



Meeting Minutes

Location:

Village Hall -
10631 Main Street
Roscoe, IL 61073

Zoning Board of Appeals
Wednesday, May 14, 2025
5:30 PM

CALL TO ORDER

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

ROLL CALL

PRESENT

Chairman Richard Butera
Member Brad Hogland
Member Teresa Skridla
Member Daniel Spinazzola
Member Ryan Swanson

ABSENT

Member Laura Baluch
Member Melissa Smith

Village Clerk Kimberly Garza

STAFF

Josef Kurlinkus - Village Administrator

Evan Hoier - Zoning Administrator (Vanderwall & Associates)

Jay Alms - Battalion Chief for the Harlem/Roscoe Fire Department

Bradon Boggs - Village Engineer

APPROVAL OF MINUTES

- 1. Approval of the Minutes** for the meeting of the Zoning Board of Appeals from **April 9, 2025.**

ZBA Chairman Richard Butera entertained a motion for the approval of the Minutes for the Zoning Board of Appeals from April 9th, 2025.

Motion was made by ZBA Board members Ryan Swanson, seconded by ZBA Board member Richard Butera. Voting yes: ZBA Members Skridla, Butera, Swanson, Hoglund, Spinazzola 5-0-0.

NEW BUSINESS

2. New members of the Zoning Board were introduced. Richard Butera, Teresa Skridla, Daniel Spinazzola.

President Gustafson swore in Daniel Spinazzola to the Zoning Board.

3. 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]

This is a Public Hearing and Recommendation for Approval of a Planned Unit Development.

Chairman Butera stated the applicant Anthony Pipitone submitted several documents, housing plans, housing picture for the development.

Evan Hoier Zoning Administrator for the Village presented the staff report discussing a proposed development plan by Anthony Pipitone at the North end of Prairie Rose Prairie Garden Subdivision west side of the Schnucks. This is a Zoning District known as a commercial plan that would need a PUD. The development would consist of duplexes in the Commerical Plan District, using R2 zoning standards. Mr. Hoier stated that the roadways are streets within the development are going to be private. The rain gutter on one side of the streetway, the landscaping plans are consistent with the Villages plans.

Mr. Hoier recommendations are that the applicant work more closely with staff since they are going to be 2-unit buildings instead of one-unit buildings.

Chairman Butera recommends a layover but suggests working with the applicant to improve architectural details. Mr. Pipitone, a local landlord and business owner, confirms this is his first development project from scratch.

Motion was made to layover the PUD to next Board meeting to the have the new Board look more into the project.

Motion was made by ZBA Member Richard Butera, seconded by ZBA Member Teresa Skridla. Voting yes: ZBA Members Spinazzola, Butera, Skridla, Hoglund. Swanson Abstain 4-0-1.

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

Mr. Pipitone is the applicant that is here today to discuss his future plans for the development of a Subdivision with 15 Buildings, 29 Units. Which will be 2 Bedrooms, 2 Baths, 2 Car Garage Duplexes with one single family home set apart in the subdivision. Mr. Pipitone would like to start development in August. This project will be done in 3 phases. Which will take a

couple of years to complete. Mr. Pipitone is asking the Board for approval to combine all 12 Parcels into one, for the development.

Chairman Butera asked if there is going to be any Condo Association fees.

Mr. Pipitone said no there will no association fees. it will rental properties.

Chairman Butera asked if the rental properties will be for sale.

Mr. Pipitone said no sir, they will not be for sale he will be the owner of all of the units.

Mr. Pipitone brought in a layout design for the board to review.

Chairman Butera asked how is going to be marketed to families and what were you anticipating in terms of your rent?

Mr. Pipitone stated he will be targeting more on retired people, single, married couples, small family no more than 3 people in a unit since it is a 2-bedroom 2-bath unit no pets.

ZBA Member Skridla asked if the units will be wheelchair accessible since he is targeting the older community.

Mr. Pipitone said yes, he believes they will.

Mrs. Skirdla asked what is the rent?

Mr. Pipitone stated that he doesn't have that down yet because he is in the early stages of development. but he anticipates it to be around 1700 to 1900 more or less depending on the market from now to 2 years out.

Chairman Butera asked if there was anyone that would like to comment on the development.

Margaret Bauch one of the owners of Roscoe Rock and Sand, her property is adjacent to the property that we are discussing tonight. One of her concerns is the water runoff, she is assuming that between the architects and the engineers that the issue would be taken care of.

Mrs. Bauch Stated that she would like to save the Village some money from the Police Department. she stated that they have a lot of traffic coming over the hill from Prairie roads. now the Village police have to come out and investigate who is out there and why they are out there.

Mrs. Bauch explained that her company is under a lot of regulations for having a mine. she would like to see some kind of protection or barrier so that no one can get into the quarry. She is concerned about the safety of the children she has stated that there have been 2 deaths in the past at quarries or small subdivisions in the past two years. Mrs. Bauch also stated that she has signs out there that say no trespassing, but that doesn't deter them away from coming inside. Mrs. Bauch stated that there have been main paths built coming out of Prairie Rose Subdivision going down to the quarry.

Chairman Butera asked if Barriers would help keep people out?

Mrs. Bauch stated that if the Zoning Board thinks that would be something satisfactory. Yes. Ok. she said that she has the Woodbury Subdivision right behind the quarry. she stated that she has excellent neighbors on both side and they watch the quarry for trespassers when her or her son are not there.

Mrs. Bauch stated that when people are caught trespassing the police have to come out and the police ask if she would like to press charges. what she usually does is if it's there first offence she would like for the kids to be brought back to the parents and have them address the dangers of them being in the quarry, rather than arrest them. She addressed again that she is under Heavy Governmental Regulations from M Shaw, they are like OSHA for Miners. She has to make sure that she logs every single person including herself when they go down in the quarry, regulations are very strict. One question that Mrs. Bauch has is when Woodbury became a subdivision, they had one deed?

Administrator Kurlinkus stated yes that is correct one parcel.

Mrs. Bauch stated that if Woodbury decides to sell or move out of any of the properties, there is a disclaimer in the deed that states that no one can make any changes to the quarry's property.

Chairman Butera asked what kind of people does she have trespassing, is it mostly young people?

Mrs. Bauch stated mostly young people, but when Steve (her son) tries to speak to them they just completely ignore him and then they have to call the police. She stated that she has two quarries one on both sides of the road and they get a lot of young adults that like to go down into the quarry to fish and have picnics and leave behind a bunch of debris and fishing poles for her and her son to clean up. She has stated that she feels that she should not have to clean up either.

Brandon Boggs Village Engineer addresses the drainage and water issues.

Brandon Boggs stated the existing site, the very Northeastern Portion currently has a drywall structure. essentially connected via storm sewer that a portion of the property currently drains to. during a preliminary meeting with the engineering firm and staff they did a historical search of the existing detention basins or ditches on the southside of the site. They instructed the applicant that they would have to provide their own on-site detention for the development. Brandon stated that is what the applicant has done. via a series of connected ponds mostly along the southside of the property just north of the existing roadway. All of the detention ponds have to be designed to accommodate a 100-year storm event. Essentially these ponds will act as a holding facility for the water to slowly infiltrate and then release from the site. With the drainage onto the property to the north there is adequate drainage detention that has been accommodated for the site. there are no negative impacts that are anticipated.

Jay Alms Battalion Chief for the Harlem/Roscoe Fire Department asked if three hydrants are added. is that on the private road? Is it between the buildings?

Mr. Boggs stated that he was not sure because he did not have the plans in front of him.

Mr. Alms wants to know if there is a key or not.

Mr. Boggs stated that there should be, but he would have to get back to Mr. Alm.

Mr. Kurlinkis stated that there are 3 letter that were submitted from Garden Prairie Rose subdivision.

Please see attached letters.

Chairman Butera asked Mr. Kurlinkus and Evan Hoier what they would like the Board to vote on this evening.

Mr. Hoier stated to improve the overall zoning layout site and one flexibility of having those multiple buildings on the same lot.

Mrs. Skridla asked if they knew what the name of the subdivision was going to be called.

Mr. Pipitone stated that he hasn't decided but has an idea that he would like to call it Belle Rose after his daughter.

Mrs. Skridla wanted to make sure that people would not get confused that Bella Rose was a part of Prairie Rose because Mr. Pipitone is not sharing the amenities.

Mr. Pipitone stated correct he is not sharing the amenities.

Mr. Kurlinkus stated that the name of the plat is itself is called Plat 3 of Prairie Rose, he believes that probably is where the confusion is.

Questions were asked about the design of the walkway, bike path it's not required because the road will be a private road, but there are concerns about the roadway. which will be discussed at a later date.

Motion to layover the PUD to next Board meeting. Motion was made by ZBA Butera, seconded by ZBA Skridla. Voting yes: Hoglund, Butera, Spinazzola, Skridla, Swanson Abstained 4-0-1.

5. **ZBA 2025-011: Public Hearing for an Annexation and a Map Amendment from the UT: Urban Transition District to the RE: Single Family Residential Estate District for 18.45 acres of a property commonly known as 92XX Sheringham Drive (PIN: 08-11-100-013).**

[Applicant: KG2JGS investments, LLC & Robert S. & Lynne M. Twigg]

Kaycee Chadwick is the attorney that is representing the applicants: KG 2JGS Investments, LLC & Robert S. & Lynn M. Twigg. The applicants are asking the Board to annex the property commonly known as 92xx Sheringham Drive into the Village to build a one single family home on Lot 1. The subdivision to the south of the property is currently in the village and the property to the North is in Winnebago County. They are purposing Lot One to be annexed in as a residential Estate. Lot 3 be dedicated to the Village as an extension of Sheringham Drive with the roundabout so they would have access to their residential property on lot 1. Lot 2 will remain in Unincorporated Winnebago County for Agricultural.

Brandon Boggs Village Engineer stated that there is a dead-end road to the south of the property. There is a tentative plat shows a runway connection continuing from the south into lot 2 flood plain.

Mr. Boggs stated they are requiring the applicants to build a Cul de sac and dedicate it to the Village as public roadway. It must be built to the Villages standards to access for emergency responders and general traffic circulation. Which will be paid by the applicants.

Mr. Kurlinkus stated that letters were sent out to all the neighbors in the subdivision for this evening hearing.

Motion to vote on an Annexation and Map Amendment for the UT. For the single-family Residential Estate for property commonly known as 92XX Sheringham Drive. Motion was made by ZBA Member Butera, ZBA Member Skridla. Voting yes: Skridla, Spinazzola, Hoglund, Butera, Swanson 5-0-0.

6. ZBA 2025-012: **Discussion and Recommendation for Approval of a Text Amendment** revising the Village of Roscoe Zoning Ordinance **Article XIII** relating to **Planned Unit Developments**.

Administrator Kurlinkus stated that the Village of Roscoe Zoning Ordinance Article XIII was previously in front of the Zoning Board back in 2021. There were many changes that was made to the Zoning Ordinance. Cleaning up the ordinance made it easier for the public and the developer.

Evan Hoier Zoning Consultant from Vanderwall explained the 2-step process.

PUD is a custom Negotiated Zoning District where the applicants can request some flexibilities certain variances, from the code prior to the rewrite

Prior to the 2021 rewrite the Village had a 2-step process which is common throughout the municipality for PUD.

The first approval was a general development plan which is the zoning layout for the site and precise implementation plan which goes off of that approved zoning which implements the landscaping, engineering, utilities, parking and any other smaller detail approvals.

The 2021 rewrite combined that all into a one step process.

The amendment that came forward that Vanderwall & Associates created was to go back to that 2-step process to provide a bit more flexibility for the developer to come forward with a site plan, a concept plans some kind of zoning application for that general development plan to be approved.

Mr. Hoier stated the ZBA Board questioned last time about traffic impact assessment, location of utilities and storm water management report were requested to be put into the General Development Plan. Just in case staff end it to be required or maybe the public thought that a traffic impact assessment might be warrant for element one way or another.

The second stage was initially called a specific implementation plan that will be changed to precise implementation plan to match the general area. there is a minimum lot size standard for the PUD that was 3 acres if you were next to adjacent development or 5 acres if you were near underdeveloped land.

Mr. Hoier stated that Vanderwall and Associates provided an Infill Development Standard just to accommodate sites that are constrained or might not be able to meet full standard of the code and required flexibility where if you have a site that's 5 acres, 3 acres big and you're trying to do some development, you can accommodate some of those things that's around already developed areas.

Changing terms, Plan Development to Planned Unit Development just for consistency within the ordinance.

Chairman Butera asked if the 2-step process would benefit the developer and the Board to be able to sort through it quicker. Mr. Hoier thinks that the general development plan is more digestible and would cut down on staff time.

Butera asked for a motion for the Approval of a Text Amendment revising the Village Zoning Ordinance Article XIII relating to Planned Unit Development. Motion was made by ZBA Member Swanson, seconded by ZBA Member Skridla. Voting yes: Spinazzola, Swanson, Hoglund, Butera, Skridla 5-0-0.

7. 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

Administrator Kurlinkus states that the ZBA -013 will come back to the Board for a formal hearing, looking for discussion and impute from the Village Board and the ZBA Member on some other zoning changes.

Evan Hoyer stated that they have had several applicants, developers, builders come forward to ask about what they can do about town homes, residential attached, single family attached development and how to split if they weren't using a condo plat.

It would create a new residential attached zoning district.

Architectural design on standards in the process to update the residential design standard in the Village.

There were also concerns about garage placements in the Village as well. The main focus to keep the focus on the front of the home.

Butera asked for the Board to have some time to process this and go over the information to gather up questions for the near future.

OLD BUSINESS

PUBLIC COMMENT (Limited to 3 minutes per speaker)

Trustee Mike Sima and two other Board members Wright, Mead wanted to commend the new ZBA Board for really focusing and listening to the meetings. he sees great things from this Board.

Brad Hoglund Resigns as ZBA Board Member. The reason is because he has too many things going on right now to make the commitment. Brad has been on the Board for 4 1/2 years.

Jay Alms Battalion Chief for the Halem-Roscoe stated that Chief Bergeron is concerned about the new development of the parking lot and food trucks and people parking in the fire house lot with emergencies coming in and out of the fire house.

Kurlinkus stated that they are aware of the situation and is in the process of getting it directed not towards the fire house parking lot. He also stated that there will be some more landscaping in the back next weekend.

ADJOURNMENT

Chairman Butera asked for a Motion to Adjourn the meeting. Motion was made by ZBA Member Swanson, seconded by ZBA Member Skridla. Voting yes: Spinazzola, Butera, Swanson, Hoglund, Skridla 5-0-0.

Meeting was Adjourned at 6:53 pm.