



PLANNING AND ZONING COMMISSION

JUNE 23, 2026 AT 7:00 PM

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

MINUTES

REGULAR MEETING

7:00 PM

I. CALL TO ORDER

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

II. ROLL CALL

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

III. APPROVAL OF MINUTES

RESULT:	APPROVED
MOVER:	Roth-Wurster
SECONDER:	Noonan
AYES:	Jan Wood, Cindy Roth Wurster, Tim Schubert, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None

- A. Draft 6-9-2026 Minutes

IV. PUBLIC HEARING

- A. 366 N. Quentin Road - to be continued to the July 14, 2026 Planning and Zoning Commission Meeting.
1. Preliminary/Final Planned Development to permit a 3-lot Single Family Residential Development.

2. Preliminary/Final Plat of Subdivision to permit a 3-lot Single Family Residential Development.
3. Rezoning from R-1 Single Family Residential to Planned Development

RESULT:	APPROVED - MOTION TO CONTINUE TO JULY 14, 2026
MOVER:	Noonan
SECONDER:	Friedman
AYES:	Jan Wood, Cindy Roth Wurster, Tim Schubert, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None

B. 1304 N. Doe Road

1. Special Use for a setback reduction for a privately recorded building line; and
2. Variation for the maximum driveway width to be 35 feet, instead of the maximum allowed for a 2-car garage of 30 feet.

SU-000271-2026 – 1304 N. Doe Road – District #1

Notice was published in the Journal & Topics on June 4, 2026 and mailed to the owners of the surrounding properties.

Petitioner's Exhibits:

1. **Application**
2. **Proof of Ownership**
3. **Plat/Site Plan**
4. **Elevations**
5. **O-7-26**
6. **Public Notice**

Background:

Mr. Vyverberg provided background and states the subject property is located at the north-west corner of Doe Road and Dundee Road and is zoned R-1. The property is approximately 33,000 square feet in area. A building permit was issued for a detached garage located at the north-west corner of the property. A privately recorded building line exists on the property, and the approved building permit indicated that the garage would be located approximately two to three feet outside that building line. It was later determined that a portion of the garage encroaches onto the private building line. Detached structures are required to maintain the side yard abutting a street setback between the principal structure and the property line,

with a required setback of 25 feet, given the setback of the existing principal structure. The Petitioner is requesting a Special Use for an encroachment ranging from as little as six inches to as much as two feet into the privately recorded building line. In addition, an existing gravel area is proposed to be paved, which would exceed the maximum permitted driveway width, requiring a Variation.

Sworn in petitioner: Michael Morello – 1304 N Doe Road

Mr. Morello states the detached garage was not constructed for traditional garage use and is primarily being used for storage. He explains that he served as the contractor for the project and inadvertently measured from the existing PVC fence, which was not located on the correct line. As a result, one corner of the garage encroaches into the building line. He states he overlooked the requirement to submit a spot survey, and a stop work order was issued until the survey was provided. The garage had already been inspected three times and approved before the stop work order was issued. He describes the situation as an honest mistake and notes that the garage is not intended for business purposes, but rather for storage and to occasionally house his truck during hail storms.

Chairperson Wood asks why the petitioner is requesting a 35-foot driveway width.

Mr. Morello states there is an existing retaining wall and landscaped area that he would like to maintain and keep clean.

Commissioner Schubert asks if there are any drainage issues on the property.

Mr. Morello states there have been drainage issues since the roadway behind the property was reconstructed, but he has not experienced any issues related to the garage.

Commissioner Kolososki asks if the fence was present when he purchased the property.

Mr. Morello states the fence was already there and reiterates that he should not have measured from the fence. He notes that only the right corner of the garage encroaches into the building line and not the entire side of the structure.

Mr. Vyverberg provides additional information and states that the circumstances leading to the request are unique. He notes the home was built in the 1950s when the property was under Cook County jurisdiction, and that the principal structure itself encroaches more than nine feet into the privately recorded building line at the north-west corner. He states this is not an uncommon circumstance and that Cook County was unable to identify any ordinances or resolutions granting relief for the encroachment.

Mr. Vyverberg further explains that the property is adjacent to Park District property and that gravel was previously installed to provide access to the west. He notes that a previous owner operated a business from the property and that two curb cuts currently exist. No changes are proposed to the curb cuts. Staff is requiring the

Petitioner to make meaningful site improvements, including removing gravel from the north side of the garage and replacing it with grass, as well as removing gravel along the west side of the garage and near the sidewalk. As a result, the amount of existing gravel on the property will be reduced. He states that the Zoning Code limits driveway widths serving a two-car garage to 30 feet, while the existing width is approximately 35 feet, requiring zoning relief. Once the Petitioner became aware of the encroachment, an application for relief was submitted.

Commissioner Friedman refers to the site plan and asks what established the angled 34-foot, 7-inch dimension.

Mr. Vyverberg states the condition is unique and that the Petitioner is not specifically requesting that dimension. He notes the site plan does not reflect it, but the Zoning Ordinance would have allowed a curb cut at the end of the driveway, which already exists. He explains the dimension extends from the retaining wall southward to the sidewalk and is not a continuation of the curb cut itself, but rather reflects the widened gravel area installed by a previous owner. He states aerial imagery and historical Google Street View images indicate the gravel area has existed since approximately 2007 or 2008 and predates Village permits, noting the property has been within the Village since 1995.

Commissioner Friedman comments on the geometry of the site and asks about the functional width of the driveway.

Mr. Vyverberg states the Zoning Code does not specify how maximum driveway widths should be measured and that measuring from the retaining wall heading south appears to achieve the maximum driveway dimension. He also noted that the property directly across the street to the east, received a setback reduction for a garage addition, which also encroached into the privately recorded building line and provided a 20-foot setback.

Commissioner Kolososki asks what exists behind the sidewalk connection leading to the pool walkway and door and whether it is all paved area.

Mr. Vyverberg refers to the site plan and states the sidewalk connection is approximately nine feet wide and is included in the maximum driveway width calculation.

Commissioner Kolososki asks whether staff has concerns regarding impervious surface coverage given the size of the lot.

Mr. Vyverberg states the property does not exceed the maximum permitted impervious surface coverage.

Staff Recommendation:

The Petitioner is constructing an accessory structure under an approved building permit. During the foundation spot survey inspection, it was determined that the structure encroaches 2.87 feet into the 35-foot building line, requiring setback relief.

The principal structure on the property already encroaches approximately 10 feet into the same building line, and a neighboring property recently received similar relief for a comparable encroachment. Based on these circumstances, Staff does not believe the requested relief will have a negative impact on surrounding properties. In addition, the proposed paving of the existing driveway and the installation of a sidewalk along the west side of the home extending to the pool represent improvements to the property and enhance the existing site conditions. Therefore, Staff recommends approval of the proposed Special Use and Variation, subject to the following condition:

1. The Special Use and Variation shall substantially conform to the plans prepared by Michal Morello and attached hereto, 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 Fedota

DISCUSSION:

Commissioner Kolososki asks how many garage parking spaces are located on the property.

Mr. Vyverberg states there are four garage parking spaces and notes that the detached garage is not being used for parking purposes, but rather for storage. He also notes the property is approximately 33,000 square feet in area.

Commissioner Kolososki asks if additional garages could be constructed on the property.

Mr. Vyverberg states lot coverage limitations would become a factor and that staff would question the construction of a third garage.

Chairperson Wood states the setback encroachment is minimal, at less than three feet, and that the standards for a Special Use have been met. She notes the property has substantial lot area, the overall lot coverage remains compliant, and the requested relief is reasonable. She states the improvements will add value to the property and that the 35-foot driveway width also meets the standards for relief, given the unique circumstances and size of the parcel.

Commissioner Fedota notes that the property is adjacent to Park District property to the west and open space to the north, and that the large R-1 lot differs from conditions typically found in downtown Palatine. He states there are no neighboring properties affected by sight line concerns related to the request.

Mr. Vyverberg states that, absent the private building line issue, the improvements would generally fall under the umbrella of administratively approved site modifications.

Chairperson Wood summarized that this request has met the standards and was unanimously approved by a vote of 8-0. This item is eligible for Administratively approval or to Village Council on July 13, 2026.

RESULT:	APPROVED BY ROLL CALL
MOVER:	Noonan
SECONDER:	Fedota
AYES:	Jan Wood, Cindy Roth Wurster, Tim Schubert, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None

V. PUBLIC COMMENT

No one came forward

VI. COMMUNICATIONS

Mr. Vyverberg provided Communications – 4 items for the next meeting and one continuance.

Text amendments approved at the last meeting at Village Council.

All matters last meeting were approved by the Village Council.

VII. ADJOURNMENT

RESULT:	APPROVED TO ADJOURN AT 7:30PM
MOVER:	Noonan
SECONDER:	Kolososki
AYES:	Jan Wood, Cindy Roth Wurster, Tim Schubert, Stephen Fedota, Eric Friedman, Patrick Noonan, Rodney Bettenhausen, Robert Kolososki
NAYES:	None