



# City of Prospect Heights

Department of Building & Zoning  
 8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
 Office: 847/398-6070 x 211-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

---

## MEMORANDUM

Date: May 7, 2025

To: Mayor Ludvigsen & City Council

Cc: Joe Wade, City Administrator

From: Daniel A. Peterson, Director of Building & Development

Subject: ZBA Case No. 25-02 SU/V – Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road.

---

**Background:** The Prospect Heights Fire District is proposing a major addition and remodeling of the current fire station at 10 E. Camp McDonald Road. Fire Chief Drew Smith is requesting an expansion of the special use in the R-1 District, Section 5-6-1 B and variations to Sections 5-6-1 E Yard Areas and 5-8-6 Table of Off Street Parking of the City of Prospect Heights Zoning Code to construct an addition and remodel the existing legal non-conforming fire station.

A public hearing was held on January 29, 2025, at the regular meeting of the PZBA.

### Testimony:

Jamie Zauer, Principal 845 Design Group P.C, the project architect, described the project and the requested approvals they are seeking. The existing property is an existing non-conforming lot where three of the four setbacks do not meet current code requirements. Additionally, the current parking is non-conforming to the zoning code, but meets the staffing needs of the district. The proposed design of the project adds square footage that requires the elimination of the parking area along the east side and the two parking spaces on the south side of the property to accommodate the addition. The variations being requested are:

1. Reduction of the interior side yard on the east side of the property from 15' to 7' 8"
2. Reduction of the north rear yard from 50' to 45' 11". This confirms the current condition of the property. (Now change)
3. Reduction of the required parking from 27 to 9.

Ms. Zauer provided testimony on how the project meets the standards for the variations requested. She presented a presentation of the design and functionalities of the redesigned fire station.

Fire Chief Smith provided historical information pertaining to the creation of the current property lines with the City and Walgreens. He also explained that the district pursued other options to try and find a location to build a new fire station. Ultimately, the decision to remodel was made to meet the needs of the district.

Chief Smith indicated that the fire district staffing needs are approximately 15 spaces and that is when a shift change happens. Otherwise, there is very little public parking needed by the district. He indicated that he has contacted the City to reach an agreement regarding parking that the City owns.

Scott Lehor – 9 E Clarendon, states his property is directly to the north of the fire station and receives some back splash of light into his house if the drapes are not closed. He asks for consideration with the lighting and blocking any lighting from entering his backyard. He asks if there is a possibility of making the current fence higher as the proposed entrance is moving from the front of the building to the back of the building.

Director Peterson commented that the lighting would meet all the current code requirements. The fence is owned by the City and is constructed to the maximum height allowed.

#### **Board Comments & Findings:**

Commissioner Patel requests there be a stipulation added in regard to the lighting being downlighting toward the building and controlled by motion detection.

Chairman Kempa stated that the required parking of 27 spaces was probably more than the needs of the district and that the remaining 9 spaces was not enough. He would approve the variation with the condition that the District and City reach an agreement regarding parking.

Director Peterson indicated that discussions have been ongoing to reach an agreement regarding parking.

#### **Decisions:**

The PZBA voted of 5 – 0 with 2 absent to recommend to the approval of the following:

1. Grant and amendment for the reconstruction expansion of the Special Use per Section 5-6-1 C; and
2. Grant the rear yard setback variation from 50' to 45' 11" per Section 5-6-1 E5 and the side yard setback from 15' to 7' 8" per Section 5-6-1 E2; and
3. Grant the reduction in parking from 27 spaces to 9 spaces with the condition that the Fire District and City reach an agreement for shared parking to meet the staffing needs of 15 parking spaces for the Fire District.

PZBA Case #25-02 SU/V  
10 E. Camp McDonald Rd

Staff concur with the PZBA recommendations.

**Recommendation:** Approve Ordinance #O-25-10 Granting Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road.

**ORDINANCE NO. O-25-10**

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT AND CERTAIN VARIATIONS FOR THE PROPERTY AT 10 E. CAMP McDONALD ROAD**

**(PZBA Case #25-02 SUP/V)**

**WHEREAS**, the Prospect Height Fire District (Applicant) has filed a petition for a amendment to their special use permit and certain variations for the purpose to construct a ± 3,855 sq. ft. addition to the existing 9,981 square foot fire station at the property commonly known as 10 E. Camp McDonald Road , Prospect Heights, Illinois and legally described in exhibit A (the "Property"); and

**WHEREAS**, section 5-10-9 A. of the Zoning Ordinance requires a new special use permit when structural alteration of any use for which a special use permit is required; and

**WHEREAS**, the Zoning Ordinance further provides as follows:

1. Section 5-6-1E 2 requires an interior side yard to be a minimum of 15' in the R-1 Single Family Residential District.
2. Section 5-6-1 E5 requires a rear yard to be a minimum of 50 feet.
3. Section 5-8-6 Table of Off Street Parking requires a minimum of 27 parking spaces for the proposed use.

**WHEREAS**, the Applicant has also applied for variations from sections 5-6-1. E2, 5-6-1 E5 and 5-8-6 ("Requested Variations) as specified below:

1. To reduce the required interior side yard from 15' to 7'8" in the R-1.
2. To reduce the required rear yard from 50' to 45' 11".
3. Reduce the required parking from 27 to 9 parking spaces with condition of a parking agreement with the City to meet the staff parking needs.

**WHEREAS**, the Plan/Zoning Board of Appeals held a public hearing on January 29, 2025 regarding said application; and

**WHEREAS**, the Plan/Zoning Board of Appeals has found the application meets the standards for a special use permit, and for variations and has recommended that the City Council grant such relief; and

**WHEREAS**, t **WHEREAS**, the City Council has reviewed the documents pertinent to the application and the recommendations of the PZBA, concurs with the findings of the PZBA and hereby grants the special use permit, the Requested Variations;

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF PROSPECT HEIGHTS, COOK COUNTY, ILLINOIS** as follows:

**Section 1.** The City Council hereby finds and determines that the facts set forth in the preamble hereto are true and correct and hereby incorporates them as part of this Ordinance.

**Section 2.** That a Special Use Permit is hereby granted for an Fire Station in the R-1 Single Family Residential District on the Property and shall run with the Applicant's use and not with the land.

**Section 3.** The Requested Variations are hereby granted:

1. To reduce the required interior side yard from 15' to 7'8" in the R-1.
2. To reduce the required rear yard from 50' to 45' 11".
3. Reduce the required parking from 27 to 9 parking spaces with condition of a parking agreement with the City to meet the staff parking needs.

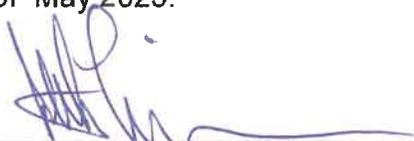
**Section 4.** That the yard variations are conditioned upon applicant's construction of the addition substantially in accordance with the approved site plans, Exhibit B, and documents submitted at the public hearing on this matter with applicable codes and following conditions.

**Section 5.** The parking variations are condition upon the execution of a use and parking agreement with the City, Exhibit C.

**Section 6.** That this Ordinance and all exhibits attached hereto shall be recorded at the Cook County Recorder's Office at the expense of the Owners.

**Section 7.** The City Clerk is directed to publish this ordinance in pamphlet form and this Ordinance shall be in full force and effect from and after its passage and approval as required by law.

PASSED AND APPROVED this 12th day of May 2025.

  
Patrick Ludvigsen, Mayor

ATTEST:

  
Lloyd Austin, Deputy Clerk

AYES: Cameron, Andersen, Morgan-Adams, Dolick

NAYS: None

ABSENT: Dash

Published in pamphlet form: May 13th, 2025.





# Exhibit B

## Proposed site plan prepared by 845 Design Group

EXHIBIT  
7

**845 DESIGN GROUP**  
 1256 Colchester Court, No. 174  
 Lexington, Massachusetts  
 01846-2522  
 www.845design.com

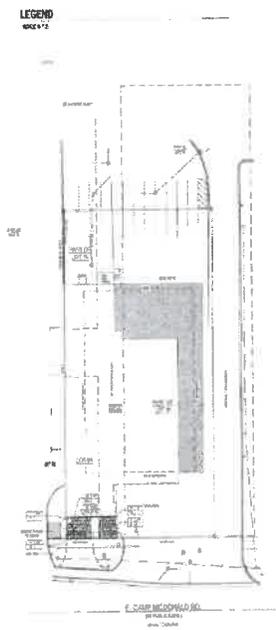


INSPECTOR GENERAL, FWP  
 STATION 8  
 56.4 BUMP WOODLAND ROAD  
 WINDHAM, MA 01556

**CONTRACTOR**  
**Pinnacle**  
 1000 W. Main Street, Suite 100  
 Windham, MA 01556  
 LANDSCAPE ARCHITECT  
 STEPHEN M. CULLEN

**STRUCTURAL**  
**MFC**  
 1000 W. Main Street, Suite 100  
 Windham, MA 01556

- LEGEND**
- EXISTING PLANTING TO REMAIN
  - PROPOSED PLANTING
  - PROPOSED EXISTING DRIVE
  - PROPOSED EXISTING DRIVE
  - PROPOSED DRIVEWAY
  - PROPOSED DRIVEWAY
  - EXIST DRIVE



LANDSCAPE PLAN  
 SCALE: 1/8\"/>

**PLANT LIST**

NO.	PLANT NAME	QUANTITY	NOTES
1	...	...	...
2	...	...	...

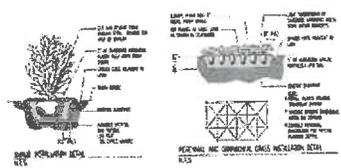
**MATERIAL SCHEDULE**

NO.	DESCRIPTION	QUANTITY	NOTES
1	...	...	...
2	...	...	...

**GENERAL NOTES**

- ...
- ...
- ...

**MATERIAL SCHEDULES AND GENERAL NOTES**



LANDSCAPE INSTALLATION DETAILS  
 SCALE: 1/8\"/>

**NOTES TO CONTRACTOR**

- ...
- ...
- ...

NO.	DESCRIPTION	QUANTITY	UNIT
...	...	...	...

DATE: 10/10/2014  
 DRAWN BY: ...  
 CHECKED BY: ...  
 PROJECT: ...  
 SHEET NO.: ...

L-1

RECEIVED DEC 19 2014

**Exhibit C**

**10 E. Camp McDonald Road Land Use & Parking Agreement**



# City of Prospect Heights

Department of Building & Zoning  
8 North Elmhurst Road, Prospect Heights Illinois, 60070-6070  
Office: 847/398-6070 x 211-FAX: 847/590-1854  
[www.prospect-heights.il.us](http://www.prospect-heights.il.us)

---

## MEMORANDUM

Date: January 2, 2025

To: Chairman Kempa and Planning/Zoning Board of Appeals

From: Daniel A. Peterson, Director of Building & Development

Subject: ZBA Case No. 25-02 SU/V – Special Use and Certain Variations for the Reconstruction and Expansion of the Prospect Heights Fire District Fire Station at 10 E. Camp McDonald Road.

Please be advised that the Prospect Heights Fire Protection District, represented by Fire Chief Drew Smith, is requesting an expansion the special use in the R-1 District, Section 5-6-1 B and variations to Sections 5-6-1 E Yard Areas and 5-8-6 Table of Off Street Parking of the City of Prospect Heights Zoning Code to construct an addition and remodel the existing legal non-conforming fire station.

A public hearing has been scheduled for Wednesday January 29, 2024, to hear PZBA Case #25-02 SU/V.

Please contact me should you have any questions regarding this application.

Thank you.



RECEIVED DEC 19 2024

FOR OFFICE USE ONLY:
FEE PAID
DATE
RECV'D BY
CASE #
MEETING DATE

PLAN/ZONING BOARD OF APPEALS APPLICATION

- Special use (\$400)
Variation (\$150)
Text Amendment (\$300)

- Map Amendment (Refer to Ord. 0-03-18)
Subdivision/PUD (Refer to Ord. 0-03-18)
Lot Consolidation (Refer to Ord. 0-03-18)
Appearance Review

In addition to the application fee a refundable deposit not <\$500 not >\$5,000 shall be required for all zoning applications to offset the direct costs of the application incurred by the City.

APPLICANT: PROSPECT HEIGHTS FIRE PROTECTION DISTRICT
ADDRESS: 10 E. CAMP McDONAVO ROAD PROSPECT HEIGHTS, IL 60070

PHONE: CHIEF DREW SMITH (224) 318-1720

E-MAIL: DSMITH@phfire.com

ARCHITECT JAMIE ZAURA, CT08.268.9719 jamie2@845designgroup.com
ADDRESS OF SUBJECT PROPERTY: 10 E. CAMP McDONAVO ROAD

PROPERTY IS LOCATED IN THE R-1 ZONING DISTRICT.

APPLICABLE SECTION OF ORDINANCE: S-6-113 Special Use S-6-1-D Lot Size

DESCRIPTION OF REQUEST: S-8-6 Table of Off Street Parking

Are there any covenants, conditions, restrictions or floodplain issues concerning type of improvements, setbacks, area or height requirements, occupancy or use limitations, etc. placed on the property and now of record: YES NO X
If yes, please describe:

Has the property been the subject of previous or pending administrative legislative or court action: YES NO X If yes, give details:

The follow items MUST be submitted at time of filing:

- 1. Application (12 copies)
2. Plat of Survey (12 copies) - must be drawn to scale and indicate the location of the proposed addition or construction and must contain the legal description of the property, along with additional information to support the application. (12 copies) \*Note - please include one copy for file no longer than 11x17.
3. Proof of Ownership (1 copy)
4. Letter indicating Hardship (for variations only 12 copies)
5. Application Fee (cash or check made payable to: City of Prospect Heights)
6. Notice to Property Owners (1 copy) - will be supplied to you by the City of Prospect Heights.
7. List of Property Owners (1 copy) for Notice to Property Owners mailing - will be supplied to you by the City of Prospect Heights.

12/19/2024 Date:

Signature of Applicant



845 Design Group P.C.  
 106 Calendar Court, No. 131  
 LaGrange, Illinois 60525  
 t: 708.218.9974 | f: 708.407.9008

December 19, 2024

Chairperson and Planning and Zoning Board of Appeals Commissioners,

Fire Station 9, is located at 10 East Camp McDonald Road. The existing property is 23,373 square feet, the existing Fire Station is 9,981 square feet. The property is an existing non-conforming property. Three of the existing four setbacks do not meet the code requirement making the property non-conforming.

Setback	Required Setback	Actual Setback	Proposed Setback	Comment
North Setback	50'-0"	45'-11" Existing non-conforming	45'-11"	Variation request
East Setback	15'-0"	27'-10"	7'-8"	Variation request
West Setback	15'-0"	1/4" Existing non-conforming	Remain as is	
South Setback	40'-0"	11'-10" Existing Non-conforming	12'-11"	

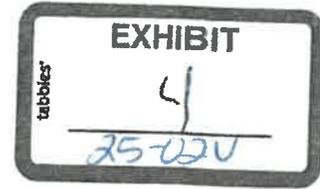
The existing fire station does not meet the operational needs of the District. The current building design negatively impacts work flow and functionality. There are insufficient bunk rooms, excessive stairs throughout the plan, a lack of decontamination spaces, no dedicated training facility, no gear locker room, limited office space and insignificant storage. Due to the constraints of the site the District has a hardship and cannot effectively serve the City without significant building modifications and additional space.

Given the close proximity of the property line, the West elevation must remain as it is. The most viable options for expansion are the East and North elevations, which reduces parking on the site. The proposed building expansion will provide 8,930 square feet of living/office space, excluding apparatus areas. According to the City's parking requirement of three spaces per 1,000 sq ft the District must provide 27 spaces on site. However, based on the District's staffing needs, 15 spaces are required. With the proposed plan the site can accommodate 9 parking spaces. To address the shortfall, the District has requested a parking agreement with the City of Prospect Heights for the additional 18 spaces.

The proposed additions and renovation will enhance the site, creating a more functional living and working environment for the Fire District, enabling it to better serve the residents.

Please contact me with any questions.

Jamie Zaura, AIA, LEED AP BD+C  
 Principal, 845 Design Group P.C.



RECEIVED DEC 19 2024  
December 19, 2024

845 Design Group P.C.  
106 Calendar Court, No. 131  
LaGrange, Illinois 60525  
t: 708.218.9974 | f: 708.407.9008

Variation Standards for 10 East Camp McDonald Road, Fire Station 9

1. Special conditions and circumstances exist which are peculiar to the land, structure of the building involved and which are not applicable to other lands, structures, or buildings in the same district.
  - a. Response: The existing site is non-conforming. The West setback is nearly on the property line. The existing South and North elevations of the building are also over the setbacks of the property. The property is zoned R-1 and houses a commercial fire station that does not meet the necessary functional requirements to effectively carry out its operations.
2. Literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance.
  - a. Response: The Owner of the property lacks the necessary functional requirements to meet the needs of the District. There is no separation between the apparatus and the living quarters, the bunk rooms are insufficient, there are excessive stairs throughout the building, there is no gear locker room, limited office space and insufficient storage in the building.
3. The alleged hardship has not been directly created by any person presently, or a predecessor in interest, having a proprietary interest in the premises.
  - a. Response: The property is the hardship. The site does not allow for additional space and drive through apparatus bays. Parking requirements cannot be met due to the size of the site. Three of the four existing elevations of the building are currently over the allowed setbacks for the site.
4. The proposed variation will not be materially detrimental to the public welfare of injurious to other property or improvements to the neighborhood.
  - a. Response: The improvements to the property will make the surroundings safer. There will no longer be parking off of Camp McDonald Road, and the existing sidewalk will continue to run east and west eliminating the existing sidewalk jog.
5. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public.
  - a. Response: The proposed change will enhance public safety by enabling faster response times and allowing first responders to rest in more conducive conditions. Light impairment will generally remain unchanged, and there will be no additional street congestion. In fact, congestion at the south end of the building will decrease as parking on Camp McDonald Road is eliminated and the jogged sidewalk is removed.
6. The propose variation will not alter the essential character of the locality.
  - a. Response: The proposed additions will utilize a brick that will match the existing, while adding fiber cement board materials to help balance the addition with the existing building. The proposed additions will blend with the character of the area.



7. The proposed variation is in harmony with the spirit and intent of this Ordinance.
  - a. Response: The variation is in harmony with the spirit of the ordinance. This site has a hardship that cannot be rectified without purchasing adjacent property. The addition solutions help address the site's hardship and provide a more functional living and working environment for the Fire District, enabling them to better serve the residents.
8. Granting the variation requested will not confer on the applicant any special privilege that is denied by this Ordinance to owners of other land, structures, or buildings in the same district.
  - a. Response: This property is unique; in that it is a Fire Station. Granting these variations do not provide a privilege that is denied to other property owners in Prospect Heights. Granting these variations allows the District to better serve the residents.
9. No non-conforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of lands, structures, or buildings in other districts, shall be considered grounds for issuance of a variation.
  - a. Response: Noted, this application is submitted specifically for this property, addressing the unique hardships faced by the property owner.
10. The Plan/Zoning Board of Appeals shall further make a finding that the reasons set forth in the application justify the granting of the variation, and that the variation is the minimum variation that will make possible the reasonable use of land, building, or structure.
  - a. Response: Noted, the owner made a conscious decision to reduce the addition on the southeast elevation in order to avoid requesting an additional variation on the south end of the property.

Please contact me with any questions.

A handwritten signature in black ink that reads 'Jamie Zaura'.

Jamie Zaura, AIA, LEED AP BD+C  
Principal, 845 Design Group P.C.







EXHIBIT  
8  
J. S. L. L. L.



1 SOUTH ELEVATION



2 SOUTHEAST ELEVATION

**845** DESIGN GROUP  
Architecture  
& Planning  
106 Calendar Court, No. 131  
LaGrange, Illinois 60525  
phone: 708.872.4146  
www.845designgroup.com  
Illinois professional design firm #184.006583

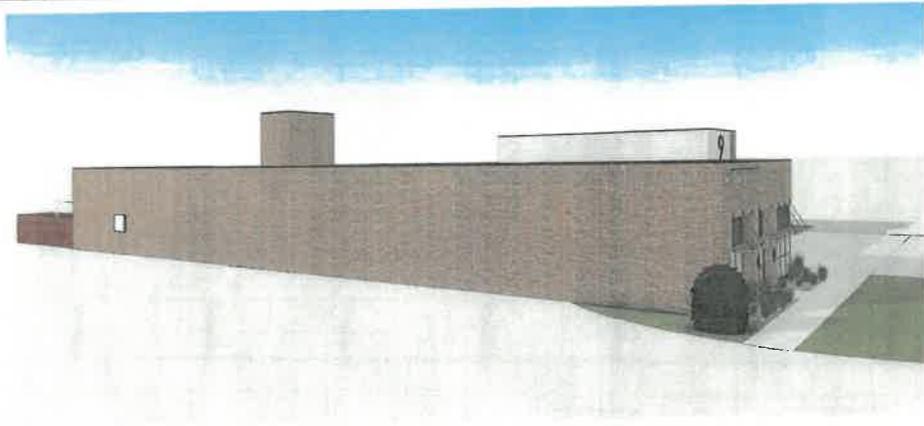


PROSPECT HEIGHTS FIRE  
PROTECTION DISTRICT  
FIRE STATION 9  
10 E. CAMP McDONALD ROAD  
PROSPECT HEIGHTS, IL 60070  
PLANNING & ZONING  
BOARD OF APPEALS  
JANUARY 29, 2025

RECEIVED DEC 18 2024



1 NORTH ELEVATION



2 WEST ELEVATION

**845 DESIGN GROUP**  
Architecture + Planning  
106 Calendar Court, No. 131  
LaGrange, Illinois 60525  
phone: 708.872.4146  
www.845designgroup.com  
Illinois professional design firm #125-006383

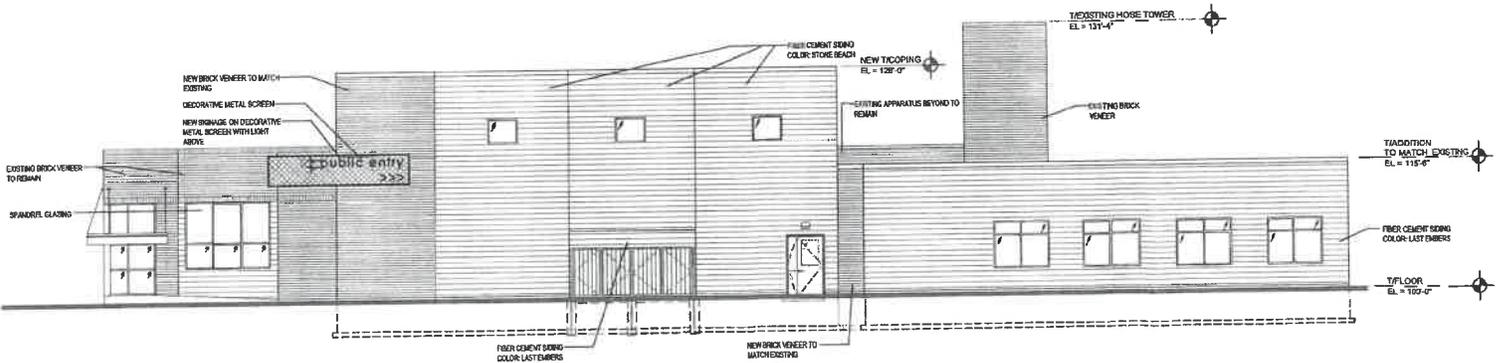


PROSPECT HEIGHTS FIRE  
PROTECTION DISTRICT  
FIRE STATION 9  
10 E. CAMP McDONALD ROAD  
PROSPECT HEIGHTS, IL 60070  
PLANNING & ZONING  
BOARD OF APPEALS  
JANUARY 29, 2025

RECEIVED DEC 19 2024



1 SOUTH ELEVATION  
SCALE: 3/32" = 1'-0"



2 EAST ELEVATION  
SCALE: 3/32" = 1'-0"

**845 DESIGN GROUP**  
Architecture + Planning  
106 Calendar Court, No. 131  
LaGrange, Illinois 60525  
phone: 708.872.4146  
www.845designgroup.com  
Illinois professional design firm #188.006383



PROSPECT HEIGHTS FIRE PROTECTION DISTRICT  
FIRE STATION 9  
10 E. CAMP McDONALD ROAD  
PROSPECT HEIGHTS, IL 60070  
PLANNING & ZONING BOARD OF APPEALS  
JANUARY 29, 2025

RECEIVED DEC 19 2024

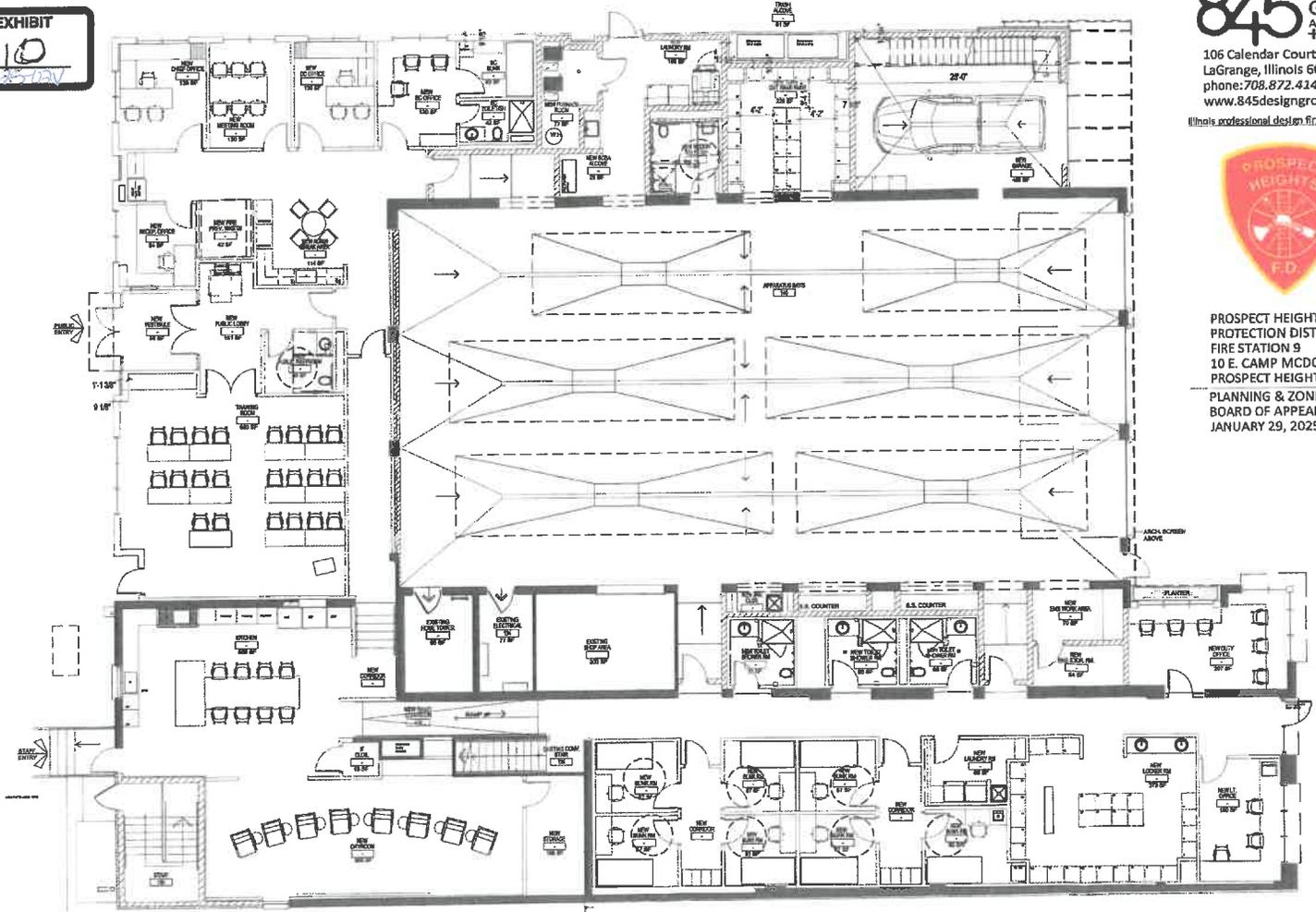


EXHIBIT  
10  
3-27-25

**845** DE GR  
Arch  
& Pl  
106 Calendar Court, N  
LaGrange, Illinois 6052  
phone: 708.872.4146  
www.845designgroup  
Illinois professional design firm #1



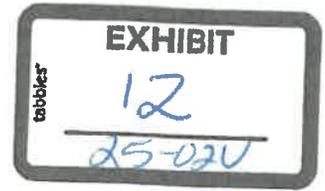
PROSPECT HEIGHTS F  
PROTECTION DISTRICT  
FIRE STATION 9  
10 E. CAMP McDONNA  
PROSPECT HEIGHTS, IL  
PLANNING & ZONING  
BOARD OF APPEALS  
JANUARY 29, 2025



1 PROPOSED FLOOR PLAN  
SCALE: 3/32" = 1'-0"

RECEIVED

# Zoning Review



Date: January 14, 2025

Reviewer: Daniel A. Peterson, Director of Building & Development

Applicant: Chief Drew Smith, Prospect Heights Fire District

Subject Property: 10 E. Camp McDonald Rd.

Application: Special Use Expansion Special Use in R-1 District – Section 5-6-1 B  
Variations: 1. Side and Rear Yard Setback – Section 5-6-1 E2  
2. Parking Reduction – Section 5-8-6 A

Project: Proposed Addition to the Existing Fire Station

---

Documents Reviewed: Completed Application. See list of exhibits in packet.

Applicable Zoning & Building Code Sections: Special Use: 5-6-1 B  
Yard Areas: 5-6-1 E2 Interior Side Yard  
Yard Areas: 5-6-1 E5 Rear Yard  
Required Parking: 5-8-6 Schedule of Parking  
Variation Standards 5-10-8  
Special Use Standards 5-10-9

Current Zoning: R-1 Single Family Residential District  
Current Use: Fire Station – Special Use

Request: The petitioner is seeking an expansion of the existing special use and three variations.

1. Amend Existing Special Use, 5-10-9 A for the structural alteration to the existing 9,981 sq. ft. fire station to construct a ±3,855 sq. ft. addition creating 8,390 sq. ft. of office/living space and 5,445 sq. ft. of apparatus garage bays.
2. Variation to Section 5-6-1 E2. to reduce the required east interior side yard from 15' to 7.66'; and
3. Variation to Section 5-6-1 E5 to allow a reduction in the required rear yard from 50' to 45' 11" along the north property line.

4. Variation to Section 5-8-6 Schedule Parking to allow a reduction of required parking from 27 spaces to 9.

**5-10-9: SPECIAL USES:**

A. Authorization: The locations, construction, extension, or structural alteration of any use for which a special use permit is required pursuant to the provisions of this title may be authorized by a permit issued by the corporate authorities, subject to the standards set forth herein, and such conditions as may be imposed pursuant to this chapter. Prior to such authorization, a public hearing shall be held and a published notice shall be given, in the manner prescribed for amendments by this title.

B. Application For Special Use: Any person owning or having interest in the subject property may file an application to use such land for one or more of the special uses provided for in this title in the zoning district in which the land is situated.

**Response:** The applicant, Prospect Heights Fire Prevention District, Chief Drew Smith, own the property have the right to apply for the expansion of the existing Special Use for a Fire Station in the R-1 Single-Family District.

C. Notice Of Hearing: The same procedure for notice of hearing as required for variations (subsection [5-10-8D](#) of this chapter) shall be followed for special use. (Ord. 0-77-27, 7-18-1977)

**Response:** Notice was published and has met the notice requirements.

D. Notice To Property Owners: The petitioner for a special use permit shall notify all property owners within three hundred fifty feet (350'), excluding public land and rights of way, but in no event more than four hundred fifty feet (450'), in each direction of the petitioner's property lines, by certified mail or individual notice executed by said property owners, of the date, hour and location of the public hearing and the special use requested. Such notice shall be in the same form as the published public notice and shall be mailed or delivered and executed not less than fifteen (15) and not more than thirty (30) days prior to the date of the public hearing. The owners to be notified are such persons or entities which appear in the authentic tax records of Cook County. Proof of notification shall be submitted by the petitioner to the plan/zoning board of appeals no later than the day of the public hearing. (Ord. 0-06-35, 8-21-2006)

**Response:** Applicant has provided proof mailing notice to the property owners with three hundred fifty (350') of the subject property as required.

E. Standards: No special use shall be recommended by the plan/zoning board of appeals unless said board shall find: (Ord. 0-77-27, 7-18-1977; amd. Ord. 0-03-35, 9-15-2003)

1. That the establishment, maintenance or operation of the special use will not be unreasonably detrimental to or endanger the public health, safety, morals, comfort or general welfare.

**Response:** Standard has been met. Fire Stations are a permitted special use in the R-1 Single-Family District and will not be unreasonably detrimental to or endanger the public health safety, morals, comfort or general welfare.

2. That the special use will not be injurious to the use and enjoyment of other property in the community for the purposes already permitted, nor diminish and impair property values within the community.

**Response:** The expansion of the special use for the addition to the Fire Station will provide the Fire District to better serve the community providing essential fire and life safety services and will not diminish or impair property values with the community.

3. That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.

**Response:** **Standard Met**

4. That adequate utilities, access roads, drainage and/or other necessary facilities have been or are being provided.

**Response:** The request is for an expansion of an existing special use and all improvements are currently provided.

5. That adequate measures have been or will be taken to provide ingress or egress so designed to minimize traffic congestion in the public streets. (Ord. 0-77-27, 7-18-1977)

**Response:** Project will result in loss of parking on the east side of the building. An eighteen (18) parking space deficit from Section 5-8-6 will require a variation. Based upon the project scope even with a parking reduction variation, the site will be 6 parking spaces below the stated staff parking needs of the District. The Fire District is pur to enter into a parking agreement for six (6) parking spaces to address department personnel parking needs with the City. The applicant shall provide testimony to address the parking conditions, operational needs and what alternative solutions have been explored to address the parking shortage. The existing access to the parking lot will remain unchanged.

6. That the special use shall, in all other respects, conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the city council pursuant to the recommendations of the plan/zoning board of appeals. (Ord. 0-77-27, 7-18-1977; amd. Ord. 0-03-35, 9-15-2003)

**Response:** The special use application will require several variations for a reduction to the required side and rear yards and a reduction of the required parking for the fire station use.

7. That the area described in the petition does not lie wholly or partly in floodplain, as defined by the flood control ordinances of the city; or, if it does lie wholly or partly within the floodplain, that adequate provisions for storage, runoff control and floodwater retention, as appropriate, have been made.

**Response:** The property does not lie within a floodplain.

F. Conditions And Standards: Prior to granting any special use, the board may recommend, and the city council shall stipulate, such conditions and restrictions upon the establishment, location, construction, maintenance and operation of the special use as deemed necessary for the protection of the public interest and to secure compliance with the standards and requirements specified herein, or as may be from time to time required. (Ord. 0-77-27, 7-18-1977)

**Response:**

**Standards for Variations:**

**5-10-8: VARIATIONS:**

F. Standards For Variations: The plan/zoning board of appeals shall not recommend variation of the regulations of this title unless it shall make findings of fact based upon the evidence as presented that: (Ord. 0-77-27, 7-18-1977; amd. Ord. 0-03-35, 9-15-2003)

1. Special conditions and circumstances exist which are peculiar to the land, structure, or building involved and which are not applicable to other lands, structures, or buildings in the same district.

**Response:**        **The existing property, placement of the building and existing parking are existing non-conforming. See Exhibit 3 Hardship and Exhibit 4 Applicant L Letter addressing standards for approval provided by 845 Design Group.**

2. Literal interpretation of the provisions of this title would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this title.

**Response:**        **See applicants' response in the hardship letter.**

3. The alleged hardship has not been directly created by any person presently, or a predecessor in interest, having a proprietary interest in the premises.

**Response:**        **1. Standard met for all three variations.**

4. The proposed variation will not be materially detrimental to the public welfare or injurious to other property or improvements in the neighborhood.

**Response:**        **Standard met. The proposed addition will provide more functional living/office space and apparatus garage bay for the Fire District that will result in better service to the residents of the City.**

5. The proposed variation will not impair an adequate supply of light and air to adjacent property, substantially increase congestion in the public streets, increase the danger of fire, or endanger the public safety.

**Response:**        **Standard met for all three variations.**

6. The proposed variation will not alter the essential character of the locality.

**Response:**        **The overall project will not alter the essential character of the locality. The proposed additions meet lot coverage requirements.**

7. The proposed variation is in harmony with the spirit and intent of this title.

**Response:**        **Standard met.**

8. Granting the variation requested will not confer the applicant any special privilege that is denied by this title to owners of other lands, structures, or buildings in the same district.

**Response: Standard will be met as each case is reviewed and granting of the variation is not denying the right of others in the same district to seek the same variation.**

9. No nonconforming use of neighboring lands, structures, or buildings in the same district, and no permitted use of lands, structures, or buildings in other districts shall be considered grounds for issuance of a variation. (Ord. 0-77-27, 7-18-1977)

**Response: Standard met. This case is based upon the conditions of the property.**

10. The plan/zoning board of appeals shall further make a finding that the reasons set forth in the application justify the granting of the variation, and that the variation is the minimum variation that will make possible the reasonable use of the land, building, or structure. (Ord. 0-77-27, 7-18-1977; amd. Ord. 0-03-35, 9-15-2003)

**Response: Condition the approval on satisfactory resolution to the parking deficiency.**

The board may impose such conditions and restrictions upon the location, construction, design and use of property benefited by a variation as may be necessary or appropriate to comply with the foregoing standards and to protect adjacent property and property values.

**Conclusion**

**Staff believes the project will not create any negative impacts to the neighbors and is in keeping with the character of the neighborhood.**

**Staff concurs with the request and recommends approval of all three variations.**