

**City of Prospect Heights  
Special Meeting of Plan/Zoning Board of Appeals  
April 22, 2021**

**I. MEETING COMMENCEMENT:**

The regular meeting of the Plan/Zoning Board of Appeals was called to order at 7:00 pm by Director Peterson, at City Hall, 8 N. Elmhurst Road, in Prospect Heights, Illinois. Meeting held on Zoom Call

**II. ROLL CALL:**

Present: Commissioners Kempa, DeGraf, Tammen, Mellen, Patel and Saewert

Absent:

Quorum is present.

Present at the meeting: Director of Building & Development Daniel A. Peterson and Recording Secretary: Jenn Myzia

Commissioner DeGraf nominates Commissioner Mellen to act as Chairman Pro-Tem. Second by Commissioner Tammen approved by Commissioners Kempa, DeGraf, Tammen, Patel, Saewert and Mellen.

**III. APPROVAL OF April 1, 2021 MINUTES**

Motion made by Commissioner DeGraf, seconded by Commissioner Tammen to approve the meeting minutes as amended.

**ROLL CALL VOTE:**

AYES: Commissioners Kempa, DeGraf, Tammen and Chairman ProTem Mellen

NAYS:

ABSENT:

ABSTAIN: Commissioner Patel and Saewert

Motion carried 4:0:2

**IV. OLD BUSINESS: NONE**

**V. NEW BUSINESS**

**1. PZBA – Zoning Public Hearing: Case No. ZBA 21-03SU**

Applicants: David Schab and Michele Black

Address: 616 N. Milwaukee Ave., Prospect Heights, IL 60070

Description of Request:

Consideration of a Special Use Permit for a Pawn Shop in the City's B-2 General Business District per Section 5-7-4C of the City's Zoning Code.

Chairman Pro Tem Mellen requests a motion to open the public meeting for 21-03SU at 7:05 pm

Motion by Commissioner Kempa  
Second by Commissioner DeGraf

VOICE VOTE:

AYES: Commissioners Saewert, Patel, Tammen, DeGraf, Kempa and Chairman ProTem Mellen

NAYS:

ABSENT:

ABSTAIN:

Director Peterson describes the application and the Special Use.

Chairman Pro Tem Mellen swears in the applicants David Schab and Michele Black.

David Schab & Michele Black 90 Willow Rd., Wheeling, IL 60090

Mr. Schab describes the business.

Ms. Black describes how this business will be different and how WAM would give back to the community.

Chairman ProTem Mellen asks if there is anyone from the public wanting to testify and or speak.

Chairman ProTem Mellen opens the hearing up to the commissioners for questions and discussion.

Commissioner Tammen states he believes this will be good for the community.

Commission DeGraf asks what the hours are planned to be.

Ms. Black responds with the hours being mostly daylight hours and anything off hours would be by appointment only. The business is trying to be safety conscious with no cash but utilizing checks and the chosen location near the bank.

Commissioner DeGraf gives an example of a patron coming to the pawn shop and asks for how it would be handled.

Mr. Schab states that during banking hours a check would be issued in which the patron could go to the bank to negotiate however after banking hours there is some cash on hand for transactions but the preferred method is by utilizing the bank as a limited amount of cash is on hand.

Commissioner Saewert asks the applicants to describe the security that will be used for the mid to high end items.

Mr. Schab states there will be closable gates on the windows, there will be a camera system, a TL30 safe and a buzzer at the door for admittance. There is also software for items to be scanned for theft verification.

Ms. Black states they are looking into having a fake ID scanner as well.

Safety and security discussions continue.

Director Peterson – suggests concrete planters for security in regards to accidental window drive-thru.

Director Peterson states a memo has been received from Police Chief Zawlocki's.

Chairman Pro Tem Mellen requests any further questions or comments from the commissioners and or the public.

Chairman Pro Tem Mellen requests a motion to close the public meeting for 21-03SU at 7:21 pm

Motion by Commissioner Saewert

Second by Commissioner Tammen

VOICE VOTE:

AYES: Commissioners Patel, Saewert, Tammen, DeGraf, Kempa and Chairman ProTem Mellen

NAYS:

ABSENT:

ABSTAIN:

Public Hearing is closed.

Chairman Pro Tem Mellen requests a motion to receive into the public record the staff review of the zoning compliance for the application 21-03SU with the zoning standards as presented by staff and to make these standards a part of the official record of this application.

Motion by Commissioner Kempa

Second by Commissioner Saewert

VOICE VOTE:

AYES: Commissioners Tammen, Patel, Kempa, Saewert, DeGraf and Chairmen ProTem Mellen

NAYS:

ABSENT:

ABSTAIN:

Director Peterson states the memo from Police Chief Zawlocki will be added to the staff report. No vote needed as it is a staff report and not an outside exhibit.

Chairman Pro Tem Mellen requests a motion to recommend that City Council approve the application 21-03SU for a Special Use Permit for a Pawn Shop in the City's B-2 General Business District per Section 5-7-4C of the City's Zoning Code with the condition that the state pawn broker license is presented prior to issuance of certificate of occupancy.

Motion by Commissioner Saewert

Second by Commissioner DeGraf

ROLL CALL:

AYES: Commissioners DeGraf, Saewert, Patel, Tammen, Kempa and Chairman ProTem Mellen

NAYS:

ABSENT:

ABSTAIN:

This case will appear before City Council on May 10, 2021

**VI. Public Comment**

**VII. Previous Application Updates**

**VIII. Communications**

- A. Cook County Statement of Economic Interest Due May 1, 2021
- B. JRB unanimously voted approval of TIF district for Lexington. Public hearing past on Monday. Going to Council May 10 and May 24 for Council recommendation.

**IX. Adjournment 7:30 pm**

Motion to Adjourn: Commissioner DeGraf

Second: Commissioner Saewert

ROLL CALL:

AYES: Commissioners Saewert, Patel, Tammen, DeGraf, Kempa and Chairman ProTem Mellen

NAYS:

ABSENT:

ABSTAIN: