



**MINUTES
MEETING OF VILLAGE OF FRANKFORT
PLAN COMMISSION / ZONING BOARD OF APPEALS
FEBRUARY 11, 2021 – VILLAGE ADMINISTRATION BUILDING
432 W. NEBRASKA STREET**

- Call to Order** Chair pro-tem Guevara called the meeting to order at 6:30 p.m.
- Commissioners Present:** Kris Michuda, Will Markunas, Dan Knieriem, Michael Leddin, and Ken Guevara.
- Commissioners Absent:** Maura Rigoni and Lisa Hogan.
- Staff Present:** Senior Planner Christopher Gruba, Utilities Director Zachary Brown and Utilities Executive Assistant Marina Zambrano.
- Elected Officials Present:** Trustee John C. Clavio as Village Board Liaison.

A. Approval of the Minutes from January 28, 2021

Motion (#1): Approval of the minutes from January 28, 2021.

Motion by: Knieriem Seconded by: Markunas
Approved: (3 to 2)
Abstain: (2) Michuda, Guevara

Chair pro-tem Guevara swore in all those wishing to provide public testimony.

B. Public Hearing Request: Ziokowski Variance (Ref. #102)

Public Hearing Request: Variance for a new driveway to be set back 3'7" from the north side property line, whereas 5' is required, for the single-family home on the property located at 254 Willow Street.

Senior Planner, Christopher Gruba, presented the staff report and provided an overview of the request noting that proposal is for a proposed new driveway to be set back a minimum of 3'7" from the north side property line at the closest point. The driveway would then lead along the north side of the house to a proposed detached garage in the rear yard. The driveway would bend southward as it approached the garage, to a maximum setback of 10', which is the required setback for an accessory structure. Mr. Gruba noted that the detached garage was not part of the variance request. He noted that the minimum lot width in the R-2 zone district is 100', whereas the subject property is 80' wide and is considered existing, non-conforming regarding lot width. Mr. Gruba noted that driveway setback variances have been issued in the past for undersized lots, mostly located in the downtown area. Although

the subject property is not located in the downtown area, it is an undersized lot for its zone district. Mr. Gruba also noted that a letter of non-objection was received from the property owner to the north, at 304 Willow Street.

The existing residence currently has a driveway that leads to a one-car attached garage. The proposed driveway would be added alongside the existing driveway to allow access to the rear of the property.

The applicant, Robert Ziolkowski, was present and noted that the existing garage will become living space in the future.

During the Plan Commission Discussion:

- Commissioner Knieriem questioned the plans to relocate the existing drain tile. Applicant noted the drain tile will be moved over on the same direction and will be paving the driveway once the work is complete;
- Pro-tem Chair Guevara questioned if any sidewalks will be added. Applicant noted lot will not provide sidewalks since there are no sidewalks on the street currently;
- Commissioner Michuda questioned the plan for the downspouts. Mr. Ziolkowski noted the above ground downspouts will be adjusted on his lot, guided to greenspace as appropriate;
- Member Knieriem questioned the reasoning for the driveway on the northside versus the southside of the lot since the area seems to be larger on the southside per the Will County GIS map. Mr. Gruba noted the property lines illustrated on the Will County GIS map are slightly offset by a few feet and that the property survey provided was accurate;

Motion (#2): Recommend the Village Board approve a driveway setback variance to permit a 3'7" setback to the north side property line for the property located at 254 Willow Street, in accordance with the reviewed plans and public testimony.

Motion by: Knieriem

Seconded by: Markunas

Approved: (5 to 0)

C. Public Comments

None.

D. Village Board and Committee Update

Trustee Clavio discussed items covered at the various committee meetings of the Village noting the Historic Preservation Committee provided a Certificate of Appropriateness for the Wine Thief Special for outdoor seating. The discussion took

place to combine the Historic Preservation Committee and the Plan Commission meetings for any requests that need both committee reviews.

E. Other Business

Commissioner Michuda noted that the applicants for Abri Credit Union have continued to work with staff regarding their proposed building adjacent to Dunkin' Donuts, subsequent to the previous Plan Commission workshop. She noted that Mr. Gruba had forwarded revisions to the Commissioners after the workshop at the request of the applicant to gather further comment, prior to proceeding to a public hearing. Mr. Gruba noted that staff has been working with the applicants for Abri Credit Union to incorporate the workshop comments, but that the site is challenging considering the lot size and its proximity to Dunkin' Donuts, which has a high-volume of drive-through traffic during the peak morning hours. Mr. Gruba noted that although some of the workshop comments were addressed with the revisions, other comments were not. The Commission again expressed concern regarding the overall traffic circulation between Abri Credit Union and the existing Dunkin' Donuts. Mr. Gruba indicated that Abri Credit Union has the option to revise the plans further before proceeding to public hearing, proceed to public hearing as-is, or request a second workshop. Mr. Brown noted that it would be irregular for a project to have a second workshop and that a public hearing may be more appropriate.

Regarding the Ziolkowski variance, Mr. Gruba noted that several driveway setback variances have been issued in the past for undersized lots over time and whether the Zoning Ordinance regulations should be reevaluated regarding this topic. The Commission expressed a desire to retain the Zoning Ordinance requirements as they are currently written, as each variance request should be evaluated on a case-by-case basis.

F. Attendance Update

All members present confirmed their availability for the next Plan Commission meeting to be held on February 25, 2021.

Motion (#3): Adjournment (7:18 PM)

Motion by: Michuda

Seconded by: Markunas

Unanimously approved by voice vote.

Approved February 25, 2021

As Presented X

As Amended

Maura A. Rigoni /s/Maura Rigoni, Chair

Christoph Sobel /s/ Secretary