



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Zoning Board of Appeals
Wednesday, June 11, 2025
5:30 PM

CALL TO ORDER

Chairman Butera called the meeting to order @ 5:33 pm.

ROLL CALL

PRESENT

Chairman Richard Butera
Member Melissa Smith
Member Teresa Skridla
Member Ryan Swanson
Member Carla Jorgenson

ABSENT

Member Laura Baluch
Member Daniel Spinazzola

Village Administrator Josef Kurlinkus

Village Clerk Kimberly Garza

APPROVAL OF MINUTES

- 1. Approval of the Minutes** for the meeting of the Zoning Board of Appeals from **May 14, 2025.**

Chairman Butera asked for a motion for the Approval of the Minutes from May 14th, 2025.

ZBA Member Swanson would like some of the minutes amended. He stated some typos that he would like to be taken out. ZBA Member Skridla wants to add in the rent for the PUD Plan for the Anthony Pipitone Property.

Motion to Approve the Minutes was made by ZBA Member Swanson, second by ZBA Member Smith. Voting yes: ZBA Members Butera, Smith, Jorgenson, Swanson, Skridla 5-0-2.

NEW BUSINESS

No new business.

OLD BUSINESS

2. ZBA 2025-009: **Public Hearing and Recommendation for Approval of a Planned Unit Development (PUD)** for the properties commonly known as PINs 04-29-251-010, 04-29-251-013, 04-29-251-011, 0429-251-014, 04-29-251-012, 04-29-277-003, 04-29-277-007, 04-29-277-004, 04-29-27-08, 04-29-277-009, 04-29-277-005, and 04-29-277-006

[Applicant: Anthony Pipitone]

ZBA Member Swanson Notified the Board that he would need to abstain from discussion and voting on this matter as he works for Arc Design, which is the firm providing engineering services for this project. He is with his business partner that is online this evening Jeff Linkenheld. Mr. Pipitone is not here this evening due to a family emergency.

Mr. Swanson is from Arc Design Resources stated that the project was held over from last meeting on May 14th, 2025, so the Board could get more acquainted with the project.

He stated that this allowed him to have a meeting with the staff to go over the design issues, such as architectural designs. There is an updated report.

Mr. Swanson stated that there were concerns from the public about safety around the Quarry. Mr. Pipitone has added a six-foot privacy fence along the North Property Line to give a buffer and keep people out of the Quarry.

Mr. Swanson stated that there were concerns about the recreational path, they will not be proposing an extension to the path through this development at this time. The paths current layout follows the public street and is consistent with other ancillary roads that lack sidewalks.

The proposed design includes significant green space and detention areas, along with new landscaping on the frontage, new street trees, and landscaping at the back of the structures all to be maintained by the owner.

Mr. Kurlinkus Village Administrator stated that he went back into the older records and found a letter back from 1998 when this whole development first started explaining that the original developers, Mr. Gillig requested an exception to Village code for an 8-foot recreation path instead of sidewalks on both sides. The path, approved in 1998-1999, is maintained by the homeowner's associations (HOA) but has a recorded public easement for public use.

Internal Roadways: Driveway and Internal paved areas within the development function as private access points to units, not public streets, and will be maintained by the owner. (Including plowing and shoveling)

Application Details: The presentation was for the approval of a tentative and final plat of Prairie Garden Plat Number Three which involves combining 13 existing parcels into one. Staff confirmed that minor text updates are needed but there are no substantial concerns preventing approval.

Motion was made to send to the Village Board for a recommendation for approval of a Planned Unit Development.

Motion was made by ZBA Member Skridla, seconded by ZBA Member Smith. Voting yes: Butera, Smith, Skridla. Voting no Jorgenson. Abstain Swanson 3-1-1

3. **ZBA 2025-010: Approval of a Tentative and Final Plat of Prairie Garden Plat No. 3**

Approval of a Tentative and Final Plat of Prairie Garden Plat No. 3

Mr. Swanson abstained from discussion and voting of this item.

Mr. Hoier From Vanderwall and Associates explains that this is the same Development as the PUD. He stated that this is 13 different parcels that the applicant would like to combine into one parcel. this property fits all of the dimensional standards for the district in which it's zoned as.

Brandon Boggs Village Engineer states there are some minor comments and texts that need to be completed as part of the full plat approval, but nothing preventing staff from recommending approval of the tentative and final Board approval before recording at the Winnebago County Recorder's Office.

Motion was made for an Approval of a Tentative and Final Plat of Prairie Garden Plat No. 3.

Motion was made by ZBA Member Skridla, second by ZBA Chairman Butera. Voting yes: ZBA Members Smith, Skridla, Butera. Voting no: ZBA Member Jorgenson Abstain ZBA Member Swanson 3-1-1.

4. **ZBA 2025-013: Discussion on possible amendment to Article III - Residential District Regulations of Chapter 155 (Zoning Regulations) and Chapter 154 - Subdivision Regulations of the Village's Code of Ordinances**

Chairman Butera asked Mr. Hoier for a review of the amendment of Article III Residential District Regulations of Chapter 155 (Zoning Regulations and Chapter 154 - Subdivision Regulations) of the Village Code of Ordinances.

"New Residential attached Zoning District" creation of a new district for low-density single-family homes (e.g., Townhomes), drawing standard from other municipalities like Mount Prospect and Belvidere.

Architectural Design Standard Cleanup "Garage Protrusion:" A stipulation that the entirety of the garages cannot protrude farther than the main plane. of the house, aiming to eliminate "Snout House" designs and improve architectural aesthetics.

"Decorative Trim:" Requirements for more scrupulous use of trim (e.g., 6- inch trim) around windows, doors, and garage doors to enhance facade articulation and prevent a "Sea of beige appearance".

"Private Outdoor Space:" Each townhome unit in the new district would be required to have a minimum of 100 square feet of private outdoor space (yard and patio). This would be the first main thing that this Ordinance amendment would do.

Second Minor Land use Regulations Modification amendments to the subdivision chapter to allow the Village to process minor land divisions of up to four units (similar to a certified survey map process in Wisconsin). This would provide a shortened review process, by passing the full tentative and final plan process required for larger subdivisions.

Minor land Division Details: This simplified process would apply to all property types (Commercial, Residential), not just the new residential attached district.

Concerns were raised about potential successive subdivision, with the suggestion of implementing a "Shot Clock" (e.g., limiting divisions to once every five years) similar to practices in other areas.

The Chair expressed that minor land division, despite the name, are significant enough to warrant review by the board with staff input, rather than solely administrative staff review.

Mr. Kurlinkus stated this amendment would give the Village more control over land splits, as the county currently approves divisions that can result in non-conforming parcels, and these splits typically do not involve new public streets or utilities.

Mr. Kurlinkus clarified that this discussion was a feedback session, not a formal public hearing. The proposed amendments would be refined based on this feedback published and then brought back to the ZBA board for a formal public hearing and vote before proceeding to the Village Board.

Board members were assured they could make inquiries to staff privately; with discussions eventually being made public.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Village Trustee Mike Sima spoke as a member of the public welcoming Carla Jorgenson to the Zoning Board; he also thanked the board for taking the time to ask questions and not making any rush decisions.

There were four members from the Board that were present this evening and they are in full support of the ZBA Board.

ADJOURNMENT

Chairman Butera made a motion to Adjourn the meeting.

Motion was made by ZBA Member Swanson, second by ZBA Member Skridla. Voting yes: Jorgenson, Smith, Skridla, Swanson, Butera 5-0-0.

Adjourn the meeting at 6:37 pm.