

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)

May 13, 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: Rachel Leedom

- 1. Call to Order - Roll Call**
- 2. Approval of Minutes**
 - a. Approval of the Minutes from April 8th
- 3. Public Hearing - Old Business**
 - a. ZBA-26-01 - Text Amendment - 7.7.7 Parking - Continue to June 10th
- 4. Public Hearing- New Business**
 - a. ZBA-26-09 - 31 W. Saint Charles Rd - Special Use **Petitioner:** Cat Guardians
- 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
April 8, 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 Ackermann, Cain, Flaskamp, Clampit, Gonzales, Jarrett,
Chairperson Pate (7)

Commissioners Absent: None

Staff/Liaison Present: Director of Community & Economic Development Michelle House,
Planner Rachel Leedom

A Quorum was present.

II. APPROVAL OF MINUTES

Commissioner Flaskamp moved to approve the minutes from March 11, 2026

The Motion was seconded by Commissioner Jarrett

On roll call:

AYES: Ackermann, Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (7)

NAYS: None (0)

The motion carried.

III. Public Hearing – Old Business

a. ZBA-26-01 Text Amendment -7.7.7 Parking

Commissioner Jarrett motioned to continue ZBA- 26-01 to a date certain of May 13, 2026.

The motion was seconded by Commissioner Cain

Voice vote all Ayes (7)

Motion passed

IV. Public Hearing - New Business

a. ZBA-26-02-160 N Villa Ave Variation

Rachel Leedom reported that The Petitioner is seeking a Variation from Section 6.10.2 - Residential Accessory Structures, to permit a gazebo that is 2.3 feet from the residence where a distance of 5.0 feet is required.

This request is the result of a violation received on March 11, 2025. The gazebo was constructed without a permit and was issued a violation. The permit was applied for on March 24, 2025, and was denied shortly after for lack of information. When the petitioner resubmitted it in February, 2026, it was discovered that a variation would be necessary because of the reduced distance from the house.

Commissioner Clampit asked what the intent of the five-foot offset in this ordinance.

Rachael Leedom replied it has to do with fireproofing safety.

Commissioner Flaskamp asked what the gazebo is made from.

Edward Russell replied composite.

Commissioner Cain asked if it is attached to the house does it have different requirements than if it is not attached to the house.

Michelle House replied per zoning no, any additional things require any additional things would be considered during the permit process.

Commissioner Flaskamp motioned to recommend approval of ZBA-26-02 for a variation from section 6.10.2 – residential Accessory Structures, to permit a gazebo that is 2.3 feet from the residence.

The motion was seconded by commissioner Ackermann

On roll call:

AYES: Ackermann, Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (7)

NAYS: None (0)

The motion carried.

b. ZBA-26-04 1110 S Villa Avenue Variation

Michelle House presented The Petitioner is requesting a variation from section 9.4 - Outdoor Lighting to permit a footcandle reading of 10 footcandles at the property line abutting right-of-way where 0.5 footcandles is permitted. The Petitioners are proposing the addition of bollard lighting immediately north of the sidewalk along the southern property line. The sidewalk abuts vehicular parking stalls along East Harrison Street utilized by staff which has limited illumination currently. The proposed bollard lighting has a height of 3.5 feet tall. The requested variation is for footcandle readings at the right-of-way in excess of 0.5 footcandles. The parking stalls are located in the right-of-way and not on school property.

Commissioner Cain wanted to clarify that part of the reason they are asking for the height of the foot candles is because it is in the right of way they cannot put the light in the parking lot they have to put it back a little bit further so they need a higher light to illuminate that area.

Michelle House explained the property line runs through the pavement of the parking stalls there is a sidewalk that abuts those stalls so the location of the ball fixtures is the closest they can get without taking out parking spaces to illuminate these parking stalls.

Commissioner Cain stated that the only reason they need approval is because they do not own these parking stalls.

Amy Zaher Superintendent of School District 48 stated that this is part of the Safe School Secure Futures referendum project and it is all about safety. It is dark coming out at night and is very dark. The plan is to provide ballads that are under 3 feet high to provide light. It provides a little light to get into our cars.

Comments from the public: Kimberly Cygan was concerned that the letter residents received said it was going to be 68 candle feet. It was concerning, however, that is not the case.

Michelle House explained that that is the highest variation that can be requested. Staff worked with petitioners to get lower readings at the property line however to get it on the meeting agenda the letter must be sent out in advance. 9.9 is the highest reading along the property line that is why you see it decreased.

Commissioner comments: Commissioner Jarrett said the alternative for more light would be for the Village to put up streetlamps.

Commissioner Flaskamp motioned to recommend approval of ZBA-26-04 for a Variation to permit a maximum illumination of 10 footcandles as shown in Exhibit A located at 1110 S. Villa Avenue.

The motion was seconded by commissioner Jarrett

On roll call:

AYES: Ackermann, Cain, Flaskamp, Clampit, Gonzales, Jarrett, Chairperson Pate (7)

NAYS: None (0)

The motion carried.

V. Old Business

a. Establishment of Vice Chair

Commissioner Jarrett motioned to recommend Commissioner Cain to Vice Chair

The motion was seconded by commissioner Ackermann

On roll call:

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

NAYS: None (0)

Abstain: Cain (1)

The motion carried.

Motion to Adjourn made by Commissioner Flaskamp

Seconded by Commissioner Jarrett

Voice Vote

Ayes (7)

Meeting ended at 7:04



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: May 13th, 2026
RE: **Petition ZBA-26-09 | 31 W. St. Charles Rd. | Special Use**

PETITIONER	OWNER
Cat Guardians 932 E. St. Charles Rd. Lombard, IL 60148	The Land Trust Company Trust No. 891, Colette Luchetta-Stendel 45 E Maple St. Lombard, IL 60148

Request Summary

The Petitioner is seeking a Special Use, per Section 6.1- Table of Allowed Uses, Table 6-1: Use Table, to permit the existing building to be used as a boarding or animal shelter use in zoning district MX-3 for Cat Guardians animal shelter.

Background

The Petitioner is looking to relocate from their previous location in Lombard for a larger location. This Special Use permit would allow the space to function as an animal shelter. This property has 2,000 sq ft and would allow for space to house rescued cats, host outreach events, and educational events. The building would be primarily used to house the cats in care, but would also have spaces for organization administration, a public space to welcome people coming in to look at adoptable cats, and utilitarian spaces for storage, laundry facilities and an examination room for visiting vets. The goal is to make the public spaces flexible so that they can be converted to spaces that can hold events and raise money for the organization. The expanded facility would allow more space for the cats, allowing them to continue to provide the best possible care for the cats at the rescue center. The business currently operates by appointment only and would retain that initially. They will also have regular events, once every month or two, which will allow drop-in access if people want to see the cats without an appointment. Cat Guardians is run entirely by volunteers. They have about 70 active volunteers, plus additional people who help at events or for a limited time. There are two volunteer cat care shifts a day, which consist of approximately 2-4 volunteers on each shift, who feed the cats, clean litter boxes, sweep, etc. In addition to volunteers providing cat care, volunteers foster cats, attend to the medical needs of the cats, fundraise, assist at events, meet with potential adopters, as well as performing all the needed functions of a non-profit organization.

Site Information

Present Zoning: MX-3- Mixed-Use Corridor District
 Present Land Use: Commercial
 Property Size: 7,500 sq ft / 0.172 acres
 PIN: 06-09-203-003

Surrounding Zoning

North: Mixed-Use Corridor District – MX-3
 West: Mixed-Use Corridor District – MX-3
 East: Mixed-Use Corridor District – MX-3
 South: Light Industrial – M-1

Surrounding Land Use

Commercial
 Commercial
 Commercial
 Industrial

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 seeking a Special Use, per Section 6.1- Table of Allowed Uses, Table 6-1: Use Table, to permit the existing building to be used as a boarding or animal shelter use in zoning district MX-3 for Cat Guardians animal shelter.

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.

The Petitioner is seeking a Special Use, per Section 6.1- Table of Allowed Uses, Table 6-1: Use Table, to permit the existing building to be used as a boarding or animal shelter use in zoning district MX-3 for Cat Guardians animal shelter. This building was previously used as a veterinary clinic, which did not require a Special Use permit per Table 6-1: Use Table.

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. Appointments will be necessary for anyone looking to adopt a cat.
 - b. Parking will be provided in the lot for clients and volunteers.
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 9 parking stalls.
 - b. Per section 7.2 Minimum Parking Ratios, a boarding or shelter use requires 1 parking stall per 1,000 sq ft. 2 parking stalls would be required on this site.
7. Landscaping - The following comments relate to the issue of landscaping in regard to the proposed development plans:

- a. No landscaping is 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 the 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.

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: *Yes, per Villa Park's Code of Ordinances, Appendix C Article 6 Section 6.1, an animal shelter is designated as a special use within the MX-3 zoning classification.*
- 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: *Cat Guardians cat shelter is an absolute benefit to the community, as it is a place where volunteers can gather to help animals, people can come meet cats for potential adoption, the community can come together for outreach activities and youth groups can learn the importance of animal welfare. The proposed new location is centrally located, easy to access and in a commercial corridor. Many volunteers from the area will come to the facility every day, and may choose to stop at the Lighthouse to pick up a drink, or get a meal from a local restaurant. We believe this location will be a benefit to the cats, our organization and the local community.*
- 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: *We have operated at 932 E St. Charles Road in Lombard for 38 years, and we have never had an issue with anyone being injured or seriously hurt on the property. We have good relationships with neighboring businesses, who enjoyed having us close so they could come and visit the kittens when they needed a pick me up. Given that the facility is in a commercial corridor and operated as a veterinary practice for many years, we believe a cat shelter will not impact property values in the area.*
- 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: *A cat shelter business is conducted indoors, and the cats do not leave the building without being safely transported in carriers. There would be absolutely no activity that would be conducted that would disrupt the surrounding properties.*

- 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: *The building has been a veterinary hospital for approximately 40 years, and the amount of traffic Cat Guardians would have will be less than the amount of traffic the animal hospital brought to the property.*

- 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: *To the best of our knowledge that is correct, the application for an animal shelter is the only issue that we currently face in moving the shelter forward to the proposed new location.*

Notification

Legal Notice was published in the Daily Herald on April 24th, 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-26-09 for a Special Use to permit a boarding or animal shelter use within the existing building.

Exhibit List

- A. Exhibit A - Site Plan
- B. Exhibit B- Plat of Survey

N PRINCETON AV

W ST CHARLES RD

49 47 45 43 41 39 37

35 33

M X - 3

31

Zoning Districts

Zoning Districts

- RS-10 - Residential Single-Dwelling District - 10,000 Sq. Ft.
- RS-7.5 - Residential Single-Dwelling District - 7,500 Sq. Ft.
- RD-7.5 - Residential Duplex District - 7,500 Sq. Ft..
- RM-9 - Residential Multi-Unit District - 9,000 Sq. Ft.
- O-R - Office Research District
- C-1 - Convenience Business District
- C-2 - Neighborhood Business District
- C-3 - Service Business District
- MX-1 - Mixed-Use TOD District
- MX-2 - Mixed-Use Main Street District
- MX-3 - Mixed-Use Corridor District
- MX-T - Mixed Transitional (Office-Residential) District
- MX-R1 - Mixed Residential District 1
- MX-R2 - Mixed Residential District 2
- M-1 - Light Industrial District
- M-2 - General Industrial District
- PI-1 - Neighborhood-scale Institutional and Public District
- PI-2 - Campus-scale Institutional and Public District
- P.U.D.-R - Planned Unit Development Residential
- P.U.D.-C - Planned Unit Development Commercial
- P.U.D.-I - Planned Unit Development Industrial

M - 1

28

W HOME AV

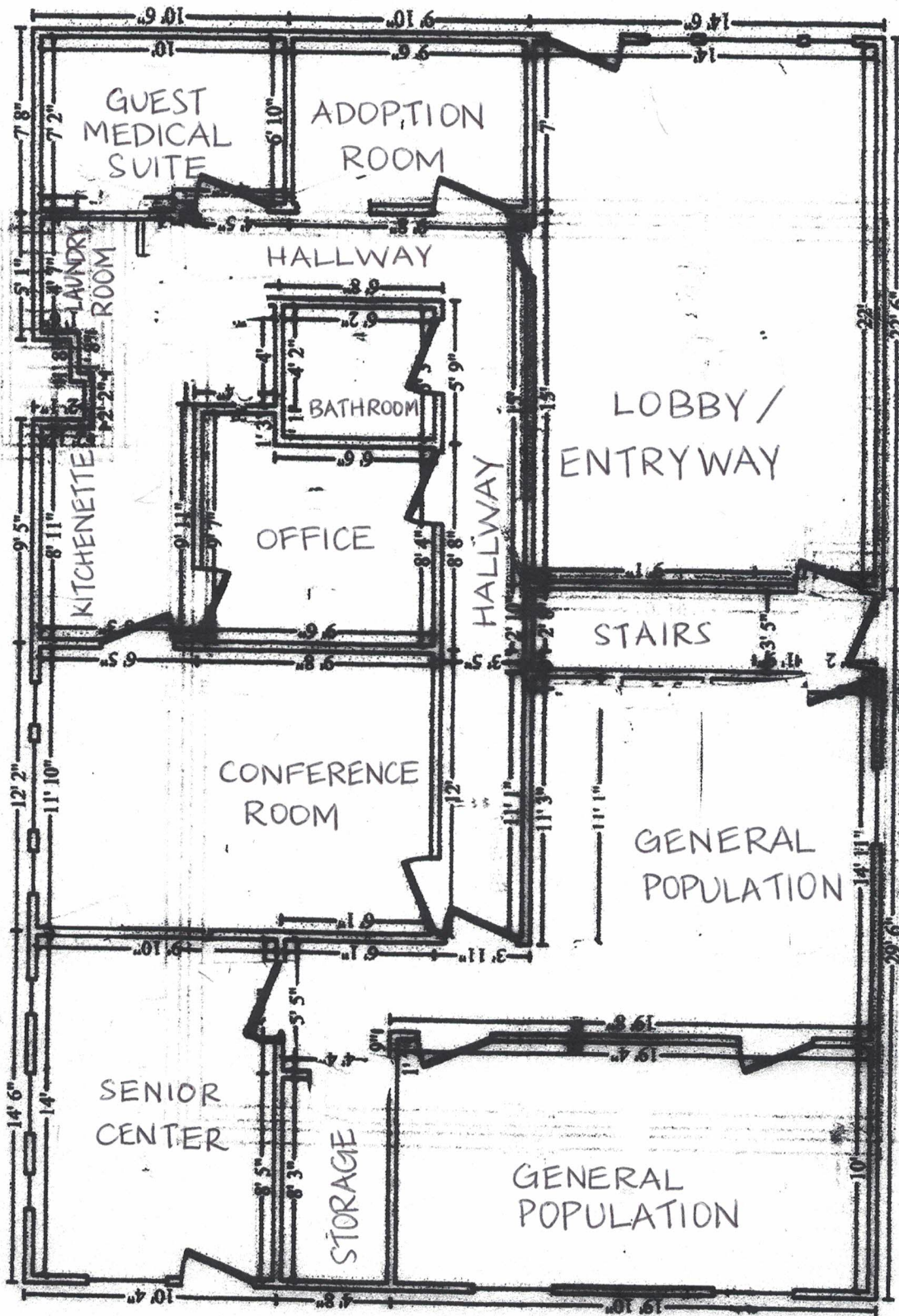
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Feet

BUILDING SITE PLAN





Villa Park Fire Department

Station 81 Headquarters
1440 S. Ardmore, Villa Park, IL 60181
Phone (630) 833-5350
Fax (630) 941-5978

Memorandum

To: **Rachel Leedom, Director of Community & Economic Development**

From: Steve Stapleton **Fire Chief**
Steve Stapleton

Date: **May 6, 2026**

Subject: **ZBA-26-09, 31 W. St. Charles Rd.**

The Fire Department has reviewed the Zoning Board of Appeals (ZBA) submittal for the proposed development at 31 W. St. Charles Road and provides the following comments:

Pursuant to the **Illinois Animal Welfare Act** and **Illinois Administrative Code, Title 8, Section 25.145 (Fire Protection and Life Safety)**, facilities that house animals are required to be provided with one of the following: continuous on-site staffing, an automatic fire sprinkler system, or a fire alarm system that notifies emergency responders.

The Fire Department will accept compliance with this requirement through the installation of a monitored fire alarm system, provided the system is designed to automatically notify a supervising station or local emergency responders in accordance with applicable codes and standards.

Final design and installation of the fire alarm system shall be subject to review and approval by the Fire Department and shall comply with all applicable provisions of the International Fire Code (2021 edition) and referenced standards.