

**Planning and Zoning Commission Meeting
Minutes**

March 19, 2025

CALL TO ORDER

The Regular Meeting of the Planning and Zoning Commission of the Village of Mundelein was held on March 19, 2025 at 300 Plaza Circle, Mundelein. Commissioner K. Garesche called the meeting to order at 7:00 PM.

PLEDGE OF ALLEGIANCE

Commissioner K. Garesche led the Pledge of Allegiance.

ATTENDANCE

Commissioner K. Garesche took the roll call. It indicated as follows:

Board Attendance

PRESENT: K. Anderson, K. Garesche, S. Petti, S. Schneckloth, K. Teehan

ABSENT: J. Holden, T. Roswick

Village Attendance

PRESENT: Senior Planner C. Malec, Senior Planner I. Guadarrama, Associate Planner J. Marvin, and Recording Secretary E. Swanson

MINUTES APPROVAL

Approve the Planning and Zoning Commission Regular meeting minutes from March 5, 2025

Commissioner K. Garesche asked if all commissioners had a chance to review the prior meeting minutes. There were no requested changes.

S. Scheckloth moved, seconded by K. Anderson a **Motion** to Approve the Planning and Zoning Commission Regular Meeting minutes from January 15, 2025.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Sophia Schneckloth
SECONDER:	Commissioner Kevin Anderson
AYES:	Kevin Anderson, Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	None
ABSTAIN:	None

PUBLIC COMMENTARY

Commissioner K. Garesche opened the floor to public commentary.

There were no members of the public with general commentary and staff had not received any general public commentary prior to the meeting.

Commissioner K. Garesche closed the floor to public commentary.

OLD BUSINESS

Flaherty & Collins Preliminary & Final Plat of Subdivision: 275-301 Plaza Cir; 331-339 Chicago Ave; 322-360 Chicago Ave

Staff Presentation

C. Malec gave a brief overview and history of the case.

Commission Discussion

The commission had no questions on the presented plat.

Request to review a Preliminary and Final Plat of Subdivision

S. Schneckloth moved, seconded by S. Petti a **Motion** to Approve a Preliminary and Final Plat of Subdivision: 275-301 Plaza Circle; 331-339 Chicago Avenue; 322-360 Chicago Avenue.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Sophia Schneckloth
SECONDER:	Commissioner Steven Petti
AYES:	Kevin Anderson, Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	None
ABSTAIN:	None

Belle Tire Plat of Consolidation: 2025 South Lake Street

Staff Presentation

C. Malec gave a brief overview and history of the case.

Commission Discussion

The commission had no questions on the presented plat.

Request to review a Preliminary and Final Plat of Subdivision

S. Petti Moved, Seconded by S. Schneckloth a **Motion** to Approve a Preliminary and Final Plat of Subdivision for the Belle Tire Mundelein Consolidation, 2025 South Lake Street, Mundelein, Illinois

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Steven Petti
SECONDER:	Commissioner Sophia Schneckloth
AYES:	Kevin Anderson, Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	None
ABSTAIN:	None

NEW BUSINESS

PUBLIC HEARING – PZ2025-0011 – Setback Variance: 1017 Concord Circle

Open Public Hearing

K. Anderson moved, seconded by S. Petti a **Motion** to Open Public Hearing PZ2025-0011.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Kevin Anderson
SECONDER:	Commissioner Steven Petti
AYES:	Kevin Anderson, Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	None
ABSTAIN:	None

Staff Presentation

I. Guadarrama presented the attached powerpoint with a brief overview and history of the case. The applicant is requesting a setback variation to allow for a sunroom in the R-3 Single-Family Residential zoning district.

Petitioner Presentation

Adam King, the contractor of the project, presented the challenges of the project, including the abnormal lot. Mr. King provided images of the design of the three-season room.

Commissioner S. Petti asked some questions about the architectural style of the addition.

Richard Sitt of 1017 Concord Circle spoke of the project. He has been a Mundelein resident for 25 years and the patio is currently in need of repair. It was decided to do a three-season room to replace the patio, and he chose an architectural style that was similar to others in the area.

Public Commentary

Commissioner K. Garesche opened the floor to public commentary.

There were no members of the public with commentary on the case. Senior Planner Guadarrama presented the commission with the attached public commentary in opposition to the sunroom variation request.

Commissioner K. Garesche closed the floor to public commentary.

Commission Discussion

Commissioner K. Garesche inquired what the view of other neighbors homes would be when the three season room was in use and if it would intrude onto the neighbors privacy.

Commissioner S. Petti reiterated the unique shape of the property.

Commissioner S. Schneckloth noted that there are no additional impervious surface or lot coverage issues as the footprint of the three season room will replace the current stone patio.

Commissioner K. Anderson stated that there are not hardships being met. Architecturally, the slope of the roof does not match the original design of the house. He stated he would not be in favor of this variation request.

Commissioner S. Petti felt that though the architecture does not match , it also does not detract from the house and will not cause an issue with the neighborhood values.

Commissioner S. Schneckloth stated that there is enough greenery along the edge of the property that architecture wouldn't interfere with the neighborhood.

Commissioner K. Garesche stated that the design is not too intrusive and the 30 foot rear setback due to the shape of the property is large. The structure would increase value from a real estate standpoint. She would be in favor of the variation request.

Request for a Variance from Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance

S. Schneckloth moved, seconded by S. Petti a **Motion** to recommend Approval of a variance request from Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance granting relief from the rear yard setback for a sunroof, located in the R-3 Single-Family Residential zoning district at 1017 Concord Circle, Mundelein, Illinois.

RESULT:	Passed [Yes 4, No 1, Abstained 0]
MOVER:	Commissioner Sophia Schneckloth
SECONDER:	Commissioner Steven Petti
AYES:	Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	Kevin Anderson
ABSTAIN:	None

Close Public Hearing

S. Schneckloth moved, seconded by S. Petti a **Motion** to Close Public Hearing PZ2025-0011.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Sophia Schneckloth
SECONDER:	Commissioner Steven Petti
AYES:	Kevin Anderson, Kerry Garesche, Steven Petti, Sophia Schneckloth, Kevin Teehan
NAYS:	None
ABSTAIN:	None

PUBLIC HEARING - PZC-01-2025 - 446 Morris Avenue

Open Public Hearing

S. Petti moved, seconded by K. Anderson a **Motion** to Open Public Hearing PZC-01-2025

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Petti
SECONDER:	Commissioner Anderson
AYES:	Commissioner Anderson, Commissioner Garesche, Commissioner Petti, Commissioner Schneckloth, Commissioner Teehan
NAYS:	None
ABSTAIN:	None

Staff Presentation

J. Marvin gave a brief overview of the case and the petitioner's request to continue the case to the April 16, 2025, meeting of the Planning and Zoning Commission. J. Marvin also shared the attached public commentary in support of the request.

Request to Continue Hearing

S. Petti moved, seconded by K. Anderson a **Motion** to Continue Case PZC-01-2025 to the meeting on April 16, 2025, at 7:00 PM at the Mundelein Village Hall.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Petti
SECONDER:	Commissioner Anderson
AYES:	Commissioner Anderson, Commissioner Garesche, Commissioner Petti, Commissioner Schneckloth, Commissioner Teehan
NAYS:	None
ABSTAIN:	None

QUESTIONS AND COMMENTS

There were no questions or comments.

ADJOURNMENT

S. Petti moved, seconded by S. Schneckloth a **Motion** to Adjourn the Planning & Zoning

Commission Meeting of March 19, 2025.

RESULT:	Passed [Yes 5, No 0, Abstained 0]
MOVER:	Commissioner Petti
SECONDER:	Commissioner Schneckloth
AYES:	Commissioner Anderson, Commissioner Garesche, Commissioner Petti, Commissioner Schneckloth, Commissioner Teehan
NAYS:	None
ABSTAIN:	None

The meeting was adjourned at 7:38 PM.



Erin Swanson, Recording Secretary



Sign-In Sheet

[illegible]

Erin Swanson

From: Maria Schneider <mariaschneider5@me.com>
Sent: Wednesday, March 19, 2025 12:48 PM
To: Planning
Subject: EXTERNAL -Public Commentary: Case PZ2025-0011

Caution: This message originated outside of the Village of Mundelein -- DO NOT CLICK on links or open attachments unless you are sure the content is safe. If you have any doubt, contact the sender by phone to confirm.

Dear Planning and Zoning Commission,

As a resident of Concord Grove subdivision, We are writing to express our dissent to the above zoning proposition.

This property is on a corner lot, so the 6' easement infringement would be facing the side of the adjacent home, not the back of the adjacent home. In our opinion, this proposed structure would be too close to the adjacent home. And all this crowding would be clearly visible from the street. Six feet is a significant amount of encroachment into the easement and a significant amount of encroachment into the space separating this proposed structure and the side of the house adjacent.

Additionally, we have concerns about setting a precedent.

Unfortunately, we must contest this proposal.

Best Regards,
Maria and Bob Schneider

Ultimate Screen Printing
436 Morris ave.
Mundelein, IL 60060

Mundelein Planning and Zoning Commission,
Case No. PZC-01-2025

We are Ultimate Screen Printing at 436, 438 and 440 Morris Ave.

We have been an established business for 47 years in Mundelein. I have lived here for 64 Years. We have seen many changes to the town, some really good.

It has come to our attention that a new business owner has purchased and has started to renovate the building at 446 Morris Ave. The parking lot of their building has only 6 spaces. We have seen only a few businesses show interest in the building which I think has sat empty for more than 10 years.

Some limitations for the purchase have been the lack of parking, major repairs and overall layout, to name a few. Other limitations have come from the type of business that would or could work in that space according to the village zoning.

We have spoken with our potential new neighbors and have seen the building renderings so far, which we would welcome with open arms.

This is a very quiet street which needs much love and this newcomer could possibly pull in new potential customers to our business and the town overall as well. We would hate to see a denial which would force the sale of the building which could potentially sit empty in disrepair for another 10 years and put the buyer in a jam.

We are all for a new business and would hope that you would highly consider a nice, beautiful, quiet, clean addition to Morris Street in beautiful downtown Mundelein.

Sincerely,

Tracy and D.V. Hermestroff

Ultimate Screen Printing

Village Staff Overview: 1017 Concord Circle

MARCH 19, 2025

1017 Concord Circle

Petitioner: Zach Zielinski, Envy Home Services

Property Owner: Richard Sitt

Current Zoning: R3, Single Family Zoning District

Current Use: Single Family Residential

Application: Variance to Table 20.28-2 of Section 20.28.030



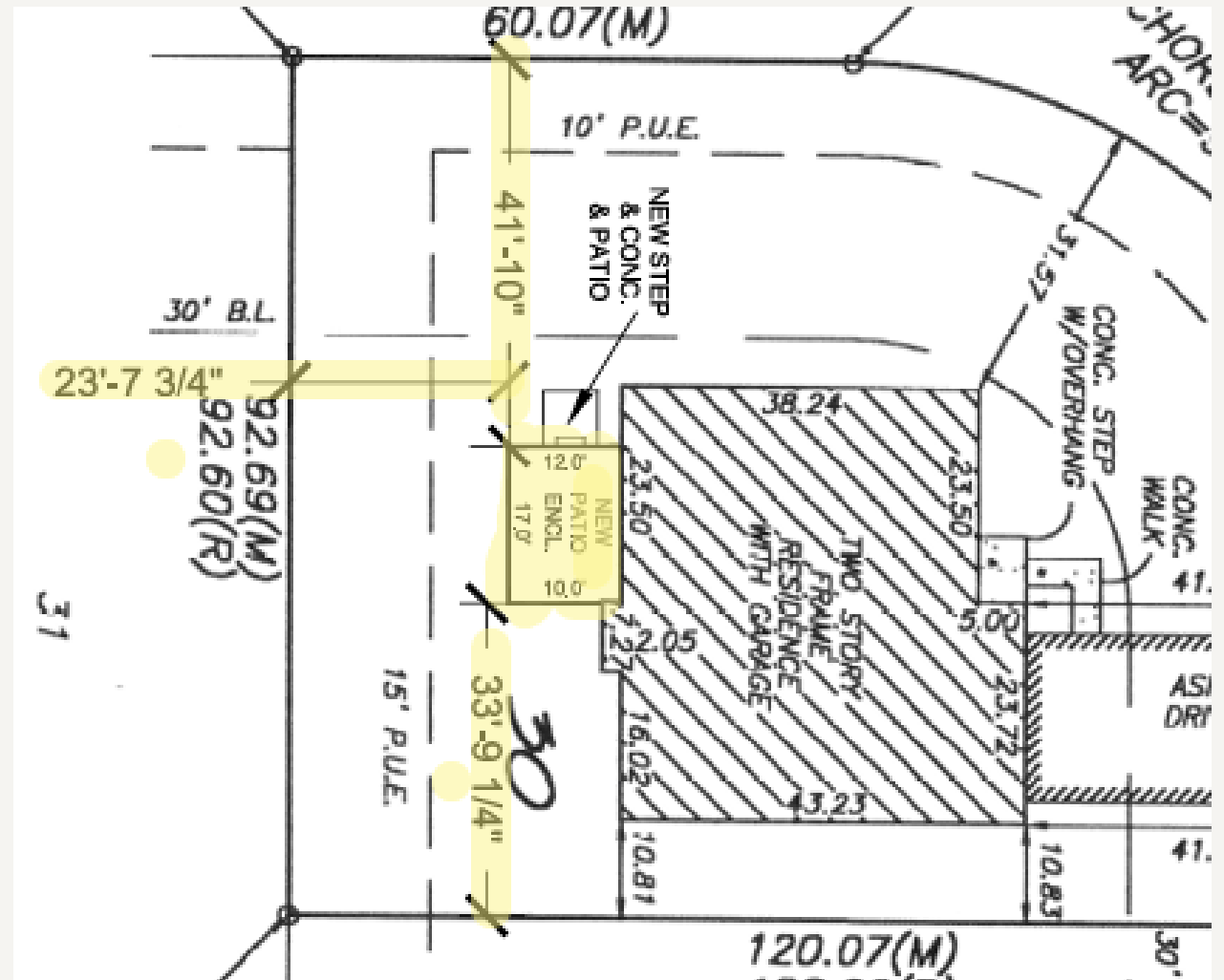
Background

Replace existing patio with enclosed sunroom

Dimensions 12'x17'

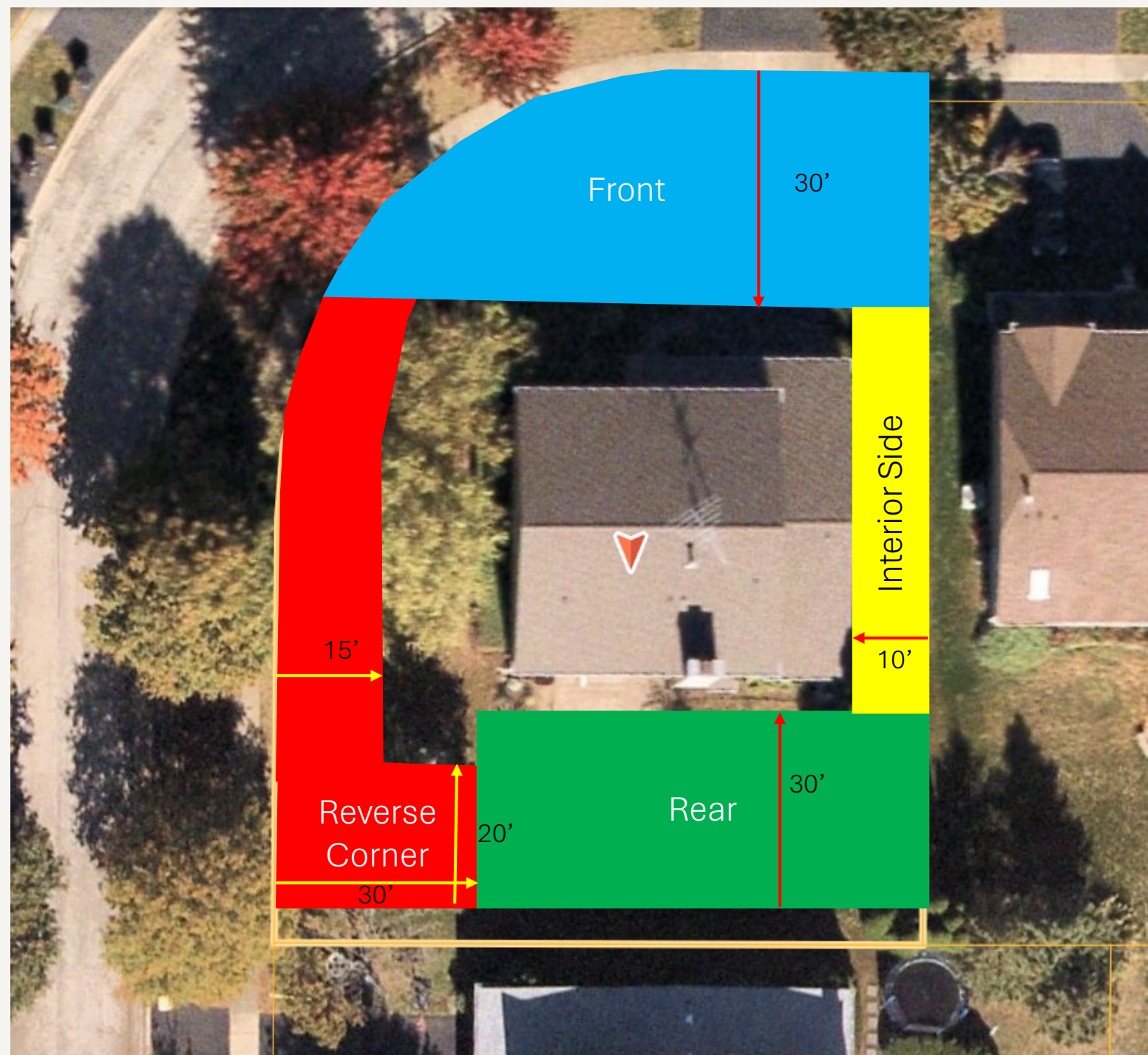
Rear yard setback is 30 feet

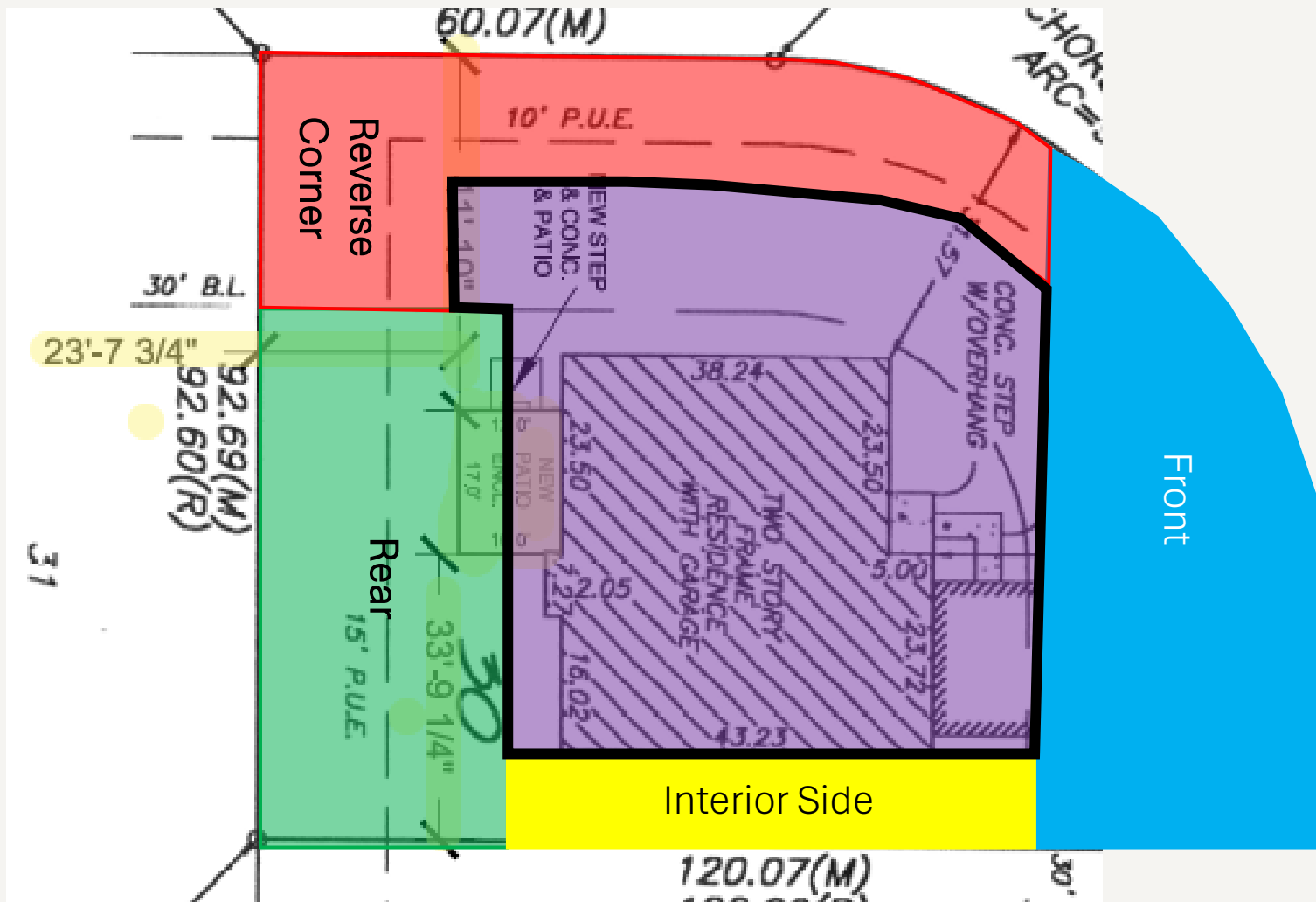
Building permit pending approval of the variance



Variance Request

Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance outlines the required bulk and yard regulations for single-family uses. All residential buildings in the R3 Zoning District need a rear setback of 30 feet from the rear lot line.





Analysis

- Many of the neighboring properties have large patios; few have sunrooms.
- Subject property is larger than most interior lots.
- A patio has not been proposed, but if they would like to keep it in the rear yard, staff recommends moving the door to the rear or opposite end.

Recommendation

Motion to recommend **approval/denial** of a variance request from Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance granting relief from the rear yard setback for a sunroom, located in the R-3 Single-Family Residential zoning district at 1017 Concord Circle.

FINDINGS OF FACT – VARIATION

CASE NUMBER	PZ2025-0011
PUBLIC HEARING DATE	March 19, 2025
VARIATION	Relief from Table 20.28-2 of Section 20.28.030 regarding the rear setback for an attached sunroom
MOTION	Motion by S. Schneckloth second by S. Petti to recommend approval of a variation from Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance granting relief from the rear yard setback for a sunroom, located in the R-3 Single-Family Residential zoning district at 1017 Concord Circle.
On March 19, 2025, the Planning and Zoning Commission voted 4-1 for approval of a variation from Table 20.28-2 of Section 20.28.030 of the Zoning Ordinance granting relief from the rear yard setback for a sunroom, located in the R-3 Single-Family Residential zoning district at 1017 Concord Circle.	
<i>No variation from the provisions of this Ordinance shall be granted unless the Zoning Administrator, Planning & Zoning Commission, and Village Board makes specific written findings based on the standards imposed by this section. These standards are as follows:</i>	
1. The strict application of the terms of this Ordinance will result in undue hardship;	
The strict enforcement of this Ordinance would place an undue burden on the Petitioner, as the property is situated on a reverse corner lot. While the property itself offers a larger square footage, the yard requirements differ significantly from those of the adjacent properties, further complicating compliance.	
2. The plight of the owner is due to unique circumstances;	
The property is subject to unique circumstances due to its larger size compared to most properties in the Village, as well as its designation as a reverse corner lot, which results in different setback requirements.	
3. The variation, if granted, will not alter the essential character of the locality;	
The variation will not alter the essential character of the locality, as the increase in the building's square footage is minimal. It will be constructed over the existing patio, ensuring no increase in the impervious surface. Additionally, due to the large reverse corner setbacks, the sunroom will not be prominently visible from the street.	
<i>The Zoning Administrator, Planning & Zoning Commission, and Village Board, in making its findings, may inquire into the following evidentiary issues, as well as any others deemed appropriate.</i>	
1. Because of the particular physical surroundings, shape or topographical conditions of the specific property involved, a particular hardship or difficulty to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.	
The Commission finds that there is hardship attributable to the shape, surroundings, and topographical conditions of the property.	
2. The alleged difficulty or hardship has not been created by any person presently having a proprietary interest in the property in question.	
The Commission finds that the Petitioner has successfully demonstrated that the requested variation was not caused by any person currently holding a proprietary interest in the Subject Property.	
3. The granting of the variation will not be detrimental to the public welfare in the neighborhood in which the property is located.	
The Commission finds that the granting of the requested variation will not be detrimental to the public welfare in which the property is located.	
4. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, endanger the public safety, or impair property values within the neighborhood.	
The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, endanger the public safety, or impair property values within the neighborhood.	
5. The proposed variation is consistent with the spirit and intent of this Ordinance and Village land use policies.	
The Commission finds that the proposed variation is consistent with the spirit and intent of this Ordinance and Village land use policies.	

6. The value of the property in question will be substantially reduced if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located.
The value of the property in question will be substantially reduced if permitted to be used only under the conditions allowed by the regulations governing the district in which it is located.