

CITY OF WARRENVILLE  
PLAN COMMISSION/ZONING BOARD OF APPEALS  
Minutes of Regular Meeting  
Held on Thursday, August 10, 2023  
At Warrenville City Hall  
28W701 Stafford Place

A. CALL TO ORDER

Chairman Cosgrove called the meeting to order at 7:00 p.m.

B. ROLL CALL

PC Present: Tim Cosgrove, Natalie Clemens, Byron Miller, Mark Taylor, Kennedy Hartsfield, Carla Sanfilipp, Bob Vavra, Jessica Tullier

Excused: Rachael Fawell

ZBA Present: Tim Cosgrove, Byron Miller, Mark Taylor, Kennedy Hartsfield, Bob Vavra, Carla Sanfilipp, Jessica Tullier

Also Present: Community and Economic Development Director Amy Emery, Assistant Community Development Director Consuelo Arguilles, Planner/GIS Technician Jack Maszka, Permit and Zoning Technician Chris Santos

C. NEW BUSINESS

1. 3S729 West Avenue / Special Use Permit - Duplex / Samina & Zahur Khan  
Located north of Old Warrenville Road and on the west side of West Avenue  
Courtesy Review

Chairman Cosgrove stated that the applicant is looking to vacate a lot line between two lots and create one lot from it as well as request a special use permit to develop a duplex home and (2) single-family homes on the other two lots.

Samina Khan, a developer and realtor from Madison, Wisconsin, shared with the Plan Commission that she is looking to build a duplex home on lot 21 and lot 22 with a zero-lot line as well as build another duplex on lot 23. Mrs. Khan mentioned if a duplex on lot 23 is not supported then is open to building single-family home on that lot as it is zoned for that use.

Chairman Cosgrove clarified with Mrs. Khan that she proposes to consolidate lots 21 and 22 and subdivide it to put the lot line down the middle of the common wall of the proposed duplex.

Mrs. Khan confirmed that is what she is requesting. Mrs. Khan mentioned that her daughter would live in the other duplex and would want her to sell the house in the future if she chooses too.

Chairman Cosgrove mentioned to Mrs. Khan that there will need to be utilities and public improvements done if this project were to be approved. Chairman Cosgrove stated the Sanitary Study shows the south lots to be served from the sanitary sewer located on Warrenville Road and the north lot is served from the sanitary sewer located on West Street.

Planner Maszka showed the Plan Commission a utilities map that shows where the existing water and sanitary sewer mains are of the proposed area.

Chairman Cosgrove stated that lot 21, lot 22, and lot 23 have driveway access because there is a cul-de-sac on the south end of West Avenue. Chairman Cosgrove also stated that the northern lots do not have a shared driveway because the cul-de-sac on the north end of West Avenue stops and does not cover the northern lots of lot 24 and lot 25. (Lot 25 is under different ownership) Chairman Cosgrove reiterated that detailed renderings of the project as well as public improvements will have to be discussed and decided upon if this project were to move forward.

Planner Maszka stated that the City's stance regarding the public improvement would be to extend the north cul-de-sac of West Avenue down to cover lot 24 and add a pathway for firetrucks to get thru from the two back to back cul-de-sacs.

Commissioner Vavra shared his concern that the duplex project would add higher density to the area. Commissioner Hartsfield agreed with Commissioner Vavra.

Commissioner Miller supports the project and prefers to see a flat over flat duplex.

Commissioner Clemens mentioned there is no concern for it being a higher density area since the location of the lots are not in a populated area.

Chairman Cosgrove confirmed with Mrs. Khan that the plan commission is not in favor of splitting up both lots in a 25 foot long lot, but if a two-flat home were developed then that could be an alternative option. Chairman Cosgrove mentioned the height of the building would be determined based on the zoning district the lot is in.

Commissioner Clemens asked Mrs. Khan what are her intentions with lot 24.

Mrs. Khan stated she does not foresee doing anything with lot 24 in the near future. Mrs. Khan stated her main focus would be to develop a duplex on lot 21, lot 22, and potentially lot 23.

Commissioner Clemens stated she does not support a duplex building being developed on lot 23.

Commissioner Vavra mentioned to Mrs. Khan that the Plan Commission would be in favor of Mrs. Khan subdividing lot 21 and lot 22.

Chairman Cosgrove suggested to Mrs. Khan to work with City Staff and Public Works on getting all the potential cost of water and sewer hookup and possible public improvements before deciding on moving forward with the project.

Planner Maszka confirmed with Mrs. Khan that the general consensus from tonight's meeting is that the Plan Commission would support a special use permit for a duplex on lot 21 and lot 22 as well as a plat of re-subdivision with a zero lot line configuration if the project were to move forward.

No further questions from the Plan Commission.

## 2. City of Warrenville Zoning Ordinance Auto Use Amendments (*Public Hearing*)

Chairman Cosgrove stated that the Public Hearing notification requirements have not been met by city staff and request this meeting be continued to the September 7, 2023 meeting.

CHAIRMAN COSGROVE MADE A MOTION TO CONTINUE THE CITY OF WARRENVILLE ZONING ORDINANCE AUTO USE AMENDMENT PUBLIC HEARING TO THE SEPTEMBER 7, 2023 MEETING. SECONDED BY COMMISSIONER TULLIER. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED. MOTION APPROVED.

D. PUBLIC COMMENTS

There were none.

E. APPROVAL OF MINUTES

1. Regular Meeting of July 20, 2023

CHAIRMAN COSGROVE MADE A MOTION TO APPROVE THE MINUTES OF THE JULY 20, 2023 MEETING. SECONDED BY COMMISSIONER TAYLOR. COMMISSIONER TULLIER, COMMISSIONER VAVRA, AND COMMISSIONER SANFILLIP ABSTAINED. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED. MOTION CARRIED.

F. CHAIRMAN'S REPORT

Chairman Cosgrove stated there was a public meeting this week for the City's Zoning Overlay initiative. Chairman Cosgrove also stated there were about 50 people that arrived and mentioned that this initiative is in the early stages of the process.

G. COMMUNITY AND ECONOMIC DEVELOPMENT DIRECTOR'S REPORT

Director Emery provided an update on the outcome of the Holy Transfiguration Orthodox Church case that was presented at the last meeting. Director Emery stated that the Holy Transfiguration Orthodox Church modified their proposal based on the resident's concerns of possible future redevelopment near the neighboring homes with the proposed consolidation of four plots of land. Director Emery mentioned that after talks between the residents and the Holy Transfiguration Orthodox Church, it was decided to only consolidate three plots of land and not the fourth. Director Emery stated this modified proposal was then submitted to City Council and was approved.

H. ASSISTANT COMMUNITY DIRECTOR'S REPORT

ACDD Arguilles thanked those that participated in the City's Zoning Overlay Public meeting held this week. ACDD Arguilles mentioned there was a great turn out from the public with approximately 50 people. ACDD Arguilles stated that the public participated in an image survey and were informed where this initiative is during its current process. ACDD Arguilles also mentioned that the APA-IL Conference will take place on September 11-13 and encourages commissioners to participate in the training program.

I. PLANNER'S REPORT

Planner Maszka provided a preview of the agenda items that are coming up in the next meeting. Planner Maszka mentioned that there will be two courtesy review items and one informational item regarding the text amendments that have been completed, as well as those that have been identified, and those that are currently being proposed.

J. ADJOURN

CHAIRMAN COSGROVE MOVED, SECONDED BY COMMISSIONER VAVRA TO ADJOURN THE MEETING AT 7:36 P.M. CHAIRMAN COSGROVE ASKED FOR A VOICE VOTE. MOTION PASSED. MOTION CARRIED.

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Chris Santos, Permit and Zoning Technician