



VILLAGE OF PALATINE

VILLAGE HALL - COUNCIL CHAMBERS 200 E. WOOD STREET
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PLANNING AND ZONING COMMISSION

MINUTES • JUNE 10, 2025

Village Hall - Council Chambers

Regular Meeting

7:00 PM

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Patrick Noonan	Commissioner	Present	
Cindy Roth-Wurster	Commissioner	Present	
Eric Friedman	Vice Chairperson	Present	
Jan Wood	Chairperson	Present	
Rodney Bettenhausen	Commissioner	Present	
Robert Kolososki	Commissioner	Absent	
Kevin Cavanaugh	Commissioner	Absent	
Stephen Fedota	Commissioner	Present	
Tim Schubert	Commissioner	Present	

II. MEETING MINUTES

1. Planning and Zoning Commission - Regular Meeting - May 27, 2025 7:00 PM

RESULT:	ACCEPTED [UNANIMOUS]
MOVER:	Rodney Bettenhausen, Commissioner
SECONDER:	Eric Friedman, Vice Chairperson
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Fedota, Schubert
ABSENT:	Kolososki, Cavanaugh

III. PUBLIC HEARING

1. 463 S. Warren Avenue

VAR-000180-2025 - 463 S Warren Ave.

Notice was published in the Journal & Topics on May 22nd, 2025 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. Application
2. Plat of Survey
3. Current approved building permit plans
4. Public Notice

Background:

The Subject Property is zoned R-1C Single Family Residential and is approximately 19,162 square feet. The property was annexed into the Village in 1960 and currently consists of a single-family residence with a patio and detached garage in the rear yard.

The Petitioner has an active building permit to construct an addition off the rear of the home. As part of the building permit submission, the plat of survey depicting the previous detached garage was submitted with the permit application. The plat of survey, submitted with the permit was not updated to show the current size and location of the detached garage. When a spot survey was completed it was discovered that the addition is only 6 feet from the existing detached garage. The Petitioner is requesting the following Variation to permit the principal structure to be set back 6 feet from the existing accessory structure, instead of the minimum required 10 feet.

Sworn in petitioner: Kevin Purdom - 1275 E Davis St - Arlington Heights, IL - Builder for the project, representing the home owners.

Mr. Purdom states the family is requesting an addition to include two more bedrooms. A previous plat only showed a one-car garage; however, a two-car garage was built in 2023. The plat was never updated, and the permit was applied for using the old frame garage dimensions, which were incorrect. The foundation has been poured, and the spot survey now shows the structure is 6'6" from the primary structure.

He proposes to fireproof the garage and the addition with drywall. He notes that this is a unique circumstance due to the outdated plat and is hoping to move forward, as the project has been on hold for over a month. He further states that the structure does not alter the character of the locality, as it cannot be seen from the street, and all other codes have been met.

Chairman Wood asks if there was a permit for the two-car garage.
Mr. Purdom confirms that there was a permit.

Commissioner Friedman asks what the current status of the project is.
Mr. Purdom states it is under construction and waiting on rough inspections. The walls are already up.

Commissioner Bettenhausen inquires about any drainage issues.
Mr. Purdom states there are none.
Commissioner Bettenhausen asks about the location of the downspouts and where they will drain.
Mr. Purdom states they will be directed to the rear of the property.
Ms. Bremanis states that the permit has been reviewed and approved by Engineering. Lot coverage is not an issue, and the setback is not affecting neighboring properties. She explains that while codes were written long ago requiring a 10' separation and Staff is currently reviewing the potential of text amendment.
Chairman Wood confirms the distance is 6'6".
Ms. Bremanis clarifies that the 6'6" provides some buffer room in case it is not built exactly to the inch.

Commissioner Friedman asks if Engineering reviewed both the original and the revised situation.
Ms. Bremanis confirms that they did.

STAFF RECOMMENDATION:

The net effect to the requested relief is internal to the property. Additionally, the required 10-foot separation (between principal and accessory structures) is a current Code requirement, which Staff has been evaluating for a potential amendment to further reduce the required separation. The Code requirement predated the current fire separation codes and requirements. Since the house and garage meet all other setback requirements, the proposed addition should not impact the surrounding property owners or alter the essential character of the neighborhood. Therefore, Staff recommends approval of the Variation, subject to the following conditions:

1. The Variation shall substantially conform to the site plan and elevations submitted by the Petitioner, revised 05/07/2025, except as such plans may be changed to conform to Village Codes and Ordinances.
Chairman Wood clarifies that the 10' separation requirement exists to provide a buffer for items in the garage that might catch fire or otherwise damage the home. She asks if the reason for the 10' separation is tied to safety and current code requirements.
Ms. Bremanis explains that consideration has been given to reducing this separation in similar situations, comparing it to requirements for sheds. This permit was reviewed by the Engineering Department, Building Department and

Planning and Zoning Department and confirms there were no issues cited.

There were no further questions. The public hearing was closed.

Commissioner Noonan Made a motion to approve subject staff's conditions; seconded by Commissioner Schubert.

DISCUSSION:

Commissioner Roth-Wurster states that the request meets the standards, including allowing a reasonable return. The builder has already put everything together and wants to move forward. It would be expensive to change the plans at this point. She adds that the addition would not be out of character with the neighborhood and would not affect the locality. She recalls a past situation involving a safety issue but does not see any safety concerns in this case. She also notes that staff is possibly looking to change the code in the future.

Chairman Wood comments that safety and aesthetics have been considered. She states that the addition does not alter the character of the locality and cannot be seen from the front yard. She supports the addition moving forward and believes the overall standards have been met. All are in favor.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 7-0.

Ms. Bremanis states that this matter will be approved administratively and will go directly to the administration. This will be not be heard by Village Council.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Patrick Noonan, Commissioner
SECONDER:	Tim Schubert, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Fedota, Schubert
ABSENT:	Kolososki, Cavanaugh

2. 341 W. Northwest Highway - Special Use Amendment

SU-000177-2025 - 341 W Northwest Highway

Notice was published in the Journal & Topics on 5/22/25 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Application**
2. **Proposed Floor Plan**
3. **Business Plan**
4. **Existing Special Use Ordinance**
5. **Plat of Survey**
6. **Public Notice**

Background:

The Subject Property is zoned "B-2", General Business District and the Subject Tenant Space is approximately 2,300 square feet and currently vacant. Its previous use was a cosmetology school. The petitioner represents the medical office use adjacent to the subject tenant space located at 345 W. Northwest Highway. The petitioner is seeking approval for a Special Use to expand the existing medical office into the subject property. The Petitioner is requesting approval of a Special use to permit a medical office use expansion at the subject property.

Sworn in Petitioner: Jason Carey - 3150 W. Higgins Rd, Hoffman Estates, IL - CFO of Greater Family Health

Mr. Carey explained that Greater Family Health began operating at the Palatine location in March 2022 due to the need for affordable healthcare in the area. The organization has seen 12,283 patients and completed over 45,000 visits. Services provided include Family Medicine, Pediatrics, OB/GYN, Behavioral Health, and limited substance abuse treatment.

Due to the increasing demand, they are seeking to expand into adjacent space formerly occupied by a cosmetology school. The expansion will include four additional exam rooms and increase capacity. A floor plan was provided. Mr. Carey noted that a permit application is already submitted and pending approval. Contracts related to the renovation are also pending this decision.

Chairman Wood asked whether parking had been an issue and if any problems were anticipated. Mr. Carey responded that they do not foresee any issues. The other tenants in the plaza have limited or off-peak hours, and the organization is mindful of its operational capacity.

Commissioner Roth-Wurster inquired about additional equipment. Mr. Carey stated one phlebotomy workstation would be added, along with standard exam tables and diagnostic equipment. No new lab services are proposed.

Chairman Wood asked about issues related to patients with substance abuse challenges. Mr. Carey responded that no issues have arisen, and staff is well trained in handling such situations.

Mr. Auer stated that this is an expansion of existing services only. The proposed increase in staffing-five additional employees-will not negatively impact parking. He noted that the shopping center is overparked by 48 spaces. Staff visited the site at various times and observed no parking concerns.

STAFF RECOMMENDATION:

The proposed medical office will occupy a vacant tenant space and is located within a zoning district that permits medical office uses via special use approval. The existing medical office business has no history of parking issues or code enforcement. Last, the shopping center parking lot exceeds its minimum parking space requirements. Staff does not anticipate unfavorable parking conditions as the medical use expands. Therefore, Staff recommends approval of the Special Use subject to the following condition(s):

1. The Special Use shall substantially conform to the floor plan prepared by Sharp Architects, Inc., and the business plan submitted by the Jason Carey, Petitioner (Greater Family Health), on 05/12/25, except as such plan may be changed to conform to Village Codes and Ordinances.

There were no further questions. The public hearing was closed.

Commissioner Shubert Made a motion to approve subject staff's conditions; seconded by Commissioner Ruth-Wurster.

DISCUSSION:

Commissioner Schubert states that this is a straightforward request and an expansion of existing space, providing additional services to the community, which is welcome.

Commissioner Roth-Wurster states that it meets the standards, was well outlined, and she has no issues with the request.

Commissioner Fedota states that the space allocation is reasonable and it's wonderful to see local healthcare needs being met.

Chairman Wood states that it is a beneficial service for a large group of people and confirms that the standards have been met.

Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 7-0. This item will be administratively approved.

RESULT:	RECOMMEND TO APPROVE [UNANIMOUS]
MOVER:	Tim Schubert, Commissioner
SECONDER:	Cindy Roth-Wurster, Commissioner
AYES:	Noonan, Roth-Wurster, Friedman, Wood, Bettenhausen, Fedota, Schubert
ABSENT:	Kolososki, Cavanaugh

IV. COMMUNICATIONS

Ms. Bremanis provides updates:

Brookside on Quentin 6 lot subdivision was approved at Village Council on 6/9/25

Donation Bin Item was withdrawn before going to Village Council

Medical Office by Mariano's was approved

Autumn Road fence request was denied

The next Plan Commission Meeting for 6/24/25 has been cancelled. Anticipate a 7/8/25 meeting.

A new program will be in place for the Agenda packets and meeting minutes but should have no impact on how they will be reviewed.

V. ADJOURNMENT