

DEVELOPMENT REVIEW COMMITTEE MEMORANDUM

**VILLAGE OF LIBERTYVILLE
COMMUNITY DEVELOPMENT DEPARTMENT
200 EAST COOK AVENUE
LIBERTYVILLE, ILLINOIS 60048-2090**

FROM: PLANNING DIVISION

DATE: July 31, 2025

SUBJECT: Development Review Committee (DRC) Reports for Cases Scheduled for Consideration on **Monday, August 11, 2025**

The DRC Meeting was held on **Monday, July 21, 2025**. DRC members present included:

Heather Rowe	Director of Community Development
Tony Repp	Deputy Director of Community Development
Wil Richardson	Planner
Keith Gronke	Building Division Manager/Building Commissioner
Jeff Cooper	Deputy Director of Public Works/Village Engineer
Harrison Meyer	Senior Project Engineer
Mike Weaver	Director of Fire Prevention

Attached herewith are the DRC Reports for the following cases:

Zoning Board of Appeals

ZBA 25-06

ZBA 25-07

ZBA 25-08

Plan Commission

CASE NOS.: ZBA 25-06, Variation for Corner Side Yard Setback

DATE FILED: July 11, 2025

REQUESTED ACTION:

ZBA 25-06 Request is for a variation for corner side yard setback in order to construct a house addition for property located in an R-2 Single Family Residential District at 156 Ridgeway Lane.

APPLICANT INFORMATION:

Applicant: Jenell Mroz
Owner: Jenell Mroz
Agent: Nick Shaver, Century Bay Builders, Inc.
Address: 156 Ridgeway Lane

SITE INFORMATION:

Location: The property is commonly known as 156 Ridgeway Lane
Current Zoning and Land Use: R-2 Single Family Residential District
Size: The subject site is located on a lot approximately 32,163 square feet in land area.
Surrounding Zoning:
 North: R-2 Single Family Residential District
 South: R-3 Single Family Residential District
 East: R-2 Single Family Residential District
 West: R-3 Single Family Residential District
Land Use Plan: Large Lot Residential (LLR)
Road Classification: Ridgeway Lane is a Village of Libertyville owned and maintained road and classified as a Minor Street. State Route No. 176 (Park Avenue) is an Illinois Department of Transportation owned and maintained road and classified as an Arterial Street.
Physical Characteristics: The site is currently developed with a two story frame single family residence.

STAFF ANALYSIS:

Background:

The petitioner, Jenell Mroz, is requesting a variation to reduce the minimum required corner side yard setback in order to construct a house addition located in an R-2 Single Family Residential District at 156 Ridgeway Lane.

The applicant is proposing to construct a one story house addition on the west side of the existing residence in order to accommodate a new master bedroom located at 156 Ridgeway Lane. The subject site is a corner lot located in the R-2 Single Family Residential District at the northwest corner of Ridgeway Lane and State Route 176 (Park Avenue). The proposed house addition will have a corner side yard setback of approximately 40 feet and 4 inches as shown on the applicants site plan. The corner side yard is that yard area that abuts the Ridgeway Lane r.o.w. property line. The horizontal dimensions of the addition are approximately 33 feet by 23.5 feet. The Zoning Code requires a corner side yard of not less than 50 feet in the R-2 Single Family Residential District.

Staff supports the request for a Variation to reduce the front yard setback from 50 feet to approximately 40 feet and 4 inches in order to construct a house addition. The minimum required lot width for a lot located in the R-2 district if platted new today is 150 feet as measured along the front yard setback line. Staff notes that the subject lot located at 156 Ridgeway Lane has a nonconforming lot width of approximately 125 as measured along the front yard setback line.

Standards for Variation:

The applicant has provided written responses to the Standards for Variation in their application materials.

PLANNING DIVISION COMMENTS:

1. Per the Village’s Official Zoning Map, the subject property located at 156 Ridgeway Ln is zoned R-2 Single-Family Residential District. Sheet A000 of the architectural plans prepared by Architects & Planners, Inc. identifies the zoning designation as R-3, Single-Family Residential District, and lists R-3 district requirements. Revise the plans to accurately reflect the R-2 zoning designation.

ENGINEERING DIVISION COMMENTS:

1. Stormwater Detention – ‘Existing’ and ‘Proposed’ impervious area calculations shall be provided at time of permit submittals. Should the project result in a net increase of 400 sq. ft. or greater of impervious area, stormwater detention would then be required in conformance with the Village’s Appendix P Stormwater Management Regulations. This would also require plans prepared by a licensed professional engineer.

Staff notes that engineering plans were provided in conjunction with a previous permit submittal for the subject property, which indicated a net increase of impervious area below the 400 sq. ft. threshold. This item will need to be verified at time of subsequent permit submittals.

2. In accordance with Building Division comments issued in response to a previous permit submittal, a water service upgrade may be required. If a water service upgrade is required / proposed, provide a site plan or sketch for the water service replacement, including the following information (it can be sketched on a copy of the Plat of Survey):

- a. The existing water service and b-box location, and the existing sanitary service location. Also show the location, size, and material of the new water service pipe, including the connection to the main and the proposed b-box location.
- b. Show the location of the existing Village facilities. (Village utility atlas information is attached for your use.)
- c. Provide a note that all areas of excavation or disturbance will be restored in accordance with Village requirements.

STAFF RECOMMENDATION -- PRIOR TO PUBLIC HEARING:

Regarding **ZBA 25-06**, Staff recommends **APPROVAL** for a variation to reduce the minimum required corner side yard setback from 50 feet to approximately 40 feet in order to construct a house addition for property located in an R-2 Single Family Residential District at 156 Ridgeway Lane.