

ITEM ORD 2015-6192

VILLAGE OF DOWNERS GROVE
Report for the Village Council Meeting
5/5/2015

| | |
|---|---|
| SUBJECT: | SUBMITTED BY: |
| Special Use for Extended Family Accessory Housing at 4215 Venard Road | Stanley J. Popovich, AICP Planning Manager |

SYNOPSIS

An ordinance has been prepared to grant Special Use approval for an Extended Family Accessory Housing Unit at 4215 Venard Road.

STRATEGIC PLAN ALIGNMENT

The goals for 2011-2018 include *Continual Innovation*.

FISCAL IMPACT

N/A

UPDATE & RECOMMENDATION

This item was discussed at the April 21, 2015 Village Council meeting. Staff recommends approval on the May 5, 2015 Active Agenda.

BACKGROUND

The petitioner is proposing to create an Extended Family Accessory Housing unit (in-law suite) at 4215 Venard Road. The subject property is zoned R-2, Residential Detached House 2, and is located on the east side of Venard Road, approximately 580 feet north of Ogden Avenue.

The petitioner is proposing to renovate the existing single family home which will include converting the existing attached garage into an Extended Family Accessory Housing unit for the petitioner's mother, who meets the minimum age requirement of 62 years. The unit will consist of a living room, bedroom, bathroom, laundry closet and kitchen. The accessory dwelling unit will have internal access into the primary dwelling unit and also have a separate exterior entrance on the north side of the house, which will not face the street.

Compliance with the Comprehensive Plan

The Comprehensive Plan calls for a variety of housing and dwelling unit types and recommends providing housing that meets the needs of senior citizens to allow residents to age in place. The proposal will create an Extended Family Accessory Housing unit that provides an affordable living arrangement for the petitioner's mother and allows the petitioner to care for his mother as she ages. As this property will retain the look of a detached house, there will be no impact on the existing single family neighborhood character.

The proposal is consistent with the Comprehensive Plan and will not diminish the use of the surrounding properties.

Compliance with the Zoning Ordinance

Extended Family Accessory Housing is an allowable Special Use in the R-2 zoning district per Section 6.010.F of the Zoning Ordinance. All other zoning ordinance requirements for Extended Family Accessory Housing will be met with this proposal.

Public Comment

No public comments were provided at the public hearing.

ATTACHMENTS

Ordinance

Aerial Map

Staff Report with attachments dated April 6, 2015

Draft Minutes of the Plan Commission Hearing dated April 6, 2015

VILLAGE OF DOWNERS GROVE
COUNCIL ACTION SUMMARY

INITIATED: Applicant DATE: May 5, 2015
(Name)

RECOMMENDATION FROM: _____ FILE REF: PLC-0004
(Board or Department)

NATURE OF ACTION:

STEPS NEEDED TO IMPLEMENT ACTION:

- Ordinance
- Resolution
- Motion
- Other

Motion to Adopt "AN ORDINANCE AUTHORIZING A SPECIAL USE TO PERMIT AN EXTENDED FAMILY ACCESSORY HOUSING UNIT AT 4215 VENARD ROAD", as presented.



SUMMARY OF ITEM:

Adoption of the attached ordinance will authorize a special use for 4215 Venard Road to permit an extended family accessory housing unit.

RECORD OF ACTION TAKEN:

ORDINANCE NO. _____**AN ORDINANCE AUTHORIZING A SPECIAL USE TO PERMIT
AN EXTENDED FAMILY ACCESSORY HOUSING UNIT
AT 4215 VENARD ROAD**

WHEREAS, the following described property, to wit:

LOT 69 IN ARTHUR T. MCINTOSH AND COMPANY'S DOWNERS GROVE ACRES, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 6, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, AND OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 26, 1924 AS DOCUMENT NUMBER 179451, IN DUPAGE COUNTY, ILLINOIS

Commonly known as: 4215 Venard Road, Downers Grove, IL 60515 (PIN: 09-06-214-003)

(hereinafter referred to as the "Property") is presently zoned "*R-2, Residential Detached House 2*" under the Comprehensive Zoning Ordinance of the Village of Downers Grove; and

WHEREAS, the owner of the Property has filed with the Plan Commission, a written petition conforming to the requirements of the Zoning Ordinance, requesting that a Special Use per Section 12.050 of the Zoning Ordinance be granted to permit an extended family accessory housing unit at 4215 Venard Road; and,

WHEREAS, such petition was referred to the Plan Commission of the Village of Downers Grove on April 6, 2015, and said Plan Commission has given the required public notice, has conducted a public hearing respecting said petition and has made its findings and recommendations, all in accordance with the statutes of the State of Illinois and the ordinances of the Village of Downers Grove; and,

WHEREAS, the Plan Commission has recommended approval of the requested Special Use, subject to certain conditions; and,

WHEREAS, the Village Council finds that the evidence presented in support of said petition, as stated in the aforesaid findings and recommendations of the Plan Commission, is such as to establish the following:

1. that the proposed use is expressly authorized as a special use in the district in which it is to be located;
2. that the proposed use at the proposed location is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community;
3. that the proposed use will not, in the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity or be injurious to property values or improvements in the vicinity.

NOW, THEREFORE, BE IT ORDAINED by the Council of the Village of Downers Grove, in DuPage County, Illinois, as follows:

SECTION 1. That a Special Use of the Property is hereby granted to permit an extended family accessory housing unit at 4215 Venard Road within the R-2 zoning district.

SECTION 2. This approval is subject to the following conditions:

1. The proposed extended family accessory housing unit substantially conform to the staff report dated April 6, 2015 and architectural plans prepared by 12/12 Architects & Planners, dated January 26, 2015, except as such plans may be modified to conform to the Village codes and ordinances.
2. The petitioner shall permit the Village to complete an annual inspection of the premises to assure continuing compliance with Extended Family Accessory Housing regulations.
3. The petitioner shall annually submit to the Village a sworn affidavit that certifies continued compliance with Extended Family Accessory Housing regulations.
4. The accessory unit shall be converted to be a part of the existing single family dwelling unit within 120 days of the lapse of the Special Use approval.

SECTION 3. The above conditions are hereby made part of the terms under which the Special Use is granted. Violation of any or all of such conditions shall be deemed a violation of the Village of Downers Grove Zoning Ordinance, the penalty for which may include, but is not limited to, a fine and or revocation of the Special Use granted herein.

SECTION 4. That all ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

Mayor

Passed:

Published:

Attest: _____

Village Clerk



0 62.5 125 250 Feet

4215 Venard Road - Location Map





**VILLAGE OF DOWNERS GROVE
REPORT FOR THE PLAN COMMISSION
APRIL 6, 2015 AGENDA**

| SUBJECT: | TYPE: | SUBMITTED BY: |
|---|--------------|---------------------------|
| 15-PLC-0004 Extended Family Accessory Housing at 4215 Venard Road | Special Use | Kelley Chrisse Planner |

REQUEST

The petitioner is requesting Special Use approval for Extended Family Accessory Housing at 4215 Venard Road.

NOTICE

The application has been filed in conformance with applicable procedural and public notice requirements.

GENERAL INFORMATION

**OWNER/
APPLICANT:** Paul & Susan Helsdon
520 S Villa Avenue
Villa Park, IL 60181

PROPERTY INFORMATION

EXISTING ZONING: R-2, Residential Detached House 2
EXISTING LAND USE: Single Family Residential
PROPERTY SIZE: 30,000 sq ft (0.689 acres)
PIN: 09-06-214-003

SURROUNDING ZONING AND LAND USES

| | ZONING | FUTURE LAND USE |
|---------------|--|---------------------------|
| NORTH: | R-2, Residential Detached House 2 | Single Family Residential |
| SOUTH: | R-2, Residential Detached House 2 | Single Family Residential |
| EAST: | B-3, General Services & Highway Business | Multi-Family Residential |
| WEST: | R-2, Residential Detached House 2 | Single Family Residential |

ANALYSIS**SUBMITTALS**

This report is based on the following documents, which are on file with the Department of Community Development and attached to the report as noted:

1. Application/Petition for Public Hearing
2. Location Map (Exhibit A)
3. Front Façade Photo (Exhibit B)
4. Project Narrative (Exhibit C)
5. Plat of Survey (Exhibit D)

6. Site Plan (Exhibit E)
7. Architectural Plans (Exhibit F)
8. Age Documentation

PROJECT DESCRIPTION

The petitioner is proposing to convert the existing attached garage into an in-law suite to create an Extended Family Accessory Housing unit at 4215 Venard Road. The subject property is zoned R-2, Residential Detached House 2, and is located on the east side of Venard Road, approximately 580 feet north of Ogden Avenue (Exhibit A). Extended Family Accessory Housing is an allowable Special Use in the R-2 zoning district per Section 6.010.F of the Zoning Ordinance.

The petitioner is proposing to renovate the existing single family home (Exhibit B) and as part of that renovation, the petitioner will be converting the existing attached garage into an Extended Family Accessory Housing unit for the petitioner's mother. See Exhibits C, D, E and F. The unit will consist of a living room, bedroom, bathroom, laundry closet and kitchen. The unit will have an entry into the primary dwelling unit and will also have a separate entrance on the north side of the house, which will not face the street.

COMPLIANCE WITH THE COMPREHENSIVE PLAN

According to the Future Land Use Plan, the subject property is designated as Single Family Residential and has a corresponding zoning designation. The Comprehensive Plan calls for a variety of housing and dwelling unit types and recommends providing housing that meets the needs of senior citizens to allow residents to age in place. The proposal will create an Extended Family Accessory Housing unit that provides an affordable living arrangement for the petitioner's mother and allows the petitioner to care for his mother as she ages. As this property will retain the look of a detached house, there will be no impact on the existing single family neighborhood character. The proposal is consistent with the intent of the Future Land Use Plan and will not diminish the use of the surrounding properties.

COMPLIANCE WITH ZONING ORDINANCE

The property is zoned R-2, Residential Detached House 2. An Extended Family Accessory Housing unit is an allowable Special Use in the R-2 district. The proposed plans meet the zoning requirements and the requirements for an extended family accessory housing unit. The table below summarizes compliance with Section 6.010.F of the Zoning Ordinance:

| Zoning Requirements | Proposed |
|---|--|
| 1. Extended Family Accessory Housing is allowed in R-1, R-2, R-3 and R-4 zoning districts, per the Special Use provisions. | The subject property is zoned R-2. |
| 2. The accessory unit is entirely within the dwelling. | The accessory unit is within the primary dwelling unit's existing structure. |
| 3a. Only one accessory unit in any detached house. | Only one accessory unit is proposed. |
| 3b. A separate exterior entrance, if provided, cannot face the street. | The separate entrance is on the north (side) façade and does not face the street. |
| 3c. One dwelling unit has to be occupied by an owner of the property. | The primary dwelling unit is occupied by owner of the property. |
| 3d. The occupant(s) of either dwelling unit is family that is 62 years of age or older or has a physical or developmental disability. | The accessory unit is to be occupied by the mother of one of the property owners, who meets the age requirement. |

| Zoning Requirements | Proposed |
|---|--|
| 3e. No additional roomers or boarders are allowed. | The petitioners will occupy the primary residence and no additional roomers or boarders will be housed at this location. |
| 3f. The appearance of a detached house must be retained. Occupancy of the accessory unit is subject to an approved floor plan. | The petitioner is proposing modifications to the existing façade. However, the look of a single family structure will be retained. The floor plan accompanying this petition shall be the accepted floor plan except as such plans may be modified to conform to Village Codes and Ordinances. |
| 3g. The property owners shall annually permit an inspection and provide certification of continued compliance with the regulations. | The petitioner has agreed to these provisions. |
| 3h. The Special Use approval lapses if the owner occupying one of the units transfers ownership or ceases to occupy one of the units. | The petitioner has provided a de-conversion plan at such time as the Special Use approval lapses. |
| 3i. The accessory unit shall be converted within 120 days of the expiration of the Special Use. | The petitioner has provided conversion drawings which show the accessory unit will be modified to become a recreation room when the accessory unit is no longer occupied. |

NEIGHBORHOOD COMMENT

Notice was provided to all property owners within 250 feet of the subject property in addition to posting the public hearing notice sign and publishing notice in *Downers Grove Suburban Life*. Staff spoke to numerous neighbors inquiring about the petition and explained that the proposed extended family accessory housing unit Special Use is to construct an 'in-law' suite. Upon hearing the content of the request, no concerns were expressed.

FINDINGS OF FACT

The petitioner is requesting a Special Use to construct an Extended Family Accessory Housing unit. Staff finds the proposal meets the criteria for granting a Special Use as outlined below:

Section 28.12.050.H Approval Criteria

No special use may be recommended for approval or approved unless the respective review or decision-making body determines that the proposed special use is constituent with and in substantial compliance with all Village Council policies and plans and that the applicant has presented evidence to support each of the following conclusions:

1. *That the proposed use is expressly authorized as a Special Use in the district in which it is to be located;*
The property is located in the R-2, Residential Detached House 2, zoning district. Per Section 6.010.F of the Zoning Ordinance, Extended Family Accessory Housing is listed as an allowable Special Use in the R-2 zoning district. This criterion is met.
2. *That the proposed use at the proposed location is necessary or desirable to provide a service or a facility that is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community.*

15-PLC-0004; 4215 Venard Road
April 6, 2015

Page 4

The proposed Extended Family Accessory Housing is desirable within single family residential neighborhoods and will contribute to the general welfare of the community. The ability to provide flexibility in housing options to care for seniors as they age supports the residents and allows seniors to age in place. Additionally, the structure will continue appearing like a detached single family home, ensuring the continued character of the existing single family neighborhood. This criterion is met.

3. *That the proposed use will not, in the particular case, be detrimental to the health, safety or general welfare of persons residing or working in the vicinity or be injurious to property values or improvements in the vicinity.*

The proposed Extended Family Accessory Housing unit will not be detrimental to the health, safety or general welfare of persons residing in or working in the vicinity and will not be injurious to property values or improvements in the vicinity. As the appearance of the detached house will be retained, there will be no indication to the general public that an accessory housing unit exists. The retention of the single family character and the ability to provide flexible housing options for seniors supports the recommendation in the Comprehensive Plan to provide a variety of housing and dwelling unit types, particularly for seniors. Property values will not be negatively impacted as the Special Use approval requires the conversion of the accessory housing unit back to a single dwelling unit within 120 days of the lapse of approval. This criterion is met.

RECOMMENDATION

The proposed special use for an Extended Family Accessory Housing unit at 4215 Venard Road is consistent with the Comprehensive Plan, the Zoning Ordinance and surrounding zoning and land use classifications. Based on the findings listed above, staff recommends the Plan Commission forward a positive recommendation to the Village Council regarding the requested special use subject to the following conditions:

1. The proposed extended family accessory housing unit substantially conform to the staff report dated March 3, 2015 and architectural plans prepared by 12/12 Architects & Planners, dated January 26, 2015, except as such plans may be modified to conform to the Village codes and ordinances.
2. The petitioner shall permit the Village to complete an annual inspection of the premises to assure continuing compliance with Extended Family Accessory Housing regulations.
3. The petitioner shall annually submit to the Village a sworn affidavit that certifies continued compliance with Extended Family Accessory Housing regulations.
4. The accessory unit shall be converted to be a part of the existing single family dwelling unit within 120 days of the lapse of the Special Use approval.

Staff Report Approved By:

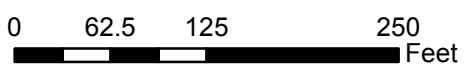


Stanley J. Popovich, AICP
Planning Manager

SP:kc
-att



Exhibit A



4215 Venard Road - Location Map



Exhibit B



Exhibit C

4215 Venard Application for special use permit, (28.12.050.H)

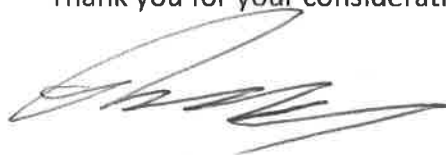
Owners; Paul and Sue Helsdon.

Paul and Sue Helsdon are applying for a special use permit for their home at 4215 Venard, Downers Grove. This permit for an in-law arrangement for Paul's mother, Carol Helsdon. This special use is allowed per section 6.010.F

Paul and Sue would like to provide a place to live for Paul's mother Carol. Carol is 65 years old and currently lives alone. Carol retired in 2014 and is currently receiving Social Security and Medicare benefits. This does not represent enough income to maintain a residence on her own. They wish to combine residences in order to make retirement more affordable for Carol, as well as to care for her as she ages. This proposal allows Carol to have her independence, while still being attached to Paul and Sue's house for the extra help she will require as she ages. This will also give Carol the opportunity to help with her grandchildren (ages 6 and 9 currently).

The home was purchased out of foreclosure. The home was fire damaged last April 2014 and represented a blight on the community. The property includes an attached garage with a family room behind it and a separate detached garage. The proposal has the attached garage and the family room becoming the living area for Carol. Carol will have a separate entrance facing North (Venard is to the west so the door will be on the side of the house.) There will also be an interior door between Carol and Paul and Sue's areas. Carol's area will have a bedroom, bathroom, kitchen and living room all on ground level. The deconversion plan includes removing the exterior door, and the bedroom. This area will then be a rec-room with a summer kitchen.

Thank you for your consideration,



Paul Helsdon



Sue Helsdon

Exhibit D

PLAT OF SURVEY

MARCHESE SURVEYING, INC.

RESIDENTIAL - COMMERCIAL SURVEYS

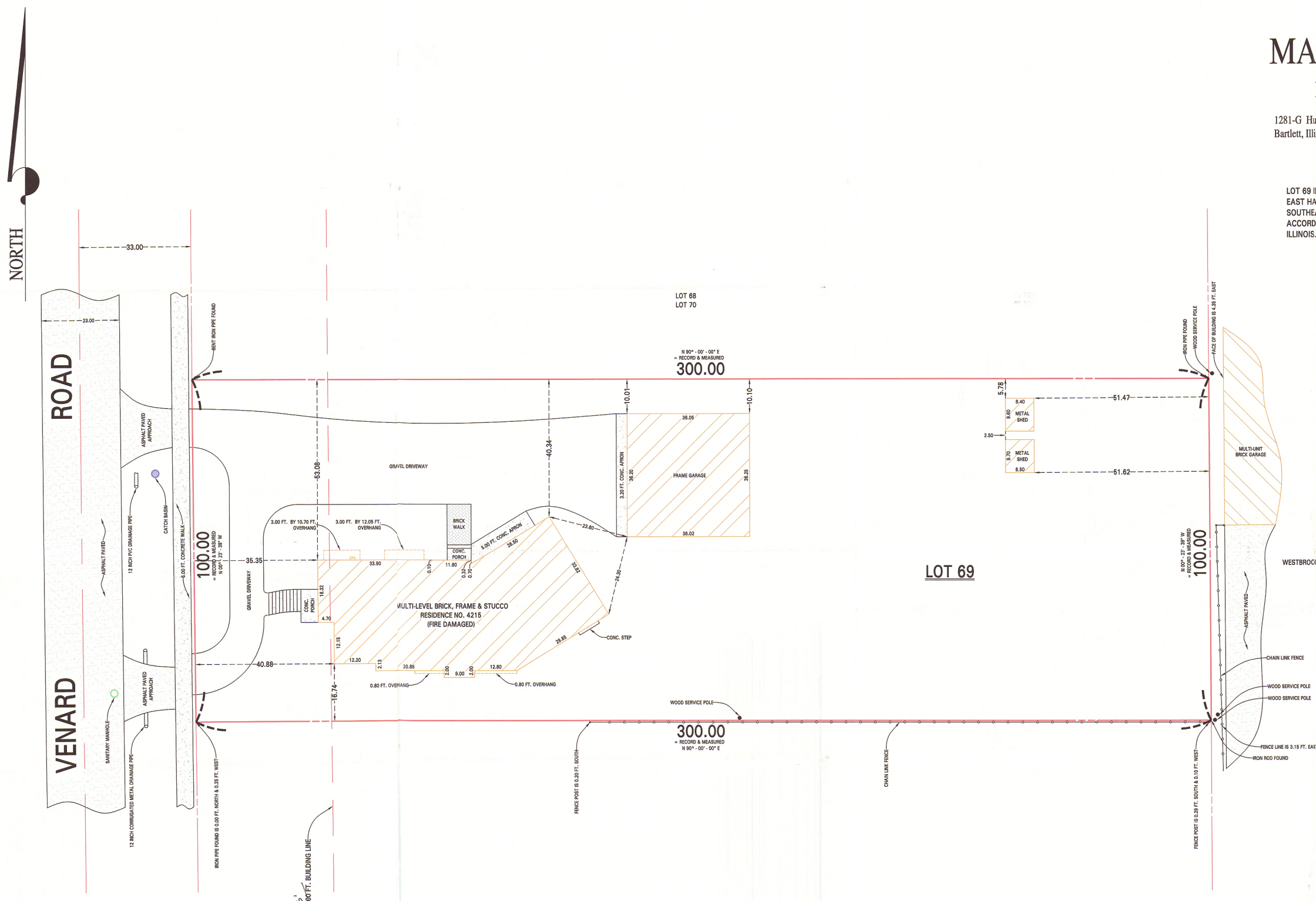
1281-G Humbrecht Circle
Bartlett, Illinois 60103

Phone: (630) 830-1570
Fax: (630) 830-1844

PROPERTY DESCRIPTION

LOT 69 IN ARTHUR T. MCINTOSH AND COMPANY'S DOWNERS GROVE ACRES, BEING A SUBDIVISION OF PART OF THE EAST HALF OF SECTION 6, TOWNSHIP 38 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, AND OF THE SOUTHEAST QUARTER OF SECTION 31, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED JUNE 26, 1924 AS DOCUMENT NUMBER 179451, IN DUPAGE COUNTY, ILLINOIS.

ALSO KNOWN AS: 4215 VENARD ROAD IN DOWNERS GROVE, ILLINOIS.



A PRELIMINARY TITLE POLICY REPORT WAS NOT FURNISHED TO MARCHESE SURVEYING INC. FOR OUR USE IN PREPARING THIS SURVEY, THEREFORE THERE MAY BE ADDITIONAL EASEMENTS AND OR SERVITUDE'S EFFECTING THIS PROPERTY WHICH ARE NOT SHOWN ON THIS PLAT OF SURVEY.

SCALE: ONE INCH = FIFTEEN FEET

ORDER NO: 14-17461

ORDERED BY: MR. PAUL HELSDON

COMPARE ALL POINTS BEFORE BUILDING BY SAME AND AT ONCE REPORT ANY DIFFERENCE. FOR BUILDING LINE AND OTHER RESTRICTIONS NOT SHOWN HEREON, REFER TO YOUR CONTRACT, DEED, TITLE INSURANCE POLICY AND ZONING ORDINANCE.

STATE OF ILLINOIS S.S.
COUNTY OF DUPAGE

I, ROCCO J. MARCHESE, HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE PROPERTY AND THAT THE PLAT HEREON DRAWN IS A CORRECT REPRESENTATION OF SAID SURVEY.
THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.
DATED AT BARTLETT, OCTOBER 13, 2014

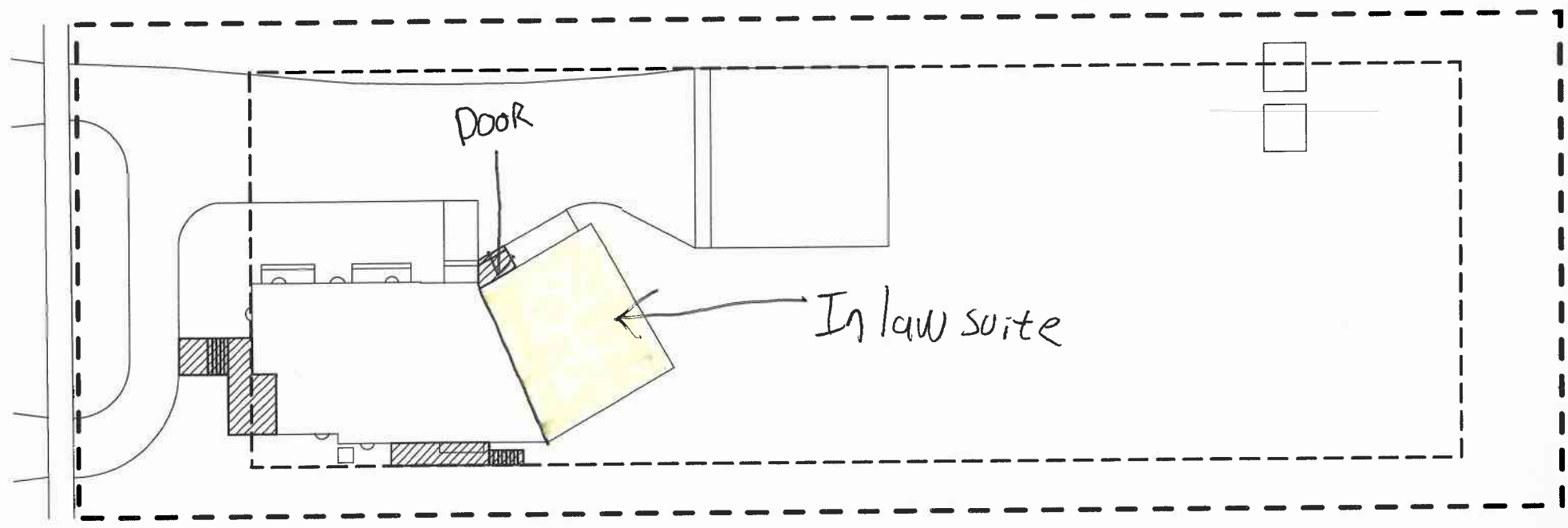
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3039
MY LICENSE EXPIRES ON NOVEMBER 30, 2016

ANY REPRODUCTION OF THIS PLAT IS STRICTLY PROHIBITED WITHOUT WRITTEN CONSENT FROM MARCHESE SURVEYING, INC.



NOT VALID UNLESS SEAL IS IN RED INK.

DRAWN BY: R.J.M.
CHECK BY: R.J.M.

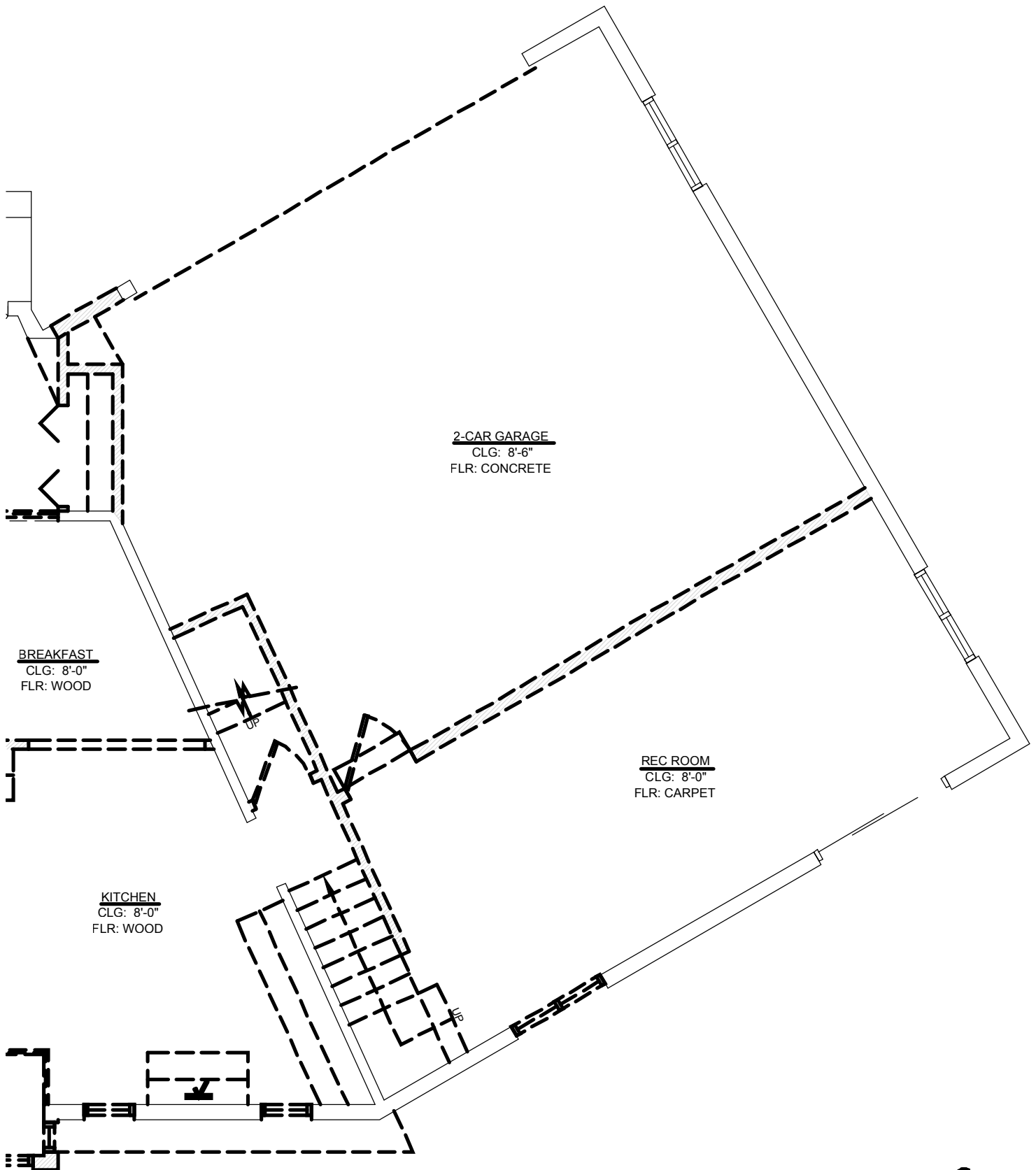


HELSDON HOUSE
26 JANUARY 2015

SITE PLAN - PROPOSED
1" = 30'-0"



12/12
architects
& planners



2-CAR GARAGE
 CLG: 8'-6"
 FLR: CONCRETE

BREAKFAST
 CLG: 8'-0"
 FLR: WOOD

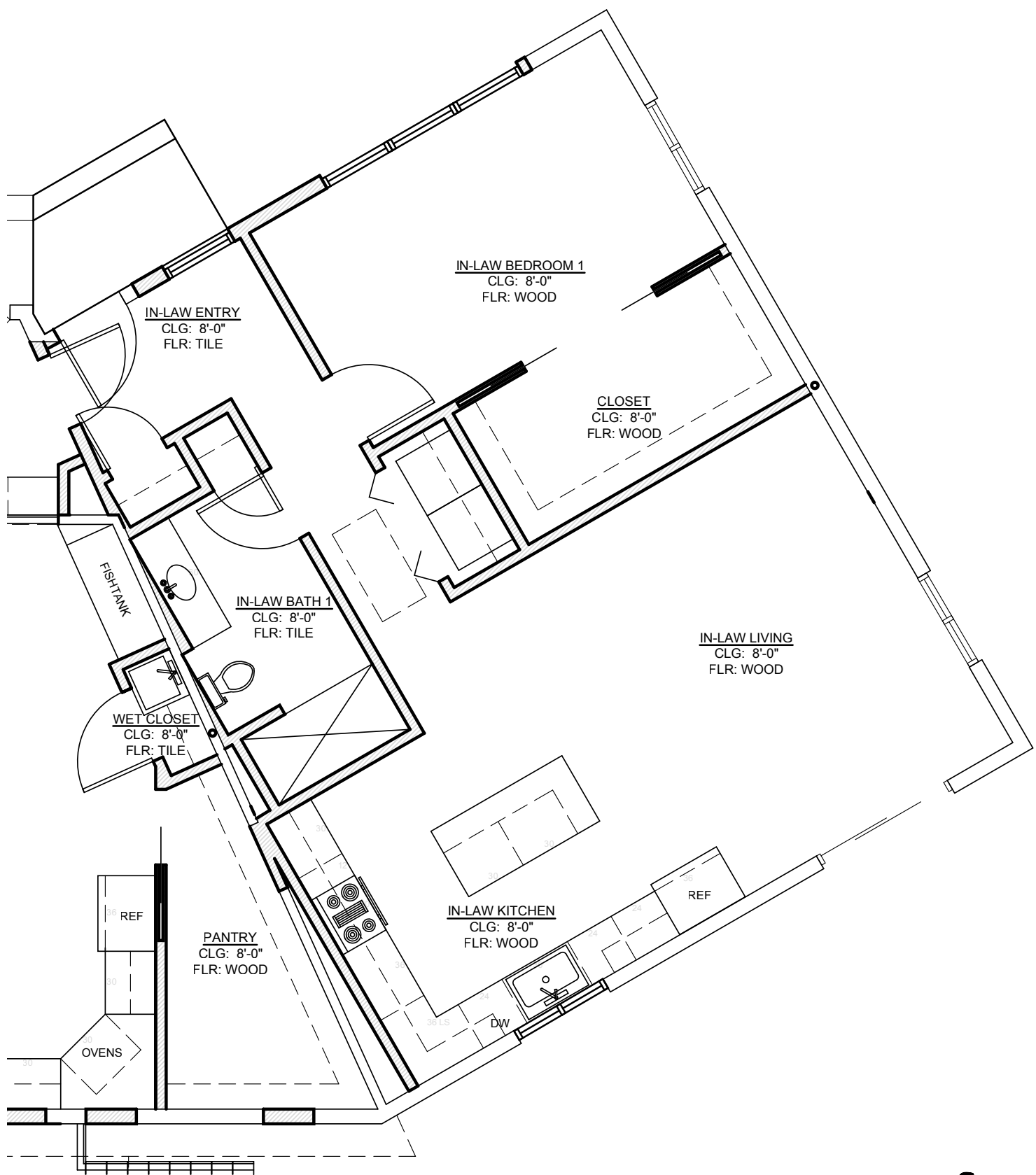
REC ROOM
 CLG: 8'-0"
 FLR: CARPET

KITCHEN
 CLG: 8'-0"
 FLR: WOOD

HELSDON HOUSE
 26 JANUARY 2015

FIRST FLOOR PLAN - EXISTING . DEMOLITION
 3/16" = 1'-0"

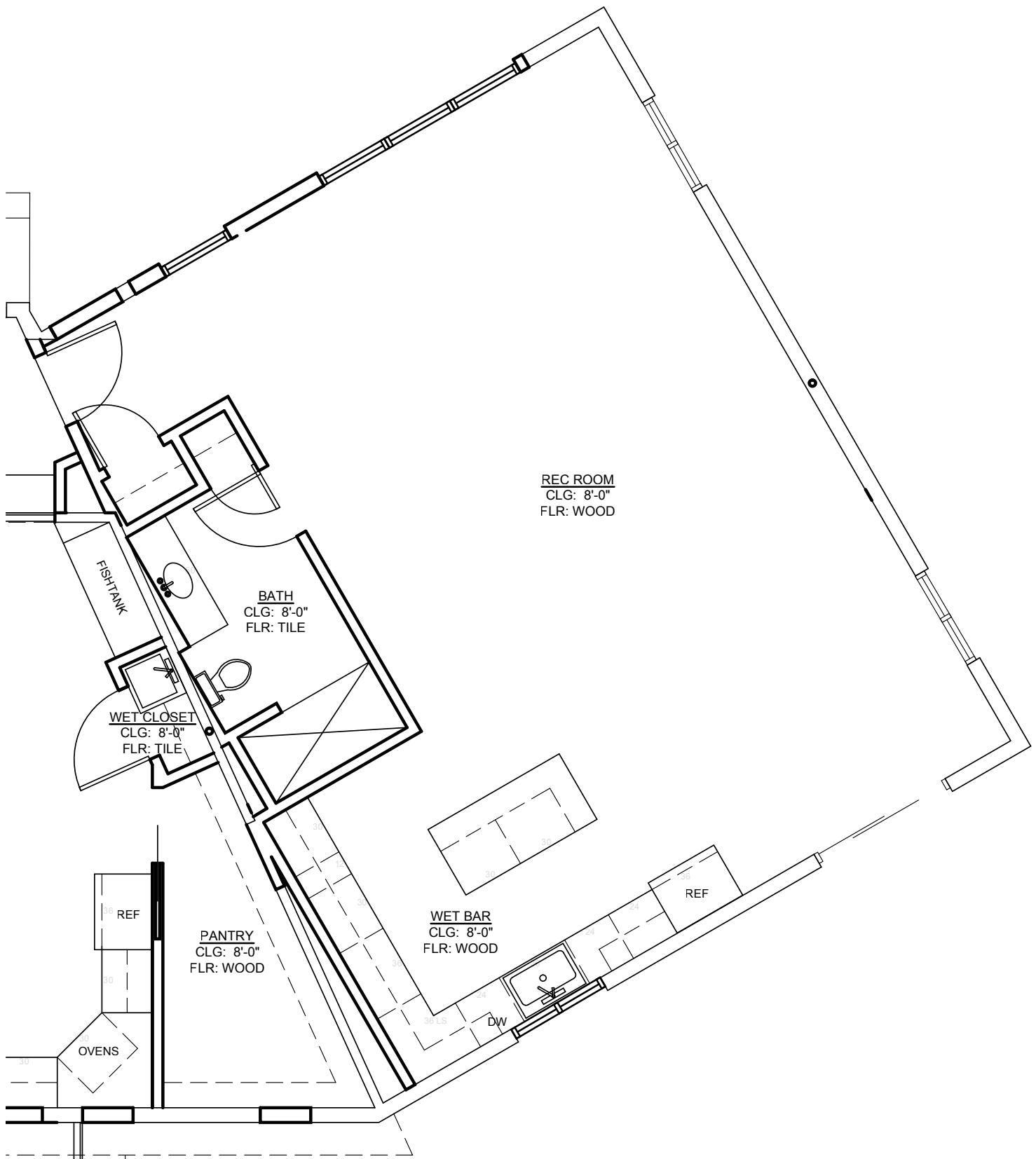




HELSDON HOUSE
 26 JANUARY 2015

FIRST FLOOR PLAN - PROPOSED IN-LAW SUITE
 3/16" = 1'-0"





REC ROOM
 CLG: 8'-0"
 FLR: WOOD

BATH
 CLG: 8'-0"
 FLR: TILE

WET CLOSET
 CLG: 8'-0"
 FLR: TILE

PANTRY
 CLG: 8'-0"
 FLR: WOOD

WET BAR
 CLG: 8'-0"
 FLR: WOOD

HELSDON HOUSE
 26 JANUARY 2015

FIRST FLOOR PLAN - IN-LAW SUITE DECONVERSION
 3/16" = 1'-0"



DRAFT

FILE 15-PLC-0004: A petition seeking Special Use approval to permit an extended family accessory housing unit. The subject property is zoned R-2, Residential Detached House 2. The property is located on the east side of Venard Road, approximately 580 feet north of Ogden Avenue, commonly known as 4215 Venard Road, Downers Grove, IL (09-06-214-003). Paul and Susan Helsdon, Petitioner and Owner.

Village Planner Kelley Chrisse explained that this request is for an extended family accessory housing unit, i.e., an in-law suite. The site is improved with a single-family home and detached garage. The detached garage is proposed to be converted to an in-law suite and would consist of a bedroom, bathroom, kitchen, laundry facilities and living room with separate entrance. However, there would be a connection to the existing home. The petitioner received a building permit and started some construction, but not for this specific request. Photographs were presented.

Per Ms. Chrisse, when the accessory housing unit is no longer needed, the petitioner has agreed to remove the accessory unit and convert it back to the single-family home. Ms. Chrisse stated the current R-2 zoning district allowed for extended family accessory units and the proposal met the conditions of the zoning ordinance. The owner has also agreed to an annual certification that he would meet the requirements of special use. Per staff, the proposal met the special use criteria and the recommendations cited in the village's comprehensive plan. Ms. Chrisse recommended the commission forward a positive recommendation to the village council subject to the conditions listed in its memo.

Petitioner, Mr. Paul Helsdon, 4214 Venard Road, Downers Grove, explained that he and his wife purchased the foreclosed home with the opportunity to house his retired mother so she could retain her independence but still have family nearby.

Dialog followed by the chairperson that this was the type of housing that was needed in the village.

Chairperson Urban opened up the meeting to public comment. No comments received and there was no closing statement from the petitioner. Public comment was closed.

Mr. Rickard believed the proposal met the requirements, was a positive, and such requests were becoming more frequent in other communities. Mr. Cozzo, also pointed out that the de-conversion clause was a good safety net for the village. Mr. Webster concurred that the petitioner met the requirements.

WITH RESPECT TO FILE 15-PLC-0004, MR. COZZO MADE A MOTION THAT THE PLAN COMMISSION FORWARD A POSITIVE RECOMMENDATION TO THE VILLAGE COUNCIL, SUBJECT TO THE FOLLOWING CONDITIONS:

- 1. THE PROPOSED EXTENDED FAMILY ACCESSORY HOUSING UNIT SUBSTANTIALLY CONFORM TO THE STAFF REPORT DATED MARCH 3, 2015 AND ARCHITECTURAL PLANS PREPARED BY 12/12 ARCHITECTS & PLANNERS, DATED JANUARY 26, 2015, EXCEPT AS SUCH PLANS MAY BE MODIFIED, TO CONFORM TO THE VILLAGE CODES AND ORDINANCES;**
- 2. THE PETITIONER SHALL PERMIT THE VILLAGE TO COMPLETE AN ANNUAL INSPECTION OF THE PREMISES TO ASSURE CONTINUING**

DRAFT

COMPLIANCE WITH EXTENDED FAMILY ACCESSORY HOUSING REGULATIONS;

- 3. THE PETITIONER SHALL ANNUALLY SUBMIT TO THE VILLAGE A SWORN AFFIDAVIT THAT CERTIFIES CONTINUED COMPLIANCE WITH EXTENDED FAMILY ACCESSORY HOUSING REGULATIONS; AND**
- 4. THE ACCESSORY UNIT SHALL BE CONVERTED TO BE A PART OF THE EXISTING SINGLE FAMILY DWELLING UNIT WITH 120 DAYS OF THE LAPSE OF THE SPECIAL USE APPROVAL.**

SECONDED BY MR. WEBSTER. ROLL CALL:

**AYE: MR. COZZO, MR. WEBSTER, MR. BASSLER, MR. MATEJCZYK,
MRS. RABATAH, MR. RICKARD, CHAIRPERSON URBAN**

NAY: NONE

MOTION CARRIED. VOTE: 7-0.

NEW BUSINESS

Mr. Popovich announced that Mr. Waechtler has resigned from the commission. Updates followed regarding: Fresh Tyme, Good Samaritan Hospital, the 922 Warren permit, the SLF permit and the Edwards House on Maple Avenue.

**THE MEETING WAS ADJOURNED AT 8:41 P.M. ON MOTION BY MR. WEBSTER,
SECONDED BY MRS. RABATAH. MOTION CARRIED UNANIMOUSLY BY VOICE
VOTE OF 7-0.**

/s/ Celeste K. Weilandt

Celeste K. Weilandt

(As transcribed by MP-3 audio)