

**ZONING BOARD OF APPEALS**  
**MINUTES OF JANUARY 8, 2014 – 7:00 P.M.**

1. The regularly scheduled meeting of the Zoning Board of Appeals was called to order at 7:00 p.m.
2. A quorum was present. Marzena Szubart, Kathy Mennella, Bruce Boreson, Chairman Mark Cwik, Frank Grieshamer, Gil Snyder, Lisa Manzo (Secretary), John Schneider (Director of Community Development), Carmen Cupello (Director of Building) and Patrick Ainsworth (Planner). All members were present.
3. Member Grieshamer made a motion to accept the minutes of December 11, 2013. The motion was seconded by Member Mennella and approved to place them on file as presented.
4. New Business: Discussion on quantity of applications on future Zoning Board of Appeals Meeting Agendas

The members discussed how many hearings should be heard on a meeting night. They discussed hearing types, how the packets are put together and how detailed the packets are. At first, the members stated that they would like to have three (3) hearings on an evening. Mr. Schneider stated that it depends on how intricate the hearings are, because if a hearing is less complicated, more hearings can be heard.

The members talked about how the hearing packets are more detailed now and that they can take hearings up to 9:00 p.m. and no new hearings after such time.

Mr. Ainsworth discussed how the I.T. department is working on having “fill in” applications on the website so it is client friendly. New additions will be coming to the Village’s website this year.

5. New Business: Discussion on miscellaneous projects and activities that relate to Zoning.

Mr. Ainsworth gave a brief presentation on the process for taking concerns and appropriately routing them. Mr. Ainsworth and Mr. Schneider then introduced Mr. Cupello, Director of Building, to provide an overview to the members on what happens when a complaint is filed within the Village.

Mr. Cupello discussed the details and legality of handling such violations. He described the routing of a particular incident report. Anything that is Building related

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(construction, working without permits, etc) will come to the Building Department and be routed to an inspector. The inspector goes out, writes a report and turns it in to Ms. Evan Acey to log into the system, assign the complaint a number, type in the inspector's findings, and turn it over within 10 days for the inspector to go back out to see if the problem is resolved. If the problem is resolved, then the file will be closed out. If the problem is not resolved, then a citation will be issued and a court date given. If the complaint is zoning related, then the zoning staff will assess the complaint. If the complaint is parking or noise related, it will be routed to the Police Department.

The members discussed various types of complaints that are zoning related and what the process is when an applicant who was granted a Conditional Use, breaks the terms of their conditions. Mr. Schneider walked through the process of what will happen if this occurs.

### 6. Old Business: ZBA 13-21

Text Amendment to various sections of the Franklin Park Zoning Code regarding land use regulations for Medical Marijuana uses following new Illinois State Statute (Discussion, no action shall be taken)

A discussion took place on this issue and that there will be many more meetings related to this topic. It is a discussion only. At this meeting discussion was held to see how other municipalities are tackling this issue and what steps they are putting in place.

Member Grieshamer made a motion to continue this hearing to the next ZBA hearing of Wednesday, February 5, 2014 at 7:00 p.m. in the Community Room of the New Police Station. Member Mennella seconded the motion. All in favor. The motion was carried.

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8. Public Comment: None.

9. A motion was made by Member Griashamer to adjourn the meeting of the Zoning Board of Appeals. It was seconded by Member Mennella. All in favor. Motion carried. The meeting adjourned at 8:26 p.m.

Respectfully Submitted,

Lisa M. Manzo  
Secretary