

**CITY OF DARIEN**

**PLANNING AND ZONING COMMISSION**

Wednesday, April 4, 2018

7:00 PM

Police Station Meeting Room

1710 Plainfield Road

**AGENDA**

1. Call to Order
2. Roll Call
3. Regular Meeting:
  - A. **Workshop - Procedures**
4. Correspondence
5. Old Business
6. New Business
7. Approval of Minutes: **March 21, 2018**
8. Next Meeting: April 18, 2018
9. Adjournment

DRAFT

**CITY OF DARIEN**

**PUBLIC HEARING GUIDELINES**

<b>FUNCTION</b>	<b>SEQUENCE</b>
GIVE CONTEXT (what are plans, codes, trends)	1 Introduction by staff
LEARN (what is proposed)	2 Presentation by petitioner
PARTICIPATE (be part of the process)	3 Testimony by audience
FORECAST (what are probable impacts)	4 Discussion by all
CONSENSUS (what is best for the community)	5 Make findings of fact
RECOMMEND (what City should do)	6 Vote to recommend

**PARTICIPATION**

The purpose of the hearing is to give everyone a chance to comment and ask questions

Civility and respect are needed to get free exchange of ideas and the best decisions  
*(if people are repeating comments from others, it is okay to ask for no repeats)*  
*(if people are rambling, it is okay to ask them to focus on the relevant issues)*  
*(if people are dominating the conversation, it is okay to ask them to give others a chance)*  
*(if people are interrupting, it is okay to ask them to wait their turn)*  
*(Distractions, obscenities, threats, etc are counter-productive and should cease)*  
*(if the hour is late, continue to next meeting)*

**FINDINGS OF FACT**

It is the evidence that supports a conclusion  
It includes express cause and effect understanding  
It provides the reasons for wise and fair decisions  
The decision criteria in code help identify which findings are most relevant  
The findings for each criteria should be discussed openly before voting  
The best findings will educate, persuade, and lead to consensus

**MINUTES  
CITY OF DARIEN  
PLANNING & ZONING COMMISSION MEETING  
March 21, 2018**

**PRESENT:** Chairperson Lou Mallers, Robert Cortez, Michael Desmond, Robert Erickson, Brian Liedtke, Mary Sullivan, Steven Manning - City Planner, Elizabeth Lahey - Secretary

**ABSENT:** Bryan Gay, John Laratta

Chairperson Mallers called the meeting to order at 7:00 p.m. at the City Hall - City Council Chambers, Darien, Illinois and declared a quorum present. He swore in the audience members wishing to present public testimony.

**A. Public Hearing Case: PZC 2018-03 6624 Richmond Avenue (lot depth variation)  
Petitioner Skumbre Property Management seeks a zoning variation for lot depth on  
Lot 2 of a proposed two-lot single-family subdivision.**

Mr. Steven Manning, City Planner reported that the proposed property is located in the High Ridge Point Subdivision. He reported that the petitioner proposes to split the exiting lot in half, demolish the exiting house and garage and build two new houses. Mr. Manning reported that Lot 1 would face Richmond Avenue and Lot 2 would face High Ridge Court with the lot depth 100 feet where 120 feet is required.

Mr. Manning reported that the notice was posted, published and mailed and that the petitioner and the petitioner's builder were present.

Mr. Darius Baranauskas, the petitioner's builder reported that the owner wishes to build one home for himself and to other home to sell. He reported that the lot is facing north on the cul-de-sac and that he is seeking approval first for the lot depth before proceeding to engineering approval.

Commissioner Desmond questioned if the builder would be doing the entire project.

Mr. Baranauskas stated that he would be responsible for building on Lot 1 and Lot 2 from start to finish.

Chairperson Mallers questioned if approval in stages was common.

Mr. Manning stated that some builders prefer to get approval of zoning before they invest in engineering plans. He further stated that the City can work with the builder in this way.

Chairperson Mallers questioned the timing of construction.

Mr. Baranauskas reported that he anticipates one year from start to finish and plans on starting both homes mid-summer.

Chairperson Mallers questioned if the present home is occupied.

The petitioner, Mr. Zilvinas Svabaitis stated that the home was occupied and that he plans on building one home for himself and one home for his parents. He stated that he has no plans to sell the homes.

Commissioner Desmond questioned if the petitioner has financing.

Mr. Svabaitis reported that he had financing.

Commissioner Erickson questioned how much landscaping they are planning to remove once they demolish the house and garage.

Mr. Baranauskas stated that they intend to keep as much landscaping as possible.

Commissioner Liedtke questioned the unique circumstance requesting a variance and if the petitioner thought about building one property with an in-law suite.

Mr. Baranauskas stated that he was not sure if this type of property was allowed in Darien.

Mr. Svabaitis stated that he did not consider it and stated that it would be quite different having two separate homes versus two families in one home.

Chairperson Mallers opened the meeting to anyone wishing to present public comment.

Mr. Eloy Gutierrez, 6625 S. Richmond stated that he lived directly across the street from the proposed property. He stated that the elevation is high to low and that the street already floods. He asked if the engineering has been done and was hoping that it would be done properly.

Mr. Manning reported that there are guidelines that need to be met and that the City will require swales and drainage to the storm sewer and to the detention pond. He reported that staff suspects that the detention pond is not sized to handle the two lots but that this will be analyzed carefully.

Mr. Manning stated that he was aware of the standing water in the area.

Commissioner Liedtke reported that this presentation is for the lot lines and that there will be a separate presentation for the engineering.

Mr. Gutierrez stated that this will be an improvement to the area but that he is concerned with water drainage.

Chairperson Mallers stated that the current home is one of the older homes in Darien.

There was no one else wishing to present public comment and Chairperson Mallers closed the public hearing at 7:17 p.m.

**Commissioner Liedtke made a motion and it was seconded by Commissioner Sullivan to approve PZC 2018-03 6624 Richmond Avenue as presented and based on the five City Standards.**

**Upon roll call vote, THE MOTION CARRIED UNANIMOUSLY 6-0.**

Mr. Manning reported that this would be forwarded to the Municipal Services Committee on March 26, 2018.

### CORRESPONDENCE

None.

### OLD BUSINESS

Mr. Steve Manning, City Planner reported that the 2 lots in Carriage Greens are circulating the final plat for signatures and should be recorded soon and that they are lining up their financing and contractors.

### NEW BUSINESS

Mr. Manning reported that he provided the Committee with some possible topics for a training session. After some discussion it was agreed that training was needed and that a binder/classroom notes should be made available for any new Commissioner.

Commissioner Cortez suggested structuring the training in the same sequence as meetings.

Commissioner Sullivan suggested getting the training information prior to the training.

Commissioner Erickson stated that there is an immense improvement to the PZC from when he served as a Commissioner in the past.

Commissioner Liedtke stated that he would like to update the standards.

Chairperson Mallers questioned if there was any discussion regarding updating the Comprehensive Plan. Mr. Manning stated that he was not hear any.

Mr. Manning announced that the training session will be held at the Police Department on Wednesday, April 4, 2018 at 7:00 p.m.

### APPROVAL OF MINUTES

**Commissioner Sullivan made a motion and it was seconded by Commissioner Erickson to approve the March 7, 2018 Regular Meeting Minutes.**

**Upon roll call vote, THE MOTION CARRIED UNANIMOUSLY 6-0.**

### NEXT MEETING

Mr. Manning announced that the next meeting is scheduled for Wednesday, April 4, 2018 at 7:00 p.m.

**ADJOURNMENT**

With no further business before the Commission, Commissioner Sullivan made a motion and it was seconded by Commissioner Erickson. Upon voice vote, THE MOTION CARRIED unanimously and the meeting adjourned at 7:47 p.m.

RESPECTFULLY SUBMITTED:

APPROVED:

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Elizabeth Lahey  
Secretary

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Lou Mallers  
Chairman