



**PLANNING AND ZONING COMMISSION**

**JANUARY 13, 2026 AT 7:00 PM**

VILLAGE HALL - COUNCIL CHAMBERS  
200 E. WOOD STREET  
PALATINE, IL 60067-5339  
(847) 359-9050 [www.palatine.il.us](http://www.palatine.il.us)

**MINUTES**

**REGULAR MEETING**

**7:00 PM**

**I. CALL TO ORDER**

Jan Wood called the meeting to order at 7:00 PM

**II. ROLL CALL**

<b>PRESENT :</b>	Planning & Zoning Commissioner Jan Wood, Planning & Zoning Commissioner Cindy Roth Wurster, Planning & Zoning Commissioner Tim Schubert, Planning & Zoning Commissioner Kevin Cavanaugh, Planning & Zoning Commissioner Stephen Fedota, Planning & Zoning Commissioner Patrick Noonan, Planning & Zoning Commissioner Rodney Bettenhausen, Planning & Zoning Commissioner Robert Kolososki
<b>ABSENT :</b>	Planning & Zoning Commissioner Eric Friedman
<b>ARRIVED :</b>	

**III. APPROVAL OF MINUTES**

<b>RESULT:</b>	<b>APPROVED</b>
<b>MOVER:</b>	MOTIONED_BY SCHUBERT
<b>SECONDER:</b>	SECONDED_BY NOONAN
<b>AYES:</b>	Jan Wood, Cindy Roth Wurster, Tim Schubert, Kevin Cavanaugh, Stephen Fedota, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
<b>NAYES:</b>	None

A. Planning & Zoning Commission: 12-23-2025 meeting minutes

**IV. PUBLIC HEARING**

A. 158 N. Maple Street

1. Variation for a fence to be set back 1 foot from a side lot line abutting a street abutting a side yard, instead of the minimum required 5-foot setback

2. Variation not to install landscaping material between the fence and the lot line abutting a public street.

Village Planner Ryan Auer communicated that the petitioner modified the application and therefore requires new notices to be sent and a new hearing date.

Village Staff tentatively plan to present the item to the Planning & Zoning Commission on Tuesday, January 27th.

B. 317 N. Macarthur Drive

1. Special use to permit a front yard setback of 12 feet, instead of the minimum required front yard setback of 30 feet in the R-2 zoning district.

SU-000233-2025 – 317 N MacArthur Dr.

Notice was published in the Journal & Topics on December 29, 2025.

**Petitioner's Exhibits:**

1. Application for Special Use
2. Proof of Ownership
3. Plans
4. Plat of Survey
5. Public Notice

Staff- Mr. Auer gave a brief summary of the request explaining the petitioner is proposing to construct a second story upon an existing one-story residential building. The existing one-story building is currently set back 12 feet from the front lot line along Baldwin Road. Therefore, the Petitioner is requesting a Special use to permit a front yard setback of 12 feet, encroaching upon the minimum required front yard setback of 30 feet in the "R-2" zoning district.

**Sworn in petitioner: Mr. Lance Shalzi - Architect 100 E Irving Park Rd Suite 211 Roselle, IL**

Mr. Shalzi stated that the property is currently a one-story ranch with six occupants. He explained that the owners are proposing to add a second floor with a master bedroom and to modify the first floor to accommodate a stairway. Mr. Shalzi stated that the design is intended to maintain the character of the neighborhood. He noted that the second floor would include a master bedroom with bathroom, a loft area, and an additional half bath. Mr. Shalzi stated that the home currently has one bathroom serving six residents, creating the need for additional bathroom facilities. He explained that the kitchen remodel is necessary to accommodate the stair configuration. He reviewed the applicable standards and stated that the project will not negatively impact neighboring properties, noting that the lot is a corner property,

the scale has been kept minimal, and the overall appearance will be enhanced. Mr. Shalzi also stated that the structure is an existing nonconforming property, and any modifications would require zoning relief. Mr. Shalzi concluded by stating that the proposed construction goes straight up over the existing footprint and does not increase any existing encroachments.

Mr. Auer explained that the petitioner is proposing to construct a second-story addition to the existing one-story residence. He explained the requested setback relief along Baldwin Road, noting that the property is legally nonconforming, as the home was constructed prior to the adoption of the current zoning standards. Auer stated the zoning ordinance requires that, in the event of an expansion of a nonconforming building or structure, the property must conform to the standards of the zoning code.

Mr. Auer reviewed the presentation slides to illustrate the existing site conditions. Referring to the site plan, he identified the location of the proposed second-floor addition and explained that the east side of the structure will not be expanded vertically. Auer stated the second story addition will not further the setback in question. He stated that the proposal meets the current height and does not further the building or lot coverages.

Mr. Auer discussed the surrounding area, noting that there are two nearby properties with setbacks less than the required 30 feet. He also stated that staff has not received any negative feedback from neighboring property owners regarding the request.

Commissioner Schubert asked whether there were any similar additions in the surrounding area.

Mr. Auer stated that, in the area reviewed, there were no second story additions. He noted there are some two-story homes but no similar additions.

Chairman Fedota asked if the Baldwin homes to the east have 30ft front yard setbacks.

Mr. Auer confirmed that the homes along Baldwin to the east were setback at 30 feet from the front lot line.

#### **STAFF RECOMMENDATION:**

The petitioner is requesting to construct a second story upon the existing one-story residence. The proposed addition will not warrant relief beyond the existing setback of 12 feet and does not conflict with any remaining zoning regulations. Staff does not believe that the petition and proposed plans will produce a negative impact upon the value of the surrounding area. Furthermore, the proposal meets the standards of the remaining standards of the R-2 zoning district. Therefore, Staff recommends approval of the proposed Special use, subject to the following conditions:

1. The Special Use shall substantially conform to the plans prepared by Lance Shalzi, architect, dated 06/07/2025, except as such plans may be changed to

conform to Village Codes and Ordinances.

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

**Commissioner Noonan made a motion to approve subject staff’s conditions; seconded by Commissioner Cavanaugh.**

**DELIBERATIONS:**

Commissioner Kolososki stated, given the constraints of the lot, the architect is pursuing enhancements that are compatible with the surrounding area.

Commissioner Fedota stated that his primary concern was the line of sight; however, he noted that the proposal does not alter the existing footprint of the property and only adds vertically. He added that he also finds the project refreshing.

Chairman Wood stated that building upward is a reasonable approach given the family’s need for additional space. She noted that having only one bathroom is challenging and agreed there is a clear need for expansion. Chairman Wood stated that the proposal maintains the existing setback line and that she does not see any detriment to the public health, safety, or welfare, nor any negative impact on neighboring properties.

**Chairman Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item will go to Village Council on January 19, 2026**

<b>RESULT:</b>	<b>APPROVED</b>
<b>MOVER:</b>	MOTION BY NOONAN
<b>SECONDER:</b>	SECONDED BY CAVANAUGH
<b>AYES:</b>	Jan Wood, Cindy Roth Wurster, Tim Schubert, Kevin Cavanaugh, Stephen Fedota, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
<b>NAYES:</b>	None

**V. PUBLIC COMMENT**

No one came forward

**VI. ADJOURNMENT**