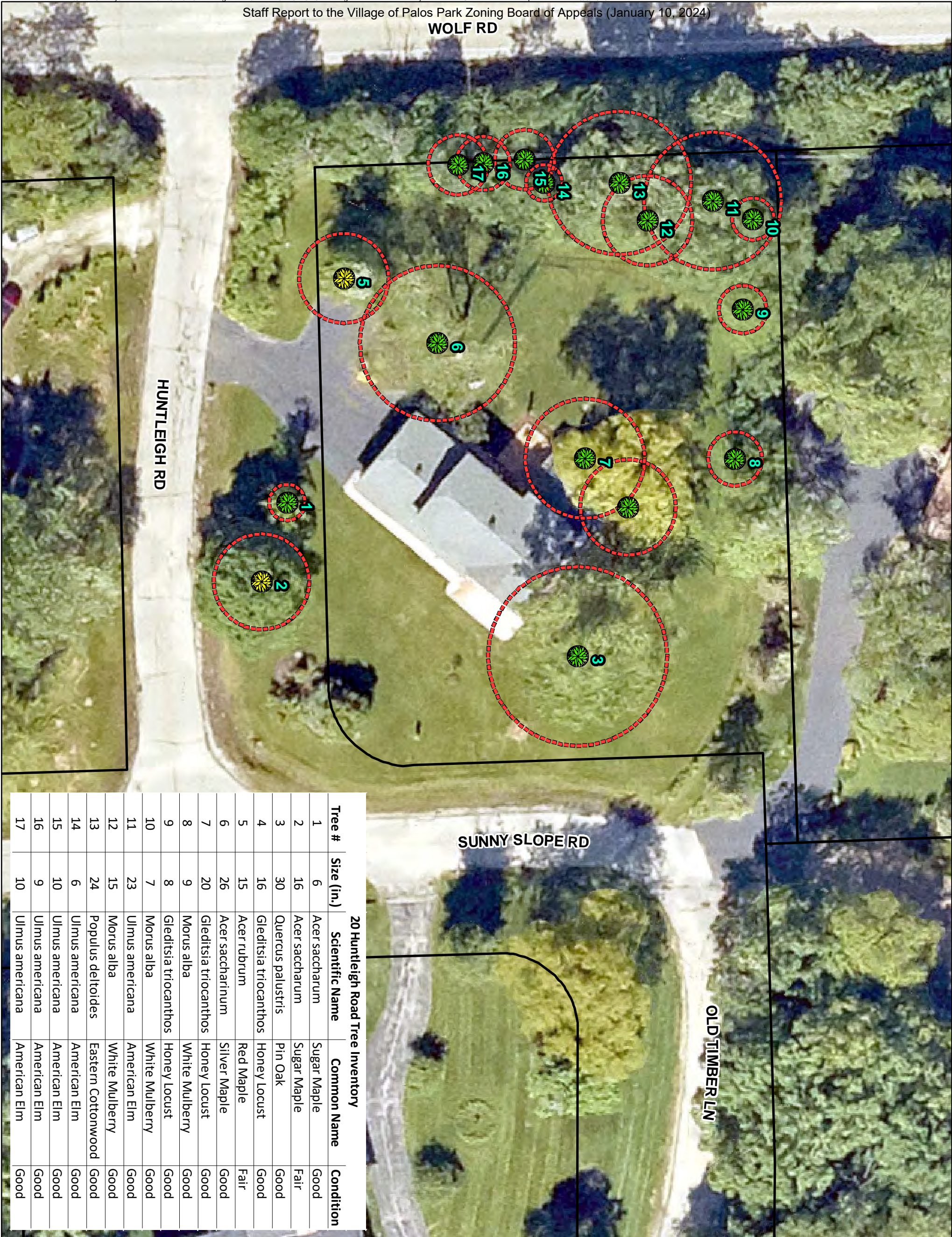
TITLE:

PLAT OF SURVEY
20 HUNBLEIGH ROAD
PALOS PARK, ILLINOIS

SCALE: 1"=10'
DATE: 09-28-2023
JOB NO: W23249.00
SHEET 1 OF 1

Staff Report to the Village of Palos Park Zoning Board of Appeals (January 10, 2024)

WOLF RD



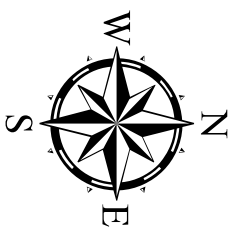
20 Huntleigh Road Tree Inventory				
Tree #	Size (in.)	Scientific Name	Common Name	Condition
1	6	Acer saccharum	Sugar Maple	Good
2	16	Acer saccharum	Sugar Maple	Fair
3	30	Quercus palustris	Pin Oak	Good
4	16	Gleditsia triocanthos	Honey Locust	Good
5	15	Acer rubrum	Red Maple	Fair
6	26	Acer saccharinum	Silver Maple	Good
7	20	Gleditsia triocanthos	Honey Locust	Good
8	9	Morus alba	White Mulberry	Good
9	8	Gleditsia triocanthos	Honey Locust	Good
10	7	Morus alba	White Mulberry	Good
11	23	Ulmus americana	American Elm	Good
12	15	Morus alba	White Mulberry	Good
13	24	Populus deltoides	Eastern Cottonwood	Good
14	6	Ulmus americana	American Elm	Good
15	10	Ulmus americana	American Elm	Good
16	9	Ulmus americana	American Elm	Good
17	10	Ulmus americana	American Elm	Good

**EXHIBIT 1
TREE
INVENTORY
20 HUNTLEIGH RD
PALOS PARK, IL**

Legend

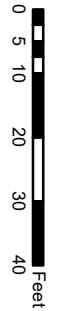
- Parcels
- Tree Root Buffer
- Trees**
- Good
- Fair

Condition



**ENGINEERING
RESOURCE ASSOCIATES**

1 inch = 30 feet





**VILLAGE OF
PALOS PARK**

Village Council

Mayor Nicole Milovich-Walters
Village Clerk Marie Arrigoni
Commissioner G. Darryl Reed
Commissioner Dan Polk
Commissioner Mike Wade
Commissioner Rebecca Petan

Meeting of: March 25, 2024

6:30 PM

Kaptur Administrative Center

CONSENT AGENDA MATTER:

Replace submersible sewage pump at Kimber Trails Lift Station

BACKGROUND/HISTORY:

One of the pumps in the Kimber Trails Lift Station has been running longer and is not pumping efficiently and needs to be replaced. If the old pump can be repaired, we will keep it as a spare. Public Works would like to purchase a new ABS pump from Flow-Technics at a cost of \$ 11,796.00. This price also includes a new stainless steel lifting chain and links.

STAFF RECOMMENDATION:

Staff recommend approving the proposal from Flow-Technics.

RECOMMENDED MOTION:

I move to approve the proposal from Flow-Technics in the amount of \$11,796.00 to purchase a new sewage pump for the Kimber Trails Lift Station.



FLOW-TECHNICS, INC.

PROPOSAL

Palos Park Public Works
8999 W. 123rd Street
Palos Park, IL 60464
Attn: Joe Walters

March 11, 2024

Re: Kimber Trails

Kimber Trails Lift Station

1- ABS model XFP100E-CB1.5-PE56-4" pump with a 7.5 HP motor, 230V, 3 phase, 1780 RPM capable of delivering 425 GPM AT 39' TDH. The pump is explosion-proof and comes complete with 49' of power cable.

1 – 30' section of SS lifting chain with 2 quick links

1- Labor to install

1- Lot of freight to jobsite

Price \$ 11,796.00

NOT INCLUDED:

1. Any item not specifically mentioned is not included, nor was it intended to be.
2. Sales Tax
3. Any bypass pumping to be done by Palos Park
4. New sealing flanges to be provided by Palos Park

TERMS & CONDITIONS:

Payment: Net 30 Days; no startup will be performed without 100% payment.
Prices: Valid for 30 days from the date of this proposal.
Taxes: Sales taxes are NOT included.
F.O.B.: Factory – Allowed to jobsite

Respectfully submitted,
FLOW-TECHNICS, INC.

Michael E. Carney

Michael E. Carney

8999 West 123rd Street
 Fax: (708) 448-9542
 Phone: (708)671-3730
 Palos Park, IL 60464
 www.palospark.org



To: Mike Wade, Building Dept. Commissioner
 From: Building Department
 Date: March 20, 2024
 Subject: Building Department Report for Council Meeting March 25, 2024

HIGH GRASS & WEEDS

The Building Department has been working hard lately to make sure that lawns are being cut and maintained. Please keep your lawns maintained. Chapter 692.02 of the Village Code requires property owners to cut high grass and weeds on their property. Grass and weeds cannot exceed eight inches in height. If you are aware of a property that has become overgrown, please call 708-671-3732.

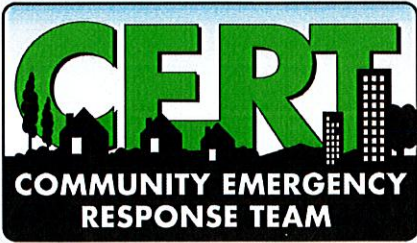
Please contact the Village if you notice any work being done outside of work hours.

PERMITS: The Building Department processed sixteen (16) permits from March 1, 2024 through March 20, 2024 resulting in \$56,026.11 in permit fees.

BUILDING PERMIT INSPECTIONS

Fifteen (15) inspections were completed during this time.

ADDRESS	PERMIT TYPE	COST
55 ROMIGA LANE	WINDOW & DOOR	\$150.00
12300 S LAGRANGE	TREE	\$21,000.00
COMMONS PHASE 3	SIDING	\$225.00
8 FOX LANE	ROOF	\$225.00
12200 88 TH AVENUE	ROOF	\$225.00
12517 81 ST AVENUE	ROOF	\$225.00
9903 SOMMERSET LANE	ROOF	\$300.00
9903 SOMMERSET LANE	REMODEL	\$1,815.00
11054 W 131 ST STREET	SFR	\$22,721.25
12016 S 93 RD AVENUE	INSULATION	\$150.00
22 N WOODLAND TRAIL	TUCKPOINTING	\$225.00
8016 125 TH STREET	FENCE	\$225.00
9114 W 121 ST STREET	DECK	\$595.00
COMMONS PHASE III	CONCRETE	\$225.00
9919 SOMMERSET LANE	CONCRETE	\$225.00
12944 S LAGRANGE ROAD	COMMERCIAL ADDITION	\$7,494.86
	TOTAL	\$56,026.11
	PREVIOUS YEAR TO DATE	\$140,512.57
	FISCAL YEAR TO DATE	\$196,538.68



We are gearing up for our Palos Park CERT program 2024 edition, starting in April. Instructor Palos Park Emergency Management Preparedness Coordinator Frank Flores, Sergeant Ross Chibe and Community Service Officer Jake Zemgulis are excited to get the CERT class up and running this spring. Ten years ago, Police Commissioner Dan Polk said, “The goal of this our regular exercises is to test our ability to respond to an actual disaster.” From there we drilled down on ways to improve communications, train, & equip our staff with the tools they would need. Part of that is a community-based support component. For more information, Contact Officer Frank Flores, 708 671 3770 or fflores@palospark.org

From that our planning for the Palos Park (Community Emergency Response Team) began. The CERT program was designed as a grassroots initiative and specifically structured so that the local and state program managers have the flexibility to form their programs in the way that best suits their communities.

Officer Frank Flores, an expert in emergency management will present the Community Emergency Response Team (CERT) program that educates volunteers about disaster preparedness for the hazards that may impact their area and trains them in basic disaster response skills, such as fire safety, light search and rescue, team organization, and disaster medical operations.

Our in-house expert for Palos Park Police spent months working with CCEMA, IEMA & FEMA to practice and prepare for the worst / various magnitudes, That expert is Officer Frank Flores, a veteran of the Illinois State Police having served as Operations Commander, Protective Services Unit, of the Illinois State Police overseeing protection of government facilities. Frank holds a B.A. from Roosevelt University and is a graduate of the Northwestern University School of Police Staff and Command & their Executive Management program. Frank serves across the country as the lead on managing disasters and, overseeing emergency operations planning, hazards assessment, and conducting exercises to insure staff (PD FD PW EMA Private Partners operate effectively in disasters.





Palos Park Mayor Nicole Milovich Walters said, "Litter is a pervasive problem that adversely affects the health, wealth and welfare of Palos Park residents. As we move into spring, we are asking everyone to join us in our renewed effort to make anti-littering the mantra of Palos Park. Litter poses health risks, harms water quality and wildlife habitat, and is an offense against communities."

Litter is a growing concern for our environment. Research and experience has shown that littering is mainly a matter of individual behavior - many choose to be careless in picking up after themselves or having proper receptacles to dispose of their waste.

As we head into Springtime 2024, soon we hope, Palos Park Mayor Milovich Walters and Police Commissioner Dan Polk have announced the Village's 2024 Litter Awareness program.

There are seven primary sources: • household trash handling and its placement at the curb for collection • dumpsters used by businesses • loading docks • construction and demolition sites • trucks with uncovered loads • pedestrians • motorists Litter is blown about by wind and traffic or carried by water. It moves until trapped by a curb, building or fence.

Once litter has accumulated, it invites people to add more. **FACTS** Consider these startling statistics. Below is a list of how long some common forms of litter take to decompose. • Paper, 2-4 Weeks • Candy wrapper, 1-3 Months • Plastic bag, 1-5 Months • Aluminum can, 200-500 Years • Plastic drink bottle, 450 years • Glass bottle, 1 million years

Litter can cause a whole range of problems for everyone in a community. Litter discarded in streets and parks can travel through the storm water system to our streams and rivers, where it can cause harm to wildlife. Litter costs money. Removing these items from the environment costs everyone money. Litter is a threat to public health. It attracts vermin and is a breeding ground for bacteria. Litter can be a fire hazard.

Accumulated litter and carelessly discarded cigarette butts are potential fire hazards. • Litter looks bad. It negatively affects the image of places, especially tourist locations. • Litter can harm or kill wildlife. Plastics can choke or suffocate birds and marine life. The cost to try to clean up litter strains federal and state budgets, businesses, transportation systems, schools, and our national parks.

Litter can create fire hazards, cause vehicle accidents, clog and overload sewage systems, and pollute local rivers and streams.

Some Primary sources of litter:

1. Trucks with uncovered or unsecured loads on local roads and highways.
2. Pedestrians or cyclists who do not use the receptacles and motorists who do not use car ashtrays or litterbags.
3. Business dumpsters that are improperly covered.
4. Construction and demolition sites without tarps and receptacles to contain debris and waste.
5. Household trash scattered before or during collection

Litter Costs Us:

The cost to try to clean up litter strains federal and state budgets, businesses, transportation systems, schools, and our national parks. Littered communities also suffer from decreased tourism, reduced commerce, and declining property values.

A study by the AAA Foundation for Traffic Safety, found that the elimination of vehicle-related road debris may prevent over 25,000 crashes and save up to 90 lives per year.

Through the Village of Palos Park's ambitious anti-litter campaign designed to help clean up the streets and parks, we hope raising local awareness, by asking for the public's help, and by kicking up enforcement efforts, we hope to make a big dent in what has become a big problem. We know that people are more likely to litter, when they don't feel they have ownership of their property or public spaces -- or when they believe someone will pick up after them.

