

**City of Prospect Heights  
Plan/Zoning Board of Appeals  
February 28, 2013**

The regular meeting of the Plan/Zoning Board of Appeals was called to order at 7:00 pm by Chairman Weidman, at City Hall, 8 N. Elmhurst Road, in Prospect Heights, Illinois.

**ROLL CALL:**

Present: Commissioners Dash, Jones, Roscoe, Tammen, Wyatt and Chairman Weidman  
Absent: Commissioner Frank-Watson (Absent by prior notice)

A Quorum was present. Also present at the meeting: Director of Building and Zoning Steve Skiber and Assistant Director of Building and Zoning Steve Cutaia.

**APPROVAL OF JANUARY 24, 2013 MINUTES**

Motion made by Commissioner Tammen, seconded by Commissioner Roscoe, to approve the meeting minutes from January 24, 2013 as amended. The motion was approved by a roll call vote.

**ROLL CALL VOTE:**

AYES: Commissioners Dash, Jones, Roscoe, Tammen, and Chairman Weidman  
NAYS: None  
ABSENT: Commissioner Frank-Watson  
ABSTAIN: Commissioners Wyatt  
Motion carried.

**Case No. ZBA-13-03V**

Applicant: John Reynolds  
Address: 5 Marberry Drive (Pin# 03-27-202-011-0000)  
Requesting a variance to allow for a one foot, two inch (1'2") yard encroachment into the required west, interior, side yard to facilitate the construction of a one hundred and seventy six (176) square foot addition, onto the existing single-family home.

Chairman Weidman entered the following exhibits into the record:

ZBA Exhibit 1: Application  
ZBA Exhibit 2: Plat of survey  
ZBA Exhibit 3: Assignment to the agenda  
ZBA Exhibit 4: Hardship letter  
ZBA Exhibit 5: Building plans  
ZBA Exhibit 6: Letter from neighbor to the west  
ZBA Exhibit 7: Public hearing notice  
ZBA Exhibit 8: Certificate of publication  
ZBA Exhibit 9: List of property owners  
ZBA Exhibit 10: Notice to property owners  
ZBA Exhibit 11: Owners deed

Mr. Reynolds presented the green cards from the notices to Chairman Weidman. Chairman Weidman swore in Mr. John Reynolds, 5 Marberry Dr., Prospect Heights, IL.

Mr. Reynolds explained that his wife wanted an extra closet built. The closet will be built out eight feet (8') by twenty two feet (22').

Chairman Weidman commented that the eight feet (8') would be going out to the west which is the purpose for the variance.

Mr. Reynolds commented that Chairman Weidman was correct and that the closet will be eight feet to the west and that he spoke with the neighbor who had no problem with the addition or the variance.

Chairman Weidman commented that he had no problem with the application and feels that it is a good plan.

Director of Building and Zoning Skiber commented that this request is a minimal yard variation of one foot two inches (1'2") into the west yard. There is no negative impact. The neighbor to the west at 3 Marberry has a garage and some landscaping on their side yard that this addition would face. The City supports this petition.

**Motion made by Commissioner Jones, seconded by Commissioner Tammen, to approve case ZBA-13-03V as presented. The motion was approved by a roll call vote.**

**ROLL CALL VOTE:**

**AYES:** Commissioners Dash, Jones, Roscoe, Tammen, Wyatt and  
Chairman Weidman

**NAYS:** None

**ABSENT:** Commissioner Frank-Watson

**Motion carried.**

**COMMUNICATIONS**

Director of Building and Zoning Skiber reported that the Assistant Building and Zoning Director Steve Cutaia has started with the City of Prospect Heights and had come to the City from the City of Park Ridge. There have been no petitions for the month of March.

**OLD BUSINESS**

The City Council did approve the second reading for the special use permits for the cases for Penny's Place at 7B E. Camp McDonald Road and 694 N. Milwaukee Avenue.

**NEW BUSINESS**

There was none.

**ADJOURNMENT**

The February 28, 2013 Plan/Zoning Board of Appeals meeting was adjourned by unanimous voice vote, at 7:10 pm with a motion by Commissioner Tammen, seconded by Commissioner Roscoe.

Respectfully Submitted,

Robert Sabo, Recording Secretary