

Public participation is invited. When called upon, please approach the microphone and state your name. Kindly limit your remarks to 3 minutes.

VILLAGE OF VILLA PARK
Village Hall, Board Chambers
20 South Ardmore Avenue
Villa Park, IL 60181

Zoning Board Of Appeals (ZBA)

March 11, 2026

6:00 PM

Chair Person: Rodney Pate

Commissioners: Wanda Ackermann, Vicki Flaskamp, Troy Clampit, Richard Gonzales, Jason Jarrett, Deborah Cain

Board Liaison: President Kevin Patrick

Staff Liaison: Michelle House

- 1. Call to Order - Roll Call**
- 2. Approval of Minutes**
 - a. Approval of the Minutes from February 11, 2026
- 3. Public Hearing - Old Business**
- 4. Public Hearing - New Business**
 - a. **ZBA-25-12** - 501-525 Saint Charles Rd. - Special Use - **Petitioner:** Christian Church of Villa Park (Disciples of Christ)
 - b. **ZBA-26-01** - Text Amendment - Article 7 "Parking", Section 7.7 - "Parking in R Districts". - **Continue to 4/8/26**
- 5. Public Comments on Non-Agenda Items**
- 6. Commissioner Comments**
- 7. Adjournment**

The Villa Park Village Hall is subject to the requirements of the Americans with Disabilities Act of 1990. An elevator is operational at the north side entrance to the Village Hall during normal work hours and also during evenings. Individuals with special needs are requested to contact the Village's Compliance Officer at (630) 834-8500 so that reasonable accommodations can be made for those persons.

**Village of Villa Park
Zoning Board of Appeals
February 11,2026**

CALL TO ORDER BY THE CHAIRMAN

Chairperson Pate called the meeting of the Zoning Board of Appeals to order at 6:00 p.m.

I. ROLL CALL AND DECLARATION OF A QUORUM

Commissioners Present Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (6)

Commissioners Absent: Ackermann

Staff/Liaison Present: Community & Economic Development Analyst Kristin Karl

A Quorum was present.

II. APPROVAL OF MINUTES

Commissioner Jarrett moved to approve the minutes from January 14, 2026

The Motion was seconded by Commissioner Clampit

On roll call:

AYES: Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (6)

NAYS: None (0)

The motion carried.

III. Public Hearing – Old Business

None

IV. Public Hearing - New Business

- a. ZBA – 25-12 -501-525 St. Charles Road – Special Use – Petitioner: Christian Church of Villa Park (Disciples of Christ)

Motion to continue ZBA – 25-12 -501-525 St. Charles Road – Special Use to a date certain of March 11,2026 was made by Commissioner Flaskamp

The motion was seconded by Commissioner Clampit

On roll call:

AYES: Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (6)

NAYS: None (0)

The motion carried.

V. **Public Comments on Non-Agenda Items**

None

VI. **Motion** to Adjourn was made by Commissioner Flaskamp

Seconded by Commissioner Jarrett

AYES: Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (6)

NAYS: None (0)

The motion carried.

Meeting ended at 6:04



MEMORANDUM

TO: Zoning Board of Appeals (ZBA)
FROM:
DATE: March 11, 2026
SUBJECT: **ZBA-25-12** - 501-525 Saint Charles Rd. - Special Use - **Petitioner:** Christian Church of Villa Park (Disciples of Christ)

RECOMMENDED ACTION:

To review the Special Use application for a Religious Assembly and Drive-Through Facility located at 501-525 E. St. Charles Rd.

BACKGROUND:

The Petitioner is looking to relocate from their previous location on Villa Ave. to better suit their needs and their growing congregation. The Petitioners would utilize Suites C and D for their worship space and food pantry. Suite C would be used as the worship space. Suite D would be dedicated to the food pantry which works as a drive-up operation. The pantry is open to clients once a week with deliveries of donations happening approximately 5 times per week. Worship services take place on Sunday mornings.

This Special Use permit would allow the tenant space to function as a religious assembly space and drive-through food pantry. Per Section 6.1.1 Use Table, all drive-through facilities require Special Use approval. Religious Assembly also requires special use approval in most zoning districts. The Petitioners have created a Site Circulation Plan to show the flow of traffic for the drive-up food pantry. The Petitioners have also specified certain times for donation drop off. No changes are proposed for the external of the building.

DISCUSSION:

The Commission should determine whether to recommend this request or if additional information is still needed. If the Commission is favorable to this request, the Commission should move to recommend ZBA-25-12 to the Village Board.



Village of Villa Park

Community & Economic Development
11 W Home Avenue, Villa Park, IL 60181

TO: Zoning Board of Appeals
FROM: Community & Economic Development Department
DATE: March 11, 2026
RE: **Petition ZBA-25-12 | 507 E. St. Charles Rd. | Special Use**

PETITIONER	OWNER
Christian Church of Villa Park (Disciples of Christ) 1336 S. Villa Ave. Villa Park, IL 60181	Pacific Nut Company Inc. 15732 Tustin Village Way, Suite A Tustin, CA 92680

Request Summary

The Petitioner is seeking a Special Use from Section 6.1.1 Use Table, to permit Religious Assembly and Drive-in/Drive-through Facility uses within the existing multi-tenant building.

Background

The Petitioner is looking to relocate from their previous location on Villa Avenue to better suit their needs and growing congregation. The Petitioners would utilize Suites C and D for their worship space and food pantry. Suite D would be dedicated to the food pantry which works as a drive-up operation. The pantry is open to clients once a week with deliveries of donations happening approximately 5 times per week. Worship services take place on Sunday mornings.

Site Information

Present Zoning: MX-3- Mixed-Use Corridor District
Present Land Use: Commercial
Property Size: 124,393 sq. ft. / 2.85 acres
PINs: 06-10-201-001, 06-10-201-034, 06-10-201-004, 06-10-201-013, 06-10-201-014, 06-10-201-015

Surrounding Zoning

North: Elmhurst- Community Shopping and Service- C2
West: Mixed-Use Corridor District – MX-3
East: Mixed-Use Corridor District – MX-3
South: Residential Single - Dwelling District – RS-7.5

Surrounding Land Use

Parking Lot
Commercial
Commercial
Residential

Comprehensive Plan Designation – Corridor Commercial

Corridor commercial areas refer to commercial developments located along highways and major roadways. These developments are intended to serve the local population and those moving throughout the Village. These areas typically include retail and services that support nearby residential areas and big-box retailers. The Village should look to concentrate this use along Roosevelt Road and North Avenue.

Zoning Request

The Petitioner is requesting a Special Use for a worship space and food pantry. Religious assembly is a Special Use in the MX-3 district. Drive-in or drive-thru facilities are also a Special Use in the MX-3 district.

Internal Staff Review

Special Use

The Zoning Ordinance specifically allows for the right to request a Special Use. The Commission should consider whether the proposed use is appropriate and whether any conditions of operation may be necessary to mitigate any otherwise potential negative impacts. Section 11.4.11. of the Zoning Ordinance requires that any expansion of uses or facilities that qualifies as a major amendment must be reviewed through the Special Use process.

This Special Use permit would allow the uses to occupy two (2) vacant tenant spaces within the multi-tenant shopping center. Suite C was previously a dry cleaner and would be utilized as the main entry to the church and worship space. The space would also be utilized for meetings, classes, bible studies or other church activities. Suite D would be used for church offices, classroom, and food pantry with drive-up service. The Petitioner has provided a stacking diagram on how the vehicles would cue on days of pantry pick-up. The cue has the ability to fit 21 vehicles. There is additional room in the parking lot to stack additional vehicles if there are greater than 21 vehicles waiting for the pantry to open.

Site Plan Review

1. Building and Structure Location - The following comments relate to the issue of building and structure location in regard to the proposed development plans:
 - a. No changes are proposed to the building structure or location.
2. Building Scale - The following comments relate to the issue of building scale in regard to the proposed development plans:
 - a. No changes are proposed to the building scale.
3. Building Architecture - The following comments relate to the issue of architecture in regard to the proposed development plans:
 - a. No changes to the façade are proposed as part of the Special Use application.
4. Lot Coverage - The following comments relate to the issue of lot coverage in regard to the proposed development plans:
 - a. No changes are proposed to the lot coverage as part of this application.
5. Site Circulation - The following comments relate to the issue of site circulation in regard to the proposed development plans:
 - a. Food Pantry Client Vehicles: There are an average of 45 to 50 vehicles each Wednesday; but can increase to 70 on holidays. Some clients like to arrive early and would be directed to line up in the parking lot on the east side of the building. Normally, there are 15 to 20 vehicles lined up when the food pantry opens at 9:30 am. All vehicles are served by the time the food pantry closes at 11:30 am.
 - b. Traffic pattern: The vehicles will drive up to the door of the food pantry which will be at the back of the building on the alley that runs along the south side of the building. The food is brought to each vehicle by food pantry volunteers. The vehicles would enter the alley on the east side of the building and after receiving the food would proceed westward through the alley and exit on Oakland Avenue.
 - c. KLOA prepared a traffic impact analysis and found that the traffic impacts proposed by the special use would be limited to private property on which the petitioner will operate. The Village Engineer finds no issues with KLOA's assessment and therefore will defer to KLOA's professional opinion on the analysis. Should real-world conditions be found to differ from the assessment and that vehicles queue onto public streets or otherwise cause adverse impacts beyond those anticipated in the assessment, the petitioner be required to reassess and adjust their operations so as to satisfactorily resolve those adverse impacts.

- d. The drive through food pantry operations would follow the attached traffic pattern. See Exhibit B for details.
- e. For weekly Sunday worship service approximately 10 vehicles would utilize the parking lot.
- 6. Parking Lots - The following comments relate to the issue of parking lots in regard to the proposed development plans:
 - a. The site currently has 97 parking stalls shared between all businesses located in the shopping center.
- 7. Landscaping - The following comments relate to the issue of landscaping in regard to the proposed development plans:
 - a. No landscaping changes are proposed as part of the Special Use application.
- 8. Signage - The following comments relate to the issue of signage in regard to the proposed development plans:
 - a. No new signage is currently proposed.
 - b. The existing ground sign could be updated to reflect the new tenant.
 - c. If a wall sign were to be proposed in the future, it would be reviewed as part of a separate permit process.
- 9. Site Illumination - The following comments relate to the issue of site illumination in regard to the proposed development plans:
 - a. No changes to the site lighting are proposed.
- 10. Completeness - If the Zoning Board of Appeals requires additional information to determine whether the applicant's development requests comply with the applicable standards of the Code, they may direct the applicant to furnish additional information and evidence that may provide clarity regarding their concerns.

Parking and Loading

Parking and loading berth requirements of the Code are summarized in the following table:

Parking Requirements	Formula	Quantity	Required/Total	Total Proposed	Compliance
Retail/Office	4.0 parking stall per 1,000 sq. ft.	18,980 sq. ft.	72 stalls	97 stalls	Yes
Restaurant	.33 parking stall per seat	32 seats	11 stalls		
Religious Assembly	.25 parking stall per seat	30 seats	8 stalls		
			91 stalls	97 stalls	Yes

Tenant	Address	Formula	Quantity	Required/Total	Total Proposed
Jewelry Exchange	501 E. St Charles	4.0 parking stall per 1,000 sq. ft.	6,000 sq. ft.	24 stalls	97 stalls
Vacant	505 E. St. Charles	4.0 parking stall per 1,000 sq. ft.	9,000 sq. ft.	36 stalls	
LA Nails	507 E. St. Charles, Suite A	3 parking stalls per 1,000 sq. ft.	2,000 sq. ft.	6 stalls	
Christian Church of Villa Park	507 E. St. Charles, Unit C	.25 parking stall per seat	30 seats	8 stalls	

Christian Church of Villa Park	507 E. St. Charles, Unit D	3 parking stalls per 1,000 sq. ft.	1,980 sq. ft.	6 stalls	
Omelet House	525 E. St. Charles	.33 parking stalls per seat	32 seats	11 stalls	
				91 stalls	97 stalls

Findings

Per Section 11.4.8. – Review and 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 consistent with and in substantial compliance with all village board policies and plans and that the applicant has presented evidence to support each of the following conclusions for both Special Uses that they are requesting:

- A. That the proposed use or activity is expressly authorized as a Special Use;
Petitioner’s Response: *The proposed use of a church and food pantry is the same use as the applicant is currently carrying out in its current location in Villa Park.*

- B. 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;
Petitioner’s Response: *The church and food pantry both exist to serve people in the community. The food pantry contributes to the general welfare of the neighborhood or community by providing food to individuals and families who are unable to secure enough food on their own. Food pantry clients include residents of Villa Park.*

- C. 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.
Petitioner’s Response: *Applicant’s church and food pantry have operated at 1336 S. Villa Ave., Villa Park in a residential neighborhood since 1959 without negatively impacting the surrounding neighborhood. Not only is the use not detrimental to the health, safety, or welfare of persons in the vicinity but it serves to improve the health and welfare of persons who come to the food pantry or the church for assistance.*

- D. That approval of the Special Use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
Petitioner’s Response: *All activities of the church and food pantry take place within normal business hours of existing businesses in the area and will not impede or impact existing businesses or residents in the area. The special use does not require any changes to the exterior of the building in which the applicant will be located.*

- E. That the proposed Special Use will be served by adequate utilities, access roads, parking, drainage and other important and necessary facilities, infrastructure, and community services; and
Petitioner’s Response: *There are already adequate utilities, access roads, parking, drainage and other facilities, infrastructure and community services in place that serviced the businesses that previously occupied the proposed lease space and that service the other occupants of the existing shopping center.*

F. That the proposed Special Use complies with all applicable regulations of this zoning ordinance except as expressly approved in accordance with the procedures of this zoning ordinance.

Petitioner's Response: *The special use applied for is the same as the existing operations of applicant at its current location at 1336 S. Villa Ave., Villa Park and complies with all known applicable regulations of the zoning ordinance.*

Notification

Legal Notice was published in the Daily Herald on January 27, 2026, a sign placed on the subject property, and notifications sent to property owners within a 250.0 foot radius of the subject property in advance of the Public Hearing.

Recommended Action

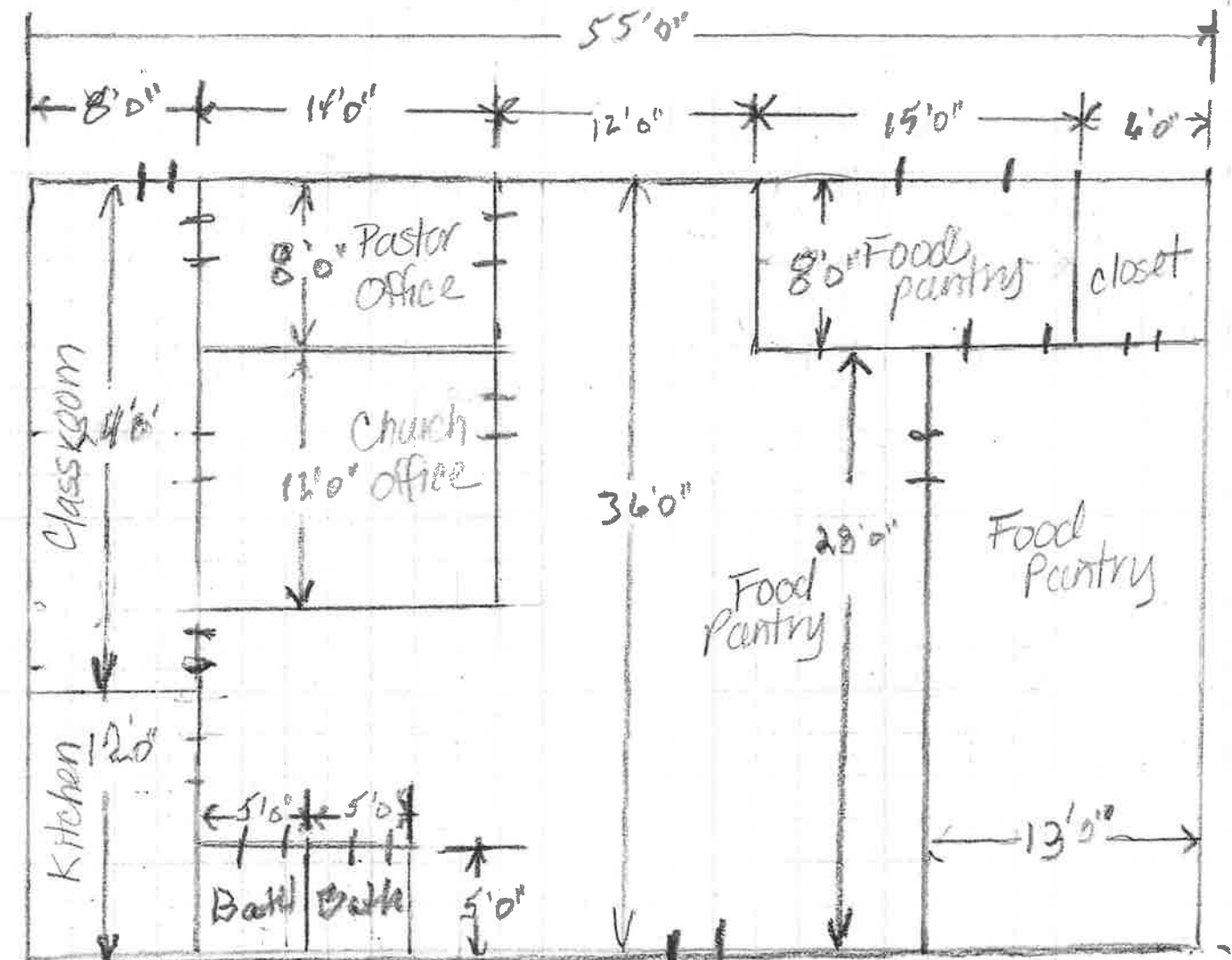
To recommend approval of ZBA-25-12 for a Special Use to permit Religious Assembly and Drive-in/Drive-through Facility uses within the existing multi-tenant building.

Exhibit List

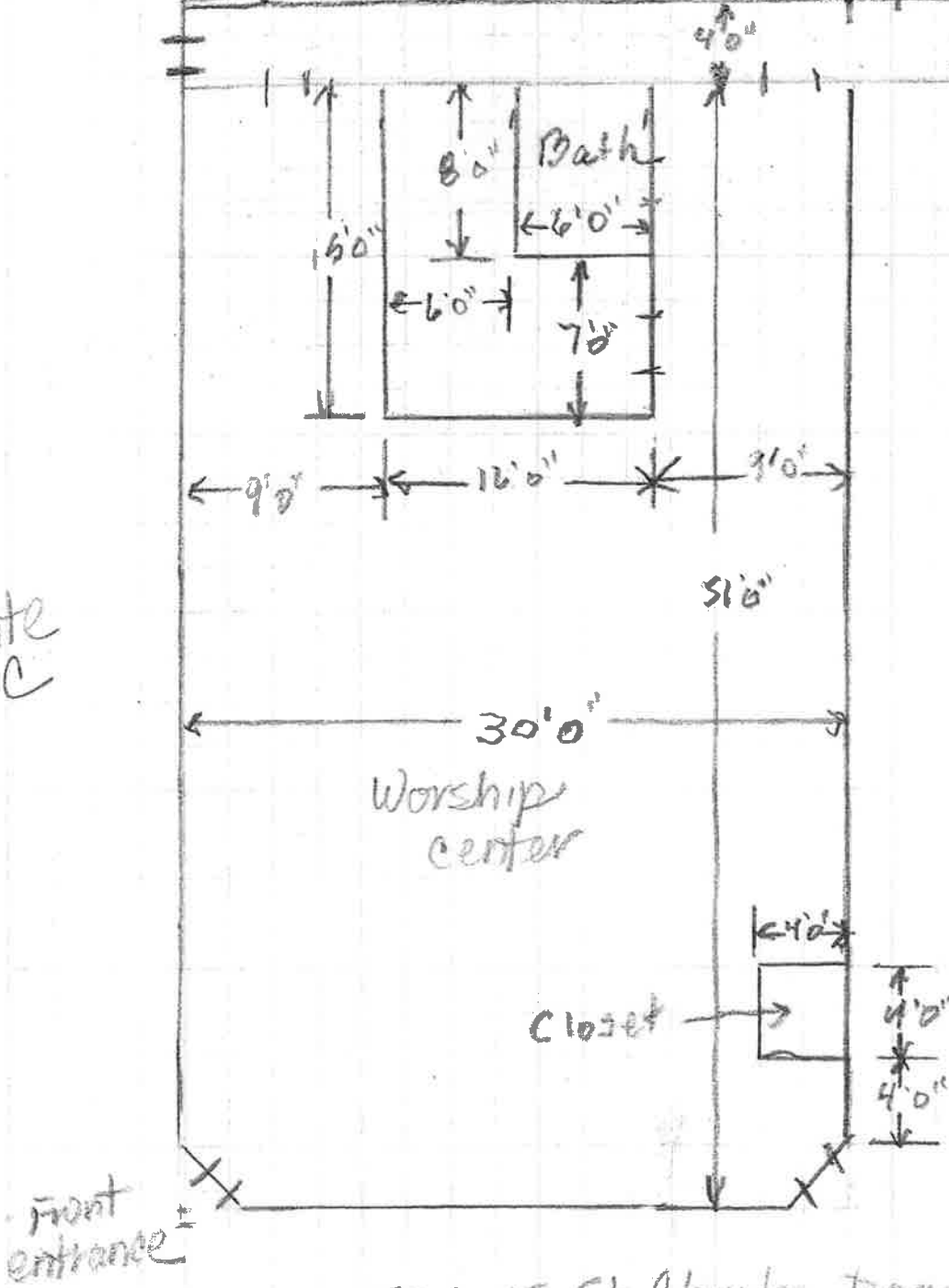
- A. Exhibit A – Tenant Floor Plan
- B. Exhibit B- Traffic Impact Analysis
- C. Exhibit C- Plat of Survey

Alley

Suite D



Suite C



507 E. St Charles Road

MEMORANDUM TO: Doris Carter
Christian Church of Villa Park

FROM: Luay R. Aboona, PE, PTOE
Principal

DATE: February 17, 2026

SUBJECT: Summary Traffic Evaluation
Villa Park, Illinois

This memorandum summarizes the results of a traffic evaluation conducted by Kenig, Lindgren, O'Hara, Aboona, Inc. (KLOA, Inc.) for the proposed Christian Church of Villa Park to be located at 507 East St. Charles Road in Villa Park, Illinois. The church, which is currently located at 1336 S. Villa Avenue in Villa Park, will occupy 3,500 square feet within the existing plaza which will serve as the church for its members as well as a Food Pantry. Access to the site is provided off St. Charles Road, Monterey Avenue, and Oakland Avenue.

Site Location

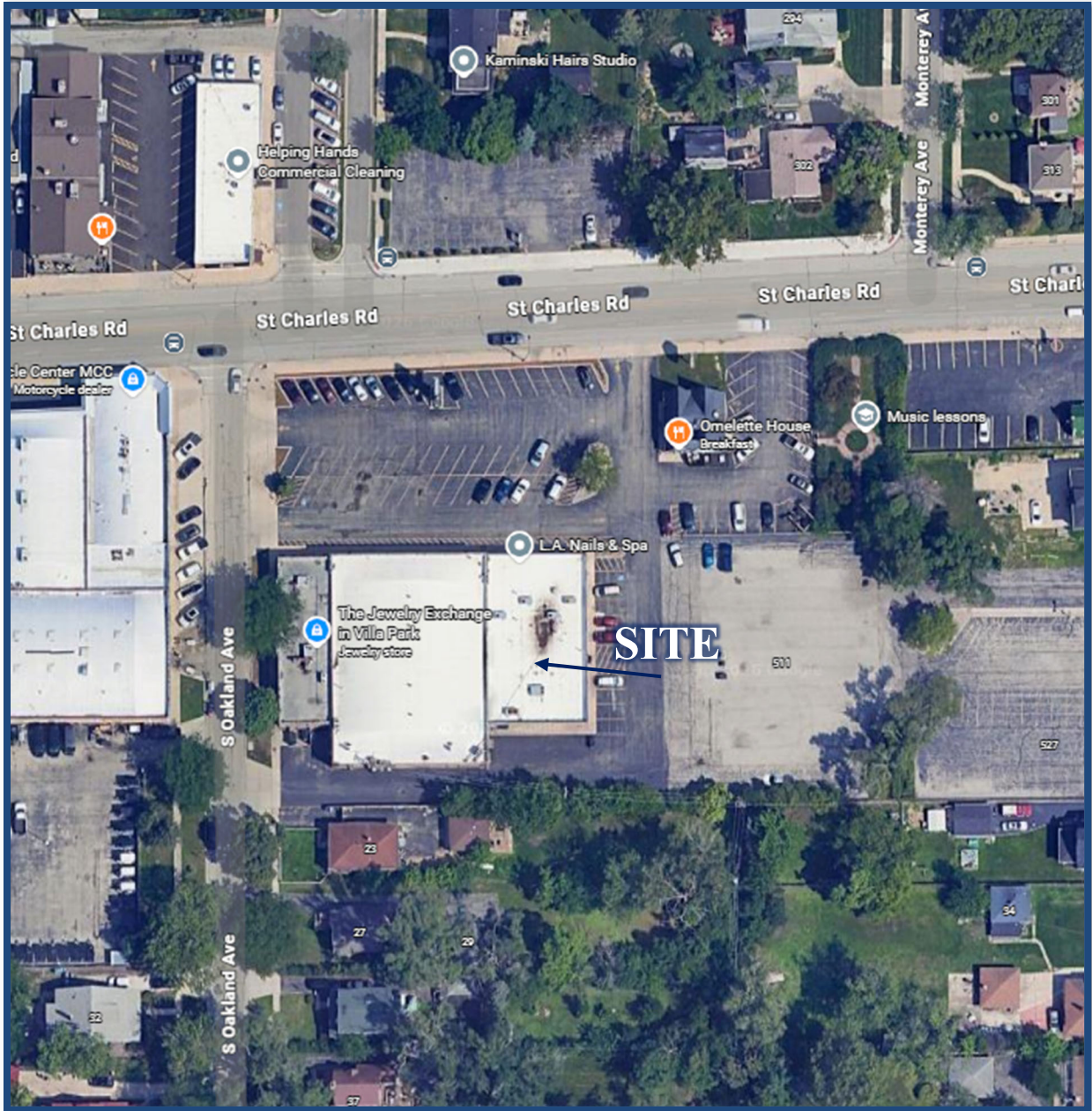
As indicated earlier, the site is located at 507 East St. Charles Road in the southeast quadrant of the intersection of St. Charles Road with Oakland Avenue (see **Figure 1**). The proposed church will occupy Suites C and D within the plaza. Other uses in the plaza include The Jewelry Exchange, L.A. Nails & Spa, and Omelette House. Land uses along St. Charles Road are primarily commercial with residential homes located south of the site.

Existing Roadway Characteristics

The characteristics of the existing roadway system serving the site are described below.

St. Charles Road is an east-west arterial that provides two through lanes in each direction. The roadway is widened at major signalized intersections, including its intersection with Villa Avenue, to provide left-turn lanes. St. Charles Road is under the jurisdiction of the Village of Villa Park, carries an Annual Average Daily Traffic (AADT) volume of 19,300 vehicles and has a posted speed limit of 30 miles per hour.

Monterey Avenue and *Oakland Avenue* are north-south, two-lane local roadways that are under stop sign control at their respective approaches to St. Charles Road. North of St. Charles Road, Oakland Grove is slightly offset to the east of Oakland Avenue and has a boulevard design while Monterey Avenue is offset to the west. Both roadways are under the jurisdiction of the Village of Villa Park and have a posted speed limit of 25 miles per hour.



Aerial View of Site

Figure 1

Proposed Development

As indicated earlier, the plans call for Christian Church of Villa Park to occupy 3,500 square feet in Suites C and D and will be occupied by the church as well as the food pantry. Below is a brief description of both uses.

- Christian Church of Villa Park has 24 active members with 15 to 20 people attending worship on Sundays. It has three employees: pastor, pianist, and bookkeeper. On Sundays, people arrive at the church at 9:00 A.M. for Sunday school or bible study with worship services beginning at 10:30 A.M. with service and/or social gathering ending at 12:00 noon.
- The Food Pantry is open on Wednesday morning from 9:30 to 11:30 A.M. There are approximately 15 food pantry volunteers that arrive at approximately 7:30 A.M. and remain until 12:30 P.M. During the hours of operation, an average of 40 to 50 vehicles come through the line for food. The rest of the week, the food pantry will be used by volunteers to take in food deliveries from local food banks and grocery stores.

Trip Generation Estimates

The number of trips that will be generated by the church was estimated based on the number of people attending the worship services on Sunday. For the food pantry, the number of trips was based on observations conducted by KLOA, Inc. at the existing food pantry on Wednesday, February 11, 2026.

Table 1 summarizes the estimated trips during the respective peak hours of each use.

Table 1

ESTIMATED SITE-GENERATED TRIPS

Land Use	Sunday		Wednesday	
	Arrival	Departure	Arrival	Departure
Proposed Church (24 members)	16	16	--	--
Food Pantry	--	--	41	41

As can be seen, the church will generate approximately 16 trips (assuming full occupancy and an auto occupancy of 1.5 people per vehicle) occurring at 9:00 A.M. for the inbound trips and 12:00 noon for the outbound trips.

For the food pantry, the total trips observed for the duration the pantry was open was 41 vehicles with 16 vehicles arriving prior to the opening of the food pantry. The remaining trips were distributed evenly throughout the morning with a maximum number of inbound trips of five vehicles occurring at 9:15 to 9:30 A.M. and again at 10:45 to 11:00 A.M.

Traffic Evaluation

The traffic estimated to be generated by the proposed Christian Church of Villa Park will not have a significant traffic impact on area roadways due to the following:

- The traffic that will be generated by the church will be low and will occur on Sundays when traffic on area roadways is significantly lower than weekday conditions.
- The traffic that will be generated by the food pantry will occur once a week after the morning peak hour and will be distributed over two hours.
- The 3,500 square feet of space the church will utilize would generate a significantly more if occupied by commercial/retail uses.
- The site is served by multiple access drives, which will help distribute the traffic on the area roadways.

Food Pantry Traffic Operations

During the Food Pantry operations, all food deliveries will be accommodated along the south side of the building. Vehicles will enter the site from Monterey Avenue and travel in an east-to-west direction to the southeast corner of the building where food pickups will occur. Vehicles will then exit onto Oakland Avenue and turn right to St. Charles Road. It is estimated that approximately 22 vehicles can be accommodated on site without backing up traffic onto Monterey Avenue. This will be sufficient to accommodate the vehicles on site which based on our observations at the existing facility totaled approximately 16 vehicles that arrived before the food pantry opened at 9:30 A.M.

Figure 2 illustrates the proposed travel paths and number of vehicles that can stack on site.

Conclusion

Based on the proposed development plan and the preceding evaluation, the following conclusions are made:

- The church and food pantry will occupy 3,500 square feet at 507 East St. Charles Road.
- The volume of traffic that will be generated will be low and off-peak hours for the church (Sundays) and food pantry (open once a week on Wednesdays).
- Access to the site will be via the existing access drives serving the retail plaza off St. Charles Road, Monterey Avenue, and Oakland Avenue.
- During food pick-up operations, vehicles will enter off Monterey Avenue and exit onto Oakland Avenue by the rear of the building allowing approximately 22 vehicles to stack on site.



PASSENGER VEHICLE

19.00	FEET
	WIDTH : 7.00
	TRACK : 6.00
	LOCK TO LOCK TIME : 6.00
	STEERING ANGLE : 31.6

BODY OF VEHICLE -
 FRONT TIRES PATH -
 REAR TIRES PATH -

- 22 STACKED VEHICLES
- OUTBOUND MANEUVER

CHRISTIAN CHURCH
OF VILLA PARK
VILLA PARK, ILLINOIS

FOOD DELIVERY ROUTE

DRAWN: MD CHECKED: LA
DATE: 02-16-26 REV:
PROJECT #: 26-053
FIGURE: 2





PLAT OF SURVEY

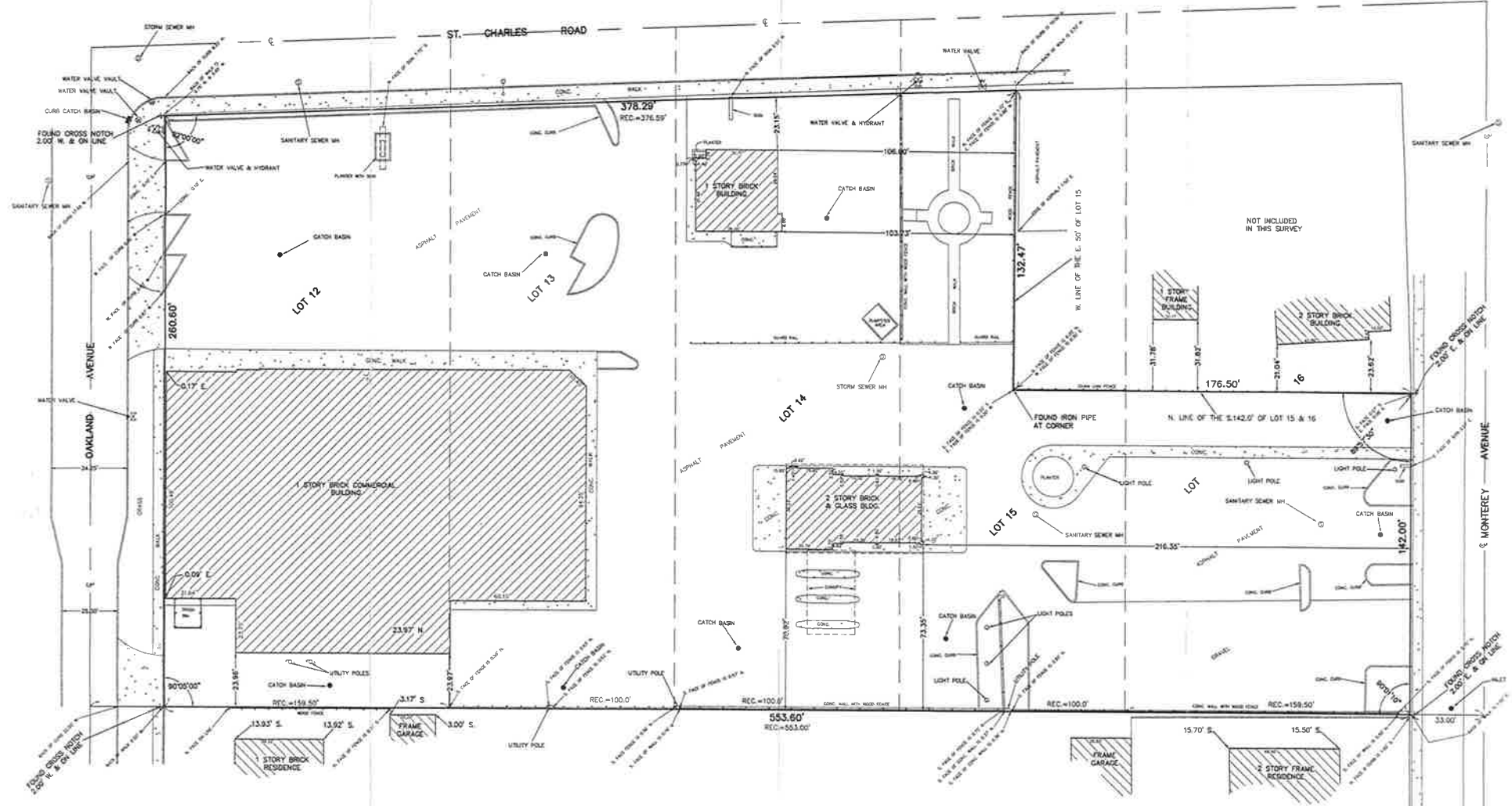
BY
GENTILE AND ASSOCIATES, INC.
PROFESSIONAL LAND SURVEYORS

300 E. ST. CHARLES PLACE
LANSING, ILLINOIS 62526
PHONE: (217) 574-1222
FAX: (217) 574-1294

GRAPHIC SCALE



LOTS 12, 13, 14 AND 15 (EXCEPT THE EAST 50 FEET OF THAT PART OF SAID LOT 15 LYING NORTH OF THE SOUTH 142 FEET THEREOF) AND THE SOUTH 142 FEET OF LOT 16 (EXCEPT THEREFROM THAT PART OF THE LAND FALLING IN OAKLAND AVENUE, MONTEREY AVENUE AND ST. CHARLES ROAD, AS ORIGINALLY PLATED AND AS MODIFIED BY DOCUMENT 215613 AND 215614) IN VILLA PARK, BEING A SUBDIVISION IN SECTIONS 3 AND 10, TOWNSHIP 33 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED NOVEMBER 10, 1908 AS DOCUMENT 95115, IN DUPAGE COUNTY, ILLINOIS.
PROPERTY COMMONLY KNOWN AS: 501-525 ST. CHARLES ROAD, VILLA PARK, ILLINOIS



BASE SCALE = 1 INCH = 20 FEET
DISTANCES ARE MARKED IN FEET AND DECIMAL PARTS THEREOF
ORDERED BY: **VILLA PARK, ILLINOIS**
CHECKED BY: **[Signature]**
SURVEYED BY: **[Signature]**
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 ABSTRACT DEED, CONTRACT AND ZONING ORDINANCE.
CHECK NO. **88-8571-01 (UPDATE)**

STATE OF ILLINOIS, S.S.
COUNTY OF DUPAGE:
WE, GENTILE AND ASSOCIATES, INC. HEREBY CERTIFY THAT A SURVEY HAS BEEN MADE AT AND UNDER MY DIRECTION, OF THE PROPERTY DESCRIBED ABOVE, AND THAT THE PLAT HEREON PRESENT IS A CORRECT REPRESENTATION OF SAID SURVEY.
APRIL 04, A.D. 2001
BY: **[Signature]**
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 22-40



MEMORANDUM

TO: Zoning Board of Appeals (ZBA)
FROM:
DATE: March 11, 2026
SUBJECT: **ZBA-26-01** - Text Amendment - Article 7 "Parking", Section 7.7 - "Parking in R Districts". - ***Continue to 4/8/26***

RECOMMENDED ACTION:

BACKGROUND:

DISCUSSION: