



VILLAGE OF RIVERSIDE, ILLINOIS  
PLANNING AND ZONING COMMISSION REGULAR MEETING  
Minutes

*I. Call to Order:*

The Regular Meeting of the Village of Riverside Planning and Zoning Commission was held on Wednesday, October 25, 2023. Chairperson Henaghan called the Regular Meeting to order at 7:02 p.m.

*II. Roll Call*

Commissioner Marhoul  
Commissioner Miller  
Commissioner Layng  
Commissioner Brom  
Chairperson Henaghan

*Absent:* Commissioner Pelletier  
Commissioner Mathews

*Also Present:* Village Planner Cyran

*III. Visitors, Petitions, Citizen Requests, and Communications:*  
None.

*IV. Liaison Report:*

A. Village Board Update

Planner Cyran provided an update on the rezoning application related to the development at 28 and 30 E Burlington. The applicant would like the Village Board to consider the rezoning and special use applications together. To comply with the Village Code, the Commission's recommendation will be delivered to the Village Board during their November 2 meeting. Per the Village Code, once the Board has the recommendation, they have up to 6 months to take action on that recommendation. Once the Commission makes a recommendation on the special use application on November 29, the Board will have both recommendation as they consider both applications.

Planning and Zoning Commission  
Regular Meeting Minutes  
October 25, 2023

VI. *New Business:*

A. PZ23-0010, Front Porch Text Amendments

1. PUBLIC HEARING to consider an application from the Village of Riverside to amend the Village of Riverside Zoning Ordinance regulations relative to front porches. The affected sections include, but may not be limited to, Section 10-7-3, Accessory Structures and Uses. Among the potential changes being considered include possibly changing the standards for porches for single or two-family dwellings in the R3 District. Other procedural and process changes to the site plan review provisions in the Village's Zoning Code may be considered.

Commissioner Marhoul made a motion to open the public hearing. Commissioner Brom seconded the motion.

AYES: Commissioners Marhoul, Miller, Layng, and Brom, and Chairperson Henaghan.

NAYS: None

**Motion passed.**

Chairperson Henaghan stated the notice of public hearing was published in the Landmark on October 4, 2023 and will be marked as an exhibit. The remaining application materials will be marked as a second exhibit.

Commissioner Marhoul made a motion to accept the exhibits. Commissioner Miller seconded the motion.

AYES: Commissioners Marhoul, Miller, Layng, and Brom, and Chairperson Henaghan.

NAYS: None

**Motion passed.**

No members of the public were in attendance at the public hearing.

Planner Cyran confirmed the notices were published and delivered in conformance with state law and the Village Code. She stated the language of the amendments was revised by Village Attorney Pickrell since the Commission last reviewed it, and his changes made the language much clearer. The proposed standards have not changed since the Commission last reviewed them. She stated the Village Board reviewed and endorsed the amendments as proposed.

Planner Cyran stated the Preservation Commission will review the amendments during their special meeting on November 1 and provide their recommendation. The text amendments and both Commissions' recommendations will be forwarded to the Village Board for final review and action, tentatively on November 16.

Commissioner Miller stated she had two proposed changes to the text. The beginning of Section 10-7-3(H)5 states, "Except as provided herein..." She said she assumed that is a reference to the new language in that section, but it might be clearer to include, "in subparagraph A" or to put that language after, "be closer than 20 feet from the street lot line."

Planning and Zoning Commission  
Regular Meeting Minutes  
October 25, 2023

Commissioner Miller stated in the new text at the end of the third line from the bottom, the word “two” is used twice: “two additional two feet.” Chairperson Henaghan suggested the language is meant to state, “an additional two feet.” The Commissioners agreed.

Chairperson Henaghan asked for a motion to close the public hearing. Commissioner Miller made a motion to close the public hearing. Commissioner Marhoul seconded the motion.

AYES: Commissioners Marhoul, Miller, Layng, and Brom, and Chairperson Henaghan.

NAYS: None

**Motion passed.**

2. DISCUSSION, MOTION, AND RECOMMENDATION by the Planning and Zoning Commission to the Village Board regarding the request for a text amendment set forth in 6.A.1 above.

Chairperson Henaghan asked if the Commissioners had any comments. Commissioner Marhoul stated the text is clean and where the Commission wants it to be. Chairperson Henaghan stated she agreed.

Chairperson Henaghan reviewed the standards for a text amendment, as referenced in the attached Findings of Fact:

- (a) The extent to which the proposed amendment promotes the public health, safety, comfort, convenience and general welfare of the Village.

The Commissioners agreed this standard was met.

- (b) The relative gain to the public, as compared to the hardship imposed upon the applicant.

Commissioner Brom stated there will be a gain to the public. Commissioner Miller stated there is no hardship upon the applicant.

- (c) The consistency of the proposed amendment with Village plans.

Commissioner Marhoul said the amendments will maintain some street yard plus the open porches the Commission previously have worked towards. Commissioner Miller stated it enhances property values in general and the community which are purposes of the Village’s Zoning Code.

- (d) The consistency of the proposed amendment with the intent and general regulations of this Zoning Ordinance.

The Commissioners agreed this standard was met.

- (e) Whether the proposed amendment corrects an error or omission, adds clarification to existing requirements, or reflects a change in policy.

Chairperson Henaghan stated this would be a minor change in policy. The Commissioners agreed. Commissioner Marhoul stated the amendment is trying to be more encompassing for the residential districts.

Planning and Zoning Commission  
Regular Meeting Minutes  
October 25, 2023

- (f) That the proposed amendment will benefit the residents of the Village as a whole, and not just the applicant, property owner(s), neighbors of any property under consideration, or other special interest groups, and the extent to which the proposed use would be in the public interest and would not serve solely the interest of the applicant.

The Commissioners agreed this standard was met. Chairperson Henaghan noted the entire R3 District is covered.

- (g) Whether the proposed amendment provides a more workable way to achieve the intent and purposes of this zoning ordinance and the Village plans.

The Commissioners agreed this standard was met.

- (h) The extent to which the proposed amendment creates nonconformities.

Commissioner Brom stated the amendments would not increase nonconformities. Chairperson Henaghan noted the amendments would in fact ease nonconformities.

- (i) The extent to which the proposed amendment is consistent with the overall structure and organization of this Zoning Ordinance.

The Commissioners agreed this standard was met.

Chairperson Henaghan asked if there was a motion on the text amendments. Commissioner Marhoul made a motion to recommend approving the text amendments as presented with the edits that have been added. Commissioner Miller seconded the motion.

Chairperson Henaghan asked if there was any additional discussion. Commissioner Miller stated some people might look at the amendments and refer to Olmsted's General Plan and state the Village shouldn't make this change, but the area containing most of the properties that would be affected by the change are not in Olmsted's General Plan and the area on Burlington is but those lots were plotted as small lots. These were not areas with large rolling lawns, so reducing the street yards for the purposes of having unenclosed porches on select properties is a benefit and is not inconsistent with the General Plan. Chairperson Henaghan stated those were very good points.

Commissioner Marhoul stated he is not in support of the concept that the area was not in Olmsted's General Plan because the Village as a whole is being considered, but in support of Commissioner Miller's point, the text amendments support the idea of open, communal, social building that the plan is supposed to achieve.

Commissioner Miller asked if the text amendments will be reviewed by the Preservation Commission. Planner Cyran stated the Preservation Commission will review the text amendments during a special meeting next week.

The Commissioners voted on the motion to recommend approval of the text amendments.

AYES: Commissioners Marhoul, Miller, Layng, and Brom, and Chairperson Henaghan.

NAYS: None.

Planning and Zoning Commission  
Regular Meeting Minutes  
October 25, 2023

**Motion passed.**

VIII. *Information:*  
None.

IX. *Adjournment:* Motion to adjourn by Commissioner Miller, and seconded by Commissioner Marhoul.  
AYES: Commissioners Marhoul, Miller, Layng, and Brom, and Chairperson Henaghan.  
NAYS: None  
**Motion passed.**

Meeting adjourned at 7:14 p.m.



**FINDINGS OF FACT AND RECOMMENDATION OF THE  
PLANNING AND ZONING COMMISSION TO  
THE PRESIDENT AND BOARD OF TRUSTEES**

**October 25, 2023**

**APPLICATION:** Case No. PZ23-0010

**REQUEST:** Text Amendments to the Official Zoning Code of the Village of Riverside to Change the Standards for Front Porches for Single and Two-Family Dwellings in the R3 District.

**PETITIONER:** Village of Riverside

**SUMMARY OF REQUEST AND RECOMMENDATION:**

The Village of Riverside has proposed amendments to the Zoning Ordinance of the Village of Riverside to change the standards for front porches for single and two-family dwellings in the R3 District.

Following a public hearing on October 25, 2003, the Planning and Zoning Commission (“PZC”) recommended **APPROVAL** of the requested text amendments as modified during the public hearing on a vote of 5-0.

**PUBLIC HEARING:**

A motion was made to open the Public Hearing by Commissioner Marhoul and seconded by Commissioner Brom. Approved 5-0. Commissioners present included Marhoul, Miller, Layng, Brom, and Chairperson Henaghan. A motion was made to accept the public hearing notice and other application materials as exhibits into the record by Commissioner Marhoul and seconded by Commissioner Miller. Approved 5-0.

No members of the public were in attendance at the public hearing.

Planner Cyran confirmed the notices were published and delivered in conformance with state law and the Village Code. She stated the language of the amendments was revised by Village Attorney Pickrell since the Commission last reviewed it, and his changes made the language much clearer. The proposed standards have not changed since the Commission last reviewed them. She stated the Village Board reviewed and endorsed the amendments as proposed.

Planner Cyran stated the Preservation Commission will review the amendments during their special meeting on November 1 and provide their recommendation. The text amendments and both Commissions' recommendations will be forwarded to the Village Board for final review and action, tentatively on November 16.

Commissioner Miller stated she had two proposed changes to the text. The beginning of Section 10-7-3(H)5 states, "Except as provided herein..." She said she assumed that is a reference to the new language in that section, but it might be clearer to include, "in subparagraph A" or to put that language after, "be closer than 20 feet from the street lot line."

Commissioner Miller stated in the new text at the end of the third line from the bottom, the word "two" is used twice: "two additional two feet." Chairperson Henaghan suggested the language is meant to state, "an additional two feet." The Commissioners agreed.

A motion was made to close the Public Hearing by Commissioner Miller and seconded by Commissioner Marhoul. Approved 5-0.

**MOTION AND FINDINGS:**

Chairperson Henaghan asked if the Commissioners had any comments. Commissioner Marhoul stated the text is clean and where the Commission wants it to be. Chairperson Henaghan stated she agreed.

In recommending approval of the text amendment, the PZC made the following findings of fact regarding each standard for amendments:

- a. The extent to which the proposed amendments promote the public health, safety, comfort, convenience, and general welfare of the Village.

*The Commissioners agreed this standard was met.*

- b. The relative gain to the public, as compared to the hardship imposed upon the applicant.

*Commissioner Brom stated there will be a gain to the public. Commissioner Miller stated there is no hardship upon the applicant.*

- c. The consistency of the proposed amendments with Village plans.

*Commissioner Marhoul said the amendments will maintain some street yard plus the open porches the Commission previously have worked towards. Commissioner Miller stated it enhances property values in general and the community which are purposes of the Village's Zoning Code.*

- d. The consistency of the proposed amendments with the intent and general regulations of the Zoning Ordinance.

*The Commissioners agreed this standard was met.*

- e. Whether the proposed amendments correct an error or omission, add clarification to existing requirements, or reflect a change in policy.

*Chairperson Henaghan stated this would be a minor change in policy. The Commissioners agreed. Commissioner Marhoul stated the amendment is trying to be more encompassing for the residential districts.*

- f. That the proposed amendments will benefit the residents of the Village as a whole, and not just the applicant, property owner(s), neighbors of any property under consideration, or other special interest groups, and the extent to which the proposed use would be in the public interest and would not serve solely the interest of the applicant.

*The Commissioners agreed this standard was met. Chairperson Henaghan noted the entire R3 District is covered.*

- g. Whether the proposed amendments provide a more workable way to achieve the intent and purposes of the Zoning Ordinance and the Village plans.

*The Commissioners agreed this standard was met.*

- h. The extent to which the proposed amendments create nonconformities.

*Commissioner Brom stated the amendments would not increase nonconformities. Chairperson Henaghan noted the amendments would in fact ease nonconformities.*

- i. The extent to which the proposed amendments are consistent with the overall structure and organization of the Zoning Ordinance.

*The Commissioners agreed this standard was met.*

Chairperson Henaghan asked if there was a motion on the text amendments. Commissioner Marhoul made a motion to recommend approving the text amendments as presented with the edits that have been added. Commissioner Miller seconded the motion.

Chairperson Henaghan asked if there was any additional discussion. Commissioner Miller stated some people might look at the amendments and refer to Olmsted's General Plan and state the Village shouldn't make this change, but the area containing most of the properties that would be affected by the change are not in Olmsted's General Plan and the area on Burlington is but those



lots were plotted as small lots. These were not areas with large rolling lawns, so reducing the street yards for the purposes of having unenclosed porches on select properties is a benefit and is not inconsistent with the General Plan. Chairperson Henaghan stated those were very good points.

Commissioner Marhoul stated he is not in support of the concept that the area was not in Olmsted's General Plan because the Village as a whole is being considered, but in support of Commissioner Miller's point, the text amendments support the idea of open, communal, social building that the plan is supposed to achieve.

Commissioner Miller asked if the text amendments will be reviewed by the Preservation Commission. Planner Cyran stated the Preservation Commission will review the text amendments during a special meeting next week.

**RECOMMENDATION:**

Based upon the foregoing Findings, the PZC recommends by a vote of 5-0, **APPROVAL** of the requested text amendments as modified during the public hearing.

Signed:



Jennifer Henaghan, Chairperson  
Planning and Zoning Commission  
Village of Riverside