



**REGULAR MEETING  
PLAN COMMISSION/ZONING BOARD OF APPEALS  
NOVEMBER 15, 2021 - 7:00PM  
VILLAGE HALL - BOARD ROOM**

The Plan Commission/Zoning Board of Appeals hears requests for zoning text amendments, rezoning, special uses, and variations and forwards recommendations to the Board of Trustees. The Commission also reviews all proposals to subdivide property and is charged with Village planning, including the updating of the Comprehensive Plan for Land Use. All Plan Commission actions are advisory and are submitted to the Board of Trustees for final action.

**I. ROLL CALL**

**II. APPROVAL OF NOVEMBER 1, 2021 MEETING MINUTES**

**III. PUBLIC HEARINGS**

**A. Z-13-2021: Zoning Ordinance Amendments (Chappel); Text Amendment and Findings of Fact**

Requests a text amendment to Section VI.A.4 and VI.A.5 of the Zoning Ordinance to revise the permitted maximum overhead door height on principal residential buildings to a value of greater than 9 feet and other design regulations as necessary.

**IV. CORRESPONDENCE**

**A. November 8, 2021 – Board Report**

**V. OTHER CONSIDERATIONS**

**A. PC-05-2021: Appointment of 2022 Vice Chairperson**

**B. PC-06-2021: Approval of 2022 Plan Commission Calendar**

**C. S-01-2021: 7508 County Line Road (Guidepost Montessori); Conditional Sign and Findings of Fact**

Requests conditional approval as per Section 55.05 of the Sign Ordinance for a wall sign at a non-residential lot in the T-1 Transitional District.

**VI. PUBLIC COMMENT**

**VII. FUTURE MEETINGS**

**November 22, 2021 Board of Trustees**

Commissioner Petrich is currently scheduled for this meeting.

**December 6, 2021 Plan Commission**

**A. Z-14-2021: 15W776 North Frontage Road (Criscione); Special Uses and Findings of Fact**

Requests permanent special uses to permit an automobile and truck and equipment sales and outdoor, overnight storage of retail vehicles ancillary to a permitted or special use, both at the subject property.

**December 13, 2021 Board of Trustees**

Commissioner Irwin is currently scheduled for this meeting.

**January 3, 2022 Plan Commission**

No business is currently scheduled. Staff will administratively cancel this meeting if no business is scheduled by December 6, 2021.

**VIII. ADJOURNMENT**

**VILLAGE OF BURR RIDGE PLAN COMMISSION/ZONING BOARD OF APPEALS**  
**MINUTES FOR REGULAR MEETING OF NOVEMBER 1, 2021**

**I. ROLL CALL**

The meeting of the Plan Commission/Zoning Board of Appeals was called to order at 7:00 p.m. at the Burr Ridge Village Hall, 7660 County Line Road, Burr Ridge, Illinois by Chairman Trzupek.

**ROLL CALL** was noted as follows:

**PRESENT:** 6 – Broline, Petrich, Irwin, Farrell, Parrella, and Trzupek  
**ABSENT:** 1 – Stratis

Village Administrator Evan Walter was also present.

**II. APPROVAL OF PRIOR MEETING MINUTES**

Commissioner Petrich asked how previous revisions to the minutes are recorded. Mr. Walter said that these revisions are made administratively, as the Plan Commission directs their amendment prior to voting in final on the items.

A **MOTION** was made by Commissioner Farrell and **SECONDED** by Commissioner Broline to approve the amended minutes of the October 4, 2021 Plan Commission meeting.

**ROLL CALL VOTE** was as follows:

**AYES:** 6 – Farrell, Broline, Petrich, Irwin, Parrella, and Trzupek  
**NAYS:** 0 – None

**MOTION CARRIED** by a vote of 6-0.

**III. PUBLIC HEARINGS**

Chairman Trzupek conducted the swearing in of all those wishing to speak during the public hearings on the agenda for the meeting.

**Z-12-2021: Business Development District (Village of Burr Ridge); Development Moratorium**

Chairman Trzupek asked for a summary of the petition. Mr. Walter said that on September 27, 2021, the Board of Trustees considered the concept of a potential moratorium which would temporarily restrict the consideration of applications for new development within the Downtown Business Development District. Subsequent to their review and discussion, the Board of Trustees recommended the Plan Commission host a public hearing to consider a moratorium. The proposed moratorium would be an Ordinance adopting a policy establishing a temporary hold on certain types of development undertaken while the Village considers potential land-use and zoning

amendments. Illinois courts have recognized the use of moratoria as a viable land use tool, and the United States Supreme Court has acknowledged both the importance and appropriateness of moratoria in certain planning efforts. Communities establishing a temporary moratorium should ensure the moratorium:

- a. advances a legitimate governmental interest;
- b. relates to an issue the community is actively studying;
- c. precisely defines what activities are subject to the moratorium;
- d. only extends for limited duration of time; and
- e. is clearly and completely communicated in the ordinance establishing the moratorium.

Given the Village's recent development of economic development priorities, creation and implementation of the Downtown Business Development District, a temporary pause in review of any new downtown development could allow for any desired adjustments to the Village's downtown regulations and future vision to be evaluated. The Plan Commission and subsequently the Village Board should review the five components noted to provide the public with an understanding of the goals and terms of the moratorium. Before considering a recommendation to the Board of Trustees, the Plan Commission should review the following criteria and identify findings that would be included in a draft ordinance for the Village Board's consideration at an upcoming meeting.

Chairman Trzupek asked for public comment.

Alice Krampits, 7515 Drew, said that while she did not want the Village to be shown as uninterested in new development, she understood the need to pause to ensure that zoning regulations were put in place which made sense.

Mr. Walter said that the Village has received more calls about the downtown district in the previous 60 days compared to the last 5 years, meaning that there is significant renewed interest in Burr Ridge, and that the development community supported the Village pausing development for a short time. The reason for their support is that clear zoning creates more clear opportunities to good developers, as developing the vision for a property can often be an expensive process. Once the zoning review is completed, they would be better able to adjust their proposals to meet the new zoning regulations, rather than having to ask for many variations which may be required under standard zoning. Chairman Trzupek agreed with these statements, saying that he would be looking forward to the input from the private sector to develop mutually acceptable zoning regulations.

Commissioner Parrella asked what was being considered for moratorium. Mr. Walter said that the moratorium as proposed would only pertain to the development of new foundations; build out of tenant space in existing buildings, as an example, would not be affected.

Commissioner Farrell supported the moratorium as proposed and felt it would be a tool in the process of creating better outcomes in downtown Burr Ridge. Commissioner Farrell suggested specifically noting the age of the Comprehensive Plan as a factor in pursuing the moratorium.

Commissioner Broline supported the moratorium as proposed.

Commissioner Petrich asked if the proposed deadline of May 1, 2022 was realistic. Mr. Walter said that it was legally simpler to extend the moratorium, if such action was necessary, than to pull deadlines back, as he was unaware of any example where moving deadlines up had occurred. Commissioner Petrich asked about possible exceptions. Mr. Walter said he was only aware of exceptions being granted wherein additional footprint expansions were necessary to meet new code requirements, but would otherwise not alter the essential use or character of the property.

Commissioner Parrella said that the benefits of creating good downtown regulations greatly outweighed any perceived negative connotation of the Village being uninterested in new investment. Commissioner Parrella asked how a planning consultant would be identified and if such criteria were already established. Mr. Walter said that a consultant would be identified through a competitive process.

A **MOTION** was made by Commissioner Irwin and **SECONDED** by Commissioner Broline to close the public hearing for Z-12-2021.

**ROLL CALL VOTE** was as follows:

**AYES:** 6 – Irwin, Broline, Farrell, Petrich, Parrella, and Trzupek  
**NAYS:** 0 – None

**MOTION CARRIED** by a vote of 6-0.

A **MOTION** was made by Commissioner Irwin and **SECONDED** by Commissioner Petrich to recommend that the Board approve a temporary land use moratorium on new development projects in the Downtown Business Development District, with the recommended language included in the “Findings of Fact and Recommendation” section of the staff report as supporting evidence thereof.

**ROLL CALL VOTE** was as follows:

**AYES:** 6 – Irwin, Petrich, Farrell, Broline, Parrella, and Trzupek  
**NAYS:** 0 – None

**MOTION CARRIED** by a vote of 6-0.

#### **IV. CORRESPONDENCE**

#### **V. OTHER PETITIONS**

#### **S-01-2021: 7508 County Line Road (Guidepost Montessori); Special Uses, Variations and Findings of Fact**

Chairman Trzupek asked for a summary of the petition. Mr. Walter said that the petitioner is Guidepost Montessori, tenant of the building at 7508 County Line Road. The petitioner is seeking conditional approvals as per Section 55.05 of the Sign Ordinance for a wall sign and a ground sign

as well as variations from Section 55.05 of the Sign Ordinance to permit a wall sign in excess of 16 square feet in area and a ground sign less than ten (10) feet from a lot line, all at a non-residential lot in the T-1 Transitional District. Section 55.05 of the Sign Ordinance permits each non-residential lot in Transitional Districts to have one ground sign not exceeding 16 square feet in area and not more than 8 feet in height along with being located 10 feet from all lot lines, and one wall sign not exceeding 16 square feet in area. The primary plans for the property include a Montessori school which was approved by the Village under petition Z-14-2020 (final plans attached). The property's previous tenant, Coglianese Funeral Home, had one ground sign measuring approximately 33 square feet in size. This sign was erected by right prior to the Sign Ordinance's overall revision in 2001, which established the current regulations in the T-1 Transitional District; this sign has since been removed from the premises. The petitioner provided multiple options for a ground sign; however, the petitioner requested that Option 3 be solely considered by the Plan Commission. To be approved as shown, the proposed ground sign requires a variation to permit a sign located within 10 feet of a lot line. The proposed wall sign is located on the east-facing wall and requires a variation due to its size (18 square feet in size).

Chairman Trzupek asked for public comment.

Mark Thoma, 7515 Drew, said that the petition was excessive in its request and asked for the petition to be tabled until engineering concerns may be addressed at the subject property. Mr. Walter said that while the current state of the property would not meet legal standards set forth in the previous special use granted for the use, the Village was not currently able to make any enforcement due to special uses permitting certain time periods for development to occur. Mr. Walter also said that the current petition would be permitted to be considered at this time independent of the state of the development if so desired.

Commissioner Irwin asked as to the Findings of Fact for the petition. Mr. Walter reviewed both the Findings of Fact for conditional signs as well as sign variations. Commissioner Irwin asked why the petitioner could not comply with the regulations. Scott Heguy, petitioner, said that the wall sign was increased in size due to creating a higher-quality rendering being available at said size, while the sign was restricted in terms of where it would be able to be located since the majority of the front of the building is a detention easement.

Commissioner Parrella said that the exterior elevations appeared to be within scope of the property.

Commissioner Petrich said that the location of the sign appeared awkward and wondered if the sign could be placed in the detention area. Mr. Walter said that it was highly unlikely that such a location could be accepted by neither the petitioner nor the Village. At Commissioner Irwin's request, Mr. Walter denoted the approximate area of the detention area as well as the setbacks from the nearby property lines. Commissioner Petrich asked if the sign could be placed in the right of way. Mr. Walter said that no signs are permitted in public rights of way. Commissioner Petrich asked why the site was designed with no permitted area for signage. Chairman Trzupek said that he understood why the detention area was placed where it is presently located, and that it would not be reasonable to expect the site engineer to account for signage possibilities.

Commissioner Broline asked for further context regarding neighboring sign locations. Mr. Walter said that of all properties on the block, this sign would be the nearest to the street.

Commissioner Farrell asked for the actual setbacks of the sign. Mr. Walter said that the sign was between 5' and 9' from both front and side property lines. Commissioner Farrell said that other signs were somewhat similar to the previous sign in size but were farther back from the road, thus possibly making the character of the subject property different. Commissioner Farrell asked for the boundaries of the detention area to better understand the sign's possible locations.

Chairman Trzupek asked if a variation could be granted to allow a sign in the detention area. Mr. Walter said such an action would not be likely.

Commissioner Petrich asked if other buildings in the area had a double driveway similar to this situation. Mr. Walter acknowledged that while Shirley Ryan had such a driveway, their property is much larger and lends itself to the possibility of a second driveway.

The Plan Commission recommended the petition be tabled to the November 22, 2021 meeting.

## **VI. PUBLIC COMMENT**

Mark Thoma, 7515 Drew, asked what could be done about engineering issues and relevant deadlines in the Village. Mr. Walter said that the Zoning Ordinance would need to be amended as in any other instance. Commissioner Irwin asked that such an amendment be placed on the annual zoning review for consideration in January 2022.

## **VII. FUTURE MEETINGS**

## **VII. ADJOURNMENT**

A **MOTION** was made by Commissioner Petrich and **SECONDED** by Commissioner Farrell to adjourn the meeting at 8:29 pm.

**ROLL CALL VOTE** was as follows:

**AYES:** 6 – Petrich, Farrell, Irwin, Broline, Parrella, and Trzupek

**NAYS:** 0 – None

**MOTION CARRIED** by a vote of 6-0.

**Respectfully Submitted:**

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Evan Walter – Village Administrator



**Z-13-2021: Requests a text amendment to Section VI.A.4 and VI.A.5 of the Zoning Ordinance to revise the permitted maximum overhead door height on principal residential buildings to a value of greater than 9 feet and other design regulations as necessary.**

**Prepared for:** Village of Burr Ridge Plan Commission/Zoning Board of Appeals  
Greg Trzupek, Chairman

**Petitioner:** Don Chappel – 7901 County Line Road

**Prepared by:** Evan Walter – Village Administrator

**Date of Hearing:** November 15, 2021

The petitioner is Don Chappel, property owner and resident of 7901 County Line Road. The petitioner requests a text amendment to Section VI.A.4 and VI.A.5 of the Zoning Ordinance to revise the permitted maximum overhead door height on principal residential buildings to a value of greater than 9 feet and other design regulations as necessary. The petitioner states in the petition that their motivation is to park a large, permitted personal vehicle (a Mercedes Sprinter van) indoors in an attached garage; the Zoning Ordinance restricts overhead garage door height on both attached and detached garage doors on residential properties to 9 feet, which is not sufficiently tall to accommodate the overhead height of the petitioner's van.



In 2007, the Village established an overhead garage door height regulation of 9 feet, with the primary motivation for establishing such a restriction to preclude commercial vehicles from being parked in residential areas, even indoors. The Village established such a height along with precluding commercial vehicles from being parked indoors in residential districts at this time. In 2007, there was significant consideration regarding the possible appropriateness of limiting significantly-tall garage doors, with the following picture being used during discussion.

Since the debate in 2007 and at present represent policy-setting discussions regarding Village preference, staff makes no specific recommendation regarding the appropriateness of raising the permitted height of garage doors on attached garages. Among other things, the Plan Commission may wish to consider the following points:



- The average height of a Mercedes Sprinter van is approximately 9 ½ feet tall according to the manufacturer.
- The average height of a Class A motorhome (currently permitted to be parked outside) is 13 feet tall; staff believes this is the tallest known vehicle which is currently permitted to be parked in residential areas but may otherwise be affected by the 9-foot rule.
- Consideration of extended-height garages may be affected by whether they are permitted in front, side, or rear-load doors.

### **Findings of Fact**

The findings of fact for a text amendment are limited to assessing whether the amendment is compatible with other standards of the Zoning Ordinance and if the amendments fulfill the purpose and intent of the Zoning Ordinance.



Findings of Fact  
**Text Amendment**  
Burr Ridge Zoning Ordinance

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As per Section XIII.J.3 of the Village of Burr Ridge Zoning Ordinance, for an amendment to be approved, the petitioner must confirm all of the following findings by providing facts supporting each finding.

- a. The amendment is compatible with other standards and uses of the Zoning Ordinance.

**The amendments permit residents of the Village to comply with the spirit of the Zoning Ordinance which limits the amount of commercial vehicle parking permitted in residential districts. The petition concurs that certain restrictions are necessary, but that they should strike a balance between allowing residents to park their lawfully-permitted vehicles indoors with keeping commercial vehicles restricted.**

- b. The amendment fulfills the purpose and intent of the Zoning Ordinance.

**The amendments fulfill the purpose and intent of the Zoning Ordinance by promoting indoor parking and storage at residential lots in an orderly and supervised but efficient manner.**

# TOPOGRAPHICAL SITE DEVELOPMENT PLAN

LOTS 1 AND 2 IN AHLBORN'S SUBDIVISION, BEING A SUBDIVISION IN THE WEST HALF (EXCEPT THE NORTH 50 FEET THEREOF) OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 31, TOWNSHIP 38 NORTH, RANGE 12, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN COOK COUNTY, ILLINOIS.

SURVEY AREA: 115,381 SQUARE FEET (2.649 ACRES±)

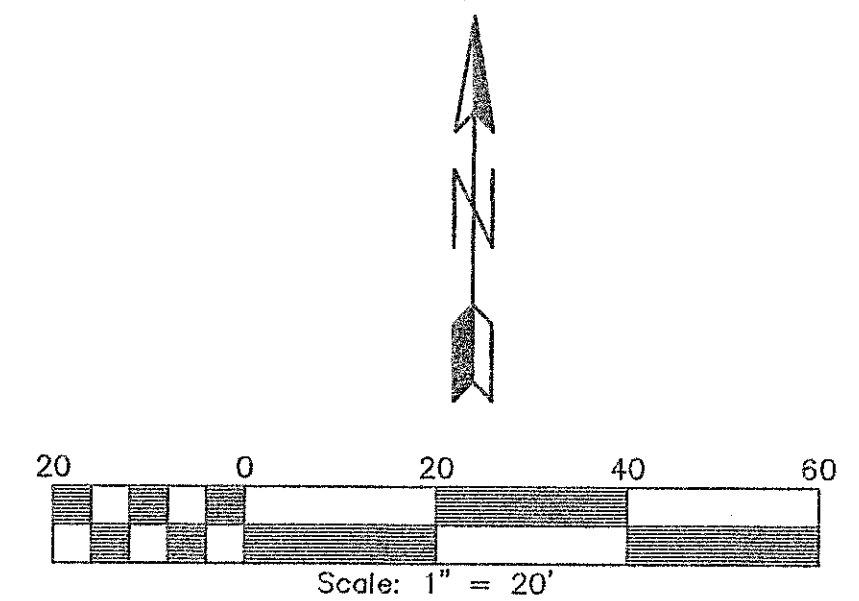
P.L.N.: 18-31-108-011

COMMONLY KNOWN AS: 7901 SOUTH COUNTY LINE ROAD

EXISTING GRADE	---XXXXX---
EXISTING CONTOUR	---XXX---
PROPOSED GRADE	---XXXXX---
PROPOSED CONTOUR	---XXX---
PROPOSED FLOW	---XX---
SILT FENCE	---XX---
CONSTRUCTION SAFETY FENCE	---X---

KEY:  
T/F = TOP OF FOUNDATION  
P.T.F. = PROPOSED TOP OF FOUNDATION

FIELD VERIFY EXISTING WATER AND SANITARY SERVICE LOCATIONS PRIOR TO CONSTRUCTION.



- NOTES:
1. ALL EROSION CONTROL MEASURES ARE TO BE IN PLACE BEFORE ANY WORK BEGINS ON THE SITE.
  2. THE SURFACE OF STRIPPED AREAS SHALL BE PERMANENTLY OR TEMPORARILY PROTECTED FROM SOIL EROSION WITHIN 14 DAYS AFTER FINAL GRADE IS REACHED. STRIPPED AREAS THAT WILL REMAIN UNDISTURBED FOR MORE THAN 14 DAYS AFTER INITIAL DISTURBANCE SHALL BE PROTECTED FROM EROSION. TEMPORARY SEDIMENT AND EROSION CONTROL MEASURES SHALL BE MAINTAINED CONTINUOUSLY UNTIL PERMANENT COVER IS ESTABLISHED.

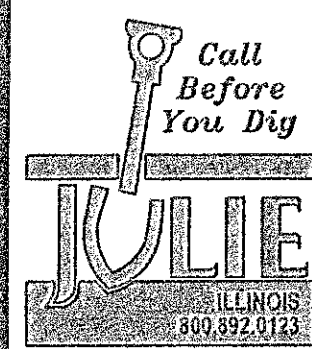
EXISTING IMPERVIOUS AREAS  
(TO BE REMOVED)

BRICK PAVEMENT AREA:	924 S.F.
SCREENED PORCH:	351 S.F.
WOOD DECK AND STAIRS:	448 S.F.
CONCRETE AREA:	521 S.F.
DRIVEWAY:	4,979 S.F.
<b>TOTAL:</b>	<b>7,223 S.F.</b>

PROP. IMPERVIOUS AREAS  
(TO BE ADDED)

PROPOSED ADDITION:	1,896 S.F.
DRIVEWAY:	4,848 S.F.
RAISED PATIO AND STAIRS:	550 S.F.
PATIO:	1,418 S.F.
CONCRETE & GRAVEL WALK:	1,199 S.F.
COVERED PORCH:	66 S.F.
<b>TOTAL:</b>	<b>9,977 S.F.</b>

NET NEW IMPERVIOUS AREA:  
9,977 S.F. - 7,223 S.F. = 2,754 S.F.



PREPARED FOR: DON CHAPPEL

DRAWN BY: B.L./S.F.

CHECKED BY: J.G.

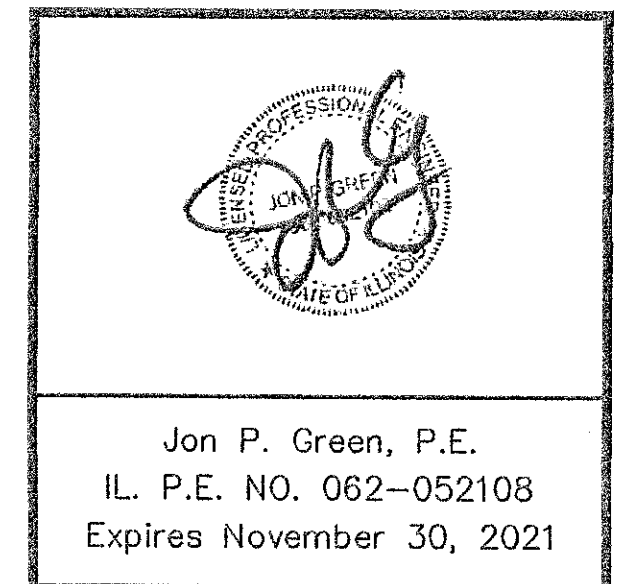
APPROVED BY: J.G.



35701 WEST AVENUE, SUITE 150  
WARRENVILLE, ILLINOIS 60555  
PHONE (630) 393-3060  
FAX (630) 393-2152

10 S. RIVERSIDE PLAZA, SUITE 875  
CHICAGO, ILLINOIS 60606  
PHONE (312) 474-7841  
FAX (312) 474-6099

2416 GALEN DRIVE  
CHAMPAIGN, ILLINOIS 61821  
PHONE (217) 351-6268  
FAX (217) 355-1902

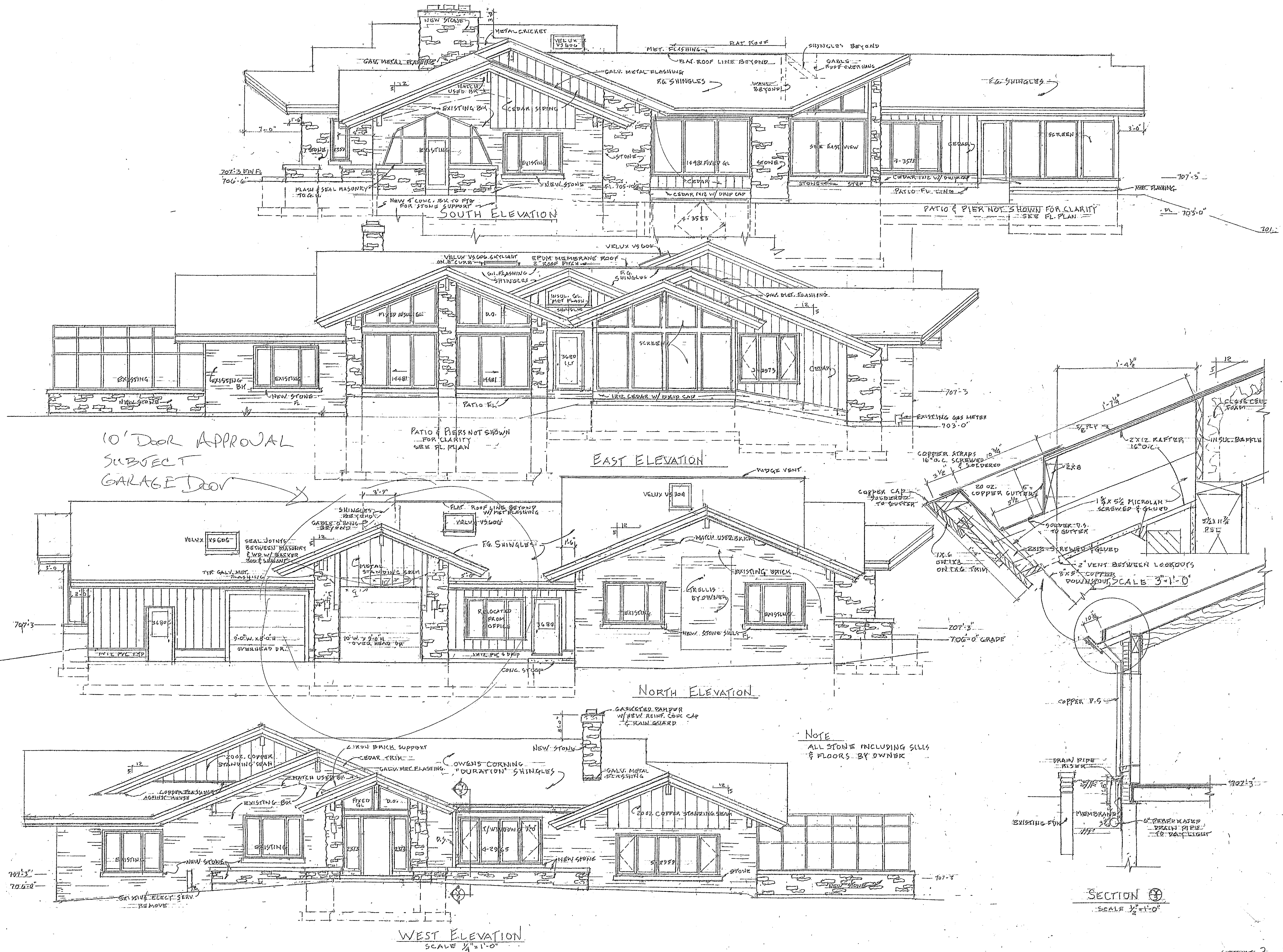


SITE PLAN REVISED: JUNE 9, 2021  
SITE PLAN REVISED: MAY 26, 2021  
SITE PLAN DATED: MAY 7, 2019

SHEET 1 OF 3

PROFESSIONAL DESIGN FIRM NUMBER: 184.001186







## **BURR RIDGE ZONING ORDINANCE**

### **SECTION VI RESIDENCE DISTRICTS**

#### **A. GENERAL REQUIREMENTS**

##### **1. Permitted Uses**

No building or tract of land shall be devoted to any use other than a use permitted hereinafter in the zoning district in which such building or tract of land shall be located, with exception of the following:

- a. Uses lawfully established on the effective date of this Ordinance.
- b. Special uses as allowed in each district.

Uses already lawfully established on the effective date of this Ordinance and rendered nonconforming by the provisions thereof shall be subject to the regulations of Section XII.

##### **2. Bulk Requirements**

Bulk requirements shall be as specified under each zoning district as described herein, except as otherwise provided in Section XIII for a planned unit development. In addition, no building shall be converted so as to conflict with, or further conflict with, the bulk requirements of the district in which such building is located.

However, when recommended by the Plan Commission and approved by the Board of Trustees for the creation of new lots, lots of a lesser size will be permitted if the total number of lots does not exceed the number which would be possible if all lots were in compliance with the lot size requirements in the district in which they are located and, further, if the reduction in size is not more than 25 percent.

##### **3. Yard Requirements and Open Space**

- a. Yard requirements shall be as set forth under each zoning district, except as otherwise provided in Section XIII for a planned unit development. Required front, side, and rear yards shall be provided in accordance with the regulations hereinafter indicated and shall be unobstructed from the ground level to the sky, except as allowed in Section IV.I.
- b. All accessory buildings or structures which are attached to principal buildings (e.g., attached garages) shall comply with the yard requirements of the principal building.

##### **4. Attached Garages – R-1, R-2I, and R-2A Districts**

Accessory residential garages in the R-1, R-2, and R-2A Districts shall comply with the following:

- a. The combined floor area for all attached garages shall not exceed 1410 square feet or 35 percent of the floor area of the principle dwelling,



whichever is greater. For purposes of this subsection, floor area shall be defined as the floor area included in the calculation for floor area ratio.

- b. Any floor area of an attached garage in excess of 1,000 square feet shall be counted in computing the floor area for determining the floor area ratio permitted on a lot.
- c. **Overhead Door Height:** The vertical distance from the top of the garage floor to the top of the garage door opening shall not exceed 9 feet in height. (Amended by Ordinance A-834-07-07).

**5. Attached Garages – R-2B, R-3, and (former) R-4 Districts**

Accessory residential garages in the R-2B, R-3, and (former) R-4 Districts shall comply with the following: (Amended by Ordinance No. A-834-02-05)

- a. The combined floor area of all attached garages shall not exceed 1410 square feet and any area in excess of 1,000 square feet shall be counted in computing the floor area for determining the floor area ratio permitted on a lot.
- b. The number of garage doors for an attached garage shall be limited to any combination of single and double doors not to exceed a total of four with a double door counting as two doors. A single door is defined as a door not exceeding 10 feet in width and a double door is defined as a door exceeding 10 feet in width.
- c. **Overhead Door Height:** The vertical distance from the top of the garage floor to the top of the garage door opening shall not exceed 9 feet in height. (Amended by Ordinance A-834-07-07).

**6. Signs**

Signs shall be allowed in Residence Districts in accordance with the regulations established in the Burr Ridge Municipal Code.

**7. Off-Street Parking and Loading**

Off-street parking and loading facilities, accessory to uses allowed in Residence Districts, shall be provided in accordance with the regulations established in Section XI.

**8. Determining Floor Area Ratio**

- a. Floor area ratio shall be determined by dividing the floor area by the gross land area of the lot or parcel. Floor area shall be determined as defined in section XIV herein and as described below.
- b. For purposes of determining the floor area ratio, the floor area shall be calculated as depicted in Appendices XI-A, XI-B, XI-C, XI-D (see below) and including but not limited to the horizontal areas on each floor devoted to:
  - i. Elevator shafts and stairwells;





# VILLAGE OF BURR RIDGE

## PETITION FOR PUBLIC HEARING PLAN COMMISSION/ZONING BOARD OF APPEALS

Current  
Construction Project  
# JRAD-21-158

### GENERAL INFORMATION (to be completed by Petitioner)

PETITIONER (All correspondence will be directed to the Petitioner): DON CHAPPEL

STATUS OF PETITIONER: owner

PETITIONER'S ADDRESS: 305 E 19th St Tulsa, OK 74120

ADDRESS OF SUBJECT PROPERTY: 7901 S. County Line Rd.

PHONE: 630-240-2402

EMAIL: DRCHAPPEL@COMCAST.NET

PROPERTY OWNER: Same as above

PROPERTY OWNER'S ADDRESS: Same - Tulsa PHONE: 630-240-2402

PUBLIC HEARING REQUESTED: ☐ Special Use ☐ Rezoning ☒ Text Amendment ☐ Variation(s)

### DESCRIPTION OF REQUEST:

Approval of 10' high garage door  
(versus 9' included in approved construction  
plans). Doorway is framed for either a  
9' or 10' door.

### PROPERTY INFORMATION (to be completed by Village staff)

PROPERTY ACREAGE/SQ FOOTAGE: \_\_\_\_\_ EXISTING ZONING: \_\_\_\_\_

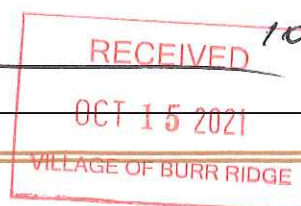
EXISTING USE/IMPROVEMENTS: \_\_\_\_\_

SUBDIVISION: \_\_\_\_\_

PIN(S) # \_\_\_\_\_

The above information and the attached Plat of Survey are true and accurate to the best of my knowledge. I understand the information contained in this petition will be used in preparation of a legal notice for public hearing. I acknowledge that I will be held responsible for any costs made necessary by an error in this petition.

Donald Chappel  
Petitioner's signature



10-15-21  
Date of Filing



# VILLAGE OF BURR RIDGE

## MEMORANDUM

**TO:** Village of Burr Ridge Plan Commission  
Greg Trzupek, Chairman

**FROM:** Evan Walter – Village Administrator

**DATE:** November 15, 2021

**RE:** Board Report

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At its November 8 meeting, the Board of Trustees took the following actions relative to matters forwarded from the Plan Commission.

**Z-08-2021: 50-124 and 200-324 Burr Ridge Parkway (Village of Burr Ridge);** The Board approved an ordinance granting a special use for a Planned Unit Development at County Line Square.

**V-04-2021: 6100 Grant Street (Toland);** The Board approved an ordinance granting a variation for a property with an FAR in excess of 20%.

**Z-12-2021: Downtown Moratorium (Village of Burr Ridge);** The Board directed staff to prepare an ordinance approving a land use moratorium in the Downtown Business Development District subject to the Plan Commission's recommendation.





**VILLAGE OF BURR RIDGE**  
**MEMORANDUM**

**TO:** Village of Burr Ridge Plan Commission  
Greg Trzupek, Chairman

**FROM:** Evan Walter  
Village Administrator

**DATE:** November 15, 2021

**RE:** **PC-05-2021; Annual Appointment of Plan Commission Vice Chairperson -  
One Year Term Beginning January 1, 2022**

The Rules of Procedure for the Plan Commission require a rotating Vice Chair with an annual nomination by the Plan Commission and approval by the Board of Trustees. The sole duty of the Vice Chair is to serve as acting Chair when the Chairperson is not in attendance.

The Vice Chair position has been held by the following current Commissioners over the course of the last several years:

2021: Commissioner Farrell  
2020: Commissioner Irwin  
2019: Commissioner Stratis  
2018: Commissioner Broline

The rules state that the Vice Chair position should rotate among those willing to serve. The Plan Commission should make a recommendation and forward that recommendation to the Village Board for confirmation.



## 2022 Plan Commission Meeting Schedule

Date	Meeting	Commision Representative
3-Jan	Plan Commission	
10-Jan	Board of Trustees	Irwin
17-Jan	Plan Commission	
24-Jan	Board of Trustees	Parrella
7-Feb	Plan Commission	
14-Feb	Board of Trustees	Petrich
21-Feb	Plan Commission	
28-Feb	Board of Trustees	Broline
7-Mar	Plan Commission	
14-Mar	Board of Trustees	Farrell
21-Mar	Plan Commission	
28-Mar	Board of Trustees	Stratis
4-Apr	No Meeting	
11-Apr	Board of Trustees	No Rep
18-Apr	Plan Commission	
25-Apr	Board of Trustees	Trzupek
2-May	Plan Commission	
9-May	Board of Trustees	Alternate
16-May	Plan Commission	
23-May	Board of Trustees	Irwin
6-Jun	Plan Commission	
13-Jun	Board of Trustees	Parrella
20-Jun	Plan Commission	
27-Jun	Board of Trustees	Petrich

Date	Meeting	Commision Representative
4-Jul	No Meeting	
11-Jul	Board of Trustees	No Rep
18-Jul	Plan Commission	
25-Jul	Board of Trustees	Broline
1-Aug	Plan Commission	
8-Aug	Board of Trustees	Farrell
15-Aug	Plan Commission	
22-Aug	Board of Trustees	Stratis
5-Sep	No Meeting	
12-Sep	Board of Trustees	No Rep
19-Sep	Plan Commission	
26-Sep	Board of Trustees	Trzupek
3-Oct	Plan Commission	
10-Oct	Board of Trustees	Alternate
17-Oct	Plan Commission	
24-Oct	Board of Trustees	Irwin
7-Nov	Plan Commission	
14-Nov	Board of Trustees	Parrella
21-Nov	Plan Commission	
28-Nov	Board of Trustees	Petrich
5-Dec	Plan Commission	
12-Dec	Board of Trustees	Broline



VILLAGE OF  
**BURR RIDGE**  
A VERY SPECIAL PLACE

**S-01-2021: 7508 County Line Road (Guidepost);** Requests conditional approval as per Section 55.05 of the Sign Ordinance for a wall sign at a non-residential lot in the T-1 Transitional District.

**HEARING:**

November 15, 2021

**TO:**

Plan Commission  
Greg Trzupek, Chairman

**FROM:**

Evan Walter  
Village Administrator

**PETITIONER:**

Guidepost, LLC

**PETITIONER STATUS:**

Tenant

**PROPERTY OWNER:**

Rob Walters Quattro  
Development

**EXISTING ZONING:**

T-1 Transitional District

**LAND USE PLAN:**

Recommends Transitional Uses

**EXISTING LAND USE:**

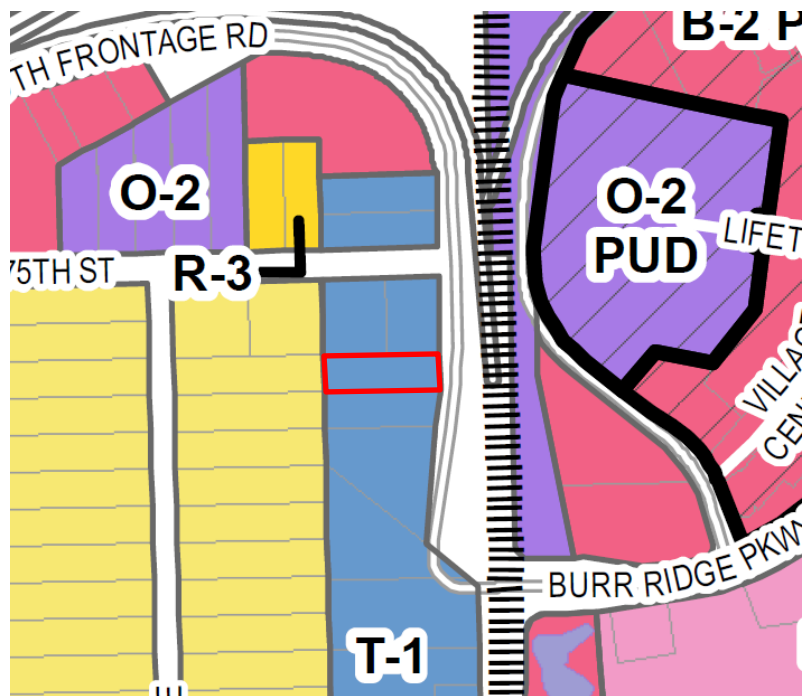
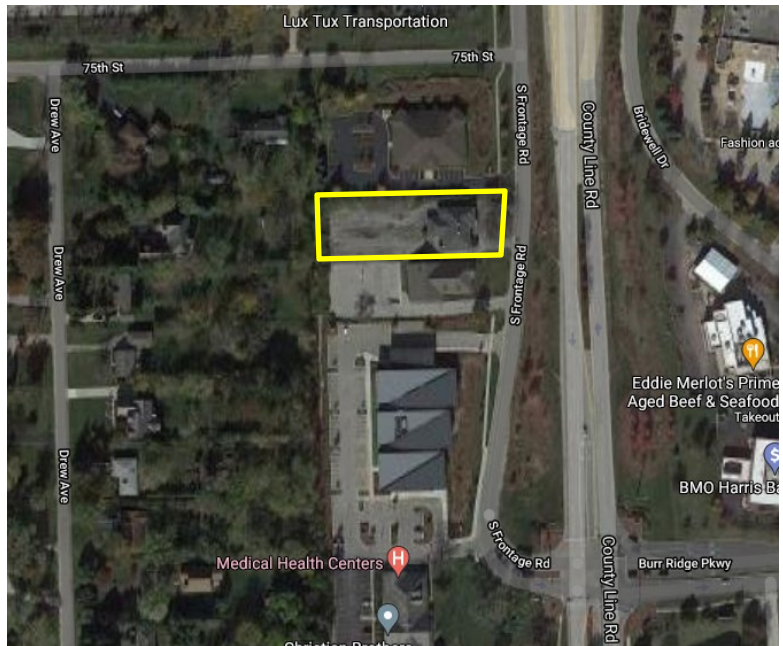
Montessori School

**SITE AREA:**

0.73 Acres

**SUBDIVISION:**

Robert Bartlett Estates



## Staff Report and Summary

### S-01-2021: 7508 County Line Road (Guidepost); Conditional Sign and Findings of Fact

The petitioner is Guidepost Montessori, tenant of the building at 7508 County Line Road. The petitioner is seeking conditional approval as per Section 55.05 of the Sign Ordinance for a wall sign at a non-residential lot in the T-1 Transitional District. Section 55.05 of the Sign Ordinance permits each non-residential lot in Transitional Districts to have:

- one ground sign not exceeding 16 square feet in area and not more than 8 feet in height along with being located 10 feet from all lot lines, and
- one wall sign not exceeding 16 square feet in area.

The petitioner has rescinded their original request for a ground sign on the subject property and has reduced the scope of the wall sign to 16 square feet as is prescribed by the Sign Ordinance.

### **Findings of Fact and Recommendation**

The petitioner has provided findings of fact, which the Plan Commission may adopt if in agreement with those findings. If the Plan Commission chooses to recommend conditional approval of the sign included in the petition, staff recommends that they be made subject to the petitioner's plans.

### **Appendix**

Exhibit A – Petitioner's Materials



FINDINGS OF FACT  
FOR CONDITIONAL SIGN APPROVAL PURSUANT TO THE  
VILLAGE OF BURR RIDGE SIGN ORDINANCE

The Plan Commission's recommendation to approve or deny a Sign Variation request is determined by the following standards (as per section 55.41 of the Burr Ridge Sign Ordinance). The applicant must provide a response to each of the following findings by indicating the facts supporting such findings.

- a) The conditional sign request is in harmony with the general purpose and intent of the Sign Ordinance.

**The conditional sign is needed to ensure that parents are easily able to identify the building on the block on which it is located.**

- b) The sign will not adversely impact or be a detriment to the surrounding area.

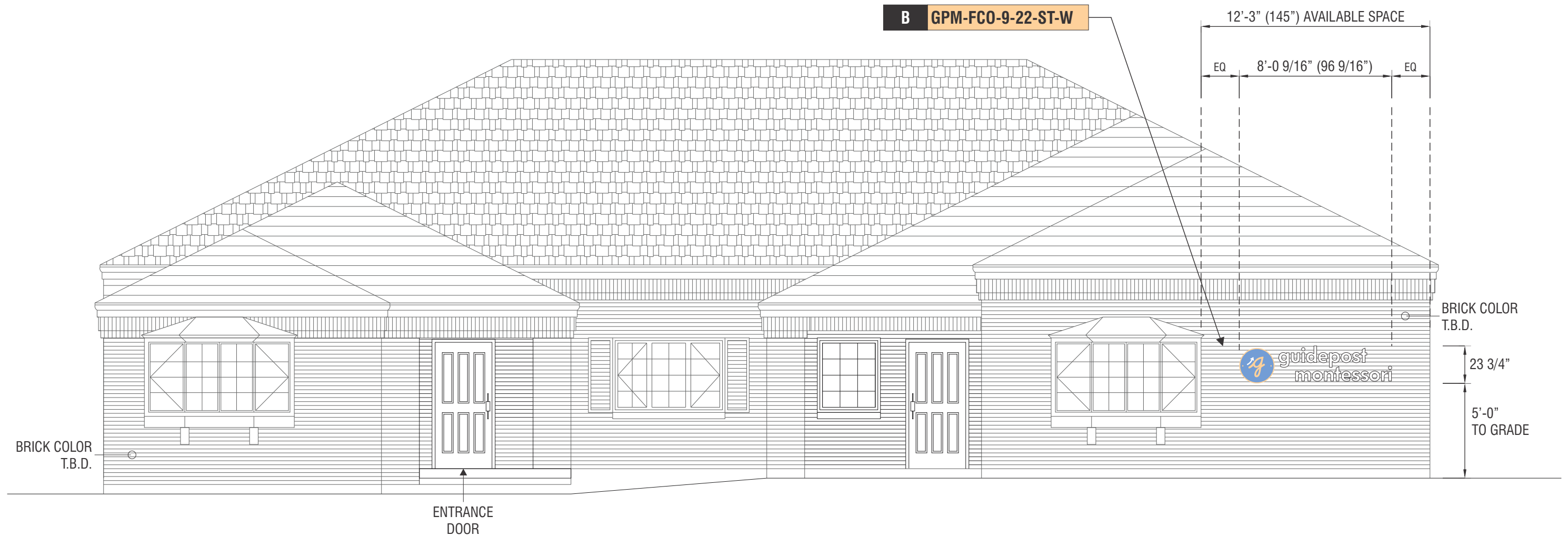
**The sign uses soft colors and simple designs to convey a brand and a location, which is consistent with the overall zoning district.**

- c) The sign will be in character with the site design and building architecture of the property on which it is located.

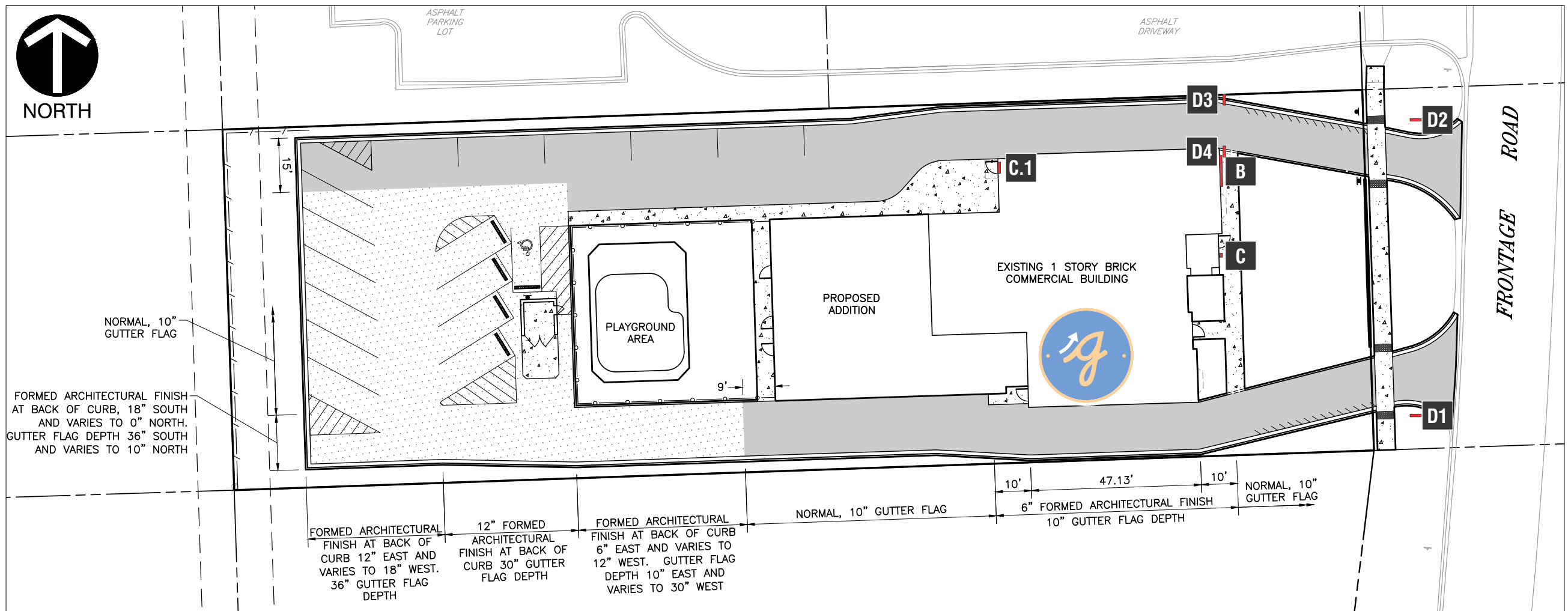
**The sign will be proportional to the existing building.**

- d) The approval will not alter the essential character of the locality.

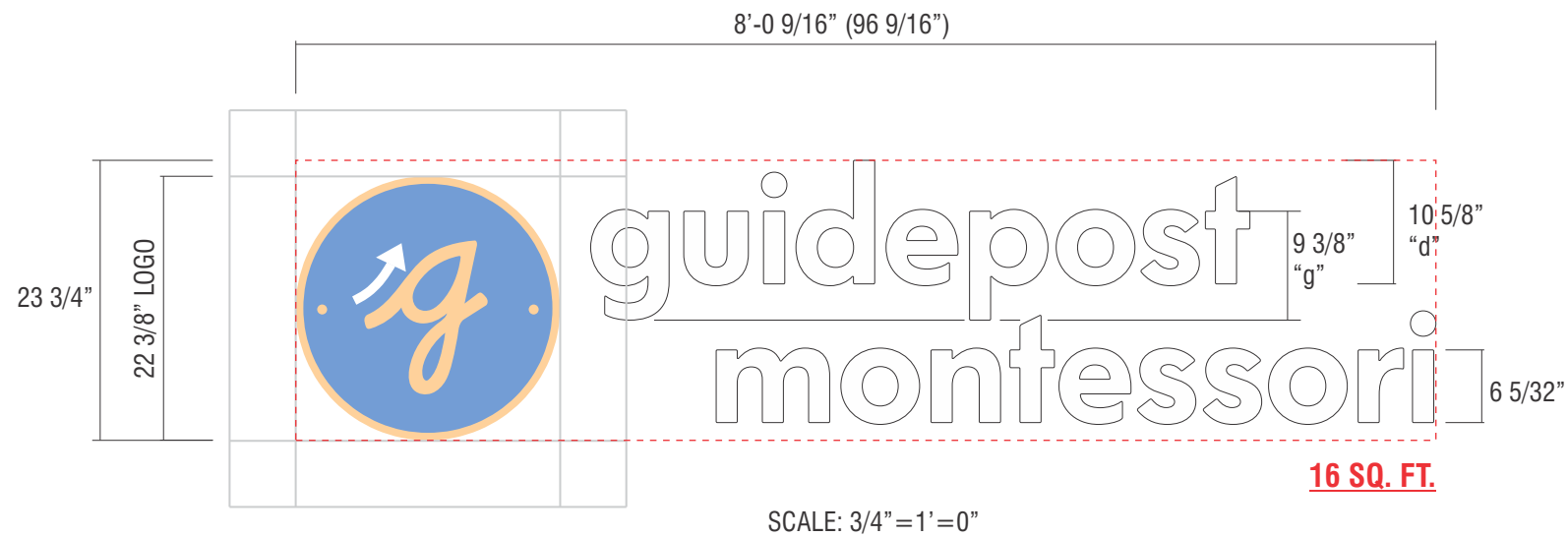
**The sign will not alter the essential character of the locality.**



**EAST ELEVATION**  
SCALE: 3/16"=1'-0"



**SITE PLAN**  
SCALE: 1/32" = 1'-0"

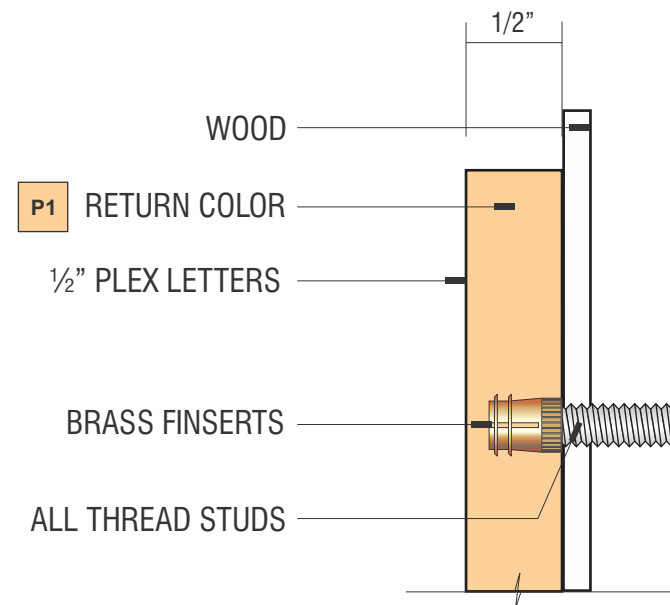
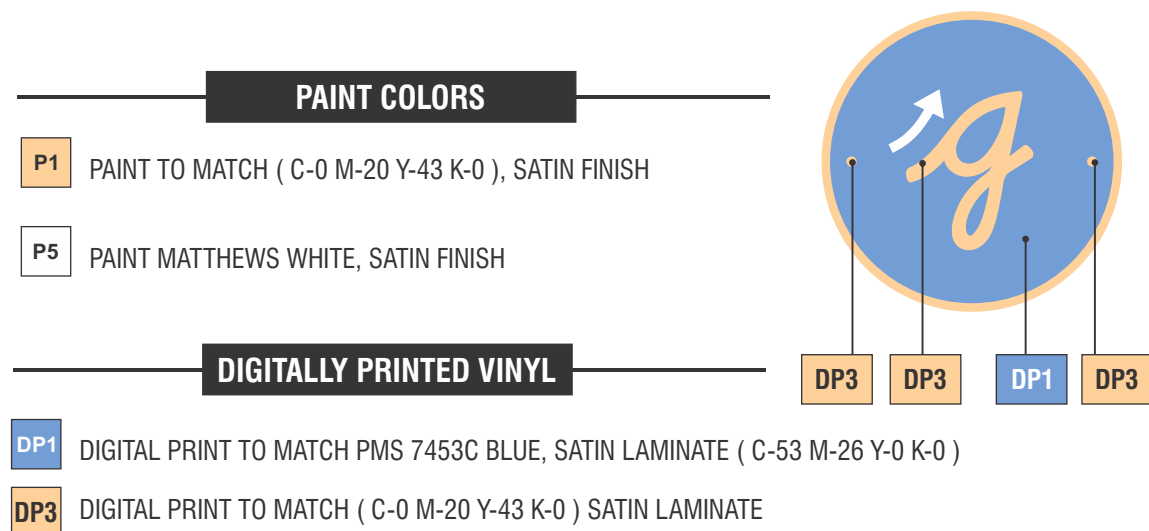


**B SIGNTYPE GPM-FCO-9-22-ST-W**

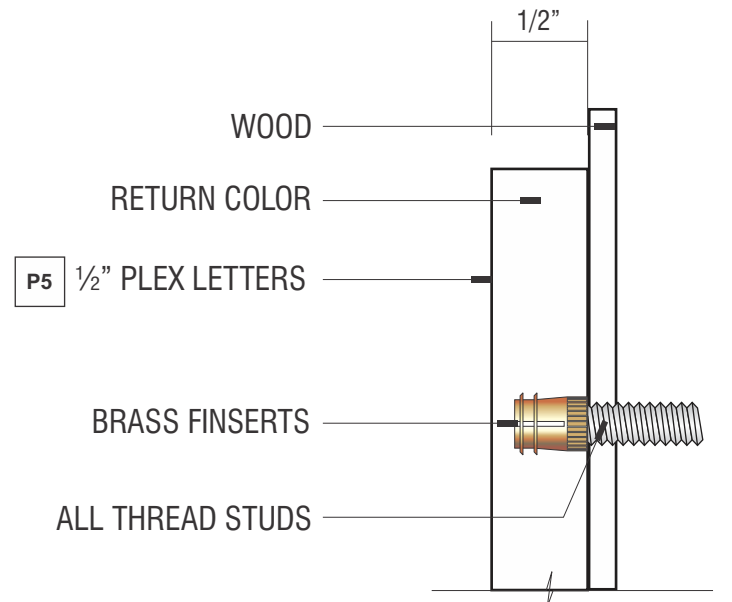
**MANUFACTURE AND INSTALL ONE (1) SET OF FCO LOGO AND LETTERS**

**LOGO SYMBOL:** 1/2" PLEX PAINTED P1

**"GUIDEPOST MONTESSORI":** 1/2" PLEX PAINTED MATTHEWS WHITE, SATIN FINISH



**1 PARTIAL SECTION MOUNTING DETAIL**  
Scale: 1:1



**2 PARTIAL SECTION MOUNTING DETAIL**  
Scale: 1:1