



VILLAGE OF GLENCOE

675 Village Court, Glencoe, Illinois 60022
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Virtual Meeting Information

The September 13, 2021 Zoning Board of Appeals and Zoning Commission meetings will be held virtually via telephone and videoconference (individuals may participate either by telephone or by video conference) pursuant to Governor Pritzker's Executive Order 2021-15. In addition, at least one representative from the Village will be present at Village Hall in compliance with Section 7(e) of the Open Meetings Act.

Individuals may call the following to participate in the meeting:

By Telephone:

Phone Number: (312) 626-6799
Webinar ID: 823 7322 4807

By Zoom Video Conference:

Zoom video conference link: [Click here](#)

Public Comment Submittal Options

Option 1: Submit Comments by E-Mail Prior to Meeting

Public comments can be submitted in advance of the meeting by e-mail to glencoemeeting@villageofglencoe.org. Public comments not included in the agenda packet that are received by 5:00 p.m. or one hour before the start of the ZBA/Zoning Commission meeting will be read during the meeting under Public Comment. All e-mails received will be acknowledged. Public comments that are read during the meeting are limited to 400 words or less. E-mailed public comments should contain the following:

- The Subject Line of the e-mail should include the following text: "September 13th Zoning Board of Appeals/Zoning Commission Meeting Public Comment"
- Name of person submitting comment (address can be provided, but is not required)
- Organization or agency person is submitting comments on behalf of, if applicable
- Topic or agenda item number of interest, or indicate if the public comment is on a matter not listed on the Zoning Commission meeting agenda

Option 2: Submit Comments by Phone Prior to Meeting

Individuals without access to e-mail may submit their comments through a voice message by calling (847) 461-1100. Verbal public comments will be read aloud during the meeting and will be limited to three minutes.

Option 3: Live comments

Public comments will be heard during the ZBA and Zoning Commission meetings. Individuals wishing to provide comments during the ZBA or Zoning Commission meetings should notify Village staff beforehand by emailing glencoemeeting@villageofglencoe.org or calling (847) 461-1118. Except for property owners within 200 feet of 538 Green Bay Road, live comments will be limited to three minutes in duration.



**AGENDA
VILLAGE OF GLENCOE
ZONING BOARD OF APPEALS
REGULAR MEETING**

**Virtual Meeting
September 13, 2021
6:00pm**

1. CALL TO ORDER AND ROLL CALL

*Scott Novack, Chair
Sara Elsasser
David Friedman
Alex Kaplan
Michael Koppersmith
Debbie Ruderman
John Satter*

2. CONSIDER ADOPTION OF THE AUGUST 2, 2021 ZONING BOARD OF APPEALS MEETING MINUTES.

3. CONSIDERATION OF TWO VARIATIONS FROM THE ZONING CODE TO ALLOW AIR CONDITIONING UNITS TO ENCROACH INTO THE SIDE YARD SETBACK AND TO BE LOCATED CLOSER THAN ONE-HALF LOT DEPTH FROM THE STREET AT A NEW SINGLE-FAMILY RESIDENCE AT 275 GREENWOOD AVENUE.

4. PUBLIC COMMENTS ON NON-AGENDA ITEMS

5. ADJOURN

The Village of Glencoe is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend the meeting who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact the Village of Glencoe at least 72 hours in advance of the meeting at (847) 835-4114, or the Illinois Relay Center at (800) 526-0844, to allow the Village of Glencoe to make reasonable accommodations for those persons.



**MINUTES
VILLAGE OF GLENCOE
ZONING BOARD OF APPEALS
REGULAR MEETING**

Village Hall Council Chamber
675 Village Court
Monday, August 2, 2021 – 6:30 PM

1. CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Zoning Board of Appeals of the Village of Glencoe was called to order by Chairman Scott Novack at 6:30 p.m. on August 2nd, 2021, held in the Council Chamber at Glencoe Village Hall.

Attendee Name	Title	Status
Zoning Board of Appeals		
Scott Novack	ZBA Chairman	Present
Sara Elsasser	Member	Present
David Friedman	Member	Present
Alex Kaplan	Member	Present
John Satter	Member	Present
Debbie Ruderman	Member	Present
Michael Kuppersmith	Member	Present
Village Staff		
Taylor Baxter	Development Services Manager	Present
Richard McGowan	Planner	Present

2. PUBLIC COMMENT FOR NON-AGENDA ITEMS

Chairman Novack opened the meeting for public comment on non-agenda items. No comments were made.

3. CONSIDERATION OF MINUTES OF THE JULY 12, 2021 ZBA MEETING

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

4. CONSIDER VARIATION REQUEST AT 710 BLUFF STREET

Taylor Baxter gave a brief overview of the case, stating that the applicants are seeking one variation from the zoning code to expand a deck at an existing single-family home:

1. Section 3-111(C)– To reduce the required rear yard setback from 38.4 feet to 34.75 feet, a variation of 9.5%.

Mr. Baxter then swore in the applicants and those looking to provide public comment. Justin Kelly, the homeowner of 710 Bluff Street, stated that this variance is for an existing deck that he is looking to extend it about 3 feet. Chairman Scott Novack asked about the existing stairs and where the deck will differ from its current location. Mr. Kelly confirmed that the deck will be no closer than where the existing stairs are from the side and rear lot lines. Board Member Michael KupperSmith asked if he had discussed this with his neighbor that the deck will be closest to, and Mr. Kelly confirmed that he did reach out.

PUBLIC COMMENT

Chairman Novack asked if Village Staff received any comments from the public. No comments were submitted to Staff. Chairman Scott Novack stated that without any objections from the neighbors or community, the proposed variances do not seem controversial. A motion was made and seconded to approve the requested variance.

FINDINGS

1. The requested variation is within the jurisdiction of the Zoning Board of Appeals.
2. Based on the totality of the relevant and persuasive testimony heard and presented, the Zoning Board determines that:
 - a. The requested variation is in harmony with general purpose and intent of the Glencoe Zoning Code.
 - b. There are practical difficulties and there is a hardship in the way of carrying out the strict letter of Section 3-111(C) of the Glencoe Zoning Code as applied to the lot in question.
 - c. The plight of the owner is due to unique circumstances.
 - d. The requested variation will not alter the essential character of the locality.
 - e. The requested variation will not set a precedent unfavorable to the neighborhood or to the Village as a whole.
 - f. The spirit of the Zoning Code will be observed, public safety and welfare will be secured, and substantial justice will be done if the requested variation is granted.

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the request to reduce the required rear yard setback at 710 Bluff Street be granted as shown in the drawings or plans submitted by the owner and made part of the record.

BE IT FURTHER RESOLVED that the decision of the Development Services Manager is hereby reversed insofar as he denied the issuance of a building permit on the aforesaid property for the aforesaid construction;

BE IT FURTHER RESOLVED that this variation shall expire and be of no further force or effect at the end of twelve (12) months unless during said twelve-month period a building permit is issued, and construction begun and diligently pursued to completion; and

BE IT FURTHER RESOLVED that this resolution shall be spread upon the records of the Board and shall become a public record.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

5. CONSIDER VARIATION REQUEST AT 1085 BEINLICH COURT

Richard McGowan provided a brief overview of the case, stating that the applicants are requesting two variations to allow for an in-ground pool at 1085 Beinlich Court:

1. Section 3-111(C)- To reduce the required front yard setback from 50 feet to 40 feet, a variation of 20%;
2. Section 5-101(E) - To allow an accessory structure to be nearer to the street than one-half of the lot depth.

Mr. McGowan stated that the Village received letters of support from each of the three neighbors from the north, east, and west of 1085 Beinlich Court, and then proceeded to share a Google Street view of 1085 Beinlich Court to share an example of the existing landscape screening. Mr. McGowan also noted that the lot is limited from a zoning standpoint due to it being a corner lot and the orientation of the existing home; where the “front” yard is along Dundee Road per Village code definitions, and the rear of the home faces this “front yard”.

Mr. Baxter then swore in those looking to speak. Brad Friedman, the homeowner of 1085 Beinlich Court, stated that the existing landscape screening will remain and that the proposed in-ground pool will be nearly invisible to the neighbors and public.

Board Member David Friedman clarified that he is not related to the applicant, Brad Friedman.

Board Member John Satter stated that there appears to be a hardship for the orientation of the home and a lack of rear yard. Chairman Novack agreed and stated that this is a unique case.

PUBLIC COMMENT

Chairman Novack asked if there were any additional public comments. No additional comments were made. Chairman Novack noted that without any opposition that he is inclined to vote in favor of the variance. A motion was made and seconded to approve the requested variance.

FINDINGS

1. The requested variation is within the jurisdiction of the Zoning Board of Appeals.
2. Based on the totality of the relevant and persuasive testimony heard and presented, the Zoning Board determines that:
 - a. The requested variation is in harmony with general purpose and intent of the Glencoe Zoning Code.
 - b. There are practical difficulties and there is a hardship in the way of carrying out the strict letter of Section 3-111(C) and 5-101(E) of the Glencoe Zoning Code as applied to the lot in question.
 - c. The plight of the owner is due to unique circumstances.
 - d. The requested variation will not alter the essential character of the locality.
 - e. The requested variation will not set a precedent unfavorable to the neighborhood or to the Village as a whole.
 - f. The spirit of the Zoning Code will be observed, public safety and welfare will be secured, and substantial justice will be done if the requested variation is granted.

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the request to reduce the front yard setback at 1085 Beinlich Court be granted as shown in the drawings or plans submitted by the owner and made part of the record.

BE IT FURTHER RESOLVED that the decision of the Development Services Manager is hereby reversed insofar as he denied the issuance of a building permit on the aforesaid property for the aforesaid construction;

BE IT FURTHER RESOLVED that this variation shall expire and be of no further force or effect at the end of twelve (12) months unless during said twelve-month period a building permit is issued, and construction begun and diligently pursued to completion; and

BE IT FURTHER RESOLVED that this resolution shall be spread upon the records of the Board and shall become a public record.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

6. CONSIDER VARIATION REQUEST AT 715 VALLEY ROAD

Mr. McGowan gave a brief overview of the case, stating that the applicants are seeking one variation from the zoning code to allow for the installation of two air conditioning units in the side yard setback at a new single-family residence under construction:

1. Section 3-111(C)- To reduce the required side yard setback from 12 feet to 10 feet, a variation of 20%;

Mr. Baxter then swore in those looking to speak. Steven Aisen, the General Contractor of 715 Valley Road, stated that the variance would be consistent with the zoning code as there are lots in the Village that have shorter setback requirements, and the units would be screened from the neighbors. Mr. Aisen also mentioned that he spoke with the neighbor closest to the air conditioning units and the neighbor is in favor with the proposed variation.

Board Member Alex Kaplan asked if there is currently a fence between 715 Valley Road and the neighbor closest to the air conditioning units at 555 Park Avenue, and Mr. Aisen confirmed that there is and will continue to be. Chairman Novack asked Mr. Aisen why this location is preferable to the neighbor at 555 Park Avenue, and Mr. Aisen responded that the location is more desirable for the neighbor because they will be out of sight from the neighbor's windows. Mr. Aisen also added that the air conditioning units will have sound blankets to reduce the noise and decibel levels.

Chairman Novack asked if the Village received any comments from the neighbors, and Mr. Baxter stated that the neighbor at 555 Park Avenue, Jason Mitchell, did email the Village to support the requested variance. Board Member Sara Elsasser added that this is a corner lot with greater zoning restrictions. Mr. Baxter added that staff is trying to avoid variance requests for air conditioning units during the permitting process.

PUBLIC COMMENT

Chairman Novack asked if there were any additional public comments. No additional comments were made. Chairman Novack noted that without any opposition that he is inclined

to vote in favor of the variance. A motion was made and seconded to approve the requested variance.

FINDINGS

1. The requested variation is within the jurisdiction of the Zoning Board of Appeals.
2. Based on the totality of the relevant and persuasive testimony heard and presented, the Zoning Board determines that:
 - a. The requested variation is in harmony with general purpose and intent of the Glencoe Zoning Code.
 - b. There are practical difficulties and there is a hardship in the way of carrying out the strict letter of Section 3-111(C) of the Glencoe Zoning Code as applied to the lot in question.
 - c. The plight of the owner is due to unique circumstances.
 - d. The requested variation will not alter the essential character of the locality.
 - e. The requested variation will not set a precedent unfavorable to the neighborhood or to the Village as a whole.
 - f. The spirit of the Zoning Code will be observed, public safety and welfare will be secured, and substantial justice will be done if the requested variation is granted.

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the request to reduce the side yard setback at 715 Valley Road be granted as shown in the drawings or plans submitted by the owner and made part of the record.

BE IT FURTHER RESOLVED that the decision of the Development Services Manager is hereby reversed insofar as he denied the issuance of a building permit on the aforesaid property for the aforesaid construction;

BE IT FURTHER RESOLVED that this variation shall expire and be of no further force or effect at the end of twelve (12) months unless during said twelve-month period a building permit is issued, and construction begun and diligently pursued to completion; and

BE IT FURTHER RESOLVED that this resolution shall be spread upon the records of the Board and shall become a public record.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

7. CONSIDER VARIATION REQUEST AT 1035 BLUFF ROAD

Mr. McGowan gave a brief overview of the case, stating that the applicants are seeking one variation from the zoning code to allow for the installation of two air conditioning units in the side yard setback at a new single-family residence:

1. Section 3-111(C)- To reduce the required side yard setback from 10 feet to 8.67 feet, a variation of 13.30%;

Mr. Baxter then swore in those who would be speaking. Cal Bernstein, the Attorney representing the owners of 1085 Beinlich Court, stated that the reason for this request was due to a field change when the HVAC contractor stated it would be more cost-efficient and practical to re-locate the air conditioning units in the side yard. Mr. Bernstein also noted that the manufacturer specifications also required a minimum distance from the home itself, which also made the previously approved location impractical from a functionality standpoint. Mr. Bernstein stated that the applicants also spoke with their neighbors and they are in favor of the requested variance – adding that the neighbor that is closest to the air conditioning unit did not even notice that it was there.

PUBLIC COMMENT

Chairman Novack asked if there were any additional public comments. No additional comments were made. Chairman Novack noted that without any opposition that he is inclined to vote in favor of the variance. A motion was made and seconded to approve the requested variance.

FINDINGS

1. The requested variation is within the jurisdiction of the Zoning Board of Appeals.
2. Based on the totality of the relevant and persuasive testimony heard and presented, the Zoning Board determines that:
 - a. The requested variation is in harmony with general purpose and intent of the Glencoe Zoning Code.
 - b. There are practical difficulties and there is a hardship in the way of carrying out the strict letter of Section 3-111(C) of the Glencoe Zoning Code as applied to the lot in question.
 - c. The plight of the owner is due to unique circumstances.
 - d. The requested variation will not alter the essential character of the locality.

- e. The requested variation will not set a precedent unfavorable to the neighborhood or to the Village as a whole.
- f. The spirit of the Zoning Code will be observed, public safety and welfare will be secured, and substantial justice will be done if the requested variation is granted.

RESOLUTION

NOW THEREFORE BE IT RESOLVED that the request to reduce the side yard setback at 1035 Bluff Road be granted as shown in the drawings or plans submitted by the owner and made part of the record.

BE IT FURTHER RESOLVED that the decision of the Development Services Manager is hereby reversed insofar as he denied the issuance of a building permit on the aforesaid property for the aforesaid construction;

BE IT FURTHER RESOLVED that this variation shall expire and be of no further force or effect at the end of twelve (12) months unless during said twelve-month period a building permit is issued, and construction begun and diligently pursued to completion; and

BE IT FURTHER RESOLVED that this resolution shall be spread upon the records of the Board and shall become a public record.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

8. ADJOURN

Prior to adjourning, Chairman Novack thanked the audience and asked everyone in attendance what the next meeting will look like in light of a rising number of COVID-19 cases in Cook County. Mr. Baxter confirmed that the Zoning Commission and Zoning Board of Appeals meetings will still be held on the same night on September 13, 2021, starting at 6:00 p.m. After discussion and input, most of the Board Members seemed to agree that it will be much safer to hold the September 13th meetings virtually, via “Zoom” videoconference, as they have been held over the past year.

A motion was made and seconded to have future meetings held via “Zoom” videoconference until there is a government mandate to hold meetings in person.

RESULT:	ACCEPTED [UNANIMOUS]
AYES:	Novack, Elsasser, Friedman, Kaplan, Satter, Ruderman, Kuppersmith
NAYS:	None
ABSENT:	None

The meeting adjourned at 7:21 p.m.



VILLAGE OF GLENCOE MEMORANDUM

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Zoning Board of Appeals Memorandum

DATE: August 27, 2021

TO: Zoning Board of Appeals

FROM: Taylor Baxter, AICP, Development Services Manager
Rich McGowan, Planner

SUBJECT: Consideration of variations to allow two air conditioning units to encroach into the side setback and to be closer than one-half lot depth from the street at 275 Greenwood Avenue

Background: The applicants are requesting two variations from the Zoning Code to reduce the required side yard setback and to allow an accessory structure to be less than 50% of the lot depth from the street for the installation of two air conditioning units at a new single-family residence at 275 Greenwood Avenue in the RC zoning district.

Requested variations:

1. *Section 3-111(C)– To reduce the required side yard setback from 8 feet to 6.4 feet, a variation of 20%;*
2. *Section 5-101(E) – To allow an accessory structure to be nearer to the street than one-half of the lot depth.*

The ZBA may grant setback variations by up to 20%.

Variation	Required/Allowed	Proposed	Variation %	Max. Allowable Variation %
Side setback (from the lot line)	8 ft	6.4 ft	20%	20%
One-half of the lot depth (from the street)	69.84 ft	61.25 ft	12.30%	N/A

The air conditioning units have been installed in the required setback at a new home on an undersized corner lot. The approved building permit showed the units in the rear yard near the garage in a location that would not require a variation. Per the applicants, if the units were placed near the garage, it would limit the ability to use the back patio. While the applicants have stated that the units are not highly visible from the street and will be screened with landscaping, site visits have shown that the units are

not screened from view from the right-of-way. The applicant has stated that they have spoken with the neighbor closest to the units.

Analysis: The Zoning Code includes the following standards for the consideration of variation requests:

- 1.) *General Standard. No variation shall be granted pursuant to this Section unless the applicant shall establish that carrying out the strict letter of the provisions of this Code would create a particular hardship or a practical difficulty. Such a showing shall require proof that the variation being sought satisfies each of the standards set forth in this subsection.*

The applicant has stated that the proposed variations would allow them to maximize their yard space. Additionally, the applicant has noted that the undersized lot limits their ability to construct or install accessory structures in alternative locations.

- 2.) *Unique Physical Condition. The subject property is exceptional as compared to other lots subject to the same provision by reason of a unique physical condition, including presence of an existing use, structure, or sign, whether conforming or nonconforming; irregular or substandard shape or size; exceptional topographical features; or other extraordinary physical conditions peculiar to and inherent in the subject property that amount to more than a mere inconvenience to the owner and that relate to or arise out of the lot rather than the personal situation of the current owner of the lot.*

This corner lot is undersized in terms of lot width and lot area which present a unique physical condition. The lot width is just under 44 feet and the minimum lot width for the RC district is 60 feet. The lot area is approximately 6,129 square feet and the minimum lot area for the RC district is 10,000 square feet. The front of the home faces Greenwood Avenue, while what is technically the front yard is along Oakdale Avenue, which triggers the second variation request for an accessory structure to be less than 50% of the lot depth from the street.

- 3.) *Not Self-Created. The aforesaid unique physical condition is not the result of any action or inaction of the owner, or of the owner's predecessors in title and known to the owner prior to acquisition of the subject property, and existed at the time of the enactment of the provisions from which a variation is sought or was created by natural forces or was the result of governmental action, other than the adoption of this Code, for which no compensation was paid.*

The size and shape of the lot are not self-created. The home was recently built and received a temporary certificate of occupancy on June 29, 2021.

- 4.) *Not Merely Special Condition. The alleged hardship or difficulty is not merely the inability of the owner or occupant to enjoy some special privilege or additional right not available to owners or occupants of other lots subject to the same provision, nor merely an inability to make more money from the use of the subject property; provided, however, that where the standards herein set out exist, the existence of an economic hardship shall not be a prerequisite to the grant of an authorized variation.*

The purpose of the requested variations is not based exclusively on a desire to make more money from the property. Because of the physical conditions on the lot, it is unlikely that the granting of the variations would be considered a special privilege.

- 5.) *Code and Plan Purposes. The variation would not result in a use or development of the subject property that would be not in harmony with the general and specific purposes for which this Code and the provision from which a variation is sought were enacted.*

The 50% lot depth requirement for accessory structures is intended to prevent accessory structures from being highly visible from the public right-of-way. As currently installed, one of the units is highly visible from the sidewalk, but because it is located further from the street than the house, it could likely be screened with vegetation. The same unit is also highly visible from the neighboring property to the east. If the ZBA chose to include a condition of approval requiring adequate screening, it is likely that the variations would not result in a development out of harmony with the purposes of the code.

- 6.) *Essential Character of the Area. The variation would not result in a use or development on the subject property that:*
- (a) Would be materially detrimental to the public welfare or materially injurious to the enjoyment, use, development, or value of property or improvements permitted in the vicinity; or*
 - (b) Would materially impair an adequate supply of light and air to the properties and improvements in the vicinity; or*
 - (c) Would substantially increase congestion in the public streets due to traffic or parking; or*
 - (d) Would unduly increase the danger of flood or fire; or*
 - (e) Would unduly tax public utilities and facilities in the area; or*
 - (f) Would endanger the public health or safety.*

The proposed variations could be detrimental to the enjoyment of the property immediately to the east if adequate screening of the units is not in place. The ZBA may consider conditions of approval requiring this screening to be installed.

This variation request received printed public notice at least 15 days prior to the public hearing. Additionally, owners of properties within 200 feet of the subject property were notified.

Recommendation: Based on the materials presented and the public hearing, it is the recommendation of staff that the variation request of be accepted or denied.

Motion: The Zoning Board of Appeals may make a motion as follows:

Move to accept/deny the request for variations to reduce the required side yard setback and to allow an accessory structure to be nearer to the street than one-half of the lot depth for the installation of two air conditioning units at a new single-family residence at 275 Greenwood Avenue, per the plans provided with this application. The Board may include conditions of approval as determined to be appropriate.



VILLAGE OF GLENCOE

FORMS & APPLICATIONS

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Zoning Board of Appeals (ZBA) Application

Section A: Application Information

Check all that apply:



Request for variation(s) from the zoning code



Appeal of an order, determination, or decision made by Village staff based on the zoning code

Subject property address: 275 Greenwood

Applicant name: Andzelika Pajak-Gorczyk Applicant phone: 773-517-6975

Applicant email: jerrybt@gmail.com

Owner name (if different from applicant): _____

Owner phone: _____ Owner email: _____

Brief description of project:

A / C unit location at the back of the house.

Variation request(s):

Please accept the air conditioning units in the back of the house.

Because I have very unusual shape my lot, just little space next to the garage and I have nowhere to put the air conditioning.

There is a perfect spot at the back of the house. Doesn't bother anyone. Please accept the location .



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Section B: Standards for Variations

For applications for variations, provide a brief response to the following prompts. Use this form or attach a separate letter to this application. The full text of the standards for the approval of variations can be found in Sec. 7-403(e) of the zoning code.

1. Why are the requested variations necessary? What hardship or practical difficulty would result if they are not approved? Include a description of any exceptional physical characteristics of the property (for example, unusual size, shape, topography, existing uses or structures, etc.), if applicable.

We have a very unusual shape. There is such a corner and a very small plot of land. If we put the device near the garage, we have nowhere to go out with the children.
Plus noise for the resident and the neighbor. The page on which we want to install does not bother anyone. If we mount at the back, it is only our back side of our house and a driveway for our neighbor. Additionally, we will plant shrubs. The house is beautiful.
In addition, it affects the aesthetic appearance.



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2. Describe how the proposed variations would result in a development that is not detrimental to adjacent or nearby properties or the public good.

It would be very beneficial for my family and for my neighbors.
No noise.
You can't see them on the pedestrian crossing and from the street.

3. Describe any efforts the applicant has made to solicit feedback on the proposed variations from neighboring or nearby property owners or residents. What was the result of these efforts?

I am only 15" short .
I tried hard to find smaller units. but this is not good solutions and is very expensive.
I was looking for another place but this is the most appropriate. I spoke to the inspectors and they also shared the same opinion.,
My neighbor has even less distance, also understands situations too. Please accept the location

Section C: Petition for Appeal

Provide a separate letter describing the order, determination, procedures, or failure to act being appealed. Applicants only applying for variations from the zoning code do not need to provide this letter.



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Section D: Acknowledgement and Signature



I hereby acknowledge that all information provided in this application is true and correct.

Ashleigh Paige - Lounsbury 06-25-21
Applicant's signature Date

Owner's signature (if different than applicant)

Date



SCALE 1"=10'

LEGEND

- PROPERTY LINE
- CONTOUR LINE
- EASEMENT LINE
- ELECTRICAL LINE
- CHAIN LINK FENCE
- SILT FENCE
- SANITARY SEWER EX
- SANITARY SEWER PR
- WATER LINE EX
- WATER LINE PR
- PROPOSED CONTOUR
- PROPOSED ELEVATION
- EXISTING ELEVATION
- TREE FENCE
- DECIDUOUS TREE
- EVERGREEN
- MANHOLE
- POWER POLE
- FIRE HYDRANT
- PROPERTY LINE

IMPERVIOUS AREAS:

HOUSE=1289 SF
STOOP=58 SF
WALK=171 SF
GARAGE=360 SF
DRIVEWAY=394 SF
PATIO=308 SF

TOTAL=2580 SF
LOT AREA=6132 SF
COVERAGE=42.07%

RAIN GARDEN AREA= 256 SF
HWL=633.35
PONDING VOL 632.35 TO 633.35=256*(1'-10"12"16"4")=224CF
TOPSOIL & SAND LAYER VOL 630.85 TO 631.85=256*1'0.25=64CF
STONE LAYER VOL 630.10 TO 630.85=256*0.75*36=69CF
VOL IN 12" PIPE=(107")*PI*1'2/4=84CF
STORAGE PROVIDED=224+64+69+84=441CF
STORAGE REQUIRED=414CF



EXPIRES 11-30-2021

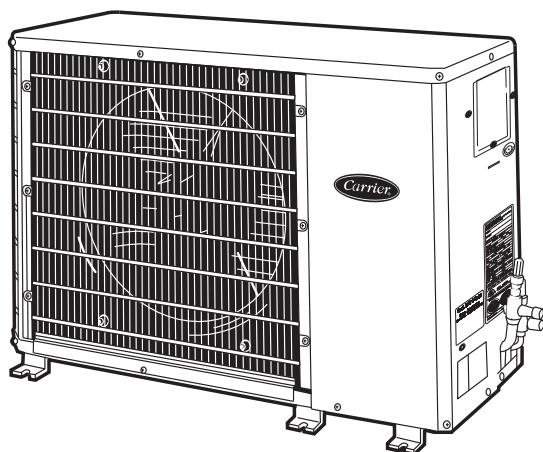
1	63021		
NO.	DATE		
275 GREENWOOD AVE. GLENCOE, IL			
		DATE	
		5/26/21	
VICTOR CARDONA, P.E. 3529 OAKHILL LN. LONG GROVE, IL 847-323-2686 cel AVILAONE@HOTMAIL.COM			
AS BUILT			

Victor Cardona

LOCAL BENCHMARK #420
NW BOLT ON FIRE HYDRANT AT NW
CORNER OF GREENWOOD AND DREXEL
IN FRONT OF 266 GREENWOOD AVE.
ELEV=637.55

NGS MONUMENT NG0141
LOCATED ABOUT 0.5 MILES NORTH EAST
FROM SUBJECT PROPERTY ON THE
SE CORNER OF THE SCHOOL YARD AT
MONROE AVE AND LINDEN AVE.
ELEV=664.04 DATUM NAVD88

Installation Instructions



A07532

Fig. 1 – 24AHA4

NOTE: Read the entire instruction manual before starting the installation.

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
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SAFETY CONSIDERATIONS

Improper installation, adjustment, alteration, service, maintenance, or use can cause explosion, fire, electrical shock, or other conditions which may cause death, personal injury, or property damage. Consult a qualified installer, service agency, or your distributor or branch for information or assistance. The qualified installer or agency must use factory-authorized kits or accessories when modifying this product. Refer to the individual instructions packaged with the kits or accessories when installing.

Follow all safety codes. Wear safety glasses, protective clothing, and work gloves. Use quenching cloth for brazing operations. Have a fire extinguisher available. Read these instructions thoroughly and follow all warnings or cautions included in literature and attached to the unit. Consult local building codes and the current editions of the National Electrical Code (NEC) NFPA70.

In Canada, refer to the current editions of the Canadian Electrical Code CSA C22.1.

Recognize safety information. This is the safety-alert symbol . When you see this symbol on the unit and in instructions or manuals, be alert to the potential for personal injury. Understand the signal words **DANGER**, **WARNING**, and **CAUTION**. These words are used with the safety-alert symbol. **DANGER** identifies the most serious hazards which **will** result in severe personal injury or death. **WARNING** signifies hazards which **could** result in personal injury or death. **CAUTION** is used to identify unsafe practices which **may** result in minor personal injury or product and property damage. **NOTE** is used to highlight suggestions which **will** result in enhanced installation, reliability, or operation.



WARNING

ELECTRICAL SHOCK HAZARD

Failure to follow this warning could result in personal injury or death.

Before installing, modifying, or servicing system, main electrical disconnect switch must be in the OFF position. There may be more than 1 disconnect switch. Lock out and tag switch with a suitable warning label.



CAUTION

ENVIRONMENTAL HAZARD

Failure to follow this caution may result in environmental pollution.

Remove and recycle all components or materials (i.e. oil, refrigerant, etc.) before unit final disposal.

INSTALLATION

IMPORTANT: Effective January 1, 2015, all split system and packaged air conditioners must be installed pursuant to applicable regional efficiency standards issued by the Department of Energy.

⚠ CAUTION

CUT HAZARD

Failure to follow this caution may result in personal injury.

Sheet metal parts may have sharp edges or burrs. Use care and wear appropriate protective clothing and gloves when handling parts.

⚠ WARNING

UNIT OPERATION AND SAFETY HAZARD

Failure to follow this warning could result in personal injury or equipment damage.

Puron (R-410A) refrigerant systems operate at higher pressures than standard R-22 systems. Do not use R-22 service equipment or components on Puron refrigerant equipment.

⚠ CAUTION

PERSONAL INJURY AND EQUIPMENT DAMAGE HAZARD

Failure to follow this caution may result in personal injury and / or equipment damage.

DO NOT operate the unit without a filter or with grille removed.

COMPLETE PRE-INSTALLATION CHECKS

Unpack Unit

Move the unit to final location. Remove unit from carton, being careful not to damage service valves and grilles.

Inspect Shipment

File a claim with the shipping company if shipment is damaged or incomplete. Check the unit nameplates to ensure units match job requirements.

Consider System Requirements

Consult local building codes and NEC for special installation requirements.

Allow sufficient space for airflow clearance, wiring, refrigerant piping, and servicing unit. Locate unit so that condenser airflow is unrestricted on both sides.

Unit may be mounted on a level pad directly on base legs or mounted on raised pads at support points.

RIG AND MOUNT UNIT

Mounting on Ground

Mount unit on a solid, level concrete pad. Position unit so water or ice from roof does not fall directly onto unit. Use field-provided snow stand or ice rack where prolonged subfreezing temperatures or heavy snow occurs.

If conditions or local codes require unit be fastened to a pad, 6 field-supplied tie-down bolts should be used and fastened through slots provided in unit mounting feet.

Mounting on Roof

Mount unit on a level platform or frame at least 6 in. (152.4 mm) above roof surface. Isolate unit and tubing from structure.

Clearance Requirements

Single Unit Applications: With coil facing wall: Allow 6" (152.4 mm) minimum clearance on coil side and coil end and 20" (504.0 mm) minimum clearance on fan side. Allow 24" (609.6 mm) minimum clearance on compressor end for service.

With fan facing wall: Allow 8" (203.2 mm) minimum clearance on fan side and coil end and 20" (504.0 mm) minimum clearance on coil side. Allow 24" (609.6 mm) minimum clearance on compressor end for service when units are stacked or there is less than 40" (1016 mm) of clearance above the unit. If there is 40" (1016 mm) clearance above unit and the top panel is accessible for removal allow 8" (203.2 mm) minimum clearance on compressor end for service.

Multi-unit Applications: Allow 24" (609.6 mm) minimum clearance between fan and coil sides of multiple units. Arrange units so discharge of one does not enter inlet of another. Allow 24" (609.6 mm) minimum clearance on compressor end when units are stacked or there is less than 40" (1016 mm) of clearance above the unit. If there is 40" (1016 mm) clearance above unit and the top panel is accessible for removal allow 8" (203.2 mm) minimum clearance on compressor end for service.

When two units are installed end to end with the coil ends facing each other allow 12" (304.8 mm) minimum clearance between units.

IMPORTANT: When installing multiple units, ensure the discharge air from one unit is not drawn into another unit. When installing single or multiple units in an alcove, roof well, or partially enclosed area, ensure there is adequate ventilation to prevent recirculation of discharge air.

Operating Ambient

Minimum outdoor operating ambient in cooling mode is 55°F (13°C), maximum 125°F (52°C).

Rigging

⚠ CAUTION

PERSONAL INJURY AND/OR EQUIPMENT DAMAGE HAZARD

Failure to follow this caution may result in personal injury and/or equipment damage.

Be sure unit panels are securely in place prior to rigging.

Keep the unit upright and lift unit using a sling. Use cardboard or padding under the sling, and spreader bars to prevent sling damage to the unit. See Fig. 2. Install the unit so that the coil does not face into prevailing winds. If this is not possible and constant winds above 25 mph are expected, use accessory wind baffle. See installation instructions provided with the accessory kit.

NOTE: Accessory wind baffles should be used on all units with accessory low ambient temperature control.

Field-fabricated snow or ice stands may be used to raise unit when operation will be required during winter months. Units may also be wall mounted using the accessory wall mounting kit.

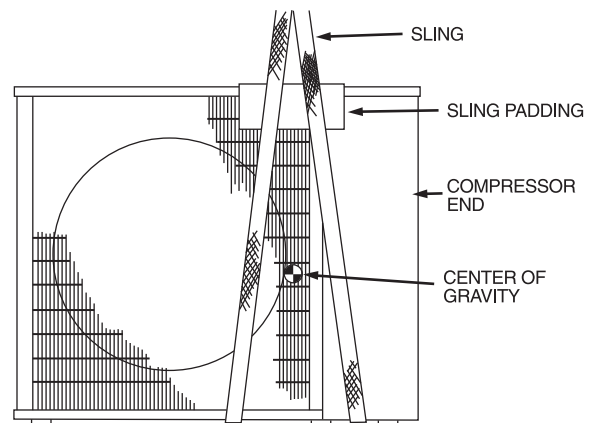


Fig. 2 — Lifting Unit with Sling

A07396

COMPLETE REFRIGERANT PIPING CONNECTIONS

Outdoor units may be connected to indoor units using field-supplied tubing of refrigerant grade and condition. See Product Data for correct line sizes. Do not use less than 10 ft (3.05 m) of interconnecting tubing.



CAUTION

UNIT DAMAGE HAZARD

Failure to follow this caution may result in equipment damage or improper operation.

If any section of pipe is buried, there must be a 6 in. (152.4 mm) vertical rise to the valve connections on the outdoor unit. If more than the recommended length is buried, refrigerant may migrate to cooler, buried section during extended periods of system shutdown. This causes refrigerant slugging and could possibly damage the compressor at start-up.

When more than 80 ft (24.4 m) of interconnecting tubing and more than 20 ft (6.1 m) of vertical lift is used, consult the residential Long Line Application Guide for required accessories. If either refrigerant tubing or indoor coil is exposed to the atmosphere, the system must be evacuated following good refrigeration practices.

Run refrigerant tubes as directly as possible, avoiding unnecessary turns and bends. Suspend refrigerant tubes so they do not damage insulation on vapor tube and do not transmit vibration to structure. Also, when passing refrigerant tubes through a wall, seal the opening so that vibration is not transmitted to structure. Leave some slack in refrigerant tubes between structure and outdoor unit to absorb vibration. Refer to separate indoor unit installation instructions for additional information.

Filter Drier

Refer to Fig. 3 and install filter drier as follows:

1. Braze 5 in. (127 mm) liquid tube to the indoor coil.
2. Wrap filter drier with damp cloth.
3. Braze filter drier to 5 in. (127 mm) long liquid tube from step 1.
4. Connect and braze liquid refrigerant tube to the filter drier.

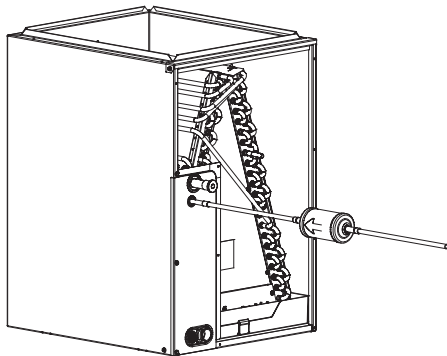


Fig. 3 — Filter Drier Components

A05178

The filter drier must be replaced whenever the refrigeration system is exposed to the atmosphere.

Only use factory specified liquid-line filter driers with rated working pressures less than 600 psig.

NOTE: Do not install a suction-line filter drier in liquid line.

Make Piping Sweat Connections



WARNING



EXPLOSION HAZARD

Failure to follow this warning could result in death, serious personal injury, and/or property damage.

Never use air or gases containing oxygen for leak testing or operating refrigerant compressors. Pressurized mixtures of air or gases containing oxygen can lead to an explosion.

Remove plastic caps from liquid and suction service valves. Use refrigerant grade tubing. Service valves are closed from the factory and are ready for brazing. After wrapping the service valve with a wet cloth, the tubing set can be brazed to the service valve using either silver bearing or non-silver bearing brazing material. Consult local code requirements. Refrigerant tubing and the indoor coil are now ready for leak testing.

NOTE: Unit is shipped with Puron (R-410A) refrigerant factory charge indicated on nameplate.

Pass nitrogen or other inert gas through piping while brazing to prevent formation of copper oxide.



CAUTION

UNIT DAMAGE HAZARD

Failure to follow this caution may result in equipment damage or improper operation.

To prevent damage to unit or service valves observe the following:

- Use a brazing shield.
- Wrap service valves with wet cloth or use a heat sink material.

MAKE ELECTRICAL CONNECTIONS



WARNING

ELECTRICAL SHOCK HAZARD

Failure to follow this warning could result in personal injury or death.

The unit cabinet must have an uninterrupted or unbroken ground to minimize personal injury if an electrical fault should occur. The ground may consist of electrical wire or metal conduit when installed in accordance with existing electrical codes.



CAUTION

UNIT DAMAGE HAZARD

Failure to follow this caution may result in equipment damage or improper operation.

Unit failure as a result of operation on improper line voltage or excessive phase imbalance constitutes abuse and may cause damage to electrical components. Such operation would void any applicable warranty.



WARNING

ELECTRICAL SHOCK HAZARD

Failure to follow this warning could result in personal injury or death.

Before performing service or maintenance, be sure indoor unit main power switch is turned OFF and indoor blower has stopped.

Power Wiring

Unit is factory wired for voltage shown on nameplate. Provide adequate, fused disconnect switch within sight from unit, readily accessible, but out of reach of children. Provision for locking the switch open (off) is advisable to prevent power from being turned on while unit is being serviced.

Disconnect switch, fuses, and field wiring must comply with the NEC and local code requirements. Use copper wire only between the disconnect switch and unit. Use minimum 75 C wire for the field power connection.

Route power wires through the opening in unit side panel and connect in the unit control box as shown on the unit label diagram and Fig. 4. Unit must be grounded.

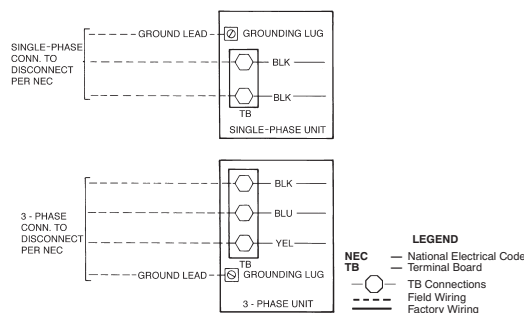


Fig. 4 — Line Power Connections

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Control Circuit Wiring

Control voltage is 24 v (40 va minimum). See Fig. 5 and unit label diagram for field-supplied wiring details. Route control wire through opening in unit side panel to connection in unit control box.

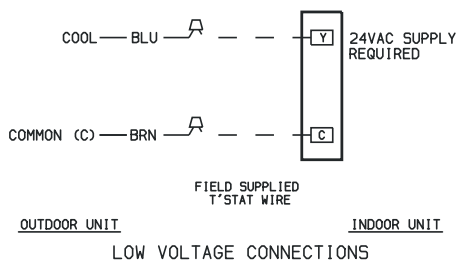


Fig. 5 — 24AHA4 Typical Control Circuit Connections

A07398

NOTE: Use No. 18 AWG color-coded, insulated (35°C minimum) wire. If thermostat is located more than 100 ft. (30.5 m) from unit, as measured along the control voltage wires, use No. 16 AWG color-coded wire to avoid excessive voltage drop.

NOTE: All wiring must conform to NEC and local codes.

NOTE: Operating unit on improper line voltage constitutes abuse and could affect warranty. See Product Data. **Do not** install unit in a system where voltage may fluctuate above or below permissible limits.

Refer to the Product Data for recommended fuse sizes. When making electrical connections, provide clearance at the unit for refrigerant piping connections.

NOTE: The 24AHA4 units use the control transformer supplied with the matched indoor unit.

START-UP

PRELIMINARY CHECKS

1. Check that all internal wiring connections are tight and that all barriers, covers, and panels are in place.
2. Field electrical power source must agree with unit nameplate rating.
3. All service valves must be open.
4. Belly-band crankcase heater must be tight on compressor crankcase for those units with belly-band heaters.

EVACUATE AND DEHYDRATE

Field piping and fan coil must be evacuated and dehydrated.

CHARGE SYSTEM

Release charge into system by opening (back-seating) liquid and suction line service valves. Outdoor unit is charged for 15 ft (4.6 m) of 3/8-in. liquid line.

TO START UNIT

Be sure that the field disconnect is closed. Set room thermostat below ambient temperature. Operate unit for 15 minutes, then check system refrigerant charge. See Refrigerant Charging section.

SERVICE



WARNING

ELECTRICAL SHOCK HAZARD

Failure to follow this warning could result in personal injury or death.

Before installing, modifying, or servicing system, main electrical disconnect switch must be in the OFF position. There may be more than 1 disconnect switch. Lock out and tag switch with a suitable warning label.

High-Pressure Relief Valve

The high-pressure relief valve is located in the compressor. The relief valve opens at a pressure differential of approximately 550 to 625 \pm 50 psig between suction (low side) and discharge (high side) to allow pressure equalization.

Internal Current and Temperature Sensitive Overload

The control resets automatically when internal compressor motor temperature drops to a safe level (overloads may require up to 45 minutes to reset). When an internal overload is suspected of being open, check by using an ohmmeter or continuity tester.

Pumpdown Procedure

The system may be pumped down in order to make repairs on the low side without losing complete refrigerant charge.



CAUTION

UNIT DAMAGE HAZARD

Failure to follow this caution may result in equipment damage or improper operation.

Never open system to atmosphere while it is under a vacuum.

When system must be opened for service, recover refrigerant, break vacuum with dry nitrogen before opening system.

1. Attach pressure gage to suction service valve gage port.
2. Front-seat the liquid/mixed phase line valve.



CAUTION

UNIT DAMAGE HAZARD

Failure to follow this caution may result in equipment damage or improper operation.

The unit coils hold only the factorydesignated amount of refrigerant. Additional refrigerant may cause units to relieve pressure through the compressor internal pressure relief valve (indicated by a sudden rise of suction pressure) before suction pressure reaches 20 psig. If this occurs, shut off unit immediately then front-seat the suction valve and remove and recover excess refrigerant following accepted practices

3. Start unit and run until suction pressure reaches 20 psig.
4. Shut unit off and front-seat suction valve.
5. De-pressurize low side of unit and recover refrigerant following accepted practices.

Crankcase Heater

The crankcase heater prevents refrigerant migration and compressor oil dilution during shutdown when compressor is not operating. If the crankcase heater is de-energized for more than 6 hours, both compressor service valves must be closed.

NOTE: Addition of an accessory crankcase heater is required for long line and low ambient colling applications. Refer to the Residential Long Line Guideline.

The crankcase heater is powered by the high-voltage power of the unit. It is connected across the line side of the contactor and is thermostatically controlled.



WARNING

PERSONAL INJURY HAZARD

Failure to follow this warning could result in personal injury or death.

Use extreme caution when troubleshooting this device as line voltage is continually present.

To troubleshoot:

1. Apply voltmeter across crankcase heater leads to see if heater voltage is on. Do not touch heater. Carefully feel area around crankcase heater; if warm, crankcase heater is functioning.
2. With power off and heater leads disconnected, check across leads with ohmmeter. Do not look for a specific resistance reading. Check for resistance or an open circuit, and change heater if an open circuit is detected.

Service Valves

The service valves in the outdoor unit come from the factory front-seated. This means the refrigerant charge is isolated from the line-set connection ports. To prevent damage to the valve, use a wet cloth or other accepted heat sink material on the valve before brazing.

The service valve cannot be field repaired, therefore, only a complete valve or valve stem seal and service port caps are available for replacement.

Refrigerant Charging



WARNING

PERSONAL INJURY AND/OR EQUIPMENT DAMAGE HAZARD

Failure to follow this warning could result in personal injury and/or equipment damage.

Wear safety glasses and gloves when handling refrigerant. Do not overcharge system – this can cause compressor flooding.



WARNING

PERSONAL INJURY AND/OR EQUIPMENT DAMAGE HAZARD

Failure to follow this warning could result in personal injury and/or equipment damage.

Service valves must be fully back-seated to close service port. There is no Schrader valve at the service port, and failure to back-seat the valve could result in loss of system charge or personal injury.

NOTE: Do not vent or de-pressurize unit refrigerant to atmosphere. Remove and recover refrigerant following accepted practices.

All units are shipped with the refrigerant charge listed on the nameplate.

Refer to Product Data and consider the following when working with Puron (R-410A) refrigerant:

- Puron refrigerant cylinders are rose colored.
- Recovery cylinder service pressure rating must be 400 psig, DOT (Department of Transportation) 4BA400 or DOT BW400.
- Puron systems should be charged with liquid refrigerant. Use a commercial type metering device in the manifold hose when charging into suction line with compressor operating.
- Manifold sets should be 700 psig high side and 180 psig low side with 550 psig low-side retard.
- Use hoses with 700 psig service pressure rating.
- Puron refrigerant, as with other HFCs, is only compatible with POE oils.
- Vacuum pumps will not remove moisture from oil.
- Polyol Ester oils absorb moisture rapidly. Do not expose oil to atmosphere.
- Polyol Ester oils may cause damage to certain plastics and roofing materials.
- Wrap all filter driers and service valves with wet cloth when brazing.
- factory approved, liquid-line filter drier is required on every unit.
- Do not use a TXV (thermostatic expansion valve) designed for use with R-22 refrigerant. Refer to separate indoor unit installation instructions for more details.
- If using a suction line drier, do not leave in place for more than 72 hours.

35 ft. (10.6 m) – 25 ft. (7.6 m) = 10 ft. X 0.6 oz./ft. = 6 oz. of additional charge.

CHECK CHARGE

Charging method is shown on information plate inside unit. To properly check or adjust charge, conditions must be favorable for subcooling charging. Favorable conditions exist when the outdoor temperature is between 70°F and 100°F (21.11°C and 37.78°C), and the indoor temperature is between 70°F and 80°F (21.11°C and 26.67°C). Follow the procedure below:

Unit is factory charged for 15ft (4.57 m) of lineset. Adjust charge by adding or removing 0.6 oz/ft (.018 kg/m) of 3/8 liquid line above or below 15ft (4.57 m) respectively.

For standard refrigerant line lengths (80 ft/24.38 m or less), allow system to operate in cooling mode at least 15 minutes. If conditions are favorable, check system charge by subcooling method. If any adjustment is necessary, adjust charge slowly and allow system to operate for 15 minutes to stabilize before declaring a properly charged system.

If the indoor temperature is above 80°F (26.67°C), and the outdoor temperature is in the favorable range, adjust system charge by weight based on line length and allow the indoor temperature to drop to 80°F (26.67°C) before attempting to check system charge by subcooling method as described above.

If the indoor temperature is below 70°F (21.11°C), or the outdoor temperature is not in the favorable range, adjust charge for line set length above or below 15ft (4.57 m) only. Charge level should then be appropriate for the system to achieve rated capacity. The charge level could then be checked at another time when the both indoor and outdoor temperatures are in a more favorable range.

NOTE: If line length is beyond 80 ft (24.38 m) or greater than 20 ft (6.10 m) vertical separation, See Residential Piping and Long Line Guideline for special charging requirements.



MAINTENANCE



WARNING

ELECTRICAL SHOCK HAZARD

Failure to follow this warning could result in personal injury or death.

Before installing, modifying, or servicing system, main electrical disconnect switch must be in the OFF position. There may be more than 1 disconnect switch. Lock out and tag switch with a suitable warning label.

LUBRICATION

Compressor

Compressor contains factory oil charge; replace oil when lost. Use Mobile 3MA-POE oil.

CLEANING COILS

Coil should be washed out with water or blown out with compressor air. Note that the blow-thru design causes dirt and debris to build up on the inside of the coils. Clean coil annually or as required by location and outdoor air conditions. Inspect coil monthly and clean as required. Fins are not continuous through coil sections. Dirt and debris may pass through first section, become trapped between the row of fins and restrict condenser airflow. Use a flashlight to determine if dirt or debris has collected between coil sections. Clean coil as follows:

1. Turn off unit power.
2. Using a garden hose or other suitable equipment, flush coil from the outside to remove dirt. Be sure to flush all dirt and debris from drain holes in base of unit. Fan motors are waterproof.