



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Zoning Board of Appeals
Wednesday, July 08, 2026
5:30 PM

CALL TO ORDER

ZBA Chairman Butera called the meeting to order at 5:30 pm.

ROLL CALL

PRESENT

Chairman Richard Butera
Member Laura Baluch
Member Carla Jorgenson
Member Brooke Schlichting
Member Teresa Skridla
Member Melissa Smith
Member Daniel Spinazzola

Village Attorney Tom Green

Village Clerk Kimberly Garza

Zoning Consultant Hillary Rottmann

Chief of Fire Jay Alms

APPROVAL OF MINUTES

1. **Approval of the Minutes** for the meeting of the Zoning Board of Appeals from **June 10, 2026**.

ZBA Chairman Butera asked for a motion for the approval of the mins.

Motion was made by ZBA Member Schlichting, second by ZBA Member Jorgenson. Voting yes: Jorgenson, Smith, Butera, Baluch, Schlichting, Skridla, Spinnazola 7-0-0.

NEW BUSINESS

2. **ZBA 2026-011: Design Review for a 440 SF Deck Addition with ADA Accessible Ramp located at 11087 Main Street (PIN: 04-33-251-002).**

Applicant CB Main LLC (Chris Rini)

Hillary Rottmann Zoning Consultant presented the application for the (CB Main LLC) Roscoe Chiropractic Centre, building and enhance the functionality of the existing rear entrance. She noted that the property was recently rezoned to the Main Street Core (MC) District, which does not require minimum side yard setbacks, and confirmed that the proposed improvements comply with the applicable zoning requirements. The applicant submitted renderings of the proposed exterior alterations for review. The Engineering Department's only comment was that pavement striping should be incorporated into the rear parking lot as part of the project. Hillary explained that the Design Review process evaluates and approves the proposed exterior design, while the Zoning Board of Appeals (ZBA) is responsible for approving the requested permissions, which requires a minimum of four affirmative votes. Staff recommended approval of the design review for the exterior alterations at 11087 Main Street, subject to the following conditions: the applicant shall install all materials as reviewed and approved by the ZBA, obtain all required building permits, and install pavement striping in the parking lot in accordance with all applicable city ordinances and design standards.

Charman Butera asked for a motion for approval.

Motion was made by ZBA Member Skridla, second by ZBA Member Baluch. Voting yes: Baluch, Schlichting, Jorgenson, Skridla, Spinazzola, Smith, Butera 7-0-0.

OLD BUSINESS

3. ZBA 2026-010: **Withdrawal of Application** Notification that the applicant, Capo Construction LLC (Ken Salah), and owner, Jon Chapman have withdrawn the request for a Planned Unit Development (PUD) General Development Plan (GDP) for property located at 5745 McDonald Road. - **No further action required.**

ZBA Chairman Butera states a letter was written to the ZBA Board from Ken Salah, also known as Capo Constructions. He is withdrawing his application for a Planned Unit Development (PUD), General Development plan (GDP). for the approval for a portion of the property commonly known as 5745 McDonald Road.

No further action required.

PUBLIC COMMENT (Limited to 3 minutes per speaker)

No Public Comment.

ADJOURNMENT

ZBA Chairman Butera asked for a motion to adjourn the meeting.

Motion was made by ZBA Member Baluch, second by ZBA Member Skridla. Voting yes: Schlichting, Jorgenson, Baluch, Smith, Spinnazola, Butera, Skridla 7-0-0.

Meeting adjourned at 5:38pm.