



DEKALB PLANNING AND ZONING COMMISSION AGENDA
Monday, June 2, 2025
6:00 P.M.

DeKalb Public Library
Yusunas Meeting Room
309 Oak St.
DeKalb, IL 60115

A. ROLL CALL

B. APPROVAL OF AGENDA (Additions or Deletions)

C. APPROVAL OF MINUTES

1. May 19, 2025.

D. PUBLIC PARTICIPATION (Open Floor to Anyone Wishing to Speak on Record)

E. NEW BUSINESS

1. **Public Hearing** – A petition by the DeKalb CUSD #428 to amend the Special Use Permit approved by Ordinance #2023-021 to extend the time frame for a modular classroom to remain at Littlejohn Elementary School located at 1133 N. 13th St. for three (3) more years.
2. **Public Hearing** – A petition by Michelle Erckfritz for approval of variances to the Unified Development Ordinance to allow a 6-foot-high privacy fence in a portion of the front yard along S. 7th St. for the property located at 626 Spring Ave.

F. REPORTS

G. ADJOURNMENT

MINUTES
CITY OF DEKALB
PLANNING AND ZONING COMMISSION
May 19, 2025

The Planning and Zoning Commission held a meeting on May 19, 2025, in the Yusunas Meeting Room at the DeKalb Public Library, 309 Oak Street, DeKalb, Illinois. Vice Chair McMahon called the meeting to order at 6:00PM.

A. ROLL CALL

Recording Secretary, Olivia Doss, called the roll. Planning and Zoning Commission members present were: Vice Chair Bill McMahon, Trixy O'Flaherty, Steve Becker, Maria Pena-Graham and Jerry Wright. Commission member Chair Max Maxwell was absent. Planning Director Dan Olson, and Assistant City Manager Bob Redel, were present representing the City.

B. APPROVAL OF THE AGENDA (Additions/Deletions)

Vice Chair McMahon requested a motion to approve the May 19, 2025, agenda as presented. Mr. Wright motioned to approve the agenda as presented. Ms. O'Flaherty seconded the motion, and the motion was approved by unanimous voice vote.

C. APPROVAL OF MINUTES

1. May 5, 2025 – Vice Chair McMahon requested a motion to approve the May 5, 2025, minutes as presented. Ms. O'Flaherty motioned to approve the minutes as submitted. Ms. Pena-Graham seconded the motion, and the motion was approved by unanimous voice vote.

D. PUBLIC PARTICIPATION (Open Floor to Anyone Wishing to Speak on Record)

None.

E. NEW BUSINESS

- a. **Public Hearing** – A petition by the DeKalb Park District for a special use permit to allow for the construction of a new public swimming pool facility at 1403 Sycamore Road. A variance is also requested to allow an eight (8) foot high chain link fence around the perimeter of the pool facility.

Vice Chair McMahon read the petition by title only.

Steve Nelson, CEO of Larson and Darby Group, the architect for DeKalb Park District, presented the park district's petition. Mr. Nelson explained they, along with the Park District, have been working on the new Hopkins pool layout since 2019. They have taken bids and are now waiting for IDPH (Illinois Department of Public Health) permit approval. Mr. Nelson confirmed the demolition of the old pool and ancillary buildings has been completed. He noted a special use permit is being requested since the property has never been appropriately zoned, although a pool has been present on the site since 1935.

Mr. Nelson continued, providing plan details. The new pool area will include a zero (0) depth entry pool that will be 5.5ft deep, containing six (6) 25 meter lanes that can be opened up for open swim. In addition, four (4) slides will come off a single slide tower with two (2) slides ending in a plunge pool and two (2) on deck slides for younger users, and a splash pad for toddlers and non-swimmers.

Additionally, a new mechanical building will be built on the south/southwest side of the administration building to house the mechanical equipment and on the park side. Mr. Nelson noted towards the Northwest corner near the gazebo/park will be the main entry and safety area including lifeguard offices and concessions. He explained there will no longer be a stair connection between the pool deck and the second floor as there will be no need for it. The footprint will be slightly smaller for the deck area and the new layout will not contain a diving well as the Park District chose the four (4) slides instead. He noted emergency access will be on the south side towards the underpass on Route 23.

Furthermore, Mr. Nelson stated pool usage is expected to average 750-1,000 patrons per day. They will be separating the pool side from the event space side. New locker rooms, bathrooms and changing areas will be built to serve just the pool side, removing the cross over between the swimming pool and event space.

Concluding, Mr. Nelson touched on the need for the variance as well. Although an eight (8) foot high chain link fence was previously on the property, it will be replaced with an eight (8) foot black coated chain link fence. He explained the higher fence is needed for access control and safety; keeping people out after hours, especially children, which helps lower the drowning risk. He stated they are currently in their second round of comments with IDPH and if all things play out, they hope to have construction started by the end of this summer with an opening date of Memorial Day 2026.

Planning Director, Dan Olson, briefly reviewed the petition and went through the staff report dated May 15, 2025. He explained the need for the special use permit, stating the subject site is zoned "SFR2" Single-Family Residential District, and the Unified Development Ordinance (UDO) requires a special use permit for any public building or facility. He confirmed work is expected to start in May or June of 2025.

Mr. Olson mentioned one letter was received in support of the requests. It was received by Mason Properties, owner of the shopping center across the street from the pool facility on Sycamore Road.

Mr. Olson reminded the Commission that the variance is decided by them, and the special use permit is a recommendation which will go to the City Council for the final decision.

No public comments were made, and Vice Chair McMahon closed the public hearing.

Commission member Becker believed that for what it is designed to do, the pool has a nice layout. He added that the zero (0) depth entry seems to be how new public pools are being designed these days.

Vice Chair McMahon inquired about the size of the building footprint for the maintenance/mechanical building. Mr. Nelson responded that the building would be about 20ft x 38ft. Mr. McMahon asked if the old building would be combined with concessions. Mr. Nelson stated the building will be separate now with the right side containing concessions and the left side will be first aid and controlled entry. The mechanics will be in a separate area. The splash pad will also be fenced separately, and the summer camps will still run there.

Mr. Becker asked what the average daily user count for the old pool was. Mr. Nelson stated it was close to 1,000. The occupancy is based on surface area and pool depth

Mr. Olson provided additional clarification regarding the high user traffic, noting the Park District will be adding new parking. Mr. Nelson confirmed they will be redoing the parking lot on the north side and expanding it to provide additional spaces.

Mr. Wright questioned the smaller footprint of the pool. Mr. Nelson explained while the overall paved area will be smaller due to the larger size of the pool, there will actually be more usable deck space.

Mr. Becker asked if there would be an impact on the play area outside of the pool. Mr. Nelson confirmed that space would not be impacted, and in fact, the concessions area will have two (2) windows, allowing those utilizing the park space to access concessions as well.

Conversation ensued between Commission members Wright and Pena-Graham and Mr. Nelson regarding the use and size of the pool for local swimming teams.

Mr. Wright looked for confirmation that construction would begin at the end of this summer. Mr. Nelson stated they hope to be open on Memorial Day or early June in 2026. He explained there are three (3) reviews required by IDPH. The first review takes three (3) months, which just concluded. The second review takes 4-6 weeks and the final, third review, takes about 2-3 weeks. They are hoping to begin construction mid to late summer 2025 on the pool itself and infrastructure including storm drains and water lines.

Vice Chair McMahon asked for a motion to approve for the special use permit. Mr. Becker moved that based upon the submitted petition, testimony presented and findings of fact, I move the Planning and Zoning Commission forward its findings of fact and recommend to the City Council approval of special use permit to allow for the construction of a new public swimming pool facility at 1403 Sycamore Road per the site plan dated 4-7-25 and exterior elevations dated 3-21-25 labeled as Exhibit A. Mr. Wright seconded the motion.

A roll call vote was taken: Becker – yes, O’Flaherty – yes, Wright – yes, McMahon – yes, Pena-Graham - yes. Commission member Chair Maxwell was absent. The motion passed 5-0-1.

Vice Chair McMahon then asked for a motion to approve the variance. Ms. O’Flaherty moved that based on the submitted petition, testimony presented and findings of fact, I move the Planning and Zoning Commission approve a variance from Articles 7.06.2 and 7.06.5 of the Unified Development Ordinance to allow an eight (8) foot high black coated chain link fence around the perimeter of the pool facility as shown on the site plan/fence detail dated 4-7-25 labeled as Exhibit B. Ms. Pena-Graham seconded the motion.

A roll call vote was taken: Becker – yes, O’Flaherty – yes, Wright – yes, McMahon – yes, Pena-Graham - yes. Commission member Chair Maxwell was absent. The motion passed 5-0-1.

F. REPORTS

Mr. Olson stated the next meeting on June 2nd will have two (2) hearings. A variance for 626 Spring Avenue for a fence on a corner lot and a special use permit for Littlejohn Elementary School to allow the mobile classroom to remain onsite for three (3) more years.

Mr. Olson also reviewed recent items approved by the City Council which included the Oakwood Cemetery expansion and the Plat of Resubdivision on Owens Lane.

G. ADJOURNMENT

Vice Chair McMahon requested a motion to adjourn. Ms. O'Flaherty motioned to adjourn, and Mr. Wright seconded the motion. The meeting adjourned at 6:18 p.m.

Respectfully submitted,

Olivia K. Doss, Recording Secretary

Minutes approved by the Planning and Zoning Commission on June 2, 2025.

Click [here](#) to view the agenda packet for the May 19, 2025 Planning and Zoning Commission Meeting.

Click [here](#) to view the video recording of the May 19, 2025, Planning and Zoning Commission Meeting.



STAFF REPORT

May 29, 2025

TO: Planning and Zoning Commission

FROM: Dan Olson, Planning Director

RE: Amendment to the Special Use Permit approved by Ordinance 2023-021 to extend the time frame for a modular classroom to remain on the site at 1133 N. 13th St. (Littlejohn Elementary School).

I. GENERAL INFORMATION

- | | |
|------------------------------------|---|
| A. Purpose | Extend the time frame for a modular classroom to remain on the subject site for three (3) more years. |
| B. Owner/Applicant | DeKalb CUSD #428 |
| C. Location and Size | 1133 N. 13 th St./11 acres |
| D. Existing Zoning and Land Use | "SFR2" Single-Family Residential; Public Elementary School |
| E. Surrounding Zoning and Land Use | North – "SFR2"; single-family residential
South – "RC-1" and "SFR2"; single-family residential
East – "SFR2"; single-family residential
West – "SFR2"; single-family residential |
| F. Comprehensive Plan Designation | Institutional |



II. BACKGROUND AND ANALYSIS

The applicant, DeKalb Community School District #428, is requesting approval of a petition to amend the Special Use Permit approved by Ordinance 2023-021 to extend the time frame for a modular classroom to remain on the site at Littlejohn Elementary School (1133 N 13th St.) for three (3) more years. In 2001, the City initially granted a special use permit to the School District for the placement of a modular classroom in the same general location. The modular classroom was removed in about 2011 and the School District requested to have a modular classroom placed back on the site in 2017. The school was constructed in 1954.

On July 10, 2017 the City Council approved Ordinance 2017-31 to allow for the addition of a modular classroom just to the west of the existing school building. The Ordinance had a three-year time limit for the modular classroom to be on the site. In 2020 the City Council approved a three-year extension for the modular classroom. In 2023 the City approved Ordinance 2023-21, which granted a two-year extension for the modular classroom to remain. The Ordinance noted the modular classroom must be removed from the school property by August 15, 2025. The School District plans to replace the current modular classroom this summer with a new unit which will provide a vestibule and bathroom which the current one does not have. The new modular unit will be placed in the same location as the existing one.

The summary provided by the School District states the K-5 enrollment at Littlejohn is approximately 291 students in the 2024/25 school year with a capacity of approximately 263 students based on current space and program restrictions. The District indicates they intend to reduce class sizes district-wide from 28 to 25. Even with this reduction, the District says that based on current enrollment and the need for space for the Two-Way Dual Language Program, the need for the modular classroom at Littlejohn is still needed. There is also an increased demand for special programs throughout the District, so the need for the modular classroom is still necessary.

The new modular classroom will be 70' x 24' and located in the same location as the current one. The parking formula and number of existing parking spaces shown on the site plan have not changed since 2017. Based upon the parking formula in the UDO, there are 62 required parking spaces and there are currently 72 spaces on the site with three handicap spaces. As part of the approval in 2017, the School District added site lighting along the west side of the school building to illuminate the playground area. An annual inspection is conducted on the modular classroom and a Temporary Facility Permit is issued by the DeKalb County Regional Office of Education.

III. STANDARDS OF A SPECIAL USE

1. The proposed special use complies with all provisions of the applicable district regulations.

Littlejohn Elementary School has been located on the subject property since 1954. A special use permit was issued in 2001 and 2017 for the site to include a modular classroom. The City granted a three-year extension in 2020 and a two-year extension in 2023. The subject property is zoned "SFR2" Single-Family Residential, which requires a special use for public school buildings. A new modular classroom will be placed on the site and will be in the same location as the current one. The modular classroom will meet all setbacks and other zoning requirements of the "SFR2" District and the UDO.

2. The proposed special use will not be unreasonably detrimental to the value of other property in the neighborhood in which it is to be located or to the public welfare at large.

The proposed special use will not have a detrimental effect on the adjacent properties or land uses. An elementary school has existed on the site since 1954. A modular classroom was located on the site from 2001 to 2011 in approximately the same location. A modular classroom was re-established on the property in 2017 and has not been a detriment to the neighborhood. The nearest home to the modular classroom is about 160 feet away.

3. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the special use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations.

The special use will not dominate the immediate area and will not prevent development on neighboring properties. The surrounding area is already developed with single-family residential uses and the school has existed on the site since 1954. The modular classroom was previously located on the site for approximately 10 years from 2001 to 2011 and the current modular classroom has been on the property since 2017. The location of a modular classroom on the site has not dominated the immediate area and meets the requirements of the UDO.

4. Adequate utility, drainage and other such necessary facilities have been or will be provided.

Adequate public services are already provided to the subject site and the modular classroom. The new modular classroom will have a vestibule and bathroom which the current one does not have. Additional lighting was added to the area between the school building and modular classroom in 2017.

5. The proposed use, where such developments and uses are deemed consistent with good planning practice, or can be operated in a manner that is not detrimental to the permitted developments and uses in the district; can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area; shall in all other respects conform to the applicable regulations of the district in which it is located; and is deemed essential or desirable to

preserve and promote the public health, safety and general welfare of the City of DeKalb.

A modular classroom has been located in the same place since 2017 and has operated in a manner that is compatible with the surrounding area. An annual inspection is conducted on the modular classroom and a Temporary Facility Permit is issued by the DeKalb County Regional Office of Education. The modular classroom will allow the school district to serve the educational needs of the community, which promotes the public health, safety and general welfare of the City. The City received a Public Response Form from Fredrick and Lois Lathrop of 210 Oak Dr. mentioning support for the request.

IV. CITIZEN RESPONSE/COMMENTS

The City received a Public Response Form from Jason Leverton of 1221 N. 13th St. noting he does not support the request. Mr. Leverton cites the temporary nature of the modular classroom, the lack of need for the classroom due to a new elementary school being constructed in the District, the unsafe nature of the modular classroom in extreme weather, and the classroom forces students and staff to walk outside.

Also received was a Public Response Form from Fredrick and Lois Lathrop of 210 Oak Dr. who mentioned support for the request.

V. CONCLUSIONS AND RECOMMENDATION

Staff would recommend approval of the amendment to the special use permit and allow the continuation of the modular classroom on the subject site to August 15, 2028. The modular classroom will allow the school district to serve the educational needs of the community, which promotes the public health, safety and general welfare of the City.

Sample Motion:

Based upon the submitted petition and testimony presented, I move that the Planning and Zoning Commission forward its findings of fact and recommend to the City Council approval of an amendment to Ordinance 2023-021 to extend the time frame for a modular classroom to be located at 1133 N. 13th St. (Littlejohn Elementary School) as shown on the attached Exhibit A, subject to the following condition:

1. The modular classroom may remain on the subject site in the location as shown on Exhibit A up to August 15, 2028 and shall, on or before said date, be removed from the property. At such time, the surface beneath the modular classroom shall be restored to a pre-installation, grassed condition.

EXHIBIT A

PARKING:

20 CLASSROOMS

13 OFFICES

13 OFFICES - VISITOR SPACES

16 QUALIFYING EMPLOYEES

62 TOTAL SPACES REQUIRED

72 AVAILABLE PARKING

SPACES INCLUDING 3

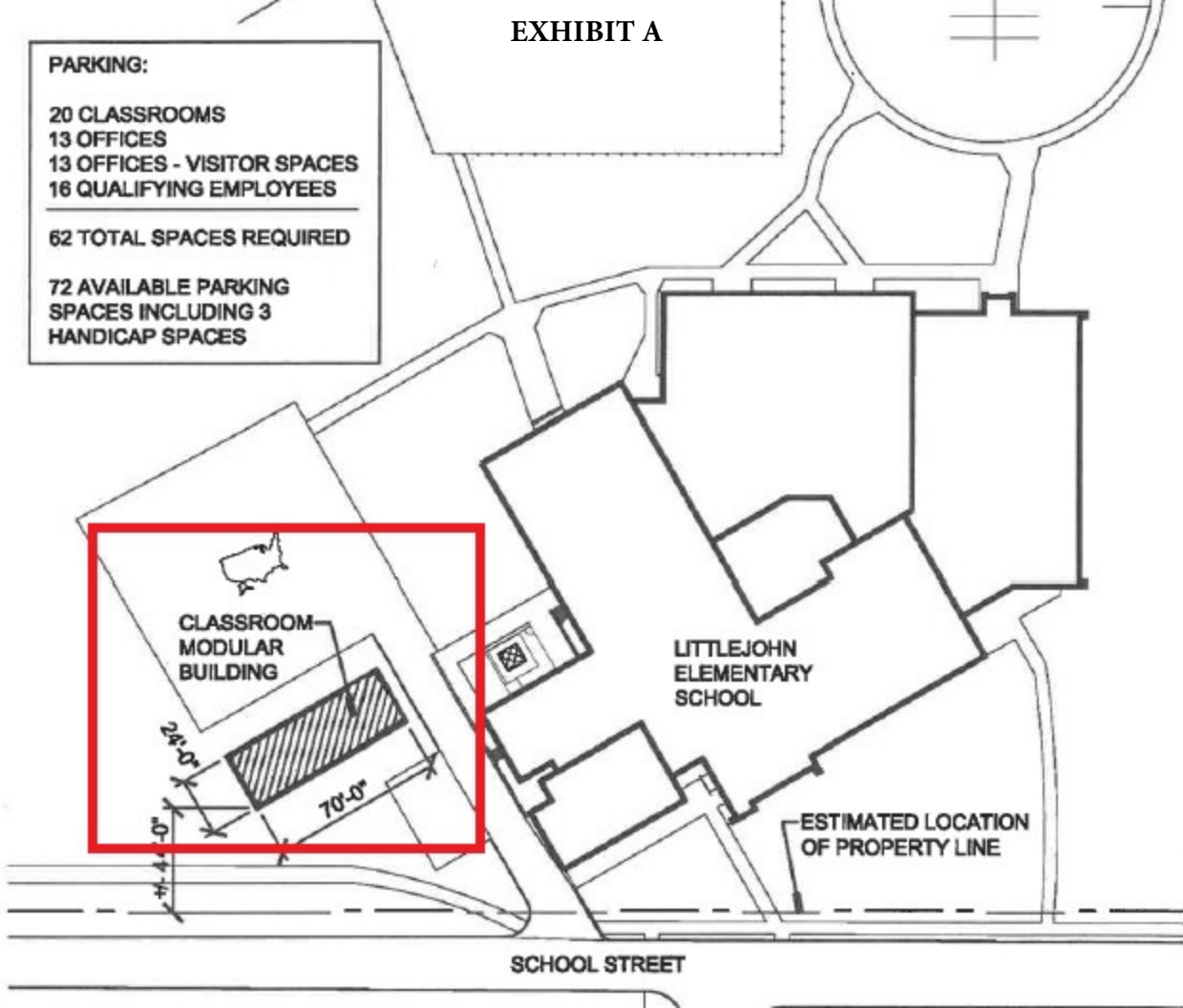
HANDICAP SPACES

CLASSROOM
MODULAR
BUILDING

LITTLEJOHN
ELEMENTARY
SCHOOL

ESTIMATED LOCATION
OF PROPERTY LINE

SCHOOL STREET





Huffman Ct

Oak Dr

School St

11th St

12th St

N 13th St





1121

School St

N 12th St



PROPOSED USE AND DESCRIPTION - REVISED MARCH 25, 2025

Littlejohn Elementary School maintained an enrollment of approximately 291 students in 2024/25 with a capacity of approximately 263 students based on current space and program restrictions.

Due to growth in enrollment and addition of special programs, the building needed more classroom space inside the building in 2017/18. In addition, with increased enrollment, the need for additional space for student support needs and breakout areas were needed. The District installed a new modular classroom on the property to provide that space in 2017. The modular building holds two classroom size spaces which are currently occupied by the Music Classroom and the STEM Room. By moving these rooms to the modular building, space was created inside the school for additional classrooms and support spaces.

In 2023, the District received approval from the city to continue using the modular classrooms anticipating that it would not be needed once the new elementary opened in 2025. The District intends on reducing class size district-wide from 28 to 25. Even with this reduction, based on current enrollment and the need for space related to the Two Way Dual Language Program (TWDL) at Littlejohn as well as increased special programs throughout the District, the need for the mobile classroom is still necessary.

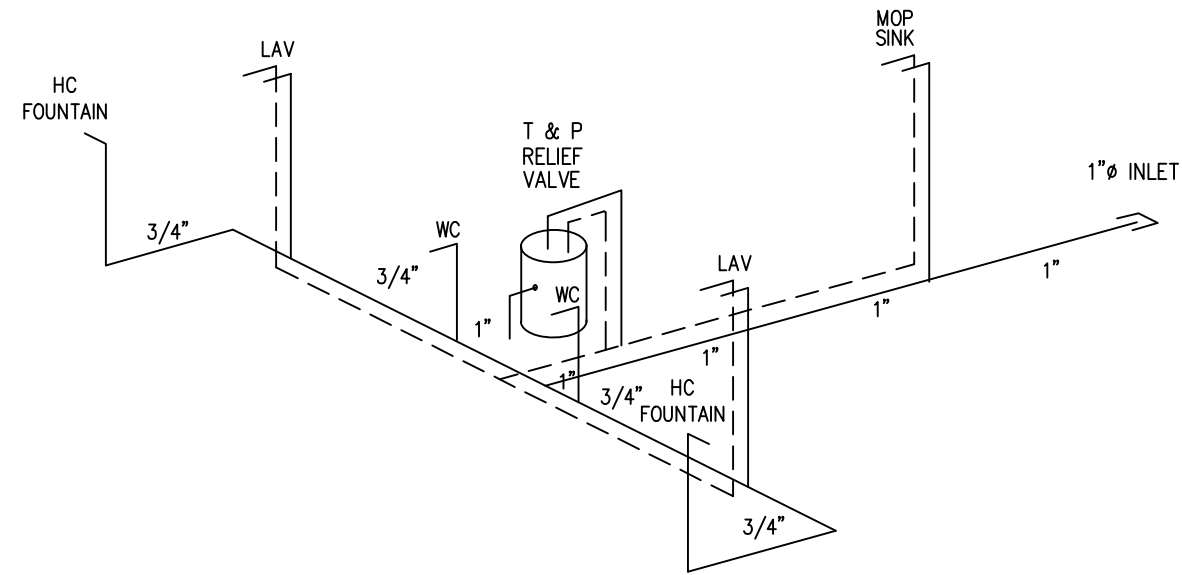
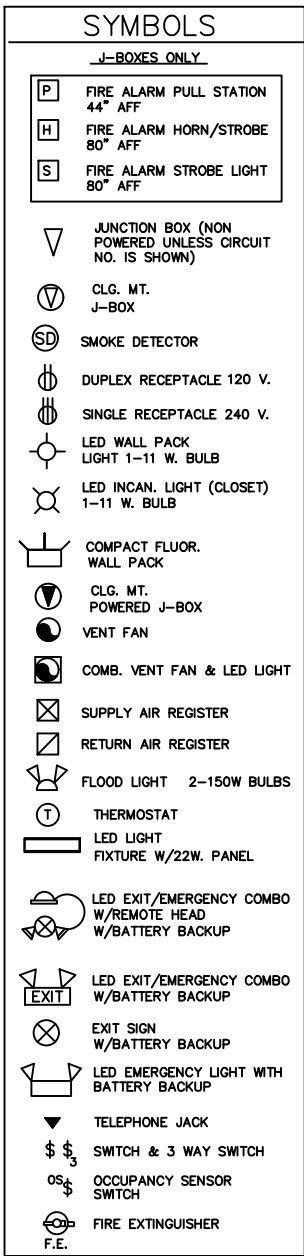
The District does plan to replace the current modular classroom with a new unit which will provide a vestibule and bathroom which the current unit does not provide. Over the Summer of 2025, the new unit will be placed in the same location as the current unit.

Annually, the District is still required to apply for a Temporary Facility Permit with the Regional Office of Education (ROE) after the District Architect completes the annual inspection. Any deficiencies noted by the District Architect are corrected immediately as a requirement for the ROE Permit.

The current zoning for the school is SFR2 Single Family Residential District. Schools are in a Special Use Area in a SFR2. The District is requesting an extension of the Special Use Permit from 2023.

ELECTRICAL SCHEDULE			'B'
CIRCUIT	NOMENCLATURE	BREAKER (AMPS)	WIRE (GAL.)
1, 3	HVAC	90 A (2P)	4-2 #6 GRND.
4, 6	RECEIPTCASE/FAN	20 A	12-2 NM
2	LIGHTING	15 A	14-2 NM

ELECTRICAL PANEL SIZING:		
DESCRIPTION	PANEL 'B'	KVA
.0035 KW/SF x 816 SF x 1.25 =		3.1
13 RECEPTS AT 180VA/1000 =		2.4
WATER HEATER 1.9 KW x 1.25 =		2.4
3 FANS @ .3 KW x 1.25 =		1.2
HVAC		15.9
TOTAL 22.6 KW		
TOTAL 240 V x 1000 = 95 AMPS		
INSTALL 150 AMP PANEL		
120/240 V 1Ø		




SUPPLY LINE SIZING IS BASED ON AN ASSUMED AVAILABLE PRESSURE OF 46 TO 60 PSI AT MAIN INLET AND SHOULD BE VERIFIED PRIOR TO CONSTRUCTION.

— — — COLD
— — — HOT


ALL SUPPLY LINES SHALL BE 3/4", ALL STUB-UPS SHALL BE 1/2" UNLESS OTHERWISE SPECIFIED.

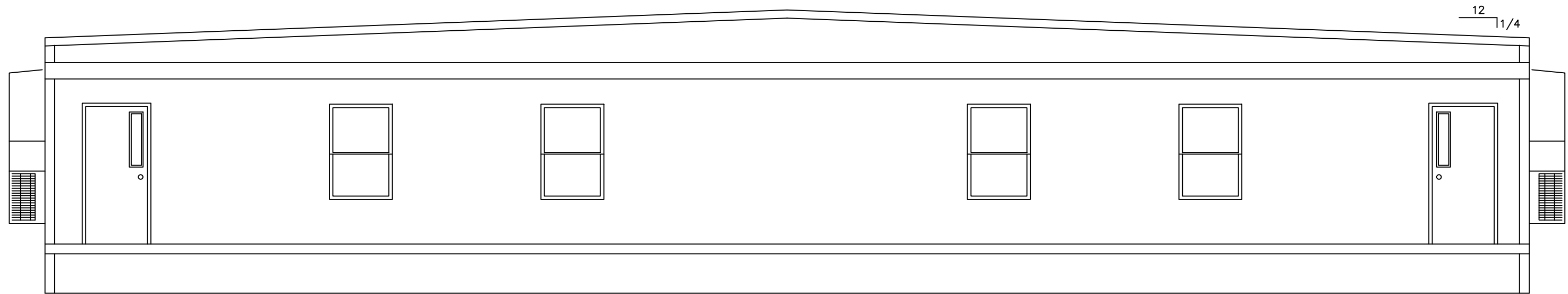
COLUMN STRAPPING SCHEDULE:	
(A) (2) 2x4 SYP #2 THIS HALF.	(B) (2) 2x4 SYP #2 EACH HALF.
(C) (3) 2x4 SYP #2 THIS HALF.	(D) (3) 2x4 SYP #2 EACH HALF.
(E) (4) 2x4 SYP #2 THIS HALF.	(F) (4) 2x4 SYP #2 EACH HALF.
(G) (5) 2x4 SYP #2 THIS HALF.	(H) (2) 2x6 SYP #2 EACH HALF.

 WITH RIDGE BEAM BEARING STIFFENER

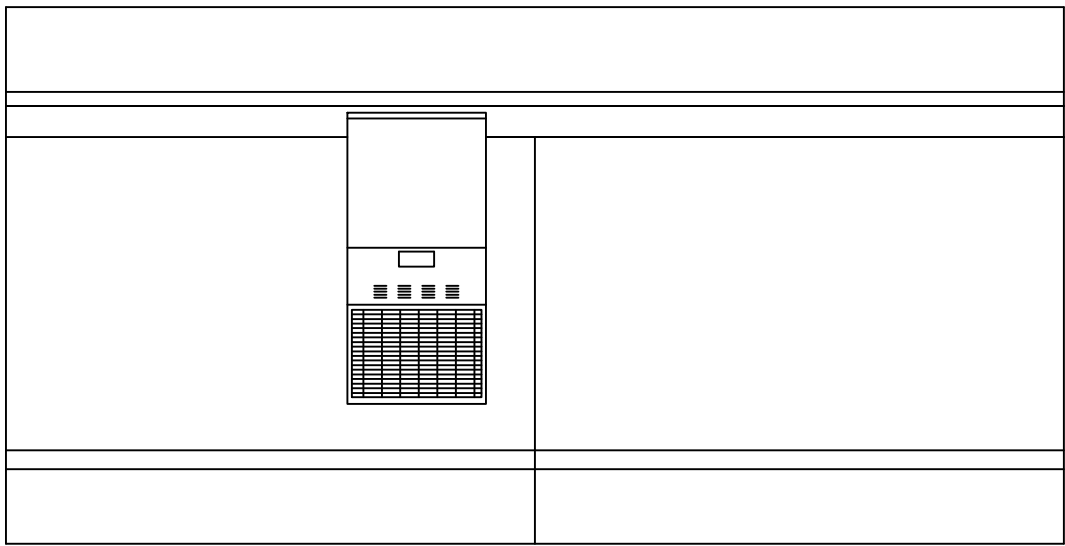
NOTES:
 1. ALL COLUMN STUDS SHALL BE GLUE/NAILED TOGETHER.
 PVA GLUE WITH 100% COVERAGE SHALL BE USED.
 2. INSTALL TWO STEEL STRAPS AT EACH STUD OF EACH COLUMN.
 3. COLUMN STUDS SHALL NOT BE NOTCHED OR BORED.

CONSULTING ENGINEER: NADER TOMASBI, P.E. - 58665 GLENRIVER DRIVE - GOSHEN, IN. 46528 - 574-370-3419

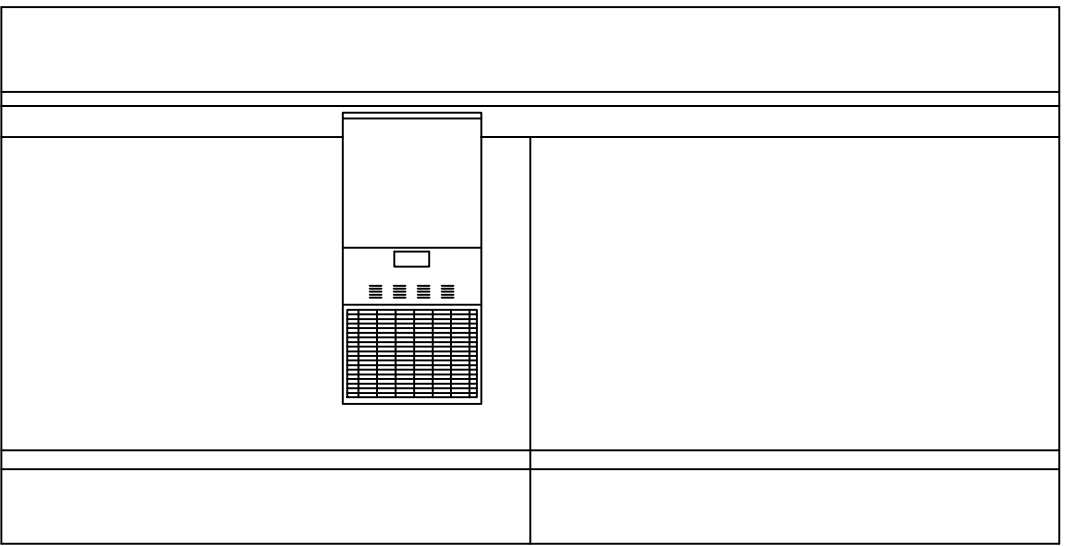
		DIAMOND BUILDERS INC. P.O. BOX 2200 DOUGLASS, GEORGIA 31534		440 THOMPSON DR. (912) 384-7080	
DATE: 5-7-25		REVISION:			
SCALE : NO SCALE					
CODES: SEE NOTES					
STATES: IA, MO, IN.		BY: N.T.			
REFERENCE: 12759					
DBI 12759 A/B		SHEET			
23'-4" x 70'-0" EDUCATION					
FLOOR PLAN		DESTINATION: DEKALB, IL.		2 OF 4	



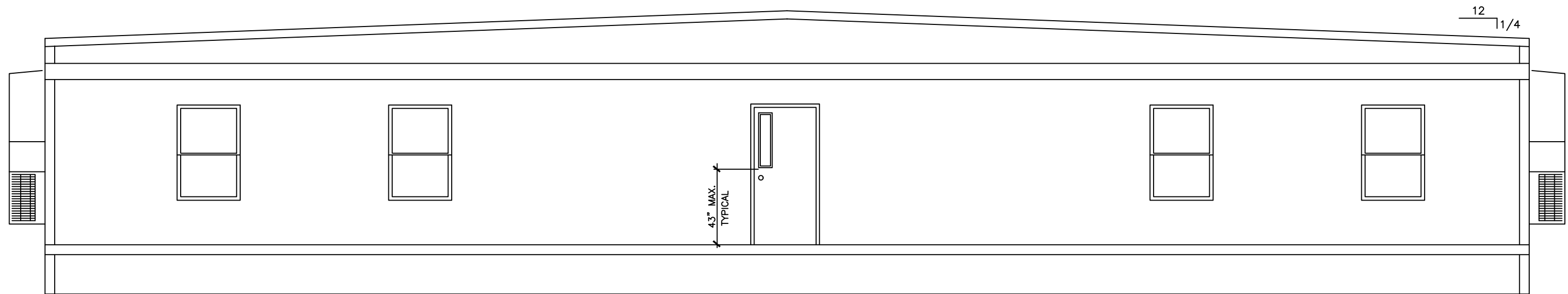
REAR ELEVATION



RIGHT ELEVATION



LEFT ELEVATION



FRONT ELEVATION


ELEVATION NOTES: TYPICAL
SEE-CROSS SECTION FOR
METHOD OF ROOF VENTILATION

ACCESSIBLE RAMP(S), STAIR(S),
AND HANDRAILS ARE SITE
INSTALLED, DESIGNED BY OTHERS,
AND SUBJECT TO LOCAL JURISDICTION.

FOUNDATION ENCLOSURE
(WHEN PROVIDED) MUST HAVE
1 SQUARE FOOT NET VENT AREA
PER 1/150TH OF THE FLOOR AREA,
AND AN 18" X 24" MINIMUM CRAWL
SPACE ACCESS, SITE INSTALLED BY
OTHERS SUBJECT TO LOCAL
JURISDICTION.

ELEVATIONS SHOWN ON THIS PAGE
REPRESENT BASIC COMPONENTS & ARE
NOT INTENDED TO BE ALL INCLUSIVE
NOR DO THESE ELEVATIONS DETAIL EVERY
CODE REQUIRED ASPECT OF THIS BLDG..
SITE BUILT STOOPS, STEPS, DECKS,
PORCHES, HANDRAILS AND/OR SIMILAR
ITEMS MUST BE PROVIDED BY OTHERS ON
SITE FOR COMPLIANCE WITH APPLICABLE
CODES. COMPLIANCE WITH ALL APPLICABLE
CODES PER LOCAL AUTHORITY HAVING
JURISDICTION, WHETHER DETAILED IN THIS
SET OR NOT, MUST BE MET

CONSULTING ENGINEER: NADER TOMASBI, P.E. - 58665 GLENRIVER DRIVE - GOSHEN, IN. 46528 - 574-370-3419

		DIAMOND BUILDERS INC. P.O. BOX 2200 DOUGLASS, GEORGIA 31534		440 THOMPSON DR. (912) 384-7080
DATE: 5-7-25		REVISION:		
SCALE : NO SCALE				
CODES: SEE NOTES				
STATES: IA, MO, IN.		BY: N.T.		
REFERENCE: 12759		SHEET		
DBI 12759 A/B 23'-4" x 70'-0" EDUCATION		3 OF 4		
ELEVATIONS		DESTINATION: DEKALB, IL.		



Littlejohn Elem. School – Amend Special Use Permit – Modular Classroom
Public Response Form

Owners Name: Frederick J, Lois Lathrop

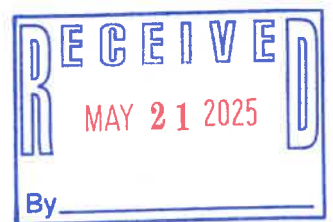
Property Address: 210 OAK Dr. DEKALB IL 60115

Basic Input:

- ☒ I support the proposal.
- ☐ I support the proposal in general but would like to see specifics before I decide.
- ☐ I do not support the proposal.

Written Comments:

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.



Littlejohn Elem. School – Amend Special Use Permit – Modular Classroom
Public Response Form

Owners Name: Jason Leverton

Property Address: 1221 N. 13th St.

Basic Input: I will likely not be present,
but please read my comments.

☐ I support the proposal.

☐ I support the proposal in general but would like to see specifics before I decide.

☒ I do not support the proposal.

Thanks.

Written Comments:

- When this modular classroom was first
proposed, it was supposed to be temporary,
but it has now been there for several years.

- An additional grade school is about to
open, with one goal to relieve over-crowding
in existing grade schools. Hopefully this
will result in making the modular classroom unnecessary.

- A modular classroom is not as safe
in extreme weather, especially a tornado.
situation where the building offers no protection.

- This is inconvenient for staff & students
to move in and out of the modular classroom
going to/from the school, also exposing
them to weather elements.



LEGAL NOTICE

NOTICE is hereby given that a public hearing will be held before the DeKalb Planning and Zoning Commission at its regular meeting on Monday, June 2, 2025, at 6:00 p.m. in the Yusunas Meeting Room at the DeKalb Public Library, 309 Oak St., DeKalb, IL, on the petition by the DeKalb CUSD #428 to amend the Special Use Permit approved by Ordinance #2023-021 to extend the time frame for a modular classroom to remain at Littlejohn Elementary School located at 1133 N. 13th St. for three (3) more years. The subject site has a Parcel Identification Number (PIN) of 08-14-453-037 and is zoned "SFR2" Single-Family Residential.

All interested persons are invited to appear and be heard at the time and place listed above. Interested persons are also encouraged to submit written comments on the proposal to the City of DeKalb, Community Development Department, 164 E. Lincoln Highway, DeKalb, Illinois, 60115 by 12:00 p.m. on Monday, June 2, 2025, or by e-mail to dan.olson@cityofdekalb.com. Further information regarding the petition is available from the Community Development Department at (815) 748-2361 or on the City of DeKalb's web page at <https://www.cityofdekalb.com/1103/Public-Hearings>.

Max Maxwell, Chair

DeKalb Planning and Zoning Commission



SPECIAL USE PERMIT PETITION

TO: Community Development Department of the City of DeKalb, Illinois

FROM: Petitioner Name(s): DeKalb CUSD #428 Phone: 815-754-2350
Petitioner's Representative: Tammy Carson Email: tammy.carson@d428.org
Mailing Address: 901 S. 4th St.
DeKalb, IL 60115

Property Owner: Same as Petitioner Phone: _____
Mailing Address: _____ Email: _____

1. The petitioner hereby petitions the City of DeKalb to approve a Special Use Permit for the following property:
 - A. Legal Description and Parcel Number (s) – If necessary, attach the full legal description on a separate piece of paper: PIN 08-14-453-037

 - B. Street Address or Common Location: 1133 N. 13th St.
 - C. Size of Property (square feet or acres): 11.11 acres
 - D. Existing Zoning: SFR2
 - E. Proposed Special Use (as listed in the UDO): Amend Ord. 2023-021 to extend the time frame 3 years for allowance of a modular classroom
 - F. Proposed Use and Description: On a separate document, describe the proposed use's characteristics. Also, indicate whether or not the proposed use would: a) Prevent development and use of neighboring property; b) impact adjacent existing and future land uses; c) impact adjacent property values; d) impact the general public's health, safety, and welfare; and e) be in conformance with all elements of the "UDO," Unified Development Ordinance

2. The petitioner hereby submits the following information:

☒ Vicinity map of the area proposed for the special use

☐ Petition fee (\$500.00)

☒ 2 full size copies and an electronic copy of a site plan, which must show the following items (per the requirements of Article 14.03.03 of the UDO):

☐ Property dimensions

☐ Location and use of proposed structures

☐ Number and location of parking spaces and loading area. Number of required parking spaces per the UDO

☐ Location and type of landscaping (including existing trees 6" in diameter or greater and existing tree masses

☐ Location, type, and height of fencing or walls

☐ Location and width of driveways and curb cuts; internal traffic patterns

☐ Floor area (square footage)

☐ Location of exterior lighting

☐ Location, type, and height of signage

☐ Direction of storm water flow, location of detention area

(Note to Petitioner: A site plan for a special use permit is intended to be a schematic plan only. All plans must eventually conform to other City standards prior to the issuance of any building permits or other permits.)

3. The petitioner hereby states that a pre-application conference ☐* was ☒ was not held with City staff prior to the submittal of this petition.

*Date of pre-application conference: _____

Those in attendance: _____

(Note to Petitioner: A pre-application conference with staff is highly encouraged to avoid delays and help in the timely processing of this petition.)

4. The petitioner hereby agrees that this petition will be placed on the Planning and Zoning Commission's agenda only if it is completed in full and submitted in advance of established deadlines.

5. The petitioner has read and completed all of the above information and affirms that it is true and correct.


Petitioner Signature


Date

I hereby affirm that I am the legal owner (or authorized agent or representative of the owner – proof attached) of the subject property and authorize the petitioner to pursue this Special Use Permit petition as described above (petitioner must sign if they are the owner).


Property Owner Signature


Date

AUTHORIZING AN AMENDMENT TO THE SPECIAL USE PERMIT APPROVED BY ORDINANCE 2020-044 IN ORDER TO EXTEND THE TIMEFRAME FOR A MODULAR CLASSROOM TO REMAIN ON THE SITE AT 1121 SCHOOL STREET, DEKALB, ILLINOIS (LITTLEJOHN ELEMENTARY SCHOOL).

WHEREAS, the City of DeKalb (the "City") is a home rule unit of local government and may exercise any power and perform any function pertaining to its government and affairs pursuant to Article VII, Section 6, of the Illinois Constitution of 1970; and

WHEREAS, DeKalb Community School District 428 (the "Petitioner"), who is the owner of the property located at 1121 School Street, DeKalb, Illinois (the "Property"), petitioned the City to approve an amendment to the special use permit approved by Ordinance 2020-044 to extend the time for a modular classroom to remain on the Property to August 15, 2025 (the "Petition"); and

WHEREAS, on May 15, 2023, pursuant to due notice, the City's Planning and Zoning Commission (the "PZC") held a public hearing on the Petition, made findings of fact, and recommend approving the Petition; and

WHEREAS, the City's corporate authorities adopt and incorporate by reference the PZC's findings of fact and recommendation, find that approving the Petition is in the City's best interests for the protection of the public health, safety and welfare, and specifically find that the Petition satisfies the following standards:

STANDARDS OF A SPECIAL USE – ARTICLE 14.03.05(2) OF THE UNIFIED DEVELOPMENT ORDINANCE ("UDO")

- 1. The proposed special use complies with all provisions of the applicable district regulations.**

Littlejohn Elementary School has been located on the subject property since 1954. A special use permit was issued in 2001 and 2017 for a modular classroom. The City granted a three-year extension in 2020, which expires on June 22, 2023. The subject property is zoned "SFR2" Single-Family Residential, which requires a special use for public school buildings. The modular classroom will remain in its current location and meets all setbacks and other zoning requirements of the "SFR2" District and the UDO.

- 2. The proposed special use will not be unreasonably detrimental to the value of other property in the neighborhood in which it is to be located or to the public welfare at large.**

The proposed special use will not have a detrimental effect on the adjacent properties or land uses. An elementary school has existed on the site since 1954. A modular classroom was located on the site from 2001 to 2011 in approximately the same location. A modular classroom was re-established on the property in 2017 and has not been a detriment to the neighborhood. The nearest home to the modular classroom is about 160 feet away.

- 3. The location and size of the special use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the special use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations.**

The special use will not dominate the immediate area and will not prevent development on neighboring properties. The surrounding area is already developed with single-family residential

uses and the school has existed on the site since 1954. The modular classroom was previously located on the site for approximately 10 years from 2001 to 2011, and the current modular classroom has been on the property since 2017. The location of the modular classroom on the site has not dominated the immediate area and meets the UDO's requirements.

4. Adequate utility, drainage and other such necessary facilities have been or will be provided.

Adequate public services are already provided to the subject site and the modular classroom. The appropriate utilities are provided to the classroom and additional lighting was added to the area between the school building and modular classroom in 2017.

5. The proposed use, where such developments and uses are deemed consistent with good planning practice, or can be operated in a manner that is not detrimental to the permitted developments and uses in the district; can be developed and operated in a manner that is visually compatible with the permitted uses in the surrounding area; shall in all other respects conform to the applicable regulations of the district in which it is located; and is deemed essential or desirable to preserve and promote the public health, safety and general welfare of the City of DeKalb.

A modular classroom has been located in the same place since 2017 and has operated in a manner that is compatible with the surrounding area. An annual inspection is conducted on the modular classroom and a Temporary Facility Permit is issued by the DeKalb County Regional Office of Education. The modular classroom will allow the school district to serve the educational needs of the community, which promotes the public health, safety and general welfare of the City.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DEKALB, ILLINOIS:

SECTION 1: The recitals to this Ordinance are true, material, adopted and incorporated as Section 1 to this Ordinance.

SECTION 2: This Ordinance is limited and restricted to the Property described as follows:

The property is commonly known as 1121 School Street, DeKalb, IL 60115, Parcel Identification Number (PIN) 08-14-453-037, and is shown on the attached and incorporated Exhibit B.

SECTION 3: The City's corporate authorities adopt and approve an amendment to Ordinance 2020-044 to extend the time frame for a modular classroom to remain on the Property, subject to the following condition:

1. The modular classroom may remain on the Property in the location shown on the attached and incorporated Exhibit A until August 15, 2025, and shall, on or before August 15, 2025, be removed from the Property and the surface beneath the modular classroom shall be restored to its pre-installation, grassed condition.

SECTION 4: The City's corporate authorities authorize and direct the City Manager or designee to record this Ordinance in the DeKalb County Clerk and Recorder's Office.

SECTION 5: This Ordinance and each of its terms shall be the effective legislative act of a home rule municipality without regard to whether such ordinance should (a) contain terms contrary to the provisions of current or subsequent non-preemptive state law, or (b) legislate in a manner or regarding a matter not delegated to municipalities by state law. It is the intent of the City's corporate authorities that to the extent that the terms of this Ordinance should be inconsistent

with any non-preemptive state law, this Ordinance shall supersede state law in that regard within its jurisdiction.

SECTION 6: This Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois at a Regular meeting thereof held on the 22nd day of May 2023, and approved by me as Mayor on the same day. Passed on First Reading by an 8-0 roll call vote. Aye: Zasada, Larson, Smith, Perkins, McAdams, Verbic, Walker, Barnes. Nay. None. Second Reading waived by an 8-0 roll call vote. Aye: Zasada, Larson, Smith, Perkins, McAdams, Verbic, Walker, Barnes. Nay. None.



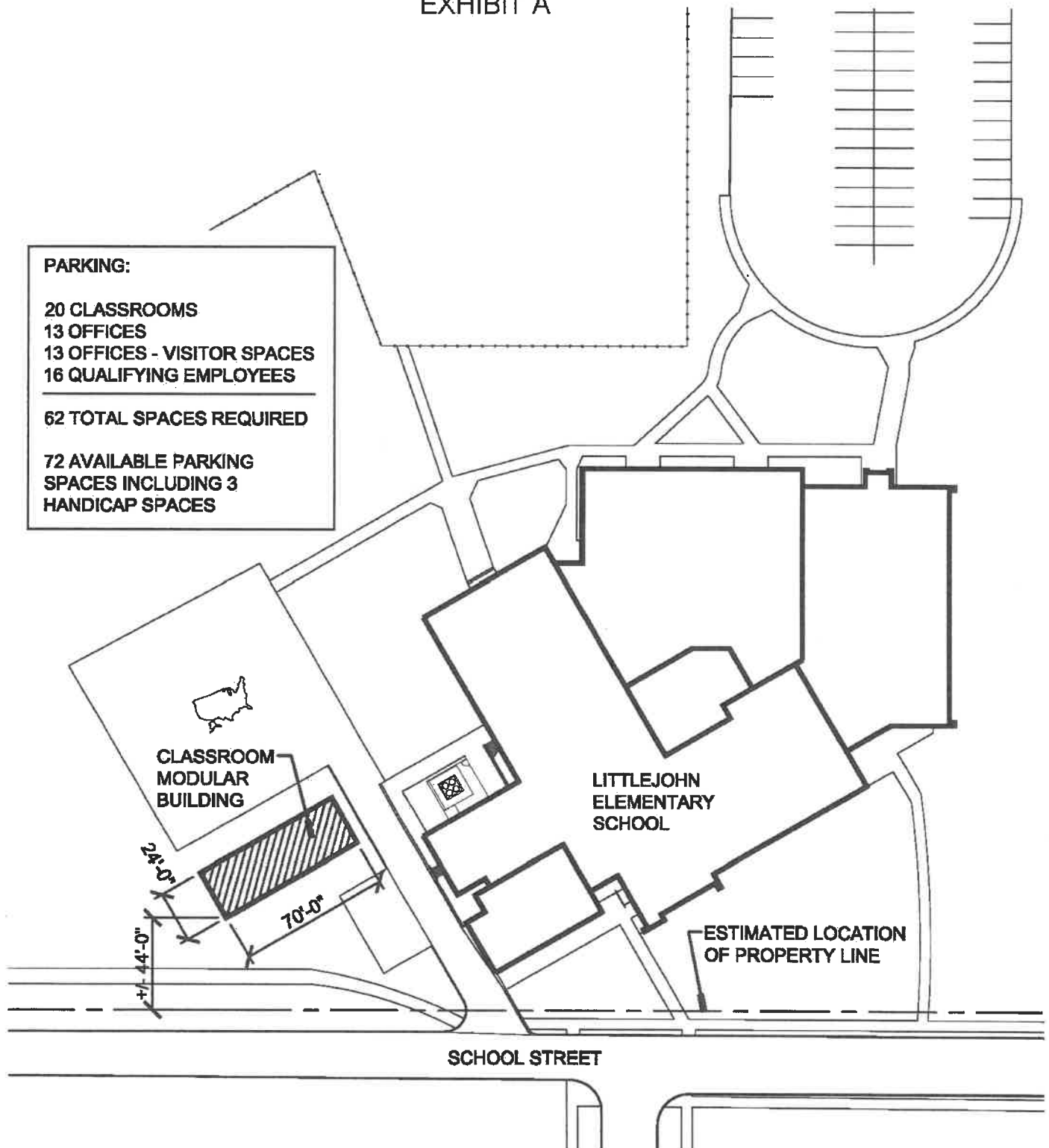

COHEN BARNES, Mayor

ATTEST:



Ruth A. Scott, Executive Assistant

EXHIBIT A



1

PARTIAL SITE PLAN

SCALE: 1/64"=1'-0"



LITTLEJOHN ELEMENTARY SCHOOL
MODULAR CLASSROOM
DEKALB CUSD #428



RICHARD L. JOHNSON
ASSOCIATES | ARCHITECTS

JOB NO. 17-040

DATE: June 15, 2017

A2

EXHIBIT B





2023003498

TASHA SIMS

RECORDER - DEKALB COUNTY, IL

RECORDED: 5/24/2023 11:00 AM

REC FEE: 75.00

PAGES: 6

STATE OF ILLINOIS)
COUNTY OF DEKALB) SS
CITY OF DEKALB)

POOR ORIGINAL OR CONTAINS COLORED INK
RECORDER NOT RESPONSIBLE
FOR REPRODUCTION

CERTIFICATION

I, **RUTH A. SCOTT**, am the duly qualified and appointed Executive Assistant of the City of DeKalb, DeKalb County, Illinois, as authorized by Local Ordinance 2019-059, and as such Executive Assistant, I maintain and am safe-keeper of the records and files of the Mayor and City Council of said City.

I do hereby certify that the attached hereto is a true and correct copy of:

ORDINANCE 2023-0021

AUTHORIZING AN AMENDMENT TO THE SPECIAL USE PERMIT APPROVED BY ORDINANCE 2020-044 IN ORDER TO EXTEND THE TIMEFRAME FOR A MODULAR CLASSROOM TO REMAIN ON THE SITE AT 1121 SCHOOL STREET, DEKALB, ILLINOIS (LITTLEJOHN ELEMENTARY SCHOOL).

PASSED BY THE CITY COUNCIL of the City of DeKalb, Illinois, on the 22nd day of May 2023.

WITNESS my hand and the official seal of said City this 23rd day of May 2023.



RUTH A. SCOTT, Executive Assistant/Recording Secretary

Prepared by and Return to:

City of DeKalb
City Manager's Office
Attention: Ruth A. Scott
164 E. Lincoln Highway
DeKalb, Illinois 60115

**COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT**
May 29, 2025

TO: DeKalb Planning and Zoning Commission
FROM: Dan Olson, Planning Director
RE: Variance – 626 Spring Ave. (Michelle Erckfritz)

I. GENERAL INFORMATION

- | | | |
|----|---------------------------------|--|
| A. | Purpose | To allow a 6-foot-high privacy fence in a portion of the front yard along S. 7 th St. |
| B. | Location/Size | 626 Spring Ave./ .18 acres |
| C. | Petitioner | Michelle Erckfritz |
| D. | Existing Zoning | “SFR2”; Single-Family Residential District |
| E. | Existing Land Use | Single-Family Home |
| F. | Surrounding Zoning and Land Use | North: “SFR2”; Single-Family Residential
South: “SFR2”; Single-Family Residential
East: “LI”; Commercial - Industrial
West: “SFR2”; Single-Family Residential |
| G. | Comprehensive Plan Designation | Low Density Residential |

II. BACKGROUND AND ANALYSIS

The City received a variance petition from Michelle Erckfritz of 626 Spring Ave. The petitioner is requesting a variance to Articles 7.06.3, 7.06.4.b and 7.06.6 of the Unified Development Ordinance (UDO) to allow a six (6) foot-high cedar privacy fence in a portion of the front yard along S. 7th St. The UDO states that privacy fences cannot be over three (3) feet tall if they are in front of the front building line (home).

The fence will start on the south side of the asphalt driveway and stretch 14 feet into the front yard along S.7th St. The fence will then extend south to the south lot line and then to the southwest corner of the lot. The fence is not proposed to extend along the west property line because there is an existing chain link fence on the adjacent property to the west. The final portion of the fence will connect the southwest corner of the home with the west lot line.

The applicant states they are making the request for the six (6) foot high privacy for safety and privacy reasons. The home is 25 feet from the right-of-way line along S. 7th St. and the proposed fence will go 14 feet into that yard. This leaves 11 feet of open space along S. 7th St. between the sidewalk and proposed fence. The lot is 57.19 feet wide and 140.92 feet in depth (8,059 sq. ft.), which results in a small area for a usable back yard and greatly limits the area where a six (6) foot high privacy fence could be placed. The subject parcel has the narrowest width of any corner lot that abuts the west side S. 7th St. between Taylor St. and Fairview Dr. The location where the petitioner can place a six (6) foot high privacy fence, under current City regulations, hinders their ability to enjoy the privacy and safety of their full yard.

The proposed fence will not impair the public health and safety and will not have a negative impact on the surrounding neighborhood and will not impede traffic or cause any safety issues. The fence will not be in the sight-distance triangle (25' from the intersection in both directions). A plat of survey is provided in the background materials showing the proposed fence and the sight-distance triangle.

III. FINDINGS OF FACT FOR VARIATIONS

The request has been reviewed using the criteria regarding variances stated in Article 18, Section 18.03.03 of the UDO, titled "Findings of Fact," as follows:

1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of that district.

The subject lot is zoned "SFR2" Single-Family Residential District. The Unified Development Ordinance (UDO) states that privacy fences in front of the front building line (home) cannot be over three (3) feet tall.

The subject lot is 57.19 feet wide and 140.92 feet in depth (8,059 sq. ft.) which results in a small area for a usable back yard and greatly limits the area where a six (6) foot high



privacy fence could be placed. The subject parcel has the narrowest width of any corner lot that abuts the west side S. 7th St. between Taylor St. and Fairview Dr. The location where the petitioner can place a six (6) foot high privacy fence, under current City regulations, hinders their ability to enjoy the privacy and safety of their full yard.

2. The extraordinary or exceptional conditions of the property, requiring the request for the variance, were not caused by the applicant.

The subject lot is .18 acres (8,059 sq. ft.) and has existed since 1960 when the subdivision plat for the area was recorded. The applicant purchased the property in 2023. The existing shape of the property, layout of the home on the site and resulting variance request were not caused by the applicant.

3. The proposed variance will alleviate a peculiar, exceptional, or undue hardship, as distinguished from a mere inconvenience or pecuniary hardship.

The home is 25 feet from the right-of-way line along S. 7th St. and the proposed fence will go 14 feet into that yard. This leaves 11 feet of open space along S. 7th St. between the sidewalk and proposed fence. The subject lot is 8,059 sq. ft. and is 57.19 feet wide and 140.92 feet long. The subject property is a corner lot which limits the area where a six-foot high privacy fence can be placed. There is an exceptional hardship based upon the size of the usable backyard compared to neighboring properties if the applicant placed the fence per the UDO requirements.

4. The denial of the proposed variance will deprive the applicant of the use of his/her property in a manner equivalent to the use permitted to be made by the owners of property in the immediate area.

The subject parcel has the narrowest width of any corner lot that abuts the west side S. 7th St. between Taylor St. and Fairview Dr. The lot is 57.19 feet wide and 140.92 feet long (8,059 sq. ft.) resulting in a large area that is considered the front yard. This leaves little area for a usable back yard and greatly limits the area where a six (6) foot high privacy fence could be placed.

5. The proposed variance will result in a structure that is appropriate to and compatible with the character and scale of structures in the area in which the variance is being requested.

The fence is proposed at 11 feet off the sidewalk along S. 7th St. providing some green space. The proposed fence will not alter the character and scale of the structures in the neighborhood. In addition, the proposed fence will not impact the visibility of any adjoining home or any motorist.

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



or impair established property values within the surrounding area or in any other respect impair the public health, safety, comfort, morals, or welfare of the inhabitants of the City of DeKalb.

The fence will not impair an adequate supply of light and air to adjacent properties. Furthermore, it will not impair the public health and safety and will not have a negative impact on the surrounding neighborhood and will not impede traffic or cause any safety issues. The City received an e-mail from Katie Poole of 630 Karen Ave. Ms. Poole mentioned support for the variance request but had a question about the visibility for motorist along Spring Ave. turning onto S. 7th St. City staff responded that the proposed fence will not be in the sight-distance triangle and will not endanger public safety.

IV. PUBLIC INPUT

The City received an e-mail from Katie Poole of 630 Karen Ave. Ms. Poole mentioned support for the variance request, but had a question about the visibility for motorist along Spring Ave. turning onto S. 7th St. City staff responded the proposed fence will not be in the sight-distance triangle and will not endanger public safety.

V. RECOMMENDATION

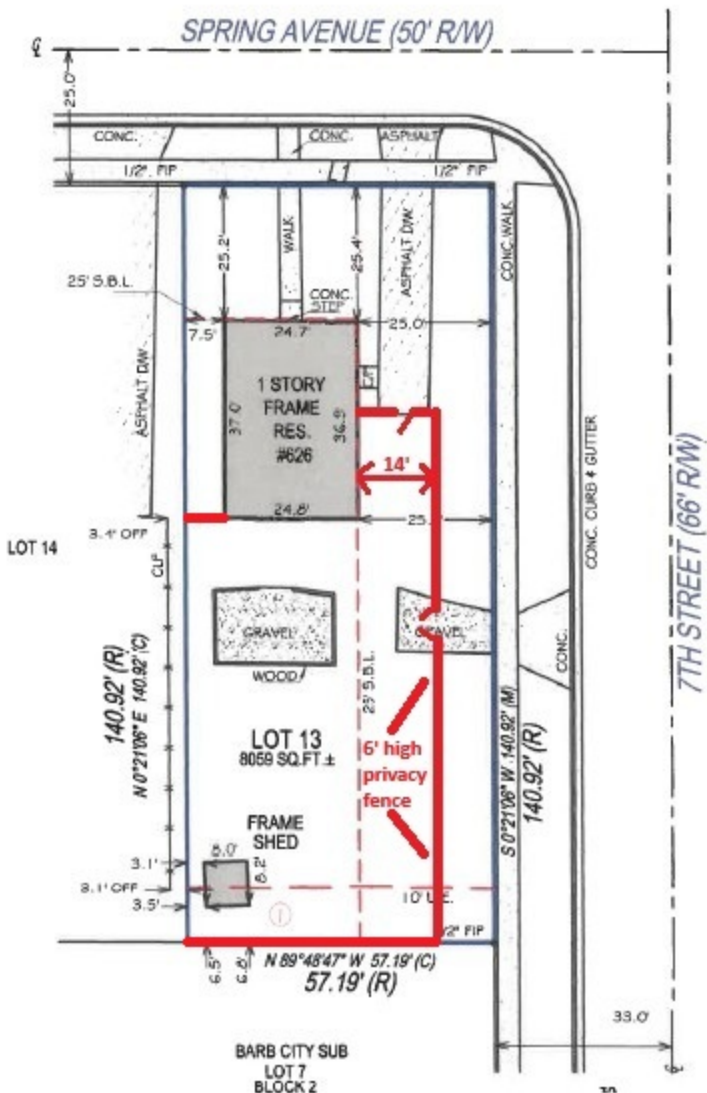
Per the UDO, decisions to approve or deny variances lie solely with the Planning and Zoning Commission. The staff supports the request, and a sample motion is provided below.

Sample Variation Motion:

Based on the submitted petition, testimony presented and findings of fact, I move the Planning and Zoning Commission approve a variance to Articles 7.06.3, 7.06.4.b and 7.06.6 of the Unified Development Ordinance to allow a 6-foot-high privacy fence in a portion of the front yard along S. 7th St. for the property located at 626 Spring Ave. as shown on Exhibit A of the staff report dated May 29, 2025.



EXHIBIT A





Spring Av

S 7th St

Karen Av



S 6th St

S 7th St

1145

1149

529

1146

1148

605

1151

1155

635

1154

1202

636

638

1203

1221

622

626

1307

622

1411

1500

524

530

602

608

614

517

521

525

529

603

607

611

615

619

623

518

524

530

602

606

610

614

618

622

626

513

521

605

607

615

621

514

522

602

608

616

622

630

526

521

525

531

607

615

623

533

526

520

608

614

622

1500

SPRING AVENUE (50' R/W)





Michelle Erckfritz
626 Spring Ave., Dekalb, IL 60115
Parcel Identification Number 08-26-305-010 | Lot Size: 57.90"x140.92"

STANDARDS OF FINDING OF FACT FOR VARIATIONS

- 1. The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations of that district**

The subject lot is zoned "SFR2" Single-Family Residential District. The Unified Development Ordinance (UDO) states that privacy fences in front of the front building line (house) cannot be over three (3) feet tall.

The applicant's house is about 25 feet from the edge of the sidewalk along Seventh Street. The lot is 57.90 feet wide and 140.92 feet in depth (8,159 sq. ft.) which results in a small area for a usable back yard and greatly limits the area where a six (6) foot high privacy fence, under current City regulations, hinders their ability to enjoy the privacy and safety of their full yard.

- 2. The extraordinary or exceptional conditions of the property, requiring the request for the variance, were not caused by the applicant.**

The subject lot is 8,159 sq. ft. and has existed since 1950. The applicant purchased the property in 2023. The existing shape of the property and adjoining lots, layout of the house on the site and resulting variance request were not caused by the applicant.

- 3. The proposed variance will alleviate a peculiar, exceptional, or undue hardship, as distinguished from a mere inconvenience or pecuniary hardship.**

The subject lot is 8,159 sq. ft. and is 57.90 feet wide and 140.92 feet in depth. The subject property is a corner lot which limits the area where a six-foot high privacy fence can be placed. There is an exceptional hardship based upon the size of the usable backyard compared to neighboring properties if the applicant placed the fence per the UDO requirements.

- 4. The denial of the proposed variance will deprive the applicant of the use of his/her property in a manner equivalent to the use permitted to be made by the owners of property in the immediate area.**

The subject site is a corner lot and is narrow compared to many other corner lots in the City. The applicant's home is 25 feet from the edge of the sidewalk along Seventh Street. The lot is 57.90 feet wide by 140.92 feet in length (8,159 sq. ft.) resulting in a large area that is considered the front yard. This leaves little area for a usable back yard and greatly limits the area where a six (6) foot high privacy fence could be placed. The fence will be placed 14 feet off the sidewalk to provide some green space.

- 5. The property variance will result in a structure that is appropriate to and compatible with the character and scale of structures in the area in which the variance is being requested.**

The fence is proposed at 14 feet off the sidewalk along Seventh Street. The proposed fence will not alter the character and scale of the structures in the neighborhood. In addition, the proposed fence will not affect the visibility of any adjoining home.

- 6. The proposed variation will not impair an adequate supply of light and air to adjacent property; unreasonably increase the congestion in public streets, increase the danger of fire or endanger the public safety, unreasonably diminish or impair established property values within the surrounding area or in any other respect impair public health, safety, comfort, morals, or welfare of the inhabitants of the City of Dekalb.**

The fence will not impair an adequate supply of light and air to adjacent properties. Furthermore, it will not impair the public health and safety and will not have a negative impact on the surrounding neighborhood and will not impede traffic or cause any safety issues.

From: [Olson, Dan](#)
To: [Katie Poole](#)
Subject: RE: Public Notice - 626 Spring Street
Date: Tuesday, May 13, 2025 9:31:00 AM
Attachments: [626 Spring Ave - Exhibit - Sight Distance Triangle.png](#)
[image001.png](#)
[626 Spring Ave - Aerial - Wide II.pdf](#)

Katie,

Good morning. Thanks for the e-mail. The proposed fence at 626 Spring Ave. will not be in the sight distance triangle (25' from intersection in both directions). I attached the site plan showing the sight distance triangle as defined by our Unified Development Ordinance (Article 7.10 – link below). I'm not familiar with the fence you proposed, but if it was within the sight distance triangle, it would not be allowed.

If you have any questions, let me know. A copy of your e-mail will be provided to the applicant and the Planning & Zoning Commission.

<http://cityofdekalb.com/DocumentCenter/View/6665> Article 7.10

Dan Olson, AICP | Planning Director
City of DeKalb | 164 E. Lincoln Highway | DeKalb, IL 60115
Phone: 815-748-2361
Email: dan.olson@cityofdekalb.com | Website: www.cityofdekalb.com



From: Katie Poole <kpoole2586@gmail.com>
Sent: Monday, May 12, 2025 3:59 PM
To: Olson, Dan <Dan.Olson@CITYOFDEKALB.com>
Subject: Public Notice - 626 Spring Street

[**NOTICE:** This message originated outside of the City Of DeKalb mail system -- **DO NOT CLICK** on **links** or open **attachments** unless you are sure the content is safe.]

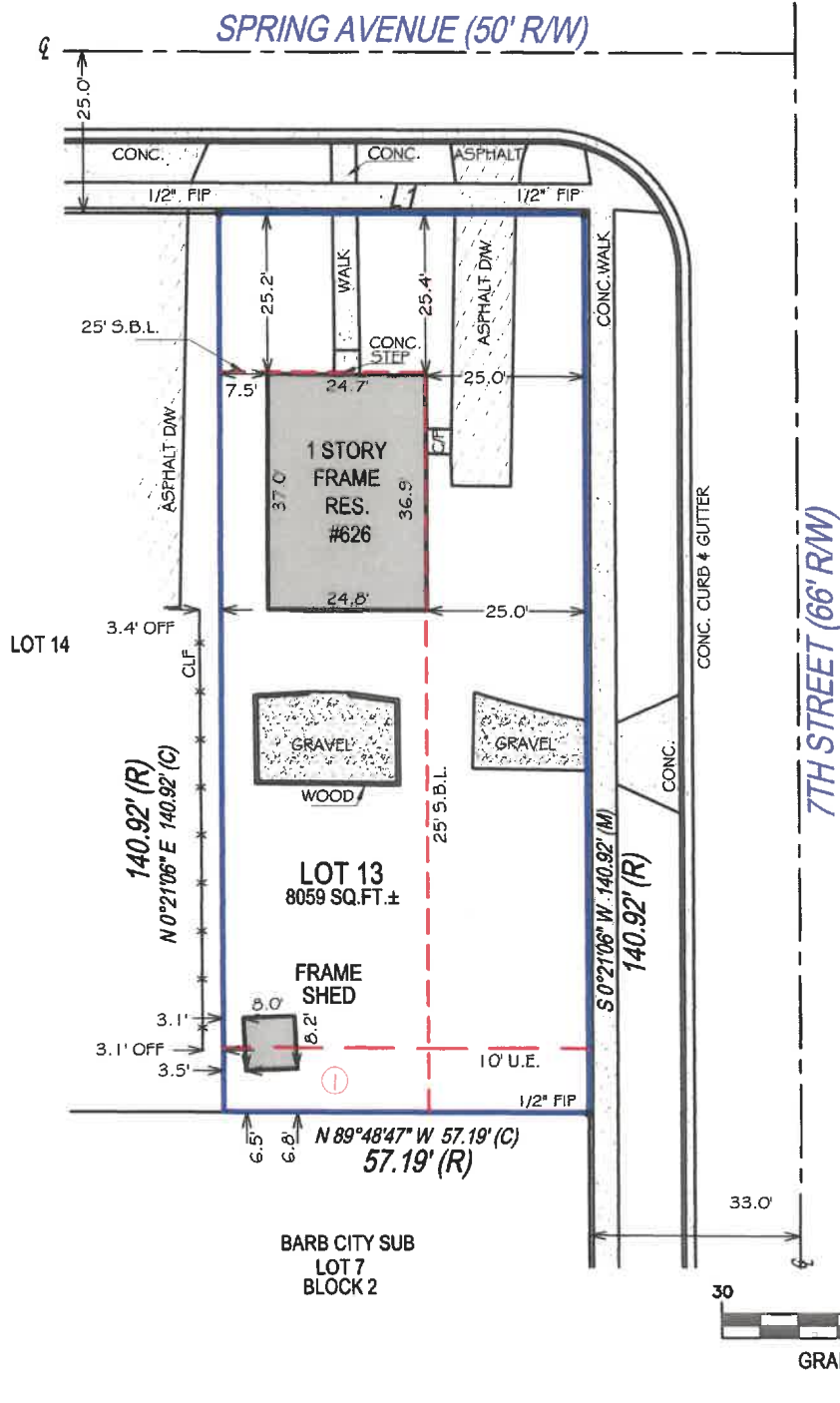
Hello,

This is to be shared at the Public Notice for 626 Spring Street.

I am Michelle's neighbor and looked into a privacy fence due to the amount of SPEEDING traffic up and down South 7th. I support this, but I do have one question. Is the stop sign on the NE corner of Michelle's lot being considered? We had a triangular line of sight issue with our stop sign in the NE corner, which inevitably prevented us from getting the fence due to visibility safety concerns. Isn't this going to

be the same issue?

Thanks,
Katie



STATE OF ILLINOIS } SS
COUNTY OF GRUNDY

THIS IS TO CERTIFY THAT THIS PROFESSIONAL SERVICE CONFORMS TO
THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY
SURVEY. GIVEN UNDER MY HAND AND SEAL THIS DATE HEREON.

David S Reifke



ILLINOIS PROFESSIONAL LAND SURVEYOR No. 3712
LICENSE EXPIRES 11/30/2024
EXACTA LAND SURVEYORS, LLC
PROFESSIONAL DESIGN FIRM 184008059-0008

POINTS OF INTEREST:
1. SHED OVER EASEMENT



Exacta Land Surveyors, LLC
PLS# 184008059
o: 773.305.4011
316 East Jackson Street | Morris, IL 60450



DATE OF SURVEY: 05/15/23
FIELD WORK DATE: 5/12/2023
REVISION DATE(S): (REV.0 5/15/2023)

SEE PAGE 2 OF 2 FOR LEGAL DESCRIPTION
PAGE 1 OF 2 - NOT VALID WITHOUT ALL PAGES

LEGAL NOTICE

NOTICE is hereby given that a public hearing will be held before the DeKalb Planning and Zoning Commission at its regular meeting on Monday, June 2, 2025, at 6:00 p.m. in the Yusunas Meeting Room at the DeKalb Public Library, 309 Oak St., DeKalb, IL, on the petition by Michelle Erckfritz for approval of a variance to Articles 7.06.3., 7.06.4b and 7.06.6 of the Unified Development Ordinance to allow a 6-foot-high privacy fence in a portion of the front yard along S. 7th St. for the property located at 626 Spring Ave. The subject site has a Parcel Identification Number of 08-26-305-010 and is zoned “SFR2” Single-Family Residential District.

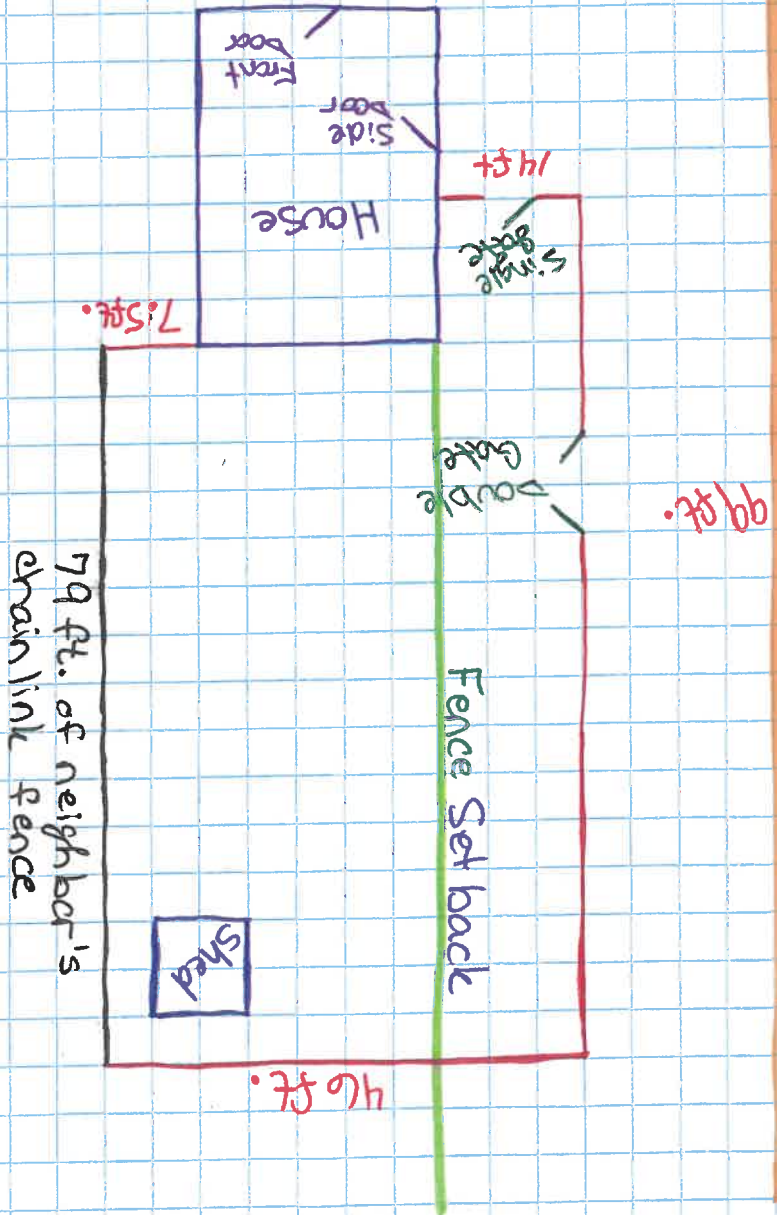
All interested persons are invited to appear and be heard at the time and place listed above. Interested persons are also encouraged to submit written comments on the proposal to the City of DeKalb, Community Development Department, 164 E. Lincoln Highway, DeKalb, Illinois, 60115 by 12:00 p.m. on Monday, June 2, 2025, or by e-mail to dan.olson@cityofdekalb.com. Further information regarding the petition is available from the Community Development Department at (815) 748-2361 or on the City of DeKalb’s web page at <https://www.cityofdekalb.com/1103/Public-Hearings>.

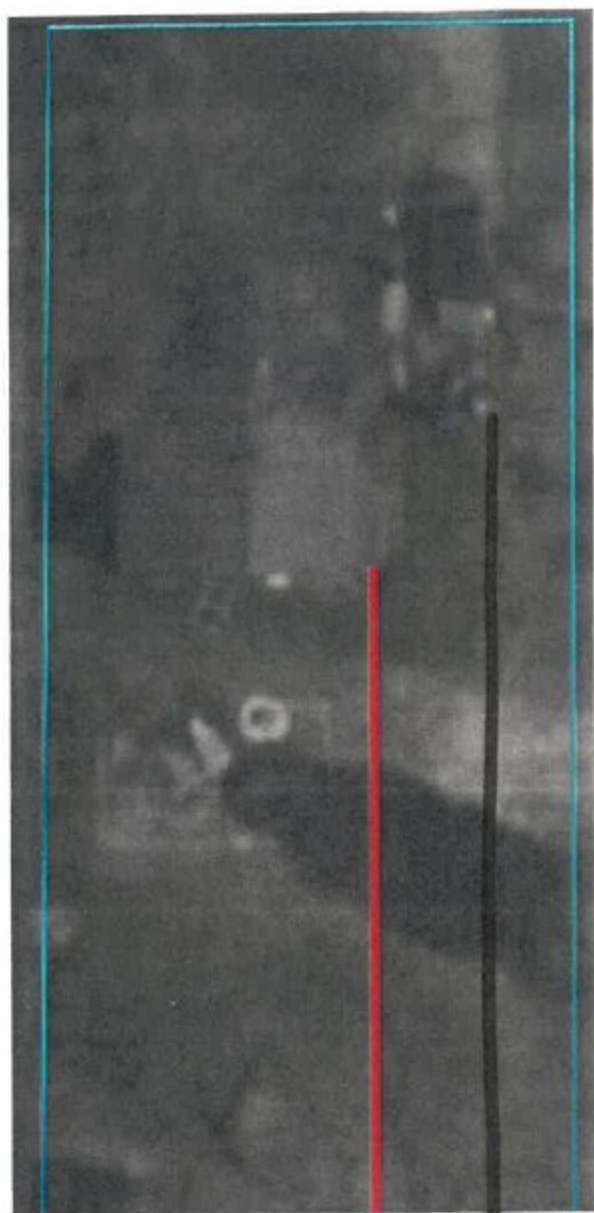
Max Maxwell, Chair

DeKalb Planning and Zoning Commission

South 7th Street

Spring Avenue





↑
Fence
Set back
Point

where I
want to put
the fence



1295 S 7th St

DeKalb, Illinois



Google Street View

Oct 2022

[See latest date](#)





629 Spring Ave

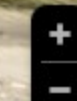
DeKalb, Illinois



Google Street View

Oct 2022

[See latest date](#)





1307 S 7th St

DeKalb, Illinois



Google Street View

Oct 2022

[See latest date](#)





VARIANCE REQUEST

TO: Community Development Department, City of DeKalb, Illinois

FROM: Petitioner Name(s) Michelle Erckfritz

Phone 224-828-4229

Mailing Address 626 Spring Ave

City DeKalb State IL ZIP 60115

Email mb.erck21@gmail.com

Property Owner Name(s) Michelle Erckfritz

Phone 224-828-4229

Mailing Address 626 Spring Ave

City DeKalb State IL ZIP 60115

Email mb.erck21@gmail.com

1. The petitioner hereby petitions the Planning and Zoning Commission to approve a Variance Request for the following property

A. Common Address of Property 626 Spring Ave.

B. Parcel Identification Number (PIN) 08-26-305-010

C. Legal Description – attach additional page(s) if necessary Lot 13, Block 2
Colonial Subdivision

2. Current Zoning District SFR-2 Current Use Residential

3. From what portion of the Unified Development Ordinance are you requesting a variance?

Article 7 Section 6/10 Paragraph 3, 4b; 1+2
6

4. The petitioner hereby submits the following:

- ☐ Variance Fee (\$100.00 Residential; \$250.00 Non-Residential)
- ☐ Plat of Survey of the property showing lot lines, location of existing buildings, structures, and other improvements, and a scale drawing of the proposed addition(s) or change(s) requiring the variance
- ☐ Documentation attached on additional page(s) that supplies the following:
 - A. Explain the nature of the variance requested and attach a scale drawing of the survey of the property showing lot lines, location of existing buildings, structures and other improvements, and showing the proposed addition or change requiring the variance.
 - B. Describe in detail how the strict application of the terms of the ordinance relating to the request for a variance imposes practical difficulties or particular hardship while not serving merely as a convenience to the petitioner.
 - C. Demonstrate the request for a variance will be in harmony with the general purpose and intent of the ordinance by clarifying the request will NOT:
 - 1) Impair an adequate supply of light and air to adjacent property,
 - 2) Unreasonably increase congestion upon public streets,
 - 3) Increase the danger of fire or endanger public safety,
 - 4) Unreasonably diminish or impair established property values within the surrounding area,
 - 5) In any other respect impair the public health, safety, comfort, morals, or welfare of the inhabitants of the City of DeKalb.
 - D. Demonstrate that denial of the request for a variance will:
 - 1) Prevent the property in question from yielding a reasonable return if only permitted to be used under the conditions allowed by ordinance,
 - 2) Prove the exceptional conditions were not caused by the applicant,
 - 3) Prove the proposed variance will deprive the applicant the use of the property in a manner equivalent to the use permitted to be made by owners of property in the area,
 - 4) Result in a structure that is appropriate to and compatible with the character and scale of structures in the area.

*The petitioner hereby states that a pre-application conference (☒ was / ☐ was not) held with City staff prior to the submittal of this petition

Date of meeting May 2, 2025
Those in attendance Michelle Erckfritz & Dan Olson

***Note to Petitioner:** A pre-application conference with staff is highly encouraged to avoid delays and help in the timely processing of this petition.

5. The petitioner hereby agrees that this petition will be placed on the Planning and Zoning Commission's agenda only if it is completed in full and submitted in advance of established deadlines.
6. The petitioner hereby agrees to abide by the requirements set forth in the Planning and Zoning Commission's Public Hearing Procedures.


I hereby swear that all statements contained herein, and any plans and papers submitted herewith, are true to the best of my knowledge and belief.



Petitioner Signature

5/6/2025

Date



Property Owner Signature

5/6/2025

Date