

## Planning & Zoning Commission



**Wednesday, January 15, 2025, 7:00 p.m.**  
**Village Hall, 70 East Main Street**

### **AGENDA**

1. CALL TO ORDER AND ROLL CALL: Chairperson Orlando Stratman, Vice-Chair Antonio Castillo, Joe Giannini, Sean Glowacz, Vladimir Kovacevic, Scott Morrison, Mike Muir and Ildiko Schultz.
2. CONSIDERATION OF MINUTES AND FINDINGS OF THE COMMISSION
  - A. Minutes of the Planning and Zoning Commission Meeting, on [November 20, 2024](#).  
Motion to approve the minutes.
3. PUBLIC MEETING  
(This agenda item includes items that do not require public testimony)  
  
No items received for consideration.
4. PUBLIC HEARING  
(This agenda item includes proposals presented to the Planning & Zoning Commission requiring public testimony, discussion and recommendation to the Village Board for final action.)
  - A. 1265 Country Club Road – Variation (2025-01)  
Application for a variation to allow for the construction of a 6-foot high fence in the interior side and rear yard of the property within the R-5 single-family residential district.  
*Applicant and Owner: Aleksandra Kopania and Wiktor Kolanko*
  - B. Lake Zurich Comprehensive Plan (2025-02).  
Application requesting amendments and updates the Official Comprehensive Plan of the Village of Lake Zurich as referenced and described in Chapter 9-2-5 of the Lake Zurich Zoning Code.  
*Applicant: Village of Lake Zurich*
5. OTHER BUSINESS
6. STAFF REPORTS  
This is an opportunity for staff of the Community Development Department to report on matters of interest to the Planning & Zoning Commission

7. PUBLIC COMMENT

This is an opportunity for residents to comment briefly on matters included on the agenda and otherwise of interest to the Commission. Public Comment is limited to 30 minutes total and up to 5 minutes per speaker.

8. ADJOURNMENT

The Village of Lake Zurich is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations so that they can observe or participate in this meeting, or who have questions regarding the accessibility of the meeting or the Village's facilities, should contact the Village's ADA coordinator at (847) 438-5141 (TDB #438-2349) promptly to allow the Village to make reasonable accommodation.

**VILLAGE OF LAKE ZURICH**  
**Planning & Zoning Commission**  
**70 East Main Street**



**Wednesday, November 20, 2024, 7:00 p.m.**

1. **CALL TO ORDER** at 7.00pm by Chairperson Orlando Stratman  
**ROLL CALL:** Chairperson Orlando Stratman, Commissioners Antonio Castillo, Joe Giannini, Sean Glowacz, Scott Morrison, and Ildiko Schultz. Commissioners Vladimir Kovacevic and Mike Muir were absent. Also present: Community Development Director Sarosh Saher, Village Planner Colleen McCauley.
2. **CONSIDERATION OF MINUTES AND FINDINGS OF THE COMMISSION**
  - A. Minutes of the Planning and Zoning Commission Meetings, on October 16, 2024.  
Motion to approve the minutes was made by Commissioner Schultz, seconded by Commissioner Morrison.  
AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.  
NAYS: 0  
ABSTAIN: 0  
ABSENT: 2 Commissioners Kovacevic, Muir.  
MOTION CARRIED.
3. **PUBLIC MEETING**  
No items received for consideration.
4. **PUBLIC HEARING**  
Motion was made by Commissioner Castillo, seconded by Commissioner Schultz to open the public hearing for the following application:  
Application PZC 2024-15 for a variation to allow for the construction of an attached garage and a front porch within their respective setbacks at 36 Park Avenue.  
AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.  
NAYS: 0  
ABSTAIN: 0  
ABSENT: 2 Commissioners Kovacevic, Muir.  
MOTION CARRIED.  
Public Hearing started at 7.03pm  
Chairperson Stratman gave the Oath to those who were going to give testimony.

**A. 36 Park Avenue – Variation (2024-15):**

Application for a variation to allow for the construction of an attached garage within the side yard setback and for the construction of a front porch within the front yard setback within the R-5 single-family residential district.

*Applicant and Owner: Mr. Richard Balnius*

Dir. Saher confirmed that proper notice was provided of this item and then he introduced Mr. Richard Balnius, who gave a presentation on the requested variation. Visual representations of what the future elevations for the garage and porch were shown.

**PUBLIC TESTIMONY.**

There was none.

Motion to close the public hearing on Application PZC 2024-15 and move to deliberation was made by Commissioner Schultz, seconded by Commissioner Glowacz.

AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.

NAYS: 0

ABSTAIN: 0

ABSENT: 2 Commissioners Kovacevic, Muir.

MOTION CARRIED.

On Application PZC 2024-15: A Motion was made by Commissioner Schultz, seconded by Commissioner Glowacz, to receive into the public record the staff review of compliance of this Application with the zoning standards as presented by staff; and to receive the testimony presented by the Applicant, by the PZC Members, and by Village Staff at tonight's Public Hearing; and make these standards and testimony a part of the official record for the Application and Findings of the PZC; and to recommend that the Village Board approve the application for a Variation to allow for the construction of an attached garage within the side yard setback and for the construction of a front porch within the front yard setback within the R-5 single-family residential district.

AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.

NAYS: 0

ABSTAIN: 0

ABSENT: 2 Commissioners Kovacevic, Muir.

MOTION CARRIED.

**5. OTHER BUSINESS**

A motion was made by Commissioner Schultz, seconded by Commissioner Glowacz, to approve the meeting dates for 2025 as the third Wednesday of each month.

AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.

NAYS: 0

ABSTAIN: 0

ABSENT: 2 Commissioners Kovacevic, Muir.

MOTION CARRIED.



**6. STAFF REPORTS**

Dir. Saher reported that the draft of the Comprehensive Plan will be examined at a community open house at Vault 232, followed by a review by the Commission at the January meeting.

**7. PUBLIC COMMENT**

There were none.

**8. ADJOURNMENT**

Motion to adjourn the meeting made by Commissioner Schultz, seconded by Commissioner Glowacz.

AYES: 6 Commissioners Castillo, Giannini, Glowacz, Morrison, Schultz, Chairperson Stratman.

NAYS: 0

ABSTAIN: 0

ABSENT: 2 Commissioners Kovacevic, Muir.

MOTION CARRIED.

Meeting adjourned at 7.18 pm

Respectfully submitted:

Colleen McCauley, Village Planner

Approved by:

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Chairperson Orlando Stratman.

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Date



*At the Heart of Community*

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

**APPLICATION PZC 2025-01**  
**PZC Meeting Date: January 15, 2025**

**AGENDA ITEM 4.A**

### **STAFF REPORT**

To: Chairperson Stratman and Members of the Planning & Zoning Commission

From: Sarosh Saher, Community Development Director

CC: Colleen McCauley, Village Planner

Date: January 25, 2025

Re: PZC 2025-01 – Zoning Application for a Fence Variation  
1265 Country Club Road

### **SUBJECT**

Mr. Wiktor Kolanko and Ms. Aleksandra Kopania (the “Applicant” and “Owner”) request a Variation from Zoning Code Section 8-11-1-F-2, Maximum Fence Heights: Interior side and rear yards: Five Feet (5’) to allow for the construction of a six-foot (6’) high fence within the interior side and rear yards at the property commonly known as 1265 Country Club Road, legally described in Exhibit A attached hereto (the “Subject Property”).

### **GENERAL INFORMATION**

Requested Action: Variation of Maximum Fence Height

Current Zoning: R-5 Single Family Residential District

Current Use Single Family Home

Property Location: 1265 Country Club Road

Applicant and Owner: Mr. Wiktor Kolanko and Ms. Aleksandra Kopania

Staff Coordinator: Colleen McCauley, Village Planner

### **LIST OF EXHIBITS**

- A. Legal Description
- B. Public Meeting Sign
- C. Site Photos
- D. Aerial Map
- E. Zoning Map
- F. Parcel Map
- G. Development Application and Attachments
- H. Development Review Comments

## **BACKGROUND**

Mr. Wiktor Kolanko and Ms. Aleksandra Kopania (the “Applicant” and “Owner”) are the owners of the property located at 1265 Country Club Road, legally described in Exhibit A attached hereto (the “Subject Property”). The Applicant filed an application with the Village of Lake Zurich received on November 15, 2024 (the “Application”) seeking:

- A Variation from Zoning Code Section 8-11-1-F-2, Maximum Fence Heights: Interior Side and Rear Yards: Five Feet (5’)

The Subject Property is located within the Village’s R-5 Single-family Residential District that provides for single-family homes. The R-5 zoning district only permits five-foot (5’) high fences in the interior side or rear yards according to the bulk requirements of the code. The Applicant proposes a six-foot (6’) high fence that will begin at the corner of the retaining wall in the rear yard, extend along the northerly interior side lot line, continue 134 feet along the westerly rear property line, and then follow the southerly interior side lot line, eventually connecting to the midpoint of the home.

The Applicant is proposing to install a 6-foot tall aluminum ornamental fence to enhance the safety of their family due to the presence of wildlife, primarily coyotes. The rear yard of the home is wooded and borders a wetland, which draws various wildlife.

The Applicant will secure clearance from all utility companies to install the fence in the interior side and rear yards before beginning construction. There are no Village utility easement requirements or grade issues that would prevent the fence from being built in the proposed locations on the lot. Due to the lower grade of the rear yard, a 6-foot fence will have less impact on surrounding property. The applicant has also obtained the consent from the owners of the three neighboring properties for the construction of the taller fence.

Pursuant to public notice published on December 21, 2024, in the Daily Herald, a public hearing has been scheduled with the Lake Zurich Planning & Zoning Commission for January 15, 2025, to consider the Application. On December 16, 2024, the Village posted a public hearing sign on the Subject Property (Exhibit B).

Staff offers the following additional information:

- A. **Courtesy Review.** Due to the low impact of this project, courtesy review was not recommended.
- B. **Zoning History.** The property was subdivided and purchased in 2022 from the neighboring property at 327 Country Club Road. Prior to the subdivision, the lots were part of a single zoning lot. The applicant recently moved into their newly constructed home, which was completed in 2024. The subject property is zoned within the R-5 Single Family Residential District.
- C. **Surrounding Land Use and Zoning.** The subject property is zoned within the R-5 Single Family Residential District, and surrounded by similarly zoned properties developed with single-family residences. The properties to the west are located within the Village of North Barrington, and are also developed with single-family homes.
- D. **Trend of Development.** The residence at 1265 Country Club Road is a two-story home that was completed in 2024. Most of the surrounding homes were built in the 1980s. The Subject Property one of the few remaining vacant parcels on this block and was developed following the subdivision of the adjacent property owner's lot.
- E. **Zoning District.** The zoning code provides for four (4) zoning districts for single-family residential development. The single-family districts provide for a limited range of single-family detached housing densities consistent with the village's established single-family residential neighborhoods. The R-5 district allows for somewhat higher density residential use and smaller lot sizes.

Taken as a whole, the residential district regulations are intended to preserve established neighborhoods and encourage new residential development, but only in a manner consistent with the overall character of the village.

## GENERAL FINDINGS

Staff of the Community Development Department's development review team has evaluated the development against the various standards and provisions of the Lake Zurich Municipal Code and offers findings on the following specific sections of the Code.

### 9-17-4: STANDARDS FOR VARIATIONS.

- A. General Standard: No variation shall be granted pursuant to this chapter unless the applicant shall establish that carrying out the strict letter of the provisions of this zoning code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this section.

**Staff Response: Standard met. Applicant has shown proof that there is a practical difficulty in constructing the fence in compliance with the provisions of the current**

**zoning code due to safety concerns. The variation being sought will provide utility and safety to the yard and satisfy each of the standards set forth in this section.**

- B. Unique Physical Condition: The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use or structure, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.

**Staff Response: Standard met. The Subject Property is similar in size to the three neighboring properties to the south, while the properties to the north and east vary significantly in size. The lot's proximity to the wetland results in a steep grade change, which reduces the effectiveness of a five-foot fence and attracts wildlife. As a result, the applicant is requesting a variation to construct a taller fence within the interior side and rear yards to provide the necessary protection and make the yard a functional, usable space.**

- C. Not Self-Created: The aforesaid unique physical condition is not the result of any action or inaction of the owner, or of the owner's predecessors in title and known to the owner prior to acquisition of the subject property, and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of this zoning code, for which no compensation was paid.

**Staff Response: Standard met. The unique or extraordinary physical condition of the property was not caused by any actions of the property owner, but rather results from the design of the original developer and the proximity to the wetland and wooded area.**

- D. Denied Substantial Rights: The carrying out of the strict letter of the provision from which a variation is sought would deprive the owner of the subject property of substantial rights commonly enjoyed by owners of other lots subject to the same provision.

**Staff Response: Standard met. The Applicant is requesting a six-foot high fence to surround the rear yard of their property. Denying the fence to be built would deny the property owner the opportunity to safely enjoy the entire outdoor area (rear yard) offered to other residents.**

- E. Not Merely Special Privilege: The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.

**Staff Response: Standard met. The hardship does not involve the inability of the owner to enjoy any special privilege in using the property. Granting the variation will allow the current owner to enjoy the fenced in outdoor space that is traditional and customary to the enjoyment and use of a residential property.**

- F. Code and Plan Purposes: The variation would not result in a use or development of the subject property that would be not in harmony with the general and specific purposes for which this zoning code and the provision from which a variation is sought were enacted or the general purpose and intent of the official comprehensive plan.

**Staff Response: Standard met. Granting the variation would not change the residential use of the Subject Property. The location and design of the home, the fence and other accessory structures will continue to remain in harmony with the residential purpose of the zoning code and comprehensive plan.**

- G. Essential Character of the Area: The variation would not result in a use or development on the subject property that:

1. Detrimental to Enjoyment: Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or

**Staff Response: Standard met. If the Applicant is granted the requested variation, it will not create a negative effect on public welfare, enjoyment, development, or value of property.**

2. Light and Air: Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or

**Staff Response: Standard met. Granting of the variation would have no effect on the supply of light and air to the subject property or those properties in the vicinity, as the Applicants only wish to construct a fence along the interior side and rear lot lines of the property.**

3. Congestion: Would substantially increase congestion in the public streets due to traffic or parking; or

**Staff Response: Not Applicable. Granting of the variation would not affect any congestion due to traffic or parking as the land use or density of the property is not being altered.**

4. Flood or Fire: Would unduly increase the danger of flood or fire; or

**Staff Response: Standard met. The proposed fence is not a solid fence and will therefore not increase any risk of flood or fire. The fence is proposed to be built to modern standards of the building and zoning code, and will not impede the drainage flow on the property.**

5. Tax Public Facilities: Would unduly tax public utilities and facilities in the area; or

**Staff Response: Standard met. No utilities are proposed to be connected to the proposed fence. Granting of the variation would therefore not cause the property to unduly tax public utilities or facilities in the area since its function would not change.**

6. Endangerment: Would endanger the public health or safety.

**Staff Response: Standard met. The proposed variation would not affect the public's health, safety or welfare.**

- H. No Other Remedy: There is no means other than the requested variation by which the alleged hardship or difficulty can be avoided or remedied to a degree sufficient to permit a reasonable use of the subject property.

**Staff Response: Standard partially met. The fence is only being constructed at the proposed height to give the rear yard the desired utility and safety.**

**The height of the fence is not at the minimum adjustment that the property owner could apply to give the fenced-in portion of the yard a reasonable level of functionality, as a 5-foot fence could be constructed at the proposed location.**

**However, the proposed six-foot-high fence is requested by the Applicant to enhance safety for their family and to address the grade change in the rear yard.**

**Additionally, the following measures or existing features serve as justification of the variation being requested:**

- 1. The fence will be an open aluminum ornamental design with a high level of transparency, reducing the barrier effect along adjacent properties.**
- 2. The owners of the adjacent properties have not objected to the construction of the fence as proposed and have all submitted letters of support.**

**Staff therefore recommends approval of the variation, despite the partial compliance with this standard.**

## **RECOMMENDATION**

The recommendation of the Planning and Zoning Commission should be based on the standards included in the following Sections of the Lake Zurich Municipal Code:

- Section 9-17-4: Standards for Variations

Section 9-17-5 entitled “Variation less than requested” provides the PZC with the option of granting a variation less than or different from that requested when the record supports the applicant's right to some relief but not to the relief requested.

Based on the review of the standards for approval which have been met with the exception of Standard H, staff recommends that the Planning and Zoning Commission make these standards a part of the official record of the Application.

Further, based on the existing conditions and mitigation proposed by the owner as further described in the staff response to Standard H, Staff of the Community Development Department recommends the approval of PZC 2025-01, subject to the following conditions:

1. Substantial conformance with the following documentation submitted as part of the application and subject to revisions required by Village Staff, Village Engineer, and any applicable governmental agencies:
  - a. Zoning Application dated November 15, 2024, prepared by the Applicants Wiktor Kolanko and Aleksandra Kopania, homeowners of 1265 Country Club Road; and Cover Letter.
  - b. Exhibit A: Legal Description of the Subject Property.
  - c. Plat of Survey provided by Wiktor Kolanko and Aleksandra Kopania.
  - d. Letters of Consent from neighbors dated November 15, 2024.
2. As further mitigation for construction of the fence, the applicant shall agree not to increase its height beyond what is being proposed. Any additional fence proposed on the property in the future shall meet the requirements of the building and zoning code for fence height, materials location and setback.
3. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.

Respectfully submitted,

Colleen McCauley, Village Planner



**LAKE ZURICH PLANNING & ZONING COMMISSION  
FINAL FINDINGS & RECOMMENDATIONS**

**1265 COUNTRY CLUB ROAD  
JANUARY 15, 2025**

The Planning & Zoning Commission recommends approval of Application **PZC 2025-01**, and the Planning & Zoning Commission adopts the findings as contained within the Staff Report dated **January 15, 2025** for this Application and subject to any changes or approval conditions as listed below:

1. Substantial conformance with the following documentation submitted as part of the application and subject to revisions required by Village Staff, Village Engineer, and any applicable governmental agencies:
    - a. Zoning Application dated November 15, 2024, prepared by the Applicants Wiktor Kolanko and Aleksandra Kopania, homeowners of 1265 Country Club Road; and Cover Letter.
    - b. Exhibit A: Legal Description of the Subject Property.
    - c. Plat of Survey provided by Wiktor Kolanko and Aleksandra Kopania.
    - d. Letters of Consent from neighbors dated November 15, 2024.
  2. As further mitigation for construction of the fence, the applicant shall agree not to increase its height beyond what is being proposed. Any additional fence proposed on the property in the future shall meet the requirements of the building and zoning code for fence height, materials location and setback.
  3. The development shall be in compliance with all other applicable codes and ordinances of the Village of Lake Zurich.
- 
- ☐ Without any further additions, changes, modifications and/or approval conditions.
  - ☐ With the following additions, changes, modifications and/or approval conditions:

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Planning & Zoning Commission Chairman

**EXHIBIT A**  
**LEGAL DESCRIPTION OF SUBJECT PROPERTY**

THE SOUTH 135 FEET OF THE NORTH 641 FEET OF THE WEST 305 FEET OF THE SOUTHWEST ¼ OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

Common Street Address: 1265 Country Club Road  
Property Index Number (PIN): 14-18-300-005

**EXHIBIT B**

**PUBLIC HEARING SIGNS PRESENT AT SUBJECT PROPERTY**

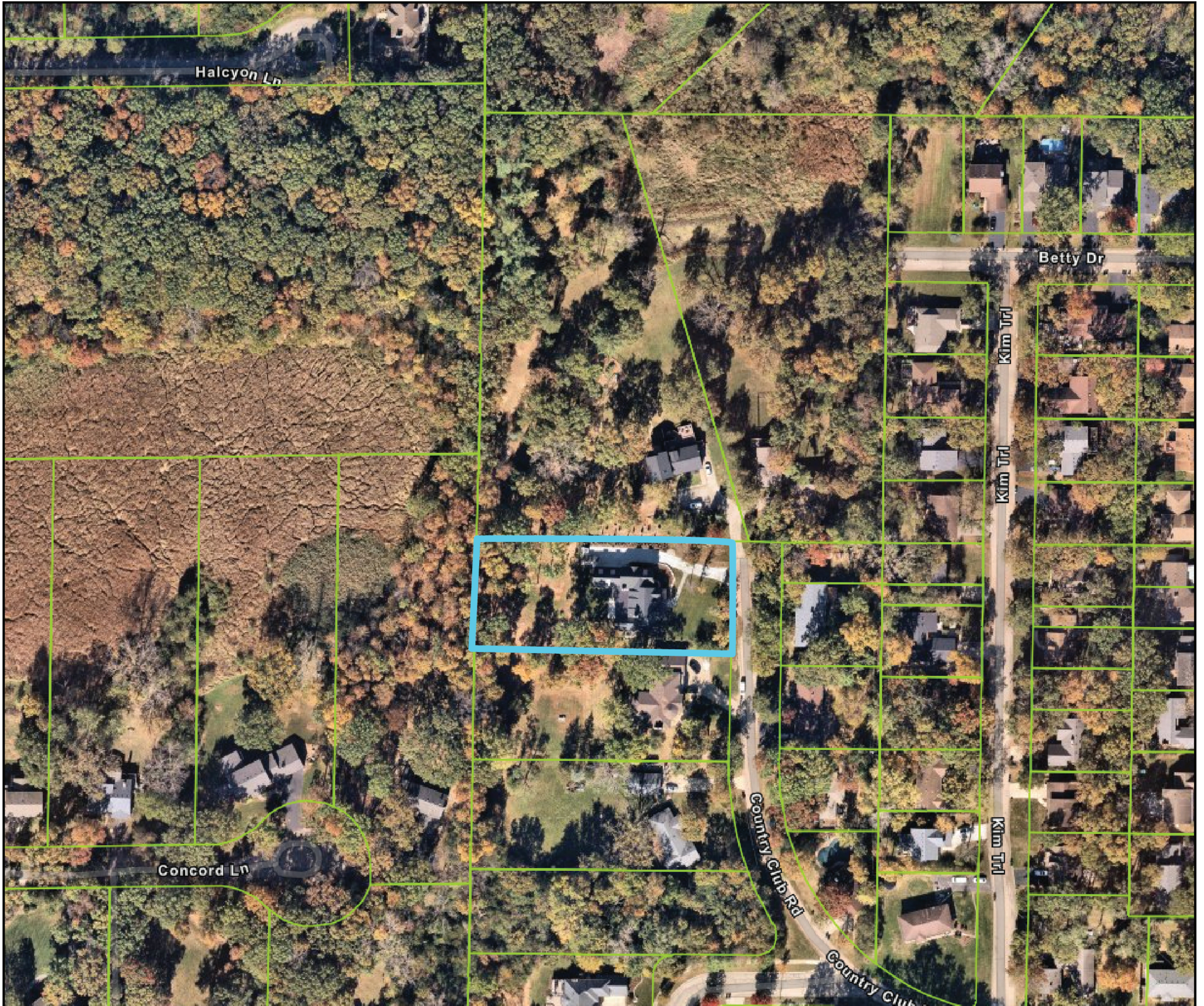






# 1265 Country Club Road

## Fence Variation



 Subject Property

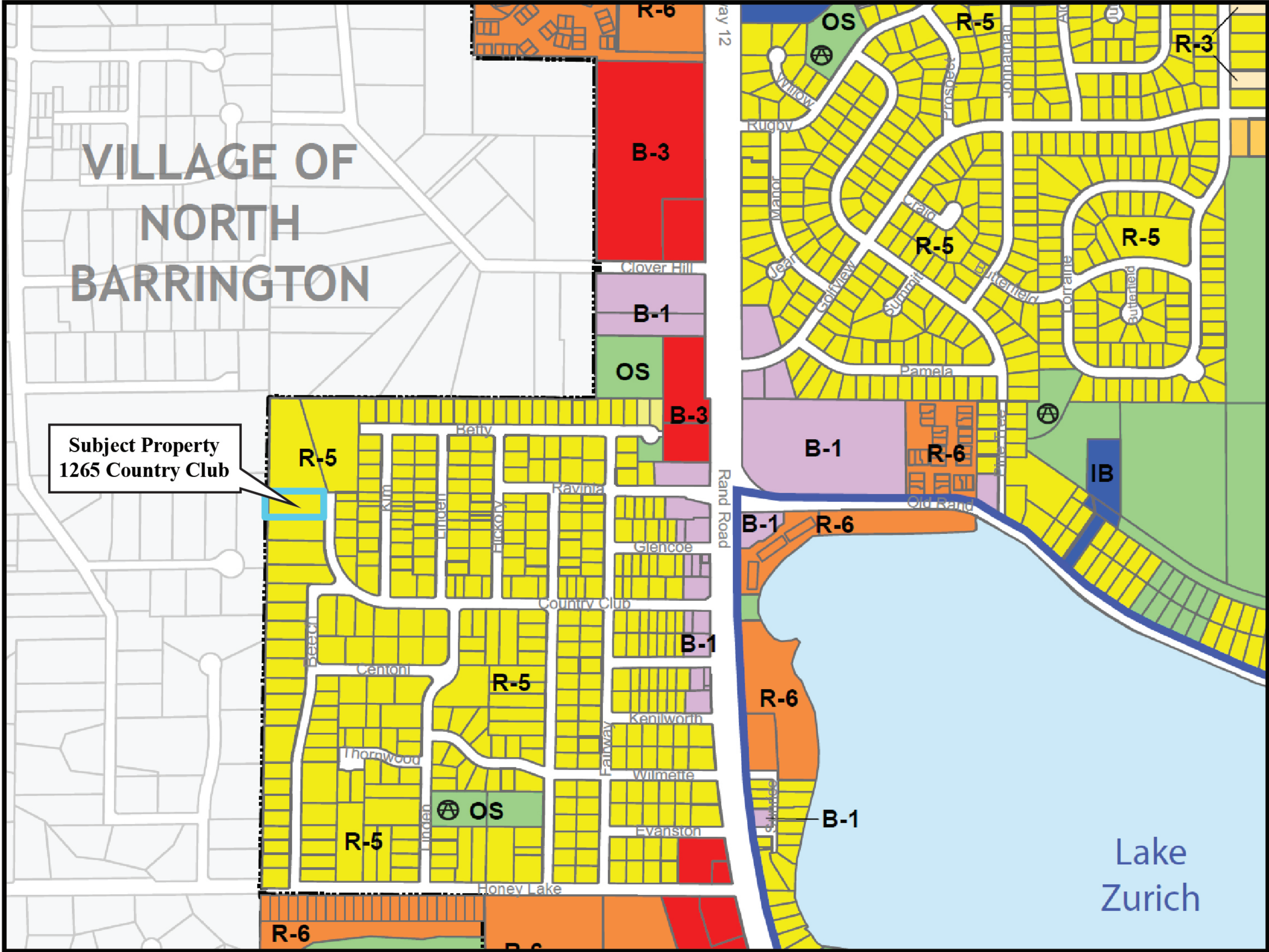
 Tax Parcel Lines





# 1265 Country Club Road

## Fence Variation



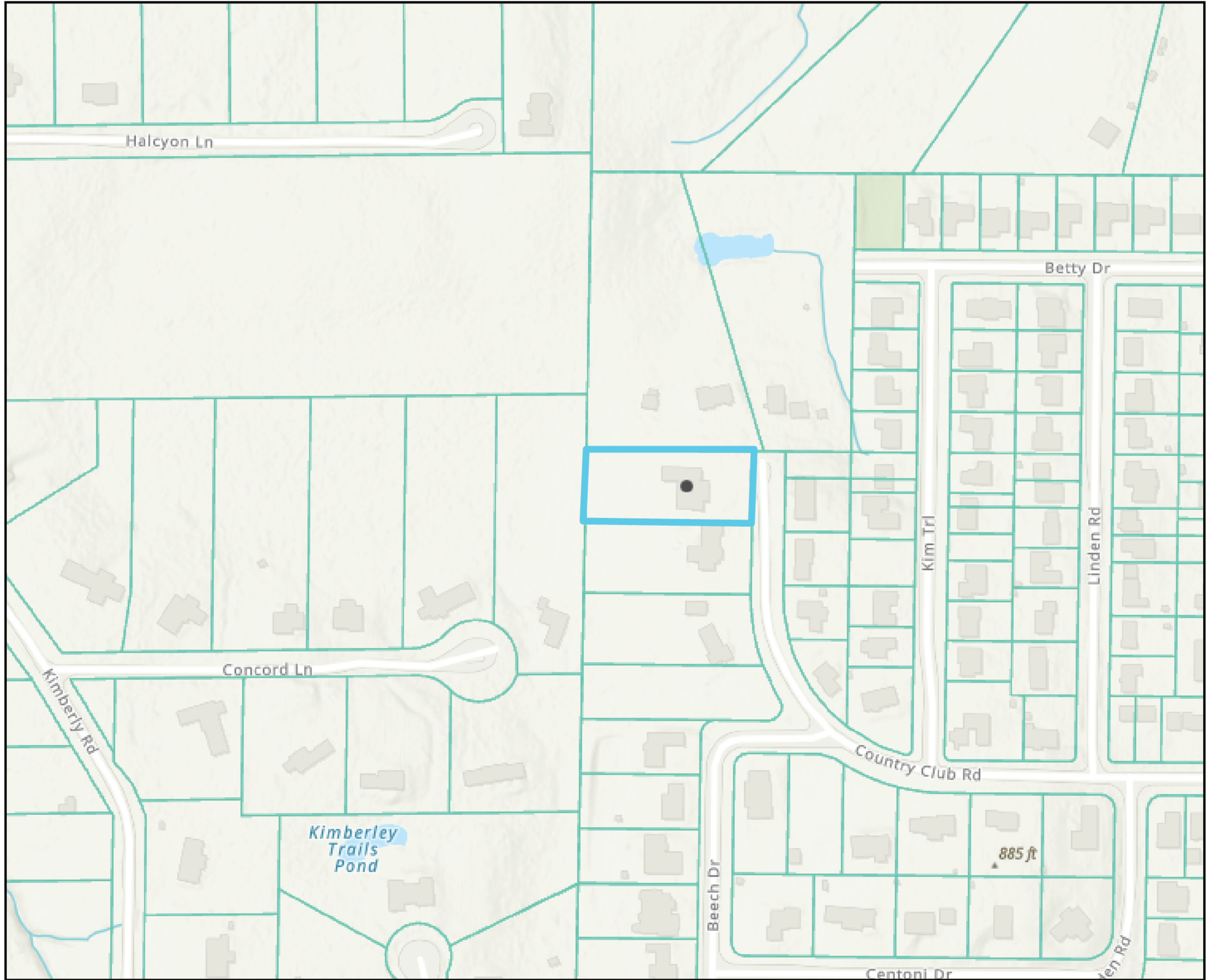
- |  |                  |  |            |
|--|------------------|--|------------|
|  | Subject Property |  | Open Space |
|  | Village Boundary |  | IB         |
|  | R-6              |  | R-5        |
|  | B-3              |  | B-1        |





# 1265 Country Club Road

## Fence Variation



 Subject Property

 Tax Parcel Lines





# ZONING APPLICATION

Community Development Department

505 Telser Rd.

Lake Zurich, IL 60047

Phone: (847) 540-1696

Fax: (847) 540-1769

(Please Type or Print)

1. Address of Subject Property: 1265 COUNTRY CLUB RD  
LAKE ZURICH, IL 60047
2. Please attach complete legal description
3. Property Identification number(s): 14-18-300-005-0000
4. Owner of record is: ALEKSANDRA KOPANIA Phone: 224-247-9513 (ALEKSANDRA)  
WIKTOR KOLANKO  
E-Mail akopani10@gmail.com Address: 1265 COUNTRY CLUB RD, LAKE ZURICH, IL 60047
5. Applicant is (if different from owner): SAME AS ABOVE Phone: \_\_\_\_\_  
E-Mail \_\_\_\_\_ Address: \_\_\_\_\_
6. Applicant's interest in the property (owner, agent, realtor, etc.): OWNER
7. All existing uses and improvements on the property are: RESIDENTIAL
8. The proposed uses on the property are: INSTALLATION OF 6 FT ORNAMENTAL FENCE FOR SAFETY OF FAMILY DUE TO WILDLIFE
9. List any covenants, conditions, or restrictions concerning the use, type of improvements, setbacks, area, or height requirements placed on the Subject Property and now of record and the date of expiration of said restrictions:  
LIMITATION OF FENCE HEIGHT TO 5 FEET
10. Describe any contract or agreement of any nature relevant to the sale or disposal of the Subject Property:  
NONE
11. For applications requiring a public hearing, please attach a list which contains the PIN, owner, and owner's mailing address of all properties located within 250 feet (excluding all Public Right-of-Ways) of the Subject Property.

THE APPLICANT'S SIGNATURE BELOW INDICATES THE INFORMATION CONTAINED IN THIS APPLICATION AND ON ANY ACCOMPANYING DOCUMENTS IS TRUE AND CORRECT.

THE APPLICANT ALSO ACKNOWLEDGES IF THE CONSULTANT EXPENSES EXCEED THE INITIAL ESCROW DEPOSIT, THE APPLICANT WILL REIMBURSE THE ACCOUNT IMMEDIATELY.

WIKTOR  
KOLANKO  
(Name of applicant)

ALEKSANDRA  
KOPANIA

WIKTOR  
KOLANKO  
(Signature of applicant)

ALEKSANDRA  
KOPANIA

Subscribed and sworn to before me this 15<sup>th</sup> day of NOVEMBER, 2024.

Nikki Dilip Jha  
(Notary Public)

My Commission Expires February 13, 2028



OFFICIAL SEAL  
NIKKI DILIP JHA  
Notary Public, State of Illinois  
Commission No. 987023  
My Commission Expires  
February 13, 2028

(Name of Owner, if different)

(Signature of Owner, if different)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

(Notary Public)

My Commission Expires \_\_\_\_\_



Please indicate what zoning relief your application requires. For assistance, please contact Staff.

☐ Zoning Code **Map** Amendment to change zoning of Subject Property from \_\_\_\_ to \_\_\_\_

☐ Zoning Code **Text** Amendment to amend the following section(s) of the Zoning Code \_\_\_\_\_

(See Section 18-103 of the Lake Zurich Zoning Code for specific standards. If a specific parcel is the subject of this amendment, then provide the additional information listed in Section 18-103C.)

☐ Special Use Permit/Amendment for \_\_\_\_\_

(See Section 19-103 of the Lake Zurich Zoning Code for specific standards.)

☐ Planned Unit Development/Major Adjustment/Amendment

(Planned Unit Developments are a distinct category of special use and are intended to create a more desirable environment than through strict application of the zoning and subdivision regulations. See Section 22-105 of the Lake Zurich Zoning Code for specific standards. Please list all the 'modifications' requested in the cover letter.)

☒ Variation for A 6 FOOT ORNAMENTAL FENCE FOR SAFETY OF FAMILY

(See Section 17-104 of the Lake Zurich Zoning Code for specific standards. Please indicate what your specific hardships are in the cover letter.)

☐ Modification to the Land Development Code (includes retaining walls more than 2 feet in height)

(See Section 10-6-18 of the Land Development Code for specific standards.)

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☐ Preliminary Plat of Subdivision

☐ Final Plat of Subdivision or Amendment to Plat of Subdivision

(See Sections 10-5-2 and 10-5-9 of the Land Development Code for specific standards.)

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☐ Site Plan Approval/Major Adjustment/Amendment

(See Section 20-103 of the Lake Zurich Zoning Code for specific standards.)

☐ Exterior Appearance Approval or Amendment

(See Section 21-103 of the Lake Zurich Zoning Code for specific standards.)

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#### APPLICATION TO ANNEX CERTAIN TERRITORY

All land annexed to the Village is classified automatically after such annexation in the R-1\2 Single Family Residential District. The owner must file an application for a Zoning Map amendment if he or she desires a different zoning classification for the Subject Property.

☐ Petition to Annex Certain Territory (Please complete attached petition)

☐ Application to Annex Certain Territory

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#### COMPREHENSIVE PLAN APPLICATION

☐ Comprehensive Plan **Map** Amendment for \_\_\_\_\_

☐ Comprehensive Plan **Text** Amendment for \_\_\_\_\_



To:  
Orlando Stratman  
Chairperson of the Planning & Zoning Commission  
Lake Zurich, IL

Regarding:  
Fence Variance  
1265 Country Club Rd  
Lake Zurich, IL 60047

We are seeking a fence variation for our single-family home located at 1265 Country Club Rd, Lake Zurich, IL. Our requested variance would involve our neighbors located at 1275 Country Club Rd, 327 Country Club Rd and 404 Concord Ln. The current fence rules for our property states that we can install a 5ft tall fence. We respectfully request to install a 6ft ornamental fence in the back of our property (as drawn on our plat of survey).

We have recently moved into our newly constructed home and plan on living here for years as this is our "forever home".. We strive to present our home in an aesthetically pleasing manner that is also safe for our family. We enjoy our extensive backyard and we spend a great deal of time outside with our toddlers, however there have been multiple situations where we had to run home due to wildlife (mainly coyotes) crossing our property. Due to the pitch of our property and our neighbors, a 5ft fence would not be tall enough for the wildlife to stay out of our property. Although not a guarantee, a 6ft fence would be a much more beneficial option for the safety of our family.

The proposed fence type (ornamental) allows full visibility of the yard and is not an eyesore for us our adjacent neighbors. The fence would still allow everyone to enjoy the natural landscape of our properties.

We have already spoken to our neighbors about this proposal and they have assured us they do not have concerns about our proposed fence. We have also included the neighbors' consent letters.

Thank you for your time and consideration regarding this variance.

Respectfully,  
Aleksandra Kopania and Wiktor Kolanko



**EXAMPLES OF PROPOSED 6FT ORNAMENTAL FENCE**





**West Side**



**South Side**





**North Side**

File No./Escrow No.: ST21022347  
Print Date & Time: 8/11/2021 3:17:52 PM  
Officer/Escrow Officer: Becky Pavone

Starck Title Services, LLC  
120 S. LaSalle Street  
Suite 1705B  
Chicago, IL 60603  
(847) 443-2300

**STARCK  
TITLE**

Property Address: 327 COUNTRY CLUB ROAD  
LAKE ZURICH, IL 60047 (LAKE)  
(14-18-300-005-0000)

Borrower: WIKTOR KOLANKO AND ALEKSANDRA KOPANIA  
176 Forest Avenue  
Lake Zurich, IL 60047

Seller: GREGORY A. SCHAAR AND CINDY SCHAAR  
1275 Country Club Road  
Lake Zurich, IL 60047

Lender:

Settlement Date: 8/12/2021

Disbursement Date: 8/12/2021

Our old address must be. We confirm that previous with Mr. Hammond. For your  
or early record information, we've changed your property address to 1265 Ogden  
York Road. Please notify all necessary parties.

Should you have any questions regarding the above, please direct our office.

Respectfully,

*[Signature]*

Tim Verardo  
Senior Planner  
847-540-1350  
847-540-1350 (cell)  
tim.verardo@starcktitle.com

600 N. Ogden Rd, Harper Court  
1000-1001  
West Chicago  
Belknap & Irving  
Shore Center, Public Works  
1000-1001

Police Dept.  
Kyla Landon  
Lake County - The Harpnet Office  
1000-1001  
1000-1001





*At the Heart of Community*

COMMUNITY DEVELOPMENT DEPARTMENT  
Building and Zoning Division

505 Telser Road  
Lake Zurich, Illinois 60047

(847) 540-1696  
Fax (847) 726-2182  
[LakeZurich.org](http://LakeZurich.org)

February 16, 2022

Wiktor Kolanko  
[flora4u.LZ@gmail.com](mailto:flora4u.LZ@gmail.com)

Re: Re-addressing of lot for single family residence  
PIN 14-18-300-005

Dear Mr. Kolanko,

You purchased the property for your new single-family home construction from Emmett Hammond last year; Mr. Hammond owns the neighboring property at 327 Country Club Rd in Lake Zurich. Mr. Hammond retains the adjacent lots from yours, which collectively are one zoning lot - Mr. Hammond advised you that he wished to retain the 327 Country Club Rd address number. We'll confirm that information with Mr. Hammond. For your property record information, we've changed your property address to: 1265 Country Club Road. Please notify all necessary parties.

Should you have any questions regarding the above, please contact our office.

Sincerely,

Tim Verbeke  
Senior Planner  
847-540-1696  
847-540-1759 Direct  
[Tim.Verbeke@LakeZurich.org](mailto:Tim.Verbeke@LakeZurich.org)

CC: H. Cipolla/A. Harper, E911  
Fire Dept.  
Water Billing  
Building & Zoning  
Steve Schmitt, Public Works  
Fire Prevention

Police Dept.  
Kyle Kardell  
Lake County GIS Mapping Division  
Ela Township  
Lake Zurich Post Office

**EXHIBIT A**

**THE SOUTH 135 FEET OF THE NORTH 641 FEET OF THE WEST 305 FEET OF THE  
SOUTHWEST ¼ OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD  
PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.**





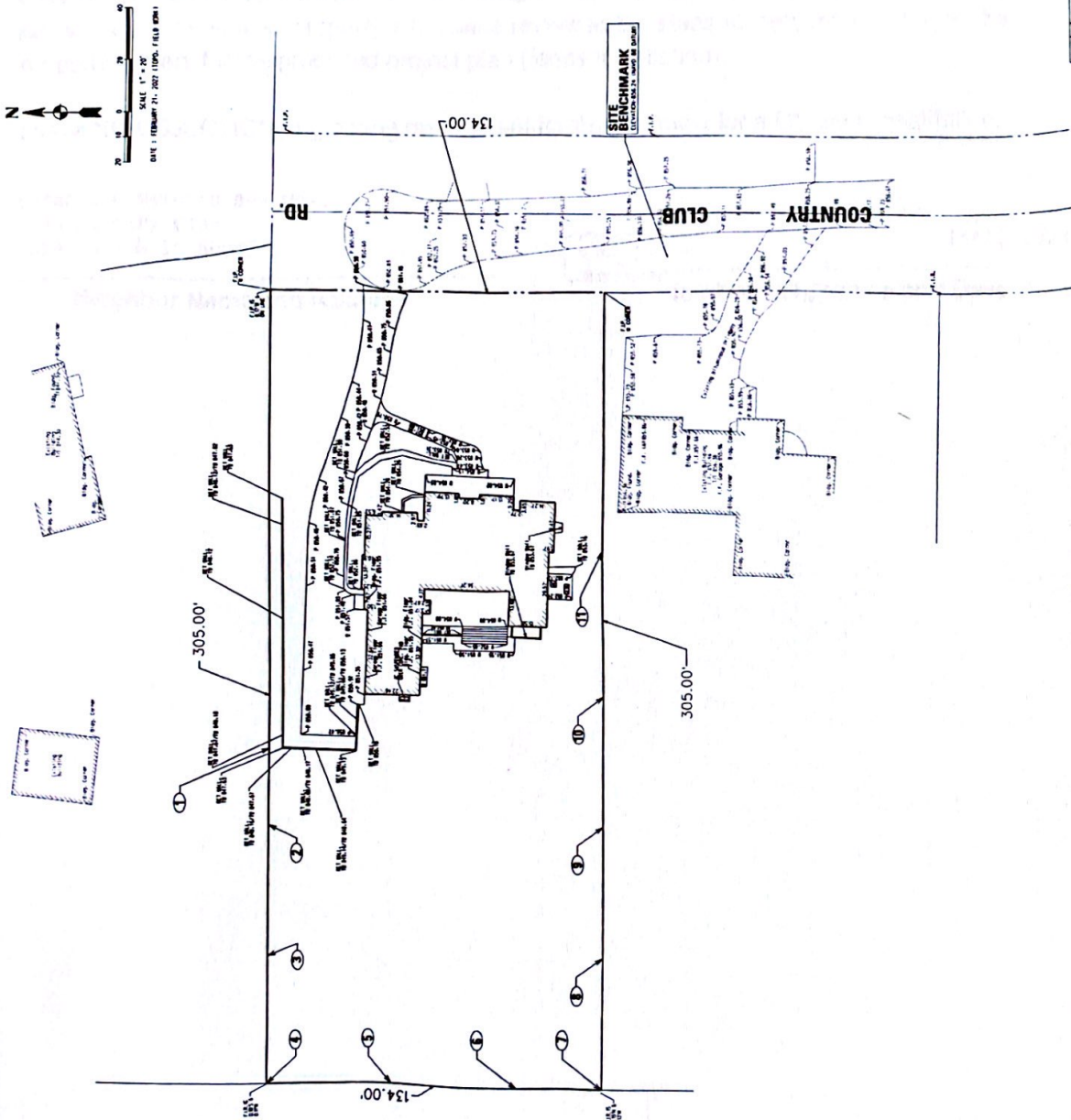


THE SOUTH 134 FEET OF THE NORTH 641 FEET OF THE WEST 305 FEET OF THE SOUTHWEST 1/4 OF SECTION 18, TOWNSHIP 43 NORTH, RANGE 10, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN LAKE COUNTY, ILLINOIS.

COMMONLY KNOWN AS: 1265 COUNTRY CLUB ROAD LAKE ZURICH, ILLINOIS 60047



**STAKING PROPERTY  
for INSTALING FENCE**



NOTE: PROPERTY LINES SHOWN HEREON ARE BASED ON "PLAN OF SURVEY" DONE BY: ERACIA LAND SURVEYORS, LLC.

1109-505 (F/11-2004)  
MAY 11 1994

CHANGES: STONE ISLAND GNSS RECEIVER WITH CARLSON  
 SURVIVOR - DATA COLLECTION REFERENCE STATION NEAR  
 TINDER VESSELS/ATLANTIC REFERENCE STATION  
 VERTICAL DATUM NAVD 83  
 HORIZONTAL DATUM NAVD 83  
 STATE PLANE COORDINATE S - EAST

SITE BOUNDARY  
END OF SANITARY MANHOLE LOCATED 10/29/15 AND 11/18/15  
FROM SE CORNER OF SUBJECT PROPERTY IN PUBLIC ROW  
11.05.24 (INVO 08 OUTLINE)

REGISTERED FOR:	
PREPARED FOR:	

**RESIDENCE AT  
1265 COUNTRY**

**LAKE ZURICH, ILLINOIS 60047**  
 ORDERED BY: VICTORY LOGGING - Denver  
 Cell: (724) 448-2515  
 Cont: (414) 927-8004

**DOUBLE M CIVIL ENGINEERING**

1. **NAME** : Mr. [Name]  
 2. **ADDRESS** : [Address]  
 3. **CITY** : [City]  
 4. **STATE** : [State]  
 5. **ZIP** : [Zip]  
 6. **PHONE** : [Phone]  
 7. **E-MAIL** : [Email]  
 8. **DATE** : [Date]  
 9. **SIGNATURE** : [Signature]  
 10. **STAMP** : [Stamp]

DATE	IN	OUT	SCALE	1" = 20'	PROJECT NO.	10427	SHEET NAME 1 OF 1
REVISION	BY	DATE	APPROVED	DATE	FILE NO.	1-1-1	

## LETTER OF CONSENT FROM ADJOINING NEIGHBORS


I, Sarah West, am the legal owner of property located at 1275 Country Club Road, Lake Zurich, IL 60047 which is an adjoining property to the petitioner's address (1265 Country Club Road, Lake Zurich, IL 60047). I am aware that a variation to install a 6ft ornamental fence is being applied for at the subject property and I have reviewed the plans as presented to me by the property owners for the proposed project plan (fence installation).

I have NO OBJECTION to granting my consent for their request for a 6ft fence installation.

Sarah and Marquis Bey West  
1275 Country Club  
Lake Zurich IL 60047

---

**Neighbor Name and Address**

Firmado por:  
  
E145247A2F342D

11/15/2024

---

**Neighbor Signature and Date**

## LETTER OF CONSENT FROM ADJOINING NEIGHBORS

I, Claire Ryan, am the legal owner of property located at 404 Concord Ln, North Barrington, IL 60010 which is an adjoining property to the petitioner's address (1265 Country Club Road, Lake Zurich, IL 60047). I am aware that a variation to install a 6ft ornamental fence is being applied for at the subject property and I have reviewed the plans as presented to me by the property owners for the proposed project plan (fence installation).

I have NO OBJECTION to granting my consent for their request for a 6ft fence installation.

Claire Ryan 404 Concord Lane North  
Barrington IL 60010

---

**Neighbor Name and Address**

Signed by:  
*Claire Ryan*  
071310041200404

11/15/2024

---

**Neighbor Signature and Date**

## LETTER OF CONSENT FROM ADJOINING NEIGHBORS

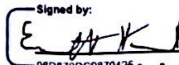
I, Emmett Hammond, am the legal owner of property located at 327 Country Club Road, Lake Zurich, IL 60047 which is an adjoining property to the petitioner's address (1265 Country Club Road, Lake Zurich, IL 60047). I am aware that a variation to install a 6ft ornamental fence is being applied for at the subject property and I have reviewed the plans as presented to me by the property owners for the proposed project plan (fence installation).

I have NO OBJECTION to granting my consent for their request for a 6ft fence installation.

Emmett Hammond  
327 Country Club Rd, Lake Zurich

**Neighbor Name and Address**

Signed by:



96D879DC9879426

11/15/2024

**Neighbor Signature and Date**





Phone: (847) 438-5141

Email: [financeinfo@lakezurich.org](mailto:financeinfo@lakezurich.org)

### Billing Information

ALEKSANDRA KOPANIA

PO BOX 699

Lake Zurich, IL 60047

[akopani10@gmail.com](mailto:akopani10@gmail.com)

### Transaction Detail

Visa

XXXXXXXXXXXX2576

11/15/2024 12:41:14 PM

Approved 015485

### Invoices

Type	Account #	Invoice #	Amount
Permits	PZC24-0017, BCE24-0022	INV-PZC24-0017, BCE24-0022	\$1,140.00
SUBTOTAL			\$1,140.00
SERVICE FEE			\$33.63
GRAND TOTAL			\$1,173.63





*At the Heart of Community*

## Locations

\*The proper location of the fence is the responsibility of the homeowner and contractor. All fences shall be wholly within lot lines. End posts are required within your lot line.

\*Attachment to an adjoining fence requires written permission from the owner of the fence.

\*Fence heights shall not exceed 5 feet in any zoning lot, except that fence height shall not exceed 3 ft in any front or corner side yard.

\*Privacy screening may not be erected in any required yard setback, nor exceed 6 ft in height, and 50 linear ft in total length. See Zoning Code for special requirements for certain properties adjacent to main roads.

\*Rear yard fences that abut certain rights-of-way can be 6 ft high and shall be of natural color wood; stockade fences are not permitted. Certain subdivisions are restricted to specific fence types and heights.

## Costs

### Residential

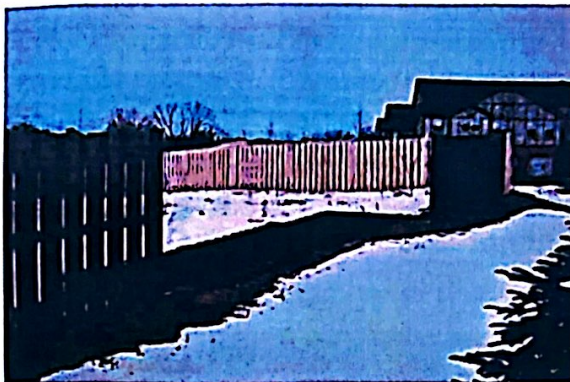
\$22.00 Plan Review Fee

\$45.00 Permit Fee

### Commercial

\$55.00 Plan Review Fee

\$115.00 Permit Fee



## Rules & Restrictions

\*The finished side of all fences shall face away from the owner's property.

\*All support posts must be set in concrete or compacted gravel to a minimum depth of 30 inches.

\*Chain link and wire fabric fences shall be a minimum of 11 gauge in residential districts and not permitted in corner or side yard and 9 gauge in all other zoning districts. No wire fence may be erected in any required front yard.

\*Every fence shall be constructed to resist a horizontal wind pressure of not less than 35 pounds per square foot, in addition to other normal forces.

\*No advertising signs are allowed on fences.

\*Dog runs shall be located behind the rear building line and maintain a minimum 10 ft side yard and 10 ft rear yard setback.

\*Contact utility company prior to boxing out fence around utility. Owner is responsible for maintaining their property even if utility area is boxed out.

\*Call J.U.L.I.E. (800-892-0123) before digging.

## Note:

\*If an inspector needs to return more than once for the same phase of any required inspection, a \$85.00 residential re-inspection fee, or a \$170.00 commercial re-inspection fee, will be required to be paid before the re-inspection takes place.

# Fences

Residential & Commercial Fences  
Dog Runs

## Materials

**\*\*NO barbed wire, razor wire, or similar material is allowed. Electrically charged fences are prohibited.\*\***

## What to Submit

\*Completed application.

\*2 copies of a Certified Plat of Survey with lines drawn or highlighted to show the precise location of where you are proposing to erect the fence.

\*A signed contract or scope of work that includes the description of the proposed fence, including material, style, and height.

## Inspections

\*Inspections are scheduled for A.M. or P.M. Monday through Friday with 48 hours advance notice at 847-540-1696. Call before 1:00 P.M. two business days before you want your inspection. Same day re-inspections are not available.

\*Pre-pour inspection-after postholes are dug and prior to setting posts. A string line must be installed along the property line to show the proposed fence line and must be maintained until inspections are completed.

\*Final inspection. In some cases an engineering final may be required.

I have read and reviewed these requirements.

Signature of Applicant

Date

Address





Community Development Department  
505 Telser Road  
Lake Zurich, IL 60047  
P: (847) 540-1696 F: (847) 726-2182  
www.LakeZurich.org  
Permits@LakeZurich.org

## Permit Application

Date of Application 10/25/24

### Project Information

Property Address: 1265 Country Club Road, Lake Zurich

Type of Project: Fence Installation

Business Name: \_\_\_\_\_

(For commercial/industrial applications only)

Owner's Name/Address: Wiktor Kolanko  
(If different from above) \_\_\_\_\_

Owner's Phone: 2248482615

Value of proposed construction/improvements: \$ 8000

Owner's Email: wiktor.kolanko@gmail.com

### Description of Work

New fence installation: 510 feet Black Pressed Spear Top Extended Bottom Three Rail Panel (6feet high),

2.5"x2.5" 9 feet metal posts (6feet above ground) Post space every 8feet

Two gates install 5' wide (shows on plat) holes are min36" deep and 8inch wide, posts set on concrete

### Contractor Information

Contractors are required to be registered with the Village of Lake Zurich. Please refer to the Contractor Registration Application.

General Contractor: Wiktor Kolanko

Phone: 2248482615

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Other Contractor: \_\_\_\_\_ Type: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Other Contractor: \_\_\_\_\_ Type: \_\_\_\_\_

Phone: \_\_\_\_\_

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Printed Applicant Name: Wiktor Kolanko

Phone: 2248482615

Applicant Signature: Wiktor Kolanko

Owner or Contractor Owner  
(Please Select One)

Property Owner Signature: Wiktor Kolanko

Application must be signed by the property owner. A signed letter of authorization/contract from the property owner must be submitted with the application in lieu of signature on application.

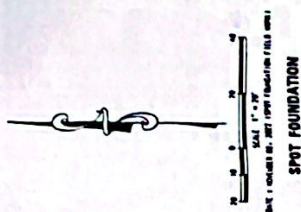
Director of Building and Zoning Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# PLAT OF SURVEY

THE ABOVE LOTS ARE OF THE SURVEY OF THE WEST 1/4 SECTION 16, T14N, R18E, S14E, OF THE SOUTHWEST 1/4 OF SECTION 16, T14N, R18E, S14E, EAST OF THE TOWN OF CHICAGO, ILLINOIS. COMPLETE RECORD OF THE SURVEY IS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS. COMPLETE RECORD OF THE SURVEY IS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS. COMPLETE RECORD OF THE SURVEY IS ON FILE IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS.



SPOT FOUNDATION

RECORDING INFORMATION: THIS PLAT OF SURVEY WAS PREPARED BY CHAMBERLIN / MASSE SURVEYING, INC. (C/S) AND WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS, ON 05/11/2011. THE PLAT OF SURVEY WAS PREPARED BY CHAMBERLIN / MASSE SURVEYING, INC. (C/S) AND WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS, ON 05/11/2011. THE PLAT OF SURVEY WAS PREPARED BY CHAMBERLIN / MASSE SURVEYING, INC. (C/S) AND WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS, ON 05/11/2011.



VINCENT A. MASSE, LL, LAND SURVEYOR - 0234  
P.O. BOX 1000  
CHICAGO, ILLINOIS 60601

RESIDENCE AT  
1265 COUNTRY CLUB ROAD  
LAKE ZURICH, ILLINOIS 60047

CHAMBERLIN / MASSE SURVEYING  
LAND SURVEYORS  
16416 W. PETERSON AVE. SUITE 100  
LAKE ZURICH, ILLINOIS 60047

DATE: 05/11/2011  
DRAWN BY: J.M.  
CHECKED BY: J.M.  
SCALE: 1\"/>

1 OF 1



**NOTES:**  
1. THE PLAT OF SURVEY WAS PREPARED BY CHAMBERLIN / MASSE SURVEYING, INC. (C/S) AND WAS FILED FOR RECORD IN THE OFFICE OF THE CLERK OF THE CIRCUIT COURT OF THE JUDICIAL CIRCUIT IN AND FOR THE COUNTY OF COOK, ILLINOIS, ON 05/11/2011.  
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*At the Heart of Community*

COMMUNITY DEVELOPMENT DEPARTMENT

505 Telser Road  
Lake Zurich, Illinois 60047

Phone (847) 540-1696  
Fax (847) 726-2182  
LakeZurich.org

**APPLICATION PZC 2025-02**  
**PZC Hearing Date: January 15, 2025**

**AGENDA ITEM 4.B**

**STAFF REPORT**

To: Chairperson Stratman and Members of the Planning & Zoning Commission

From: Sarosh Saher, Community Development Director

CC: Colleen McCauley, Village Planner

Date: January 15, 2025

Re: PZC 2025-02 Zoning Application for a Text Amendment to  
Section 9-2-5 of the Lake Zurich Zoning Code – Official Comprehensive Plan

**SUBJECT**

The Village of Lake Zurich, (the “Applicant”) requests an amendment to the text of the zoning code to update the Village’s Official Comprehensive Plan.

**GENERAL INFORMATION**

Requested Action: Text Amendment

Applicant: Village of Lake Zurich

Staff Coordinator: Sarosh Saher, Community Development Director

**LIST OF EXHIBITS**

- A. Development Application and Attachments
- B. Draft Ordinance Language

## BACKGROUND

The Village of Lake Zurich (the “Applicant”), is the Applicant for the proposed text amendment to the Lake Zurich Zoning Code. Due to the nature of the text amendment, no Subject Property exists and therefore no legal description is included within the exhibits. The Village as Applicant filed an application on January 7, 2025 (the “Application”) seeking:

- A Text Amendment to Section 9-2-5 entitled “Official Comprehensive Plan”

The village is requesting approval to amend and update the Official Comprehensive Plan of the Village of Lake Zurich. A complete draft of the proposed document entitled “Lake Zurich Together – A Comprehensive Plan” is available for review at the following link on the village web page:

<https://teskaassociates.wordpress.com/wp-content/uploads/2024/12/lake-zurich-comprehensive-plan-draft-20241231-reduced.pdf>

The Comprehensive Plan was last comprehensively updated in 2003. In 2018, Village staff began working on an update, but placed it on hold due to the significant economic, social and behavioral changes that resulted from the Pandemic beginning in 2020.

In 2022, the Village resumed the process but with the intention of employing the services of a planning consultant and issued a Request for Proposals (RFP) in 2023. The Village received 2 proposals from consultants and selected Teska Associates and their partners consisting of Epstein and Egret + Ox to complete the plan.

Following their selection, Teska begin their process in June 2023 with a “Community Engagement Plan” consisting of a series of stakeholder interviews and public engagement efforts including meetings, a booth at the farmers market and a website dedicated to providing information and obtaining feedback on the plan. The engagement efforts resulted in a “Community Conditions Report” that was used to develop the draft plan document that is presented at this time.

Pursuant to public notice published on December 18, 2024, in the Daily Herald, a public hearing has been scheduled with the Lake Zurich Planning & Zoning Commission for January 15, 2025, to consider the Application. Due to the city-wide nature of the proposal, no public hearing notification sign was required to be posted.

Staff offers the following additional information:

- A. Courtesy Review.** Courtesy Review was not conducted for this project. However, staff and the consultant have consistently kept the Village Board, PZC and community at large aware of the progress of the project through various means including events, meetings, updates and the dedicated website at <https://lakezurichtogether.org/>.
- B. History.** In 2003, the Village adopted the current comprehensive plan known as the “2003 Comprehensive Land Use Plan.” For over twenty (20) years, this plan has been the guiding

document for the village in all aspects related to development. The plan had the following purpose and intent:

- Revise the land use plan.
- Provide effective goals and objectives to enhance the Village's economic viability.
- Determine current condition of public facilities and the amount of their necessary expansion to meet future demand.
- Develop a refined guide and framework for the development of the Village to ensure efficiency and livability.
- Secure the Village's position as a unique community within a developing metropolitan region.
- Plan for the development of housing to meet the needs of a population in every stage of the life cycle.

These principles continue to remain the philosophy which guides the community. However, with the passage of time (20 years), the aspirations of the village have evolved with respect to land use and economic development. The village's boundary has expanded and vacant properties within the village's municipal boundaries and its planning area boundary have been largely built-out.

## **ANALYSIS**

The 2003 comprehensive plan is now proposed to be amended and updated to correspond with the village's current goals, objectives, sentiments and aspirations. The goal is to update the policies of the plan in keeping with present development and other competing interests while affirming the policies and guidance already in place.

The overall purpose of the proposed plan is to recommend a shift in emphasis from primarily growth and expansion policies to one of both growth/expansion and infill/redevelopment policies. These issues are specifically covered under the following broad-based philosophies for the residents of Lake Zurich.

- Economic vitality: Strengthening the local economy through support for local businesses and increasing the diversity and density of destinations, shops, dining, and activities
- Sense of community and quality of life: Highlighting and continuing to invest in arts, culture, seasonal events, community amenities, the Main Street Area, parks, and recreation
- Connectivity: Creating a safe, connected, and walkable community via expanded sidewalks, bikeways and trails that connect various destinations
- Housing choices: Offering a range of high-quality housing options tailored to different life stages and needs

These are contained within specific sections of the document outlined below:

- Community Design and Development

- Placemaking and Programming
- Mobility and Accessibility
- Corridors and Special Areas that warrant special attention including
  - Corridors Route 22, Route 12/Rand Road
  - Main Street District
  - Potential Annexation properties to the north
  - Community Gateway opportunities
  - Pedestrian and Bike opportunities
- Sustainability, Resilience and Wellbeing
- Implementation

The plan continues to affirm the guidance and policies of those aspects that do not need to be changed and relate primarily to existing residential development, the school system, parks and recreation, and Rand Road commercial development.

## GENERAL FINDINGS

The Official Comprehensive Plan of the Village of Lake Zurich is referenced in Section 9-2-5 of the Lake Zurich Zoning Code. As such, the provisions (text) of the code need to be amended to reference the updated comprehensive plan. Staff has reviewed the amendment to the text of Section 9-2-5 with respect to the various applicable standards and provisions of the Lake Zurich Municipal Code and offers findings on the following specific sections of the Code.

Staff of the Community Development Department finds that the proposed policy statements proposed in the updated comprehensive plan continue to meet the goals, objectives, sentiments and aspirations of the community.

## 9-18-3 STANDARDS FOR AMENDMENTS

- A. Standards: Amending the zoning map or the text of this zoning code is a matter committed to the sound legislative discretion of the board of trustees and is not dictated by any set standard. However, in determining whether a proposed amendment should be granted or denied, the board of trustees shall act in what it reasonably believes to be in the best interest of the general public, and may consider, among other factors, the following factors as they may be relevant to a particular application:

1. The consistency of the proposed amendment with the purposes of this zoning code.

**Staff Response: Standard met. Staff proposes and has found the proposed amendment to the official comprehensive plan will enhance the purposes of the zoning code as it relates to entire village. The amended plan will:**

- A. **Continue to promote and protect the overall health, safety, and welfare of the Village.**
- B. **Continue to create an attractive residential environment and business and economic climate in the community.**

- C. Guide the growth of the community in an orderly fashion.
- D. Propose policy recommendations on specific issues related to the development of the community.

2. The community need for the proposed amendment and for the uses and development it would allow.

**Staff Response: Standard met. The updated plan is a culmination of efforts over a period of two years based on a number of requests, comments, concerns and discussions of the community calling for the need to update the village's development policies and regulations.**

3. If a specific parcel of property is the subject of the proposed amendment, then the following factors:

**Staff Response: Not Applicable. The text amendment does not pertain to any specific property, rather it is applicable to all property within the present municipal boundaries and external planning area boundaries of the Village of Lake Zurich.**

## RECOMMENDATION

The recommendation of the Planning and Zoning Commission should be based on the standards included in the following Sections of the Lake Zurich Municipal Code:

- Section 9-18-3: Standards for Amendments

Based on the review of staff, the standards for approval have been met and therefore staff recommends that the Planning and Zoning Commission make these standards a part of the official record of the Application.

Staff of the Community Development Department therefore recommends the approval of Application PZC 2019-2. Staff further finds that the amended zoning code:

1. Will enhance the effectiveness of the Lake Zurich Municipal Code;
2. Will provide the Village Board with the ability to implement the recommendations of policies of the updated comprehensive plan;
3. Will continue to enhance the quality of life of its residents and positive environment if its commercial, industrial and institutional entities;
4. Will not negatively affect Lake Zurich's efforts to promote a positive image; and
5. Will not adversely affect the Village's ability in enforcing other regulations pertaining to Building, Zoning, Land Development or any other code or ordinance that protects the health safety and welfare of the community, rather will provide the opportunity to further refine, update, or amend such regulations.

**Staff Report**  
**APPLICATION PZC 2025-02**

**Community Development Department**  
**PZC Hearing Date: January 15, 2025**

Respectfully Submitted,

Sarosh Saher  
Community Development Director

**LAKE ZURICH PLANNING & ZONING COMMISSION  
FINAL FINDINGS & RECOMMENDATIONS**

**AMENDMENTS TO THE OFFICIAL COMPREHENSIVE PLAN  
January 15, 2025**

The Planning & Zoning Commission recommends approval of Application PZC 2019-2, and the Planning & Zoning Commission adopts the findings as contained within the Staff Report dated **January 15, 2025** for this Application for the following reasons:

1. Will enhance the effectiveness of the Lake Zurich Municipal Code;
  2. Will provide the Village Board with the ability to implement the recommendations of policies of the updated comprehensive plan;
  3. Will continue to enhance the quality of life of its residents and positive environment if its commercial, industrial and institutional entities;
  4. Will not negatively affect Lake Zurich's efforts to promote a positive image; and
  5. Will not adversely affect the Village's ability in enforcing other regulations pertaining to Building, Zoning, Land Development or any other code or ordinance that protects the health safety and welfare of the community, rather will provide the opportunity to further refine, update, or amend such regulations.
- 
- ☐ Without any further additions, changes, modifications and/or approval conditions.
  - ☐ With the following additions, changes, modifications and/or approval conditions:

---

Planning & Zoning Commission Chairman



**TO:** Lake Zurich Village Board and Planning and Zoning Commission  
**FROM:** Erin Cigliano, Principal, Teska Associates, Inc.  
**DATE:** December 31, 2024  
**SUBJECT:** Lake Zurich Together Comprehensive Plan Draft

Lake Zurich Mayor, Village Trustees and P&Z Commissioners,

It is with great pleasure that we introduce the [Draft Comprehensive Plan for Lake Zurich](#), a document that outlines a vision for the community's future development and guides decision-making on a range of topics. This document is the result of extensive public engagement and collaboration, incorporating input from residents, businesses, and stakeholders.

As the title suggests, implementing the Plan is reliant on the power of the collective. The Plan's vision, goals, aspirations and actions rests on the shoulders of many partners coming together. It is a system of checks and balances, needs and priorities, public and private interests. The plan is structured around a set of overarching goals and objectives, which are outlined in detail within the document. Key goals include:

- **Economic vitality:** Strengthening the local economy through support for local businesses and increasing the diversity and density of destinations, shops, dining, and activities
- **Sense of community and quality of life:** Highlighting and continuing to invest in arts, culture, seasonal events, community amenities, the Main Street Area, parks, and recreation
- **Connectivity:** Creating a safe, connected, and walkable community via expanded sidewalks, bikeways and trails that connect various destinations
- **Housing choices:** Offering a range of high-quality housing options tailored to different life stages and needs

To achieve these goals, the plan recommends specific, tailored-to-Lake Zurich approaches and strategies, including:

- **Design Guidelines:** The Design Guidelines in Chapter 2 provide guidance for property owners, developers, architects, contractors, and designers as redevelopment or new construction occurs. They provide specific examples appropriate for Lake Zurich's neighborhoods, corridors, and special areas to enhance and build upon existing character and sense of place.
- **Main Street Area:** A dedicated framework plan is provided in Chapter 3 to guide the activation and continued revitalization of the Main Street Area, fostering a vibrant mix of businesses, community gathering spaces, and pedestrian-friendly amenities. The framework plan is conceptual, meaning it should be utilized as a point of direction and





inspiration. It celebrates community input and development potential, but will be subject to market conditions and a balance of factors.

- **Bike, Trails, and Pedestrian Network:** Chapter 4 of the plan emphasizes a vision to continue efforts to expand a safe and accessible network for cyclists and pedestrians, connecting residents to key destinations throughout the Village. A proposed shared use path along Old Rand Road and protected bike lanes on Oakwood Drive are identified as two priority projects.
- **Corridor Plans for Route 22 and Route 12:** Chapter 5 focuses on opportunities along the major east-west (Route 22) and north-south (Route 12/Rand Road) corridors that span the Village, as well as areas outside the Village boundary to consider for potential annexation, and other vacant or underutilized sites that have potential for infill development.
- **Sustainability Efforts:** Lake Zurich's focus on sustainability and strategies for continuing such efforts in environmental stewardship is discussed in Chapter 6.

This community-driven plan outlines a vision for Lake Zurich's future, acknowledging that successful implementation will require ongoing collaboration, funding, and careful consideration of market factors. It will be essential to continue fostering strong partnerships between public and private sectors, secure necessary resources, and maintain ongoing community engagement to ensure the successful realization of this plan's goals.

Chapter 7: Implementation will be completed following review and comment at the Community Open House and Planning & Zoning Commission Public Hearing on January 15, 2025. Feedback will be applied to each chapter's goals and objectives, and then integrated into a forthcoming action plan. Action steps and recommendations will be organized into a matrix that includes potential partners, costs and funding considerations, and prioritization. This matrix is intended to facilitate plan progress towards implementation. With an understanding that plan priorities may change, it is also important to recognize the comprehensive plan as a living document that should be reviewed and updated periodically to ensure that it continues to reflect the evolving needs and aspirations of the Lake Zurich community.

We look forward to your review, discussing the plan in more detail, and working together to implement its recommendations.

Warmly,  
The "Lake Zurich Together" Planning Team



**LAKE ZURICH TOGETHER**

## community open house

**LET'S TOAST TO A NEW YEAR & BRIGHT FUTURE!**

Drop by Vault 232 (35 W. Main Street, Lake Zurich) between 4 to 6pm on Wednesday, January 15th to meet the Draft Comprehensive Plan.

Unable to make it? Explore the plan and share feedback today by visiting the project website below.

**[LakeZurichTogether.org](https://LakeZurichTogether.org)**



## ZONING APPLICATION

Community Development Department

505 Telser Rd.

Lake Zurich, IL 60047

Phone: (847) 540-1696

Fax: (847) 540-1769

(Please Type or Print)

1. Address of Subject Property: N/A

2. Please attach complete legal description

3. Property Identification number(s): N/A

4. Owner of record is: N/A Phone: \_\_\_\_\_

E-Mail \_\_\_\_\_ Address: \_\_\_\_\_

5. Applicant is (if different from owner): Village of Lake Zurich Phone: 847-540-1696

E-Mail \_\_\_\_\_ Address: 70 East Main Street

6. Applicant's interest in the property (owner, agent, realtor, etc.): N/A

7. All existing uses and improvements on the property are: N/A

8. The proposed uses on the property are: N/A

9. List any covenants, conditions, or restrictions concerning the use, type of improvements, setbacks, area, or height requirements placed on the Subject Property and now of record and the date of expiration of said restrictions:  
Subject to the Lake Zurich Municipal Code

10. Describe any contract or agreement of any nature relevant to the sale or disposal of the Subject Property:  
N/A

11. For applications requiring a public hearing, please attach a list which contains the PIN, owner, and owner's mailing address of all properties located within 250 feet (excluding all Public Right-of-Ways) of the Subject Property.

THE APPLICANT'S SIGNATURE BELOW INDICATES THE INFORMATION CONTAINED IN THIS APPLICATION AND ON ANY ACCOMPANYING DOCUMENTS IS TRUE AND CORRECT.  
THE APPLICANT ALSO ACKNOWLEDGES IF THE CONSULTANT EXPENSES EXCEED THE INITIAL ESCROW DEPOSIT, THE APPLICANT WILL REIMBURSE THE ACCOUNT IMMEDIATELY.

**Sarosh Saher**

(Name of applicant)

(Signature of applicant)

Subscribed, and sworn to before me this 7th day of January, 2025.

(Notary Public)

My Commission Expires \_\_\_\_\_



(Name of Owner, if different)

(Signature of Owner, if different)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

(Notary Public)

My Commission Expires \_\_\_\_\_



Please indicate what zoning relief your application requires. For assistance, please contact Staff.

☐ Zoning Code **Map** Amendment to change zoning of Subject Property from \_\_\_\_ to \_\_\_\_

☒ Zoning Code **Text** Amendment to amend the following section(s) of the Zoning Code 9-7C-3; 9-24-2

(See Section 18-103 of the Lake Zurich Zoning Code for specific standards. If a specific parcel is the subject of this amendment, then provide the additional information listed in Section 18-103C.)

☐ Special Use Permit/Amendment for \_\_\_\_\_

(See Section 19-103 of the Lake Zurich Zoning Code for specific standards.)

☐ Planned Unit Development/Major Adjustment/Amendment

(Planned Unit Developments are a distinct category of special use and are intended to create a more desirable environment than through strict application of the zoning and subdivision regulations. See Section 22-105 of the Lake Zurich Zoning Code for specific standards. Please list all the 'modifications' requested in the cover letter.)

☐ Variation for \_\_\_\_\_

(See Section 17-104 of the Lake Zurich Zoning Code for specific standards. Please indicate what your specific hardships are in the cover letter.)

☐ Modification to the Land Development Code (includes retaining walls more than 2 feet in height)

(See Section 10-6-18 of the Land Development Code for specific standards.)

☐ Preliminary Plat of Subdivision

☐ Final Plat of Subdivision or Amendment to Plat of Subdivision

(See Sections 10-5-2 and 10-5-9 of the Land Development Code for specific standards.)

☐ Site Plan Approval/Major Adjustment/Amendment

(See Section 20-103 of the Lake Zurich Zoning Code for specific standards.)

☐ Exterior Appearance Approval or Amendment

(See Section 21-103 of the Lake Zurich Zoning Code for specific standards.)

#### **APPLICATION TO ANNEX CERTAIN TERRITORY**

All land annexed to the Village is classified automatically after such annexation in the R-1\2 Single Family Residential District. The owner must file an application for a Zoning Map amendment if he or she desires a different zoning classification for the Subject Property.

☐ Petition to Annex Certain Territory (Please complete attached petition)

☐ Application to Annex Certain Territory

#### **COMPREHENSIVE PLAN APPLICATION**

☐ Comprehensive Plan **Map** Amendment for \_\_\_\_\_

☒ Comprehensive Plan **Text** Amendment for Update and Amendments to the Comprehensive Plan

**Proposed Amendments to Section 9-2-5 of the Lake Zurich Municipal Code related to the amended and updated Comprehensive Plan.**

The Village of Lake Zurich (the “Applicant”), proposes an amendment to the text of the Lake Zurich Zoning Code. Due to the nature of the text amendment, no Subject Property exists and therefore no legal description is included within the exhibits. Specifically, the village seeks the following:

- A Text Amendment to Section 9-2-5 entitled “Official Comprehensive Plan”

Submitted by:

A handwritten signature in black ink, appearing to read 'Sarosh Saher', with a stylized flourish at the end.

Sarosh Saher, Community Development Director  
Village of Lake Zurich  
505 Telser Road  
Lake Zurich, IL 60047

Dated: January 7, 2025

## 9-2-5: OFFICIAL COMPREHENSIVE PLAN:

A. Definition: The "official comprehensive plan" of the village shall be defined as a compilation of policy statements; goals; standards; maps; recommended planning, regulatory, fiscal, and public works programs; pertinent data relative to the past, present, and future trends of the village with respect to its population, housing, economic, social, and environmental development patterns and its land, water, and natural resources and use and its transportation facilities, public facilities, and utilities; and any other matter relative to the present and future patterns of life within the village or within the unincorporated areas lying within one and one-half (1-1/2) miles of its boundaries as they may from time to time exist, prepared and recommended by the plan commission with the advice and assistance of the village manager and the village manager's staff and adopted by the board of trustees by ordinance duly enacted, together with such amendments thereto as may be adopted from time to time. The term "official comprehensive plan" also shall refer to any internally consistent and complete portion of such a compilation relating to any one or more of the aforesaid subjects or to any specific portion of the aforesaid geographical area. As of the effective date of this zoning code, the term "official comprehensive plan" shall be understood to refer to the following documents:

1. The Lake Zurich 2003~~25~~ comprehensive land use plan entitled the "Lake Zurich Together Comprehensive Plan."
2. This zoning code as set forth in title 9 of the Lake Zurich municipal code.
3. The Lake Zurich land development code, as amended, set forth in title 10 of the Lake Zurich municipal code.
- ~~4. Sections 3, 4, and 5 of the "Transportation Plan And Redevelopment Strategy For The Village Center", prepared by Trkla, Pettigrew, Allen & Payne, Inc., related to potential redevelopment of downtown Lake Zurich.~~

B. Purpose: The official comprehensive plan shall be considered an official statement of the policy of the village with respect to the existing and developing character of the various areas of the village and its vicinity; the proper objectives, standards, and direction for future maintenance, growth, development, and redevelopment of the village; the means to be employed to protect existing character or development and to encourage future development that will be in the best interests of the village; and the actions and programs to be undertaken by the village with respect to its future maintenance and development.

C. Effect: After the adoption of the official comprehensive plan or a part thereof, no ordinance, regulation, or official map relating to the physical maintenance, development, or redevelopment of the village or any land within it shall be enacted, established, amended, or varied and no right of way, street, utility, or public structure or land shall be authorized, established, developed, redeveloped, or modified in location or extent except in accordance with the policies, goals, objectives, principles, and standards of the official comprehensive plan or relevant part thereof unless the board of trustees shall first make a specific finding that the facts and circumstances affecting the particular matter justify a departure from the official comprehensive plan.

D. Procedures:

1. Plan Development: The plan commission, with the assistance of the village manager and the village manager's staff, shall oversee the continuing development and revision of the official comprehensive plan. The plan commission and the village manager, in developing a plan, shall make all reasonable efforts to obtain the views, comments, and criticisms of interested persons. In addition, the plan commission, prior to making any recommendation for the adoption or amendment of a plan or part thereof to the board of trustees, shall set, notice, and conduct a public hearing thereon in accordance with the provisions of section 9-14-3 of this title.

The board of trustees, at any time, may refer a plan to the plan commission for consideration and recommendation. In the case of such referral, the plan commission shall return its recommendation to the board of trustees not later than ninety (90) days after the receipt of the referral. If such recommendation is not so delivered, then the board of trustees may proceed to consider the amendment without such recommendation.

When satisfied that a plan or a part thereof is adequate for adoption as, or as an amendment of, the official comprehensive plan of the village or a part thereof, the plan commission shall transmit such plan or part thereof to the board of trustees together with its recommendations for adoption of such plan as well as any reports or statements deemed necessary to a full consideration of such plan or part thereof. Such reports or statements may include majority and minority positions. Such transmittal shall be made not later than fifteen (15) days after the close of the public hearing concerning such plan.

2. Plan Adoption: After receiving any recommendation of the plan commission with respect to the adoption or amendment of any plan or a part thereof, the board of trustees, by ordinance duly enacted, may adopt such plan in whole or in part, with or without amendments; or may refer such plan or any part thereof back to the plan commission for further consideration; or may reject such plan. The board of trustees shall take such action not later than ninety (90) days after the close of the plan commission public hearing on such plan. The failure of the board of trustees to act within such period shall be deemed to be a rejection of the plan. Upon the adoption of any such plan or part thereof, it shall be designated as the "official comprehensive plan of the village of Lake Zurich" and, if less than a total comprehensive plan, shall carry a subheading designating its specific contents.
3. Plan Amendment: The official comprehensive plan, or any part thereof, may be amended at any time in accordance with the provisions of this subsection D3. Such an amendment may be initiated by the board of trustees, the plan commission, the village manager, or by any owner of property affected by the provisions of such plan sought to be amended. Amendments initiated by the board of trustees, the plan commission, or the village manager shall require no formal application and shall be processed as provided in subsections D1 and D2 of this section. Amendments initiated by the owner of affected property shall be initiated by an application filed pursuant to section 9-14-1 of this title, except that the time limits specified in subsections D1 and D2 of this section shall apply.
4. Plan Filing And Notice Of Adoption: The ordinance adopting the official comprehensive plan, or any part thereof, shall provide that the village manager shall cause a certified copy thereof to be placed on file in the office of the village clerk and shall cause a notice evidencing the adoption of such plan, or part thereof, to be filed with all municipalities adjacent to the village and with the Lake County recorder of deeds. (Ord., 10-2004)
5. Notice For Hearing On Official Comprehensive Plan: In addition to notice as required by subsection B3 of this section, the village manager shall cause notice of every public hearing in connection with the adoption or amendment of the official comprehensive plan to be given by publication in a newspaper of general circulation in Lake County at least fifteen (15) days before such hearing. (Ord. 2009-05-631, 5-4-2009)