

**APPROVED MINUTES**  
**VILLAGE OF ANTIOCH**  
**PLANNING AND ZONING BOARD**  
**MUNICIPAL BUILDING: 874 MAIN STREET, ANTIOCH, ILLINOIS**  
**September 14, 2006**

**CALL TO ORDER**

The Antioch Planning and Zoning Board meeting was called to order by Acting Chairman Ipsen at 7:30 p.m. in the Municipal Building, 874 Main Street, Antioch, Illinois 60002.

**ROLL CALL**

Roll call indicated the following members were present: Cole, Kaiser, Ralston, and Karasek. Also present were Acting Chairman Ipsen, Attorney DeMartini and Deputy Clerk Folbrick. Absent: Chairman Burdick and member Keller.

**MINUTES**

Member Cole moved, seconded by Member Kaiser, to approve the minutes from the July 13, 2006 meeting as presented. Upon role call, the vote was:

**YES: 3:** Ipsen, Cole, Kaiser.

**NO: 0.**

**ABSTAIN: 2:** Ralston, Karasek.

**ABSENT: 2:** Chairman Burdick, Keller.

**THE MOTION CARRIED.**

Member Cole moved, seconded by Member Kaiser, to approve the minutes from the July 27, 2006 meeting as presented. Upon role call, the vote was:

**YES: 3:** Ipsen, Cole, Kaiser.

**NO: 0.**

**ABSTAIN: 2:** Ralston, Karasek.

**ABSENT: 2:** Chairman Burdick, Keller.

**THE MOTION CARRIED.**

Member Kaiser moved, seconded by Member Cole, to approve the minutes from the August 24, 2006 meeting as presented. Upon role call, the vote was:

**YES: 4:** Ipsen, Cole, Kaiser, Karasek.

**NO: 0.**

**ABSTAIN: 1:** Ralston.

**ABSENT: 2:** Chairman Burdick, Keller.

**THE MOTION CARRIED.**

**ANNOUNCEMENTS AND CORRESPONDENCE**

Director Silhan announced that he will be leaving the Village of Antioch at the end of the month, and thanked the board for all of their hard work over the years. Acting Chairman Ipsen said that he has enjoyed working with director Silhan through the years.

Member Ipsen announced newly appointed member Betty Ann Ralston and welcomed her to the Board.

**OLD BUSINESS**

No report.

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## **NEW BUSINESS**

***PZB 06-11; Request for front and side lot line variation: 995 Victoria Street, a part of Chinn's addition to the Village of Antioch Subdivision. PIN 02-08-310-019.***

Attorney DeMartini administered the oath to those who wished to offer testimony.

The petitioner Cory Cybul submitted the certified mail receipts to Deputy Clerk Folbrick to be entered into the record. Deputy Clerk Folbrick read aloud the notice of public hearing.

Petitioner Cory Cybul addressed the board requesting a variance in order to construct a front porch for his property. Mr. Cybul believes that this addition will improve the appearance of his home, as well as benefit the neighbors and community. He stated that he would like to build a Victorian style porch in order to restore the home to its original appearance.

Member Ipsen asked how far out Mr. Cybul would like to go with this porch. Mr. Cybul said he would like to go eight feet out from the front of the house. Member Ipsen asked if the porch would go wall-to-wall. Mr. Cybul said that it would. Member Ipsen asked if the current steps are encroaching on the setback at this time. Mr. Cybul said that he did not believe they are.

Member Cole asked if the planned access to the porch would be straight out the door or if it would come off the side down the driveway. Mr. Cybul said it would be off the side to the driveway.

Member Ipsen asked if Mr. Cybul would have any stairs going down to the sidewalk. Mr. Cybul replied that the face of the house is 24.4 feet in width, and would like to make the porch approximately 23.5 feet and build two stairs going into the front porch and two stairs going past, allowing the stairs to end at the driveway.

Member Kaiser asked what the petitioner plans on doing with the existing sidewalk. Mr. Cybul said that he planned on removing the existing sidewalk unless he is requested to repair the sidewalk. The current sidewalk is cracked, and Mr. Cybul would like to re-grade the front yard and plant new grass and landscaping once the front porch is completed.

Mr. Cybul asked the board if curb maintenance was his responsibility. Member Ipsen said he was not sure whose responsibility it was, but asked Mr. Cybul to check with Village staff regarding curb maintenance.

Member Kaiser asked if the neighbors signed the affidavit of notification. Mr. Cybul stated that he submitted all of the certified mail receipts from his mailing to his neighbors. Member Cole asked if he received the green return receipt postcard from the mailing. Mr. Cybul stated that the receipts he submitted into record were based upon the post office recommendation. Director Silhan stated that this was not the type of certified mail that is requested in the instructions to the applicant.

***The board recessed at 7:50 p.m. in order to review the requirements for return receipts.***

***The board reconvened at 7:53 p.m.***

Attorney DeMartini explained that the decision is ultimately up to the board and whether or not they find this type of certified mail receipt acceptable. He stated that this is not a requirement in the code, but suggested that the board follow their previous practice. Director Silhan expressed concern in delaying the project, however he stated that the past practice has been that the board obtain the green return receipt to prove that the notification has occurred. He stated that the standard package of information to the applicants indicate that the notification should be by certified mail with a return receipt

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request. For the purposes of uniformity and setting precedence, the board decided to request a certified mail return receipt postcard.

Director Silhan suggested that the board continue this hearing to the next regular meeting on October 12, 2006. If approved at that meeting a recommendation would go to the Village Board for their October 16, 2006 meeting, which would allow for the drafting of an ordinance and possible approval by the Village Board at that meeting.

Member Karasek asked if there were any fire code restrictions based on frontal access to a house when there is a porch with a railing in front of the front door. He asked if they need both frontal and side access because fire code would restrict him from not having a front access. Director Silhan replied that there are other homes with similar front porches, and it should not be a problem.

Attorney DeMartini asked if there was a consensus of the Board to pass this request. The Board offered consensus to the petitioner Mr. Cybul.

Member Cole moved, seconded by member Kaiser to continue PZB 06-11; request for front and side lot line variation; 995 Victoria Street, a part of Chinn's Addition to the Village of Antioch Subdivision; to the October 12, 2006 meeting. Upon role call the vote was:

**YES: 5:** Ipsen, Cole, Kaiser, Ralston, Karasek.

**NO: 0.**

**ABSENT: 2:** Chairman Burdick, Keller.

**THE MOTION CARRIED.**

Deputy Clerk Folbrick returned the certified mail receipts submitted earlier in the meeting to the petitioner Mr. Cory Cybul.

### **ADJOURNMENT**

There being no further discussion Member Kaiser moved, seconded by Member Cole, to adjourn the Planning and Zoning Board meeting at 8:06 p.m.

Respectfully Submitted,

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Lori K. Folbrick  
Deputy Clerk