



**DES PLAINES PLANNING AND ZONING BOARD MEETING
Tuesday, December 9, 2025
MINUTES**

The Des Plaines Planning and Zoning Board held its regularly scheduled meeting on Tuesday, December 9, 2025, at 7:00 p.m. in Room 102 of the Des Plaines Civic Center.

Chairman Szabo called the meeting to order at 7:03 p.m. and a roll call was established.

PRESENT: Catalano, Weaver, Fowler, Fallico, Veremis, Zadrozny, and Szabo

ABSENT: None

ALSO PRESENT: Nicholas Piro, Management Analyst
Samantha Redman, Senior Planner
Jonathan Stytz, Senior Planner
Jeff Rogers, Director of CED
Jonathan Mendel, Assistant Director of CED

A quorum was present.

NO MINUTES FOR APPROVAL PROVIDED WITH THIS AGENDA

PUBLIC COMMENT ON NON-AGENDA ITEM

There was no public comment.

GENERAL COMMUNICATIONS

Chairman Szabo provided the following updates:

December 1, 2025 City Council meeting results:

- Consideration of a Variation for a Driveway Expansion at 2019 E. Touhy Avenue
 - Denied by City Council
- Consideration of a Variation for a Garage Exceeding Size and Height at 2861 Scott Street
 - Approved by City Council for 1st and 2nd reading

ADMINISTRATIVE DECISIONS:

Chairman Szabo noted one item:

- 25-074-V – 1266 Rand Rd – Minor Variation to allow a 10-foot-tall fence structure where 8 feet is the maximum height permitted for nonresidential properties – Approved

CASE NO. 25-071-CU	COND. USE	1777&1841 BUSSE HWY
CASE NO. 25-060-PUD-FPLAT-V	COND. USE, FINAL PLAT & MAJOR VAR.	10-60 ALGONQUIN RD
CASE NO. 25-049-T/FPLAT-V	PRELIM/FINAL PLAT & STAND. VAR.	2234 WEBSTER LN & 2247 WESTVIEW AVE

Property/Zoning History: Per the Cook County Tax map, the subject property is comprised of unsubdivided parcels. The existing vacant office buildings, an underground parking structure, surface parking lots, and an area of undeveloped land were established over time beginning in the late 1960s through the mid-1970s in accordance with a Planned Unit Development approved via Ordinance Z-9-69.

Prior to the current proposal, a prior application for a Planned Unit Development for the subject property was approved via Ordinance Z-19-16 in 2016. The current property owner acquired the subject property in 2017. The term of the approvals associated with the 2016 PUD Ordinance were extended via Ordinance Z-17-17 in 2017 but were not pursued further by the property owner and subsequently expired in 2018.

Project Overview:

The petitioner is Legat Architects as agent for Vetter Commercial Manufacturing USA, LLC, the property owner. The proposed improvements would be comprised of a new building generally at the north end of the site to be comprised of approximately 158,000 square feet. The existing office buildings would remain vacant at this time except for a temporary occupancy of the north office building by the construction contractors as a site office for the duration of the construction activities on site. Details of the project are included below and in relevant attachments.

Site Development

The site is comprised of two parcels together totaling approximately 17.84 acres. A consolidation of the two parcels into one lot will be required prior to approval of final engineering design and prior to issuance of permits for the project. The proposed building would be situated in an area of existing open space at the north end of the property and would add approximately 158,000 square feet of new floor area including new mechanical space, laboratory space, office space, and logistics space.

Three existing buildings would remain. The floor area of the five-story west building, Building A, is approximately 22,350 square feet. The floor area of the two-story south building, Building B, is approximately 22,350 square feet. The floor area of the one-story east building, Building C, is approximately 46,620 square feet. The applicant proposes minor remodeling improvements to accommodate a temporary occupancy of a portion of Building A for the purpose of offices for the onsite construction management personnel.

Bulk Regulations

The table below illustrates staff's interpretation of the required yards (i.e., building setbacks) for this property and the proposed building setbacks as noted in Section 12-7-4 and defined in Section 12-13-3.

<i>Bulk Controls</i>	<i>Required</i>	<i>Proposed</i>
Lot size	5 acres (min.)	18 acres
Building Height	50 ft. (max.)	46 ft.
Front yard building setback (south & east)	60 ft. (min.)	169 ft.
Side yard building setback (west)	60 ft. (min.)	92.9 ft.
Rear yard building setback (north)	60 ft. (min.)	80.3 ft.
Building Coverage	75% (max.)	27.6%

Off-Street Parking

In accordance with the requirements of the Code, the following quantities of off-street parking stalls are required:

<i>Parking</i>	<i>Requirement</i>	<i>Total</i>
Office Uses	1 space per 250 square feet of gross floor area	82,964 square feet = 332 stalls
Industrial and Manufacturing Uses	1 space for every 1,500 square feet of gross floor area	78,266 square feet = 53 stalls
Accessible Spaces	Between 301-400 spaces provided	8 accessible stalls
Total Accessible Proposed:		14 stalls
Total Required:		385 stalls
Total Proposed:		298 surface stalls + 20 underground stalls = 318 stalls

Sec. 12-3-5.C.4. of the Code allows for consideration of reductions in required parking associated with a PUD by up to 25% of the total collective parking requirement. In conjunction with the PUD request, the applicant requests an exception to reduce the minimum parking requirement to one stall per employee plus one stall per visitor.

The applicant proposes up to 72 employees plus up to 10 visitors during their busiest shift with 48 employees arriving at a 3 p.m. shift change for a total of 130 simultaneous individuals daily. The proposed site plan design would provide 318 parking stalls including both surface and underground parking, a reduction from the minimum required quantity of parking stalls of 17.5%.

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If the exception is approved, the applicant will need to maintain compliance with this minimum parking ratio prior to occupying the existing buildings upon the property with any new uses. Although land-banking of parking is not permissible in the M-3 District per Sec. 12-9-10 of the Code, there remain areas of open space across the property which could be improved in the future to accommodate additional off-street parking should additional parking be required to allow a future use to occupy existing space on the subject property.

A similar exception was included in the PUD Ordinance adopted in 2016 which has since expired.

Off-street Loading

In accordance with the requirements of the Code, the following quantities of off-street loading stalls are required:

<i>Loading</i>	<i>Requirement</i>	<i>Total</i>
Building Size	200,001-300,000 sq. ft.	3 loading stalls
Total Proposed:		5 loading stalls

Site Access

The subject property is currently accessible via two full access curb cuts including one unsignalized access to E. Algonquin Road at the southwest corner of the property and one signalized access to S. Mount Prospect Road. The proposed improvements would add one additional full access curb cut to S. Mount Prospect Road for visitors to the site at the northeast corner of the site.

Traffic

The applicant provided a traffic impact study prepared by Kenig, Lindgren, O’Hara, Aboona, Inc, a copy of which is attached to this report. The study includes results from a traffic survey of existing conditions with the current building vacancies on the property and among other buildings in the vicinity in addition to projections of future traffic volumes assuming the proposed building improvements and occupancy of other buildings in the area. The proposed weekday morning peak hour of traffic is estimated to generate 65 in-bound & 5 outbound traffic movements (approximately 1.2 vehicles per minute). The proposed weekday afternoon peak hour of traffic is estimated to generate 45 inbound and 65 outbound traffic movements (approximately 1.8 vehicles per minute). Most of these traffic movements would utilize the existing Algonquin Road access drive. Proposed logistics deliveries, refuse management, and other truck trips would primarily utilize the signalized access to S. Mount Prospect Road.

Transparency & Building Materials

Section 12-3-11 requires the facades of the office components of the new building to be comprised of a minimum of 20% window glass on all floors. Ground floor elevations must be comprised of face brick, stucco, metal, and/or concrete masonry units while upper floors may additionally feature painted or stained wood and/or exterior insulation and finishing systems (EIFS).

	Required	Proposed
Ground Floor Office Space Transparency	20% (min.)	97.5% (behind curtainwall)
Upper Floor Office Space Transparency	20% (min.)	97.5% (behind curtainwall)
Ground Floor Building Materials	Face brick, stucco, metal, and/or concrete masonry units	Metal panels & louvers and concrete masonry units
Upper Floor Building Materials	Face brick, stucco, metal, and/or concrete masonry units, painted or stained wood and/or exterior insulation and finishing systems (EIFS)	Metal panels & louvers and concrete masonry units

Site Lighting

The applicant has provided a site photometric plan and catalog cuts of the proposed light fixtures. The proposed design features pole-mounted light fixtures with LED light elements at a height of 20.0 feet designed to direct light inward toward the perimeter circulation drive and building exterior. In the proposed locations, the light fixtures would not cast light beyond the lot lines and would be expected not to create glare visible from adjacent properties.

Tree Preservation, Removal, & Landscaping

The applicant proposes to retain the existing perimeter fencing which features a transparent design rather than an opaque design. The applicant has provided a tree survey identifying 96 existing trees that would be retained and 50 existing trees and stumps that would be removed. The proposed landscaping plan would introduce 261 new shrubs and 133 new trees including 39 new deciduous trees, 45 new evergreen trees, and 49 new “Techny” arborvitae.

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Mechanical and Dumpster Screening

Section 12-10-11 of the Code requires screening of roof-top mechanical units and utility areas. The proposed design utilizes rooftop parapets to screen mechanical units from line-of-sight from adjacent properties and is intended to provide additional sound attenuation. Refuse management is proposed within two compactor units proposed within the two northernmost loading berths.

Stormwater Management

In accordance with the requirements of Title 14 of the City Code and the Cook County Watershed Management Ordinance, the applicant is proposing the installation of two new underground vaults near the south end of the property to provide additional stormwater detention volume as required for the proposed scope of site modifications. If the project is approved, additional analysis of the proposed design would be completed during review of final engineering plans in advance of the finalization of the Tentative & Final Plat of Subdivision and prior to the approval of any final designs in advance of the issuance of grading & site work permits or building permits.

Major Variations

The applicant requests several major zoning variations. The variation requests are summarized as follows:

Loading Berth Orientation

Per Code, loading berths are not permitted to be oriented toward the public right-of-way. The applicant proposes to orient the loading stalls for the proposed building at the southeast corner of the building facing the existing signalized intersection at S. Mount Prospect Road. The proposed location would be arguably less impactful than alternate locations along the west or north side of the building which abut existing residences. The applicant has not identified a future use of the proposed open space south of the proposed building, however relocation of loading berths to this side of the building may inhibit future opportunities for a building expansion in this direction.

Fence Opacity

Per Code, a solid privacy fence with a minimum height of 8.0 feet is required between the subject property and adjacent residential properties. In light of comments from adjacent property owners provided during the consideration of the 2016 PUD request, the applicant proposes to retain the existing 8-foot transparent mesh perimeter fence. The applicant proposes landscaping in a pattern of three rows with various spacings in the attempt to provide landscape buffer between the proposed perimeter circulation drive and the property line.

Fence Height

The applicant proposes a second area of fencing along the northwest corner of the new building on top of a proposed retaining wall. This fencing would feature a similar transparent mesh style as the existing perimeter fence but would be installed on top of a new retaining wall. The height of the fence on top of the wall would stand up to 10.0 feet in height from the lowest adjacent grade.

Site Plan Review

The table below combines a zoning analysis of both the site plan and the buildings. A Site Plan Review is required for all development application requests to assess how the request meets the characteristics identified in Section 12-3-2, which are listed below along with staff’s assessment of each in relation to the current Site Plan provided by the petitioner, located in the Site Plan attachment.

Site Plan Review	
<i>Item</i>	<i>Analysis (based on Proposal)</i>
The arrangement of structures on the site	<ul style="list-style-type: none"> • The existing buildings would remain in their current locations. • The new building would occupy an area of open space at the north end of the site.
The arrangement of open space and landscape improvements	<ul style="list-style-type: none"> • The proposed site plan would maintain open space within setbacks along the north and west lot lines, south of the new building, and between the existing office buildings in the south half of the property. • The applicant proposes a new landscape buffer yard comprised of three rows of landscaping along the north and west lot lines.
The adequacy of the proposed circulation system on the site	<ul style="list-style-type: none"> • The proposed site plan separates truck movements to and from the site at the signalized intersection from passenger vehicles at both the primary employee entrance at the southwest corner and the visitor entrance at the northeast corner of the property. • The applicant has located certain service access areas at the northwest corner of the new building. The applicant should describe the frequency of truck movements to these areas of the building and how noise impacts upon adjacent properties will be mitigated.
The location, design, and screening of proposed off-street parking areas	<ul style="list-style-type: none"> • The applicant proposes three primary off-street parking areas including the primary employee parking field on the interior of the property south of the proposed building and west of the existing

	<p>building, a new visitor parking area east of the new building, and an existing underground parking structure.</p>
<p>The adequacy of the proposed landscaping design on the site</p>	<ul style="list-style-type: none"> • The applicant proposes the removal of approximately 50 existing trees and stumps across the site. • The proposed landscaping plan includes shrubs plus approximately 133 new trees intended to establish a landscape buffer yard along the north and west lot lines. • Per Code, a solid privacy fence with a height of 8.0 feet would be required along the north and west lot lines. The applicant instead requests approval of a variation to allow the existing 8-foot transparent mesh fence to remain.
<p>The design, location, and installation of proposed site illumination</p>	<ul style="list-style-type: none"> • The proposed site illumination plan would comply with Code requirements for site lighting & mitigation of potential glare onto adjacent properties.
<p>The correlation of the proposed site plan with adopted land use policies, goals, and objectives of the comprehensive plan</p>	<ul style="list-style-type: none"> • The Comprehensive Plan recommends promoting employment growth in industrial areas. • Site design abutting residential areas is encouraged to incorporate treatments along the property’s edge to screen the property from view. • Fencing serving as a physical barrier should be attractive while facilitating safe operations. • Industrial property is encouraged to include additional stormwater management infrastructure. Two new underground vaults are proposed at the south end of the property.

ENTITLEMENT REQUESTS AND ANALYSIS

Overview of Requests

The petitioner requests consideration of the following items to facilitate the proposed development:

1. A Conditional Use for a Preliminary and Final Planned Unit Development (PUD) in the M-3 Special Manufacturing District;
2. Major zoning variations for the following:
 - a. Five (5) loading spaces that open onto or face a public right-of-way;

- b. Fencing with an open design instead of solid opaque fencing abutting existing residential uses;
- 3. A Minor zoning variation for fencing with a height of up to 10.0 feet instead of a maximum of 8.0 feet; and

Preliminary & Final PUD A planned development, as defined below, was requested to accommodate the existing and proposed improvements across the property, including previously approved relief from bulk regulations of the Code applicable in the M-3 District for building height, parking, and other site characteristics.

Per Code, the Planned Unit Development allows for the following:

A development occurring on a parcel under single ownership or unified control which is developed as a unit and includes two (2) or more principal buildings or uses and is processed under the planned development procedure of this title” (Section 12-13-3).

The purpose of a PUD is to promote a unified development by providing flexibility in development standards to accommodate site conditions and encourage innovative use of land. Certain characteristics are required by Section 12-3-5.A. of the Zoning Ordinance, which are listed below along with staff’s assessment of each in relation to the attached Preliminary PUD Plat provided by the petitioner.

Preliminary & Final PUD Plat Review	
<i>Item</i>	<i>Analysis (based on Proposal)</i>
A maximum choice in the types of environments available to the public by allowing a development that would not be possible under the strict application of the other sections of this title	The subject property was developed in accordance with a prior PUD which allowed for a concentration of buildings on the south half of the site at heights which would not have been permissible by right. Although the new building would comply with the bulk regulations of the M-3 District, a PUD is required to include the new improvements on the same property with the prior improvements.
Permanent preservation of common open space and recreation areas and facilities	The proposed site design includes several areas of open space around the perimeter and among the proposed buildings.
A pattern of development to	The currently proposed site improvements

preserve natural vegetation, topographic and geologic features	would involve remediation of various issues with site trees including removal & replacement of dead trees, existing tree stumps, and trees in poor condition. The proposed tree removal activities would be accompanied by new tree plantings at a ratio of 2.67 new trees per tree removed.
A creative approach to the use of land and related physical facilities that results in better development and design and the construction of aesthetic amenities	Although not currently proposed, the site design establishes opportunities for future office uses and additional employment opportunities in addition to those associated with the manufacturing, office, and logistics uses currently proposed.
An efficient use of the land resulting in more economic networks of utilities, streets and other facilities	The proposed plan supplements the existing utility designs and would not substantially increase traffic or congestion in the area.
A land use which promotes the public health, safety, and general welfare	The applicant's application materials attest that cleaning agents would exclude hazardous chemicals like ethylene oxide and instead would feature water and hydrogen peroxide. No site design elements would introduce factors which would detract from the public health, safety, or general welfare.

Prerequisites: Location, Ownership, and Size

PUDs are authorized in all zoning districts in the City subject to the regulations in Section 12-3-5 of the Zoning Ordinance and must be under single ownership and/or unified control.

PUD Bulk Exceptions

The requested PUD would include both the existing and proposed improvements, including previously approved relief from bulk regulations of the M-3 District to accommodate the height and other characteristics of the existing office buildings.

Plat of Subdivision

The proposal includes a consolidation of two original unsubdivided parcels into one new lot of record. The attached Tentative Plat of Planned Unit Development shows the dimensions of the proposed lot.

Subdivision Improvements

Public right-of-way was dedicated previously and various public improvements exist along both E. Algonquin Road and S. Mount

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Construction Schedule

With any subdivision, construction must commence on any required public improvements within one year. A financial security is collected by the City to guarantee improvements and released after inspection of completed improvements. An additional warranty security is collected by the City to ensure the public improvements will not require repair after installation, any funds from which that remain unused are returned after 18 months after completion of the project.

The applicant has provided a Preliminary Construction Schedule attachment which outlines their projected project schedule for construction of site & building improvements. The proposed construction would be initiated in 2025 and would continue for approximately 24 months into late 2027.

PUBLIC INPUT AND COMMUNITY CONTEXT

Engagement Summary On June 25, 2024, the Planning and Zoning Board hosted a public workshop for the developer, PZB, and the public. A City webpage shared details about the proposed project and included a public input form to continuously gather community comments.

Legal notice for this case was provided pursuant to the requirements of Section 12-3-1.C. of the Code, including publication in a local newspaper, posting of notice signs on the property, and a notice mailed to residents within 500 feet of the property.

Summary of Comments Refer to Public Comment attachment for all public comments. Discussion surrounding this property and the proposed development had several general themes. The summary below includes themes and commentary from public comments.

Use of Cleaning Agents

The use of ethylene oxide should be prohibited. The operator should be transparent regarding the types of cleaning agents that will be used and no harmful chemicals should be released into the ground water or the air. The Petitioner’s Narrative provides details on cleaning operations, describing the decontamination process with hydrogen peroxide. In addition, the petitioner provided information regarding hazardous waste in the Waste Profile attachment.

Traffic Impacts

There are concerns regarding an increase in traffic congestion originating from the proposed development. Respondents noted a

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preference for all traffic to enter the site at the traffic signal on S. Mount Prospect Road rather than at multiple proposed site entrances. There are concerns regarding impacts from the proximity of the proposed circulation drive around the new building to the existing residences. Refer to the petitioner's Traffic Study attachment.

Lighting

Increased light from the existing and proposed site improvements was identified as a concern. Compliance with International Dark Sky Association outdoor lighting principles was requested by one respondent. Refer to the Photometric Plan attachment provided by the petitioner. Note that during the building permit process, the photometric plan will be further examined to determine compliance with Section 12-12-10 of the Zoning Ordinance which limit light spillage onto adjacent properties.

Landscaping

Removal of existing mature trees to accommodate the proposed building is considered unfortunate. There are concerns that proposed landscaping will not provide a sufficient buffer separation from existing residences. Refer to the Landscape Plan and the Tree Survey attachments for landscaping details from the petitioner.

PUD Findings of Fact:

The following is a discussion of standards for PUDs from Section 12-3-5 of the Zoning Ordinance. Rationale for how well the proposal addresses the standards is provided below and in the attached petitioner responses to standards. The Board may use the provided responses as written, as modified, or adopt its own to represent its rationale.

1. The extent to which the Proposed Plan is or is not consistent with the stated purpose of the PUD regulations in Section 12-3-5.A of this title:

The proposed PUD generally aligns with the stated purposes of PUDs as analyzed in the Preliminary & Final PUD Plat Review table above with a proposed office & manufacturing development, designated open spaces, and landscaping. Refer to Petitioner's Response to Standards for a full analysis of how the development meets each standard.

2. The extent to which the proposed plan meets the prerequisites and standards of the planned unit development regulations:

The proposal meets the ownership/unified control and size requirements in the Zoning Ordinance.

3. The extent to which the proposed plan departs from the applicable zoning and subdivision regulations otherwise applicable to the subject property, including, but not limited to the density, dimension, area, bulk, and use and the reasons why such departures are or are not deemed to be in the public interest:

The new site and building improvements meet the bulk regulations outlined in Section 12-7-4.F. of the Zoning Ordinance (See Site Plan Review section above), however the original existing building improvements were developed in accordance with a prior PUD Ordinance (ca. 1969) and several major variations relating to design elements of the proposal are required.

4. The extent to which the physical design of the proposed development does or does not make adequate provision for public services, provide adequate control of vehicular traffic, provide for, protect open space, and further the amenities of light and air, recreation and visual enjoyment:

The proposed design introduces one new curb cut to aid in separating passenger vehicles from truck traffic and maintains areas of open space among the existing and proposed buildings. Any impact to air or light quality from this development is not anticipated to be greater than any similar development of this nature or permitted in this zoning district and will be controlled by the environmental performance standards of Chapter 12 of the Zoning Ordinance.

Refer to the Traffic Study for details on anticipated traffic impact. The report states the development will not generate a disproportionate impact to the street network. Refer to the Petitioner’s Response to PUD Standards attachment for further discussion of traffic generated and parking demands of the proposed uses.

5. The extent to which the relationship and compatibility of the proposed development is beneficial or adverse to adjacent properties and neighborhood:

The subject property is positioned at the boundary of an existing area of M-3 District office/industrial development and an existing R-1 Residential District. The mix of office and manufacturing uses and proposed landscape buffer yards is intended to serve as a transition from the predominantly industrial uses to the east and the residential uses to the west. The proposed scope of operations associated with the new improvements would not of themselves introduce substantial additional vehicular traffic or congestion in area streets.

6. The extent to which the proposed plan is or is not desirable to physical development, tax base, and economic well-being of the entire community:

The proposed development would increase the value of the property and site improvements and thereby increase the taxes generated by the property. Additionally, the proposed land use would introduce new employment within the community.

7. The extent to which the proposed plan is in conformity with the recommendations of the 2019 Comprehensive Plan:

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Issue: The petitioner requests: (i) a combined Tentative and Final Plat of Subdivision to split two lots into four lots of record; and (ii) Standard Variations for lot width for each of the four proposed lots of record.

Petitioner: Grama Construction Corp. (Representative: Anatoli Grama, 917 E. Oakton Street, Des Plaines, IL 60018)

Property Owners: 2234 Webster LLC AND 2247 Westview LLC (Representative: Pavel Korchagin, 22358 N. Prairie Lane, Kildeer, IL 60047)

Case Number: 25-049-TPLAT-FPLAT-V

PINs: 09-29-302-198-0000 and 09-29-302-013-0000

Ward: #5, Alderman Thomas Merlin

Existing Zoning: R-1, Single Family Residential District (*both properties*)

Existing Land Use: Single Family Residence (*both properties*)

Surrounding Zoning:
 North: R-1, Single Family Residential District
 South: R-1, Single Family Residential District
 East: R-1, Single Family Residential District
 West: R-1, Single Family Residential District

Surrounding Land Use:
 North: Single Family Residence (Residential)
 South: Single Family Residence (Residential)
 East: Single Family Residence (Residential)
 West: Single Family Residence (Residential)

Street Classifications: Webster Lane and Westview Drive are both local roads under City of Des Plaines jurisdiction.

Comprehensive Plan: The subject properties are illustrated as *single family residential* on the Future Land Use map in the 2019 Comprehensive Plan.

Zoning/Property History: The subject properties were annexed into the city in 1968 and are both located in the R-1 Single Family Residential district between Jarvis Avenue (north) and Touhy Avenue (south). While accessed by different streets, the subject properties share a rear property line. Both properties are improved with a single-family residence, detached garage, accessory structure, and paved driveways as shown on the attached Plat of Survey for 2234 Webster Lane and attached Plat of Survey for 2247 Westview Drive.

Address	PIN	Lot Size
2234 Webster Lane	09-29-302-198-0000	21,798 SF (0.50 acres)
2247 Westview Drive	09-29-302-013-0000	21,880 SF (0.50 acres)

TENTATIVE AND FINAL PLAT OF SUBDIVISION

Request Description:

Overview

The proposal includes splitting two lots into four lots of record as illustrated in the attached separate Tentative Plat and Final Plat of the Webster/Westview Subdivision. The characteristics of the proposed lots are provided below.

Lot #	Fronting Street	Lot Dimensions	Lot Size
1	Westview Drive	50.00' wide/186.98' deep	9,341 SF
2	Westview Drive	50.00' wide/186.97' deep	9,340 SF
3	Webster Lane	50.00' wide/186.98' deep	9,342 SF
4	Webster Lane	50.00' wide/186.97' deep	9,341 SF
Total Lot Area			37,364 SF/0.85 AC

While the proposed depth for each lot meets the minimum lot depth requirement in Section 13-2-5.R of the Subdivision Regulations, the proposed width of each lot (50 feet) does not meet the minimum lot width requirement for interior lots in the R-1 Single Family Residential district (55 feet), requiring a standard variation for each of the four proposed lots. For more information on the required standard variation relief, see the *Standard Variations* section below.

Building Lines and Easements

Both plats show the following for the proposed subdivision: (i) new 25-foot front and rear building setback lines; (ii) new five-foot side building setback line and public utility/drainage easement along the north and south side property lines; and (iii) a five-foot-wide public utility easement at the rear of each lot. Given that the current properties extend into the Webster Lane and Westview Drive rights-of-way, a new easement has been denoted on both plats identifying that 33 feet in front of each lot will be dedicated for roadway purposes.

Utility Poles, Cables, and Structures; Utility Easements

The Tentative Plat denotes the existing underground water, sewer, and gas utilities, and overhead electrical/telephone utilities located on the west and east sides of the proposed subdivision as well as an

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existing sewer line running through the rear of the Webster Lane lots. Section 13-2-5.W of the Subdivision Regulations requires that all utility lines—including electric/telephone cables—be placed underground in all subdivisions. However, the existing overhead electrical/telephone poles/cables in the public right of way will not need to be placed underground.

As part of the Tentative Plat, the applicant must provide tentative approval of all proposed utility easements by privately-owned utility companies either as a notation on the plat itself or through separate “will-serve” letters. The petitioner provided the attached Private Utility Company Will-Serve Letters confirming tentative approval has been received for the proposed utility easements from Nicor and Comcast. However, the petitioner has not yet received a formal confirmation from ComEd at this time but is continuing to request confirmation.

Public Works and Engineering (PWE) Review

The applicant has provided the attached Final Engineering Plans and Engineer’s Estimate of Probable Cost (EOPC) identifying the specific improvements related to this project including a new 8-inch storm sewer, catch basins, grading and sodding, and walkway removal/replacement, which have been approved by the PWE department with conditions noted in the attached PWE approval letter.

STANDARD VARIATIONS

Request Description:

Overview

As stated above, the proposed 50-foot-wide lots in the subdivision do not meet the minimum 55-foot-lot-width requirement for interior lots in the R-1 Single Family Residential district, requiring a variation for each proposed subdivided lot. The proposed lot widths equate to a 10 percent reduction in the required lot width, which requires a standard variation pursuant to Section 12-3-6.D of the Zoning Ordinance.

Considerations

In the deliberation of the variation requests, the following should be considered:

- The existing lot sizes in the immediate vicinity to the subject properties;
- The character of the development in the immediate vicinity of the subject properties; and
- The overarching principals of the 2019 Comprehensive Plan

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to “encourage preservation and reinvestment in established Des Plaines neighborhoods....and promote a wider range of housing options”.

Determining Body

Given that the petitioner is concurrently requesting a final plat subdivision request—which is under the City Council’s final determination—the City Council has the final authority on the zoning variation requests pursuant to Section 12-2-2.C of the Zoning Ordinance.

Variation Findings: Variation requests are subject to the standards set forth in Section 12-3-6(H) of the Zoning Ordinance. Rationale for how well the proposal addresses the standards is provided below and in the attached Petitioner Responses to Standards. For its rationale, the Board may use the provided responses as written, modify them, or adopt its own.

- 1. Hardship: No variation shall be granted pursuant to this subsection H unless the applicant shall establish that carrying out the strict letter of the provisions of this title would create a particular hardship or a practical difficulty.**

Comment: Requiring the petitioner to adhere to the minimum 55-foot lot width requirement could limit development on these properties to one residence for each existing lot and may not meet the goals of the Comprehensive Plan to promote growth of established residential areas and provide additional housing options. In addition, many of the surrounding properties in the area have similar lot widths.

- 2. Unique Physical Condition: The subject lot is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject lot that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.**

Comment: The existing property was platted with its current dimensions before the code was updated in 1998 from a minimum lot width of 50 feet to 55 feet. Under the previous code, the property would have met the standards for a subdivision. However, the properties are land-locked so it cannot be expanded to meet the requirements.

- 3. Not Self-Created: The aforesaid unique physical condition is not the result of any action or inaction of the owner or its predecessors in title and existed at the time of the enactment of the provisions from which a variance is sought or was created by natural forces or was the result of governmental action, other than the adoption of this title.**

Comment: The unique physical condition is not the result of the current owner or previous owners as the properties were platted before the zoning code update to change the

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PZB Procedure and Recommended Conditions: The following separate motions are before the PZB for the subject properties at 2234 Webster Lane and 2247 Westview Drive:

- *Standard Variations for Lot width:* Pursuant to Section 12-2-2.C, the PZB has the authority to recommend to the City Council approval, approval with conditions, or denial of the variation requests. As these variation requests are necessary to permit the 50-foot-wide lots proposed for the subdivision plat, the PZB shall consider this request first.
- *Tentative Plat of Subdivision:* Under Section 13-2-3 (Planning and Zoning Board's Procedure) of the Subdivision Regulations, the PZB has the final authority to approve or deny the Tentative Plat request.
- *Final Plat of Subdivision:* Under Section 13-2-7 (Approval of Final Plat by Planning and Zoning Board), the PZB has the authority to recommend to the City Council approval or denial of the Final Plat request.

There are no staff recommended conditions for the subdivision and variation requests.

Member Weaver asked about the asked about clarification on which lots are numbered on the plans versus the petitioner's narrative. Senior Planner Stytz noted that the lot assignment on the plat of subdivision is the official assignment as it will be recorded with Cook County.

Member Weaver asked if there are any other utility easements that are going to be needed but are not there in place or does that depend on where ComEd is. Mr. Shkruti stated that ComEd is behind on their review but that he does not foresee any issues.

Member Weaver asked where the current electrical services are located. Senior Planner Stytz noted that they are located along both roadways. Mr. Doland added that there are proposed utility easements on all of the proposed lots so there is ample space to service the lots. Mr. Shkruti stated that the ComEd will-serve letter is imminent.

Chairman Szabo asked for public comments and further PZB comments. There were none.

Member Weaver moved and Member Catalano seconded a motion to approve the tentative plat and recommend approval of the final plat and variations with the conditions as written by staff.

AYES:	Weaver, Fowler, Fallico, Veremis, Zadrozny, and Szabo
NAYS:	None
ABSTAIN:	None

MOTION CARRIED

Member Weaver asked why this agenda did not have the draft minutes from the November 25, 2025 PZB meeting. Assistant Director Jonathan Mendel stated these draft minutes were not ready and will be provided along with the December 9, 2025 PZB meeting minutes on January 13, 2026 PZB meeting agenda.

Member Zadrozny reentered the meeting to participate in the following discussion item.

Discussion Item: Building Design Standards for Surrounding Communities

Staff created an overview of how surrounding communities regulate building design and compare those approaches with Des Plaines' current standards. The discussion will include major regulatory tools, a summary of local design requirements, and case study examples. This item was requested by the Planning and Zoning Board at its September 9, 2025 meeting.

Senior Planner Samantha Reedman and Management Analyst Nicholas Piro presented the staff memo and analysis.

Chairman Szabo stated the staff presentation was great and then asked if the Welkin is compliant with the by-right design standards. Senior Planner Redman stated that staff at the time likely interpreted the as a commercial building in relation to the applicable design standards.

Senior Planner Jonathan Stytz reiterated that the Welkin building was likely classified as Commercial and the Commercial category was likely applied to the Welkin development.

Member Fowler asked if the city has a 'look book'. Senior Planner Redman stated we do not currently have this document, only a set of guidelines for the downtown area from 2005.

Member Fowler stated she would recommend a consultant to create a 'look book' and break it down into zones such as the downtown and Oakton corridors.

Member Fowler asked that once we have these new rules if we are able to go back to these existing developments and request adjustments and/or embellishments. Senior Planner Redman stated that we cannot do that as these developments were tied to an earlier version of the code and was approved through a building permit. She added that many municipalities do not have the teeth to retroactively require developers to make adjustments.

Member Zadrozny stated the Welkin would look better if painted a different color instead of stark white. He also stated he likes the idea of a 'look book' for specific areas of the City, especially the downtown area. He feels that our code should differentiate between commercial and mixed-use buildings.

Member Weaver stated that these discussions are likely a policy discussion more intended for the City Council and asked Director Jeff Rogers to opine on this. Member Weaver also asked if the job of a municipality is to 'improve' the look of their municipality and change or improve the design standards across the community thereby improving its general aesthetics and by treating all as equal as possible. He also indicated that communities appear to want to improve the aesthetics over time.

Director Rogers explained that the City Council can provide direction to the City. He noted that some of the City Council members that had the strongest opinions on the subject are no longer on the City Council. He stated the current design standards are primarily from 2014 when the review process was changed creating the current by-right review process. He outlined the spectrum of

