



---

550 W. Irving Park Road, Itasca, Illinois 60143-2018  
630-773-0835 • Fax 630-773-2505 • www.itasca.com

**VILLAGE OF ITASCA  
PLAN COMMISSION AGENDA**

Wednesday, April 21, 2021 – 7:00 P.M.  
Itasca Village Hall, 550 W. Irving Park Road, Itasca, IL 60143

**PLAN COMMISSION MEETING WILL BE CONDUCTED THROUGH ZOOM**

**TO PARTICIPATE BY COMPUTER:**

<https://us02web.zoom.us/j/87647108425?pwd=c0RxaXc2R1JRcWxDNU9ML0h1VWJkUT09>

Passcode: 695912

**TO PARTICIPATE BY PHONE:**

**Call:** (312) 626-6799

**Enter Meeting Id:** 876 4710 8425

**Instructions on Public Participation can be found on Pages 3 & 4 of the Agenda**

**MEETING AGENDA**

1. **Call to Order**
2. **Roll Call**
3. **Case#:** PC 21-003  
**Petitioner & Owner:** Shaun & Rachael McDonald  
**Location:** 413 N. Walnut St.  
**Request:** Petition for Variance to lot coverage, setback, height, square footage, and number of stories requirements to construct a detached garage.
4. **Case#:** PC 21-004  
**Petitioner & Owner:** Mary Booth  
**Location:** 604 N. Catalpa Ave.  
**Request:** Petition for Variance to fence height requirements to construct a 6 ft. tall solid fence.
5. **Case#:** PC 21-005  
**Petitioner & Owner:** Jude & Deborah Booth  
**Location:** 312 S. Cherry St.  
**Request:** Petition for Variance to fence height requirements to construct a 6 ft. tall solid fence.
6. **New Business**

7. **Public Comment**
8. **Project Updates and Announcements**
9. **Executive Session (*if needed*)**
10. **Adjournment**

**NEXT SCHEDULED MEETINGS:**

- Wednesday, May 19, 2021 at Itasca Village Hall, 550 W. Irving Park Road, Itasca, IL 60143

*NOTE: Any person who has a disability requiring reasonable accommodation to participate in this public hearing should contact Jody Conidi, Village Clerk, 550 W. Irving Park Road, Itasca, IL or call (630) 773-0835 within a reasonable time before the meeting. Requests for a qualified interpreter require five (5) working days advance notice.*

*2nd NOTE: Any person who does not have access to internet should contact Mo Khan, 550 W. Irving Park Rd., Itasca, IL, e-mail mkhan@itasca.com or call (630) 773-5568 for alternative means to virtually attend the meeting.*

## INSTRUCTIONS FOR PUBLIC PARTICIPATIONS

1. To view the Presentation & Exhibit(s) presented to the Plan Commission:

Zoom Meeting Link:

<https://us02web.zoom.us/j/87647108425?pwd=c0RxaXc2R1JRcWxDNU9ML0h1VWJkUT09>

Passcode: 695912

2. Swearing in Witnesses:

All persons who desire to testify will be sworn in at the beginning of the hearing. When each person begins their individual testimony/ comment, the Chairperson or Village Staff will verbally confirm with you if you were sworn in at the beginning of the hearing.

3. Written Questions & Comments:

The Public is encouraged to submit written comments and questions in advance of the public hearing in lieu of live comments and questions. Deadline to submit written comments and questions is 2 hours before the meeting. Village Staff will read submitted questions and comments into the record and either the Plan Commission, Village Staff and/or Petitioner will respond to the comments and questions.

Comments and questions can be submitted via email to [commdev@itasca.com](mailto:commdev@itasca.com) or by mail addressed to:

Village of Itasca  
Attn: Plan Commission Chairperson  
Case: PC# 21-0XX  
550 W. Irving Park Rd.  
Itasca, IL 60143

*Note: Case Number can be found on the Plan Commission Agenda.*

4. Live Comments and Questions:

The public will have the opportunity to give live comments and/or ask live questions. The Chairperson or Village Staff will acknowledge each member of the public calling into the meeting by the last 4 digits of their phone number and ask them if they wish to provide a comment or question. If the person does not wish to provide any comments or question please remain silent and Village Staff will move onto the next caller. There will only be one pass of callers to provide comments and/or questions to allow for an efficient meeting.

5. Questioning of Witnesses:

Those persons who would like to cross-exam a witness are required to sign-up in advance of the hearing by emailing [commdev@itasca.com](mailto:commdev@itasca.com), calling Mo Khan, Village Planner, at 630-228-5631, or submitting a written notice to:

Village of Itasca  
Attn: Plan Commission Chairperson  
Case: PC# 21-0XX  
550 W. Irving Park Rd.  
Itasca, IL 60143

Any documents that will be used during questioning must be provided to Village staff no later than 7 days before the Plan Commission meeting so that these documents may be made available to the Plan Commissioners, petitioner, and the testifying witness before the hearing.

6. Submittal of Comments & Questions Post-Hearing Due to Technology Failure:

The public is provided a 7-day period, starting the day after the vote is taken, to submit in writing to [commdev@itasca.com](mailto:commdev@itasca.com) any objections, comments or questions that were not able to be heard during the hearing due to failure to access the hearing due to a failure of technology (i.e. internet failure, inability to connect/log into the meeting).

After seven-days, if no technology objection is raised by a member of the public, the Plan Commission's recommendation becomes final and is forwarded to the Village Board. If a written technology objection is submitted within the seven-day period, the Plan Commission's recommendation is voided and the Plan Commission shall re-open the hearing at its next regularly scheduled meeting to hear the objection and any response by the petitioner.