

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Discussion and Recommendation of a **Parking Lot Surface Waiver** for the property located at **5714 Elevator Road [Pietro's Pizzeria]**

Date: 12/10/2025

Meeting: COTW 12/16/2025

Prepared by: Janel Reidinger

Department: Permits

Overview/Background Information

The property located at 5724 Elevator Road, operating as Pietro's Pizza, utilizes an adjacent gravel lot (PIN 04-28-453-005) to accommodate customer parking. Under §155, Article X, Section 15-617(i) of the Village of Roscoe Code of Ordinances, all off-street parking and loading areas are required to be surfaced with concrete or bituminous pavement. The existing gravel surface does not conform to current code requirements.

The property owner has expressed the intent to complete full site improvements, including paving, but requires additional time to complete a lot combination, prepare engineering documents, and undertake construction. A temporary waiver is requested to allow continued use of the gravel parking surface while the required improvements are being designed and permitted.

This waiver establishes deadlines and conditions necessary to bring the property into full compliance.

Key Issues

- 1. Temporary Waiver Period:**
The waiver would be valid from December 16, 2025, through August 1, 2026. The site must be fully improved and compliant by the expiration date.
- 2. Lot Combination:**
The owner must complete a combination of the primary parcel and the gravel parking parcel and provide documentation of the recorded lot combination no later than February 1, 2026.
- 3. Interim Surface Improvements:**
Additional gravel must be installed as needed to stabilize the parking area. The lot must be maintained in a safe and orderly condition throughout the waiver period, and adjacent roadways must be kept free of sediment.
- 4. Engineering Submittal Deadline:**
By April 1, 2026, the property owner must submit complete civil engineering plans, an erosion and sediment control plan, a stormwater management report, and an overall project schedule. All review fees incurred by the Village and its consultants will be the responsibility of the property owner.
- 5. Construction Timeline:**
Construction consistent with approved plans must begin within 30 days of site plan approval. All parking, loading areas, and access drives must be fully paved by August 1, 2026.
- 6. Enforcement:**
Failure to meet any conditions or deadlines will result in revocation of the waiver and may trigger enforcement actions under applicable municipal code provisions.

Fiscal Note/Budget Impact

n/a

Prior Legislative Actions

The owner, Matthew Yaunke has agreed to the conditions listed in the waiver.

Action Required/Recommendation

Staff recommends approval of the Parking Lot Surfacing Waiver for Pietro's Pizza at 5724 Elevator Road, consistent with the conditions outlined in the waiver and summarized in this report. The petitioner shall be fully compliant with all provisions of the Village Code no later than August 1, 2026, or the waiver shall be revoked.

Attachments

Parking Lot Surface Waiver