



DU PAGE COUNTY

Development Committee

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, December 3, 2024

10:30 AM

Room 3500B

1. CALL TO ORDER

10:30 AM meeting was called to order by Chair Sam Tornatore at 10:30 AM.

PRESENT Haider, Honig, Krajewski, Ozog, Rutledge, and Tornatore

2. ROLL CALL

PRESENT Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT Krajewski

3. CHAIRMAN'S REMARKS- CHAIR TORNATORE

Chair Tornatore welcomed newly elected County Board Members, Saba Haider and Andrew Honig.

4. PUBLIC COMMENT

No public comments were offered.

5. MINUTES APPROVAL

5.A. [24-3169](#)

Development Meeting - Regular Meeting - November 19, 2024

Attachments: [Summary Min 11-19-24.pdf](#)

RESULT: APPROVED
MOVER: Sheila Rutledge
SECONDER: Mary Ozog
AYES: Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT: Krajewski

6. BUDGET TRANSFERS

6.A. [24-3167](#)

Transfer of funds from 1100-2810-53830 (Other Contractual Expenses) to 1100-2810-54100-0700 (IT Equipment – Capital Lease) in the amount of \$1,000.00 to cover FY24 year-end expenses.

Attachments: [BT-IT-CAP LEASE \\$1000 11-15-24.pdf](#)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Mary Ozog
AYES:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

6.B. [24-3168](#)

Transfer of funds from 1100-2810-50000 (Regular Salaries) and 1100-2810-50080 (Salary & Wage Adjustments) in the amount of \$64,000.00 to 1100-2810-51000 (Benefit Payments) and 1100-2810-51040 (Employee Med & Hosp Insurance) in the amount of \$64,000.00 to cover FY24 year-end Personnel expenses.

Attachments: [BT-PERSONNEL \\$64000 11-15-24.pdf](#)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Mary Ozog
AYES:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

7. **REGULATORY SERVICES**

7.A. [DC-O-0064-24](#)

ZONING-24-000070 – ORDINANCE – Hajek: The DuPage County Zoning Hearing Officer recommended to approve the following zoning relief:

Variation to reduce the corner side yard setback for a new attached garage addition from required 30 feet to approximately 22 feet. (Milton/District 6) (Located at the northwest corner of Delles Road and 39th Street)

ZHO Recommendation to Approve

Attachments: [Z-24-000070 Hajek Dev. Com. \(12-03-2024\).pdf](#)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Sheila Rutledge
SECONDER:	Mary Ozog
AYES:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

7.B. [DC-O-0065-24](#)

ZONING-24-000071 - ORDINANCE- Invest a Little, LLC: The DuPage County Zoning Hearing Officer recommended to approve the following zoning relief:
 Variation to reduce the front yard setback from 30 feet to approximately 22.7 feet for a new house on existing foundation. (Wayne/District 6) (Located at the southeast corner of Woodland Avenue and Shady Lane)
 ZHO Recommendation to Approve

Attachments: [Z-24-000071 INVEST A LITTLE, LLC. Dev. Com. \(12-03-2024\)_Redacted.pdf](#)

RESULT:	APPROVED AT COMMITTEE
MOVER:	Mary Ozog
SECONDER:	Sheila Rutledge
AYES:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

7.C. [DC-O-0066-24](#)

ZONING-24-000072 – ORDINANCE – Goin: The DuPage County Zoning Hearing Officer recommended to deny the following zoning relief:
 1. Conditional Use to increase the number of hens permitted on the subject property from 5 to 23.
 2. Variation to reduce the interior side setback for an existing chicken coop and chicken run from required 25 feet to approximately 6 feet. (Winfield/District 6) (Generally located northwest of Herrick Road and Cove Lane, on the north side of Cove Lane)
 ZHO Recommendation to Deny

Attachments: [Z-24-000072 Goin Dev. Com. 1\(12-03-2024\)_Redacted.pdf](#)

RESULT:	RECOMMENDED TO DENY (DEVELOPMENT ONLY)
MOVER:	Sheila Rutledge
SECONDER:	Mary Ozog
NAY:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

7.D. [24-3166](#)

Recommendation for the approval of a contract to Veritext, LLC, to provide court reporting services, as needed for Building & Zoning, for the period of December 24, 2024 through December 23, 2025, for a contract total not to exceed \$24,213.75; per lowest responsible bid #24-120-BZP.

- Attachments:** [Veritext PRCC FY25](#)
 [Veritext 24-120-BZP - BID Tab](#)
 [Veritext Pricing Pages](#)
 [Veritext FY25 Vendor Ethics](#)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Andrew Honig
AYES:	Haider, Honig, Ozog, Rutledge, and Tornatore
ABSENT:	Krajewski

8. OLD BUSINESS

No old business was discussed.

9. NEW BUSINESS

Chair Tornatore wished the Committee Happy Holidays, since they will not meet again until after the first of the year.

10. ADJOURNMENT

With no further business, the meeting was adjourned at 10:38 AM



Minutes

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 24-3169

Agenda Date: 12/3/2024

Agenda #: 5.A.



DU PAGE COUNTY

Development Committee

Final Summary

421 N. COUNTY FARM ROAD
WHEATON, IL 60187
www.dupagecounty.gov

Tuesday, November 19, 2024

10:30 AM

Room 3500B

1. CALL TO ORDER

10:30 AM meeting was called to order by Chair Sam Tornatore at 10:30 AM.

2. ROLL CALL

Member Brian Krajewski arrived at 10:56 a.m.

PRESENT	Chaplin, Gustin, Ozog, Rutledge, and Tornatore
LATE	Krajewski

3. CHAIRMAN'S REMARKS- CHAIR TORNATORE

Chair Tornatore said goodbye to Member Chaplin and wished her luck in her new endeavors.

4. PUBLIC COMMENT

Mr. Ramy Shenouda spoke on behalf of the Construction Solutions petition. The property is located at the corner of Madison Street and 90th Street. They are asking for variations to subdivide the property to build two homes. He noted that many larger parcels in the area have already been divided. He feels that this would enhance the look of the neighborhood and be an upgrade to the old dilapidated house that is currently there.

5. MINUTES APPROVAL

5.A. [24-3072](#)

Development Meeting - Regular Meeting - November 5, 2024

Attachments: [Summary Min 11-5-2024.pdf](#)

RESULT:	APPROVED
MOVER:	Liz Chaplin
SECONDER:	Patty Gustin
AYES:	Chaplin, Gustin, Ozog, Rutledge, and Tornatore
LATE:	Krajewski

6. REGULATORY SERVICES

6.A. [DC-O-0062-24](#)

ZONING-24-000059 – ORDINANCE – Construction Solutions, LLC.: The Zoning Board of Appeals recommended to deny the following zoning relief:

1. Variation to reduce the lot size for two new lots from required 100,000 sq. ft. to

approximately 16,556 sq. ft. for Lot 1 and approximately 17,788 sq. ft. for Lot 2.
 2. Variation to reduce the lot width for two new lots from required 165 feet to approximately 140 feet for Lot 1 and 150 feet for Lot 2. (Downers Grove/ District 3) (Located at the northeast corner of Madison Street and 90th Street)
 ZBA VOTE (to Deny): 6 Ayes, 0 Nays, 1 Absent

Chair Tornatore explained to Members that the Zoning Board of Appeals recommended to deny petition. This was based on the petitioner using financial hardship as the basis for the petition, which is not a standard for variations. There was some discussion of similar sized properties in the area. Paul Hoss explained that Burr Ridge objected to the petition due to when they first incorporated, they allowed smaller lots, but in the last 10 years or so, they rewrote their zoning code which allows a minimum of one acre lots. With this variation, the properties would not meet their current zoning code.

Chair Tornatore had members vote separately for each variation request.

1. Variation to reduce lot size for two new lots. Member Gustin passed, final vote all nays, motion failed.
2. Variation to reduce lot width for two new lots. All nays, motion failed.

Attachments: [Z-24-000059 Construction Solutions, LLC. ZBA Dev. Com. \(11-19-2024\) Redacted - Copy.pdf](#)

RESULT: RECOMMENDED TO DENY (DEVELOPMENT ONLY)
MOVER: Patty Gustin
SECONDER: Sheila Rutledge

6.B. [DC-O-0063-24](#)

ZONING-24-000063 – ORDINANCE – SMM Management Co.: The Zoning Hearing Officer recommended to deny the following zoning relief:
 Variation to reduce the front setback for a pole sign from required 15 feet to approximately 10 inches (replacing sign cabinet and using existing pole/pole base). (Lisle/District 2) (Located at the northeast corner of Belmont Road and Maple Avenue)
 ZHO Recommendation to Deny

Attachments: [Z-24-000063 SMM Management Co. Dev. Com. \(11-19-2024\) Redacted.pdf](#)

RESULT: WITHDRAWN

6.C. [24-3073](#)

SAFEBuilt Illinois, LLC - PO #6081-0001 SERV - This Purchase Order is decreasing in the amount of \$100,270 and closing due to expiration of the contract.

Attachments: [SAFEbuilt 6081 CO #3 Dec Close.pdf](#)

RESULT: APPROVED
MOVER: Mary Ozog
SECONDER: Patty Gustin

AYES:	Chaplin, Gustin, Ozog, Rutledge, and Tornatore
LATE:	Krajewski

6.D. [24-3074](#)

TPI Building Code Consultants, Inc. - PO #6230-0001 SERV - This Purchase Order is decreasing in the amount of \$50,000 and closing due to expiration of the contract.

Attachments: [TPI 6230 CO #1 Dec Close.pdf](#)

RESULT:	APPROVED
MOVER:	Patty Gustin
SECONDER:	Liz Chaplin
AYES:	Chaplin, Gustin, Ozog, Rutledge, and Tornatore
LATE:	Krajewski

6.E. [24-3075](#)

T-3-24 Proposed Text Amendments to the County Zoning Code relative to Principal Arterial Two (2) Family Dwelling Conversion Use (Request to conduct public hearing before the Zoning Board of Appeals)

Paul Hoss explained this proposed text amendment would allow a single family residence to convert into two dwelling units. This addresses the County's continuing effort of the Ad-Hoc Housing Solutions program to scale up more opportunities to have additional housing units and also clean up problematic properties. The property would have be zoned R-3 or R-4 single family residential and be located on a principal arterial roadway. Several years ago there was a Zoning proposal, the principal arterial office use, which allowed changing a single family residence to office space, without rezoning. This change was welcomed and successful. Some requirements for new petition are that one of the residents must be owner of property, only two units, needs to be an existing house and all other zoning codes would apply.

Attachments: [T-3-24 TEXT AMENDMENT \(11-19-24\) \(003\).pdf](#)

RESULT:	APPROVED
MOVER:	Sheila Rutledge
SECONDER:	Liz Chaplin
AYES:	Chaplin, Gustin, Krajewski, Ozog, Rutledge, and Tornatore

7. **OLD BUSINESS**

No old business was discussed.

8. NEW BUSINESS

No new business was discussed.

9. ADJOURNMENT

Before ending the Meeting, Chair Tornatore said goodbye and thanked Member Gustin for her service on the Committee. With no further business, the meeting was adjourned at 11:01 AM



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 24-3167

Agenda Date: 12/3/2024

Agenda #: 6.A.

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective May 29, 2024

From: 1100
 Company #

BUILDING, ZONING & PLANNING
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2810	53830		OTHER CONTRACTUAL EXPENSES	\$ 1,000.00	17,510.97	16,510.97	11/15/24
Total				\$ 1,000.00			

To: 1100
 Company #

BUILDING, ZONING & PLANNING
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2810	54100	0700	IT EQUIPMENT - CAPITAL LEASE	\$ 1,000.00	(362.57)	637.43	11/15/24
Total				\$ 1,000.00			

Reason for Request:

To balance final FY24 IT/Capital Lease budget line.

Activity _____
 (optional)

Department Head _____ Date 11/15/24
 Chief Financial Office _____ Date 11/15/24

****Please sign in blue ink on the original form****

Finance Department Use Only

Fiscal Year 24 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

Development - 12/3/24
 FIN/CB - 12/10/24



Budget Transfer

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 24-3168

Agenda Date: 12/3/2024

Agenda #: 6.B.

DuPage County, Illinois
 BUDGET ADJUSTMENT
 Effective May 29, 2024

From: 1100
 Company #

BUILDING, ZONING & PLANNING
 From: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2810	50000		REGULAR SALARIES	\$ 4,000.00	161,383.48	157,383.48	11/15/24
2810	50080		SALARY & WAGE ADJUSTMENTS	\$ 60,000.00	60,200.00	200.00	11/15/24
Total				\$ 64,000.00			

To: 1100
 Company #

BUILDING, ZONING & PLANNING
 To: Company/Accounting Unit Name

Accounting Unit	Account	Sub-Account	Title	Amount	Finance Dept Use Only Available Balance		Date of Balance
					Prior to Transfer	After Transfer	
2810	51000		BENEFIT PAYMENTS	\$ 19,000.00	(2,456.79)	16,543.21	11/15/24
2810	51040		EMPLOYEE MED & HOSP INSURANCE	\$ 45,000.00	(17,798.08)	27,201.92	11/15/24
Total				\$ 64,000.00			

Reason for Request:

To balance final FY24 Personnel budget lines

Department _____ Date 11/15/24
 Chief Financial Officer _____ Date 11/19/24

Activity _____
 (optional)

****Please sign in blue ink on the original form****

Finance Department Use Only

Fiscal Year 24 Budget Journal # _____ Acctg Period _____

Entered By/Date _____ Released & Posted By/Date _____

Development - 12/3/24
 FIN/CB - 12/10/24



Development Ordinance

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: DC-O-0064-24

Agenda Date: 12/3/2024

Agenda #: 7.A.



**DUPAGE
COUNTY**

Building
Division

Zoning &
Planning Division

Environmental
Division

BUILDING & ZONING DEPARTMENT

630-407-6700
fax: 630-407-6702

www.dupagecounty.gov/building

MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Hearing Officer
DATE: November 20, 2024
RE: **ZONING-24-000070 Hajek (Milton/District 6)**

Development Committee: December 3, 2024:

Zoning Hearing Officer: November 20, 2024: The Zoning Hearing Officer recommended to approve the following zoning relief:

Variation to reduce the corner side yard setback for a new attached garage addition from required 30 feet to approximately 22 feet.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner's site plan made part of Zoning Petition #**ZONING-24-000070 Hajek** dated November 7, 2024.
2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.
3. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZHO Recommendation to Approve

FINDINGS OF FACT:

- A. That petitioner testified that the subject zoning relief is to reduce the corner side yard setback for a new attached garage addition from required 30 feet to approximately 22 feet.

- B. That petitioner testified that only one (1) corner of the proposed garage addition would encroach into the corner side setback, as the existing home and attached garage are located on an angle on the subject property.
- C. That petitioner testified that due to the layout of the subject home on the subject property, the only location to place a garage addition is off of the existing garage, which would also utilize the existing driveway.
 - Furthermore, that petitioner testified that the location of the septic tank and field behind the subject home prevents petitioner from constructing a detached garage behind the home.
- D. That petitioner testified that the existing attached garage is a single car garage and that they would like to increase their garage space to store both of their vehicles indoors and also store household accessory equipment within their garage.
- E. That the Zoning Hearing Officer finds that petitioner has demonstrated sufficient evidence for a practical difficulty and particular hardship, as petitioner indicated that the proposed garage addition would be located less than thirty (30) feet from the corner side property line (approximately 22 feet) due to the angled orientation of the subject home on the property and that only one corner of the proposed garage addition would encroach into the required setback.

STANDARDS FOR VARIATIONS:

1. That the Zoning Hearing Officer finds that petitioner **has demonstrated** that the granting of the Variation is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County's comprehensive plan for development.
2. That the Zoning Hearing Officer finds that petitioner **has demonstrated** the granting of the Variation will not:
 - a. Impair an adequate supply of light and air to the adjacent property as petitioner **has demonstrated** that only one corner of the proposed garage addition will encroach the corner side setback and therefore will not impair an adequate supply of light and air to the adjacent properties.
 - b. Increase the hazard from fire or other dangers to said property as petitioner **has demonstrated** that they will receive a building permit for the proposed garage addition and that it will be built pursuant to the current building codes.
 - c. Diminish the value of land and buildings throughout the County as petitioner **has demonstrated** that the proposed garage addition will be an added benefit to the neighborhood and will not diminish the value of land and buildings throughout the County.

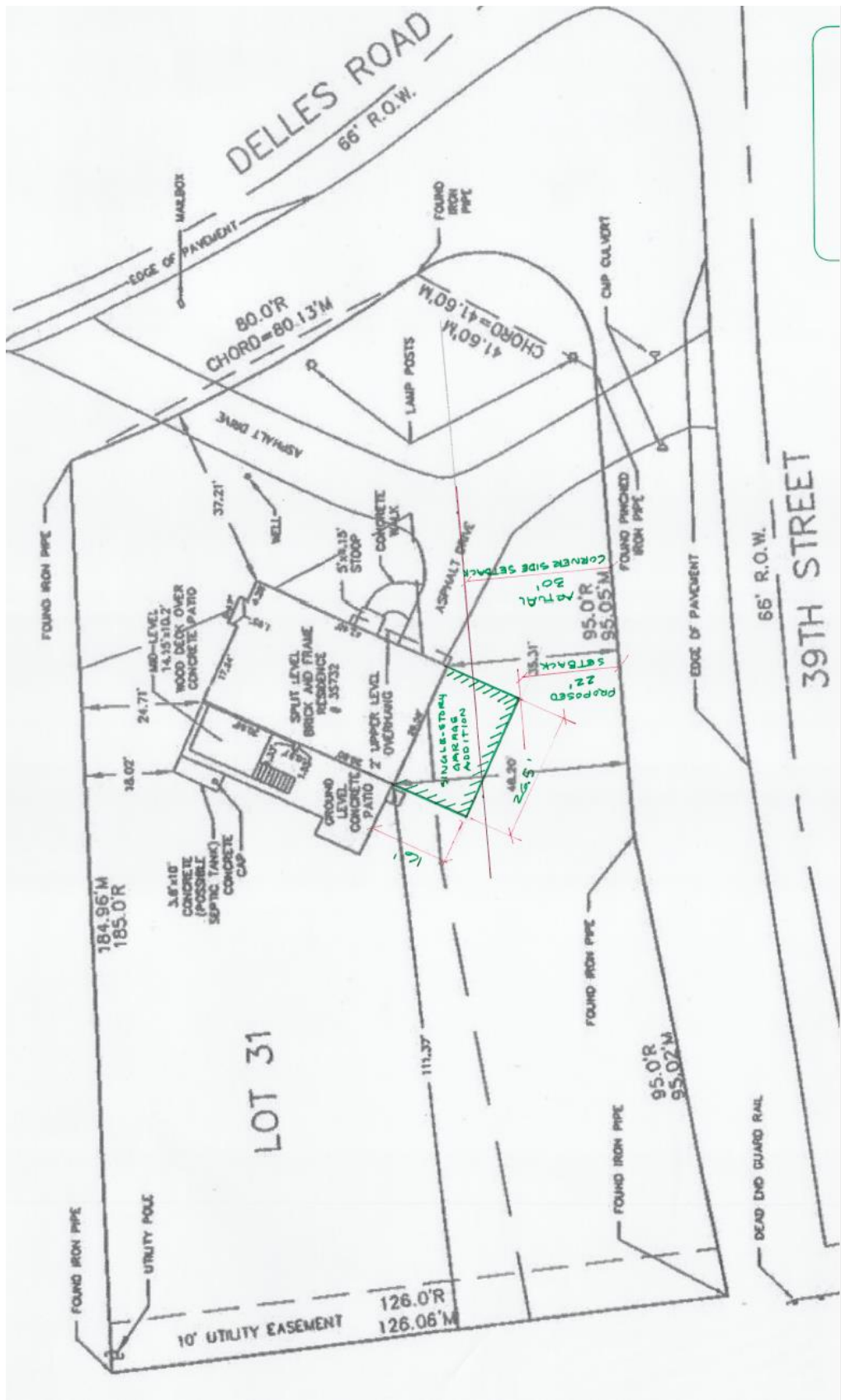
- d. Unduly increase traffic congestion in the public streets and highways as petitioner **has demonstrated** that the proposed garage addition will not unduly increase traffic congestion in the public streets and highways.
- e. Increase the potential for flood damages to adjacent property as petitioner **has demonstrated** that the proposed garage addition will not increase the potential for flood damages to adjacent property.
- f. Incur additional public expense for flood protection, rescue or relief as petitioner **has demonstrated** that the proposed garage addition will not incur additional public expense for flood protection, rescue, or relief.
- g. Otherwise impair the public health, safety, comfort, morals, or general welfare of the inhabitants of DuPage County as petitioner **has demonstrated** that the proposed garage addition will not impair the public health, safety, comfort, morals, or general welfare and will be an added benefit to the neighborhood.

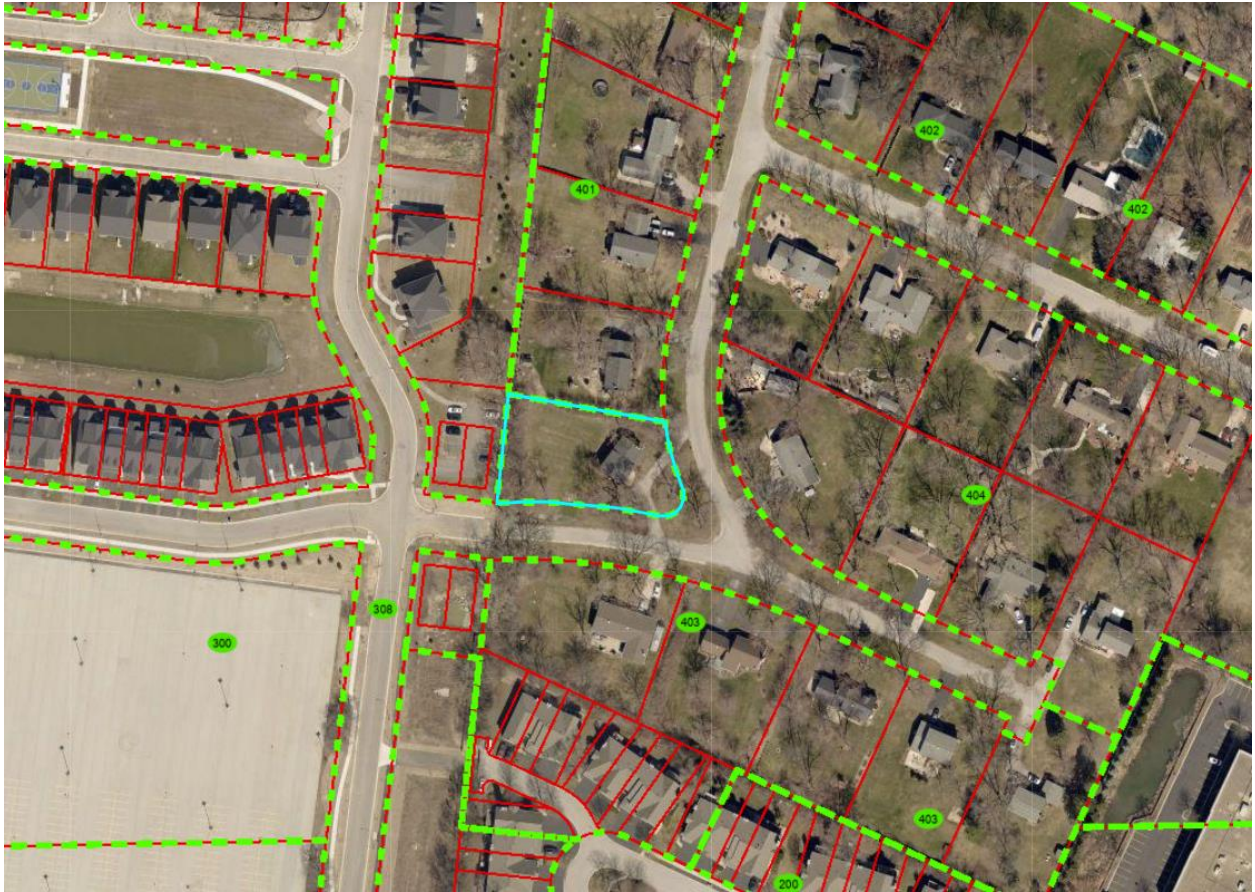
PETITIONER'S DEVELOPMENT FACT SHEET

GENERAL ZONING CASE INFORMATION			
CASE #/PETITIONER	ZONING-24-000070 Hajek		
ZONING REQUEST	Variation to reduce the corner side yard setback for a new attached garage addition from required 30 feet to approximately 22 feet.		
OWNER	DANIEL AND APRIL HAJEK, 3S732 DELLES ROAD, NAPERVILLE, IL 60563		
ADDRESS/LOCATION	3S732 DELLES ROAD, NAPERVILLE, IL 60563		
PIN	05-32-401-007		
TWSP./CTY. BD. DIST.	MILTON	DISTRICT 6	
ZONING/LUP	R-3 SF RES	0-5 DU AC	
AREA	0.53 ACRES (23,087 SQ. FT.)		
UTILITIES	WELL/SEPTIC		
PUBLICATION DATE	Daily Herald: OCTOBER 23, 2024		
PUBLIC HEARING	THURSDAY, NOVEMBER 7, 2024		
ADDITIONAL INFORMATION:			
Building:	No Objections.		
DUDOT:	<i>No Comments Received.</i>		
Health:	No Objection with the concept of the petition. Additional information may be required at time of permit application.		
Stormwater:	No Objection with the concept of the petition. Additional information may be required at time of permit application.		
Public Works:	"DPC Public Works has no sewer near this property, the water is owned by the City of Naperville."		
EXTERNAL:			
City of Naperville:	<i>No Comments Received.</i>		
City of Wheaton:	<i>No Comments Received.</i>		
Village of Lisle:	Our office has no jurisdiction in this matter. "The subject property is outside the Village's boundary agreement."		
City of Warrenville:	<i>No Comments Received.</i>		
Milton Township:	<i>No Comments Received.</i>		
Township Highway:	No Objection with the concept of the petition. Additional information may be required at time of permit application.		
Warrenville Fire Dist.:	No Objections.		
Sch. Dist. 200:	<i>No Comments Received.</i>		
Forest Preserve:	"We do not have any comments."		
GENERAL BULK REQUIREMENTS:			
REQUIREMENTS:	REQUIRED	EXISTING	PROPOSED
Corner Side Yard:	30 FT	APPROX. 35.31 FT	APPROX. 22 FT.

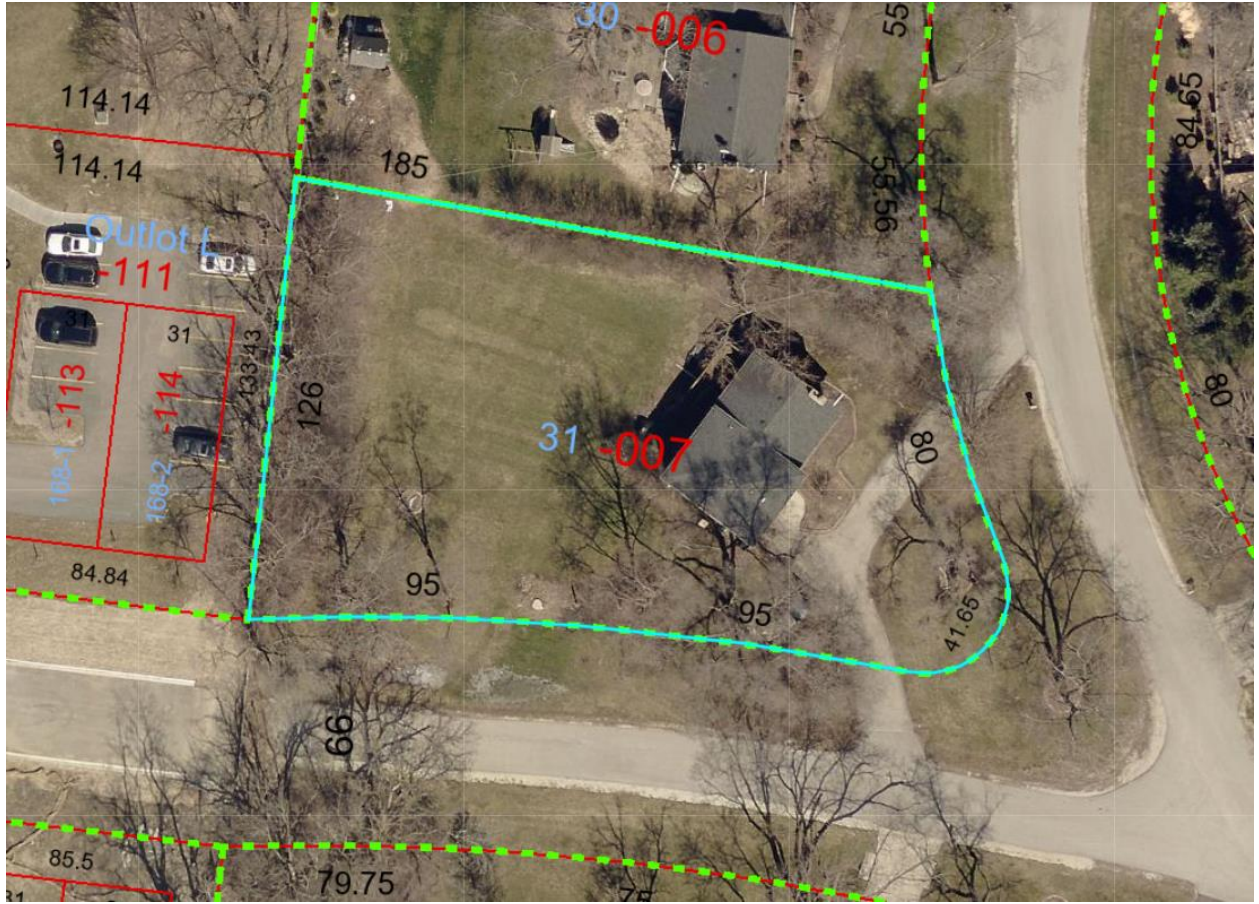
LAND USE

Location	Zoning	Existing Use	LUP
Subject	R-3 SF RES	HOUSE	0-5 DU AC
North	R-3 SF RES	HOUSE	0-5 DU AC
South	39 TH STREET AND BEYOND R-3 SF RES	HOUSE	0-5 DU AC
East	DELLES ROAD AND BEYOND R-3 SF RES	HOUSE	0-5 DU AC
West	CITY OF NAPERVILLE	PARKING LOT	CITY OF NAPERVILLE











Development Ordinance

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: DC-O-0065-24

Agenda Date: 12/3/2024

Agenda #: 7.B.



**DUPAGE
COUNTY**

Building
Division

Zoning &
Planning Division

Environmental
Division

BUILDING & ZONING DEPARTMENT

630-407-6700
fax: 630-407-6702

www.dupagecounty.gov/building

MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Hearing Officer
DATE: November 20, 2024
RE: **ZONING-24-000071 INVEST A LITTLE, LLC.**
(Wayne/District 6)

Development Committee: December 3, 2024:

Zoning Hearing Officer: November 20, 2024: The Zoning Hearing Officer recommended to approve the following zoning relief:

Variation to reduce the front yard setback from 30 feet to approximately 22.7 feet for a new house on existing foundation.

Subject to the following conditions:

1. That the property be developed in accordance with the petitioner's site plan made part of Zoning Petition #**ZONING-24-000071 INVEST A LITTLE** dated November 7, 2024.
2. That the owner/developer is to apply for and receive a Building Permit for all construction and/or excavation that occurs on the property.
3. That the property be developed in accordance with all other codes and Ordinances of DuPage County.

ZHO Recommendation to Approve

FINDINGS OF FACT:

- A. That petitioner testified that the subject zoning relief is to reduce the front yard setback from 30 feet to approximately 22.7 feet for a new house on existing foundation.

- B. That petitioner testified that he has owned the subject property for approximately one and a half (1.5) years and that he is not living at the property as there was a fire in the home.
- C. That petitioner testified that the existing home was originally constructed 22.7 feet from the front property line in 1961.
- D. That petitioner testified that as he is rehabilitating more than 50% of the existing home, technically the Building and Zoning Department is considering the rehabilitation a new home on existing foundation.
- E. That petitioner testified that the home is structurally sound and that he is replacing most of the interior and half of the roof structure.
- F. That the Zoning Hearing Officer finds that petitioner has demonstrated sufficient evidence for a practical difficulty and particular hardship to support a Variation, as petitioner testified that as the proposed rehabilitation is more than 50% of the existing home, the construction is technically considered a new home on existing foundation.
 - Furthermore, that the Zoning Hearing Officer finds that the home was constructed 22.7 feet from the front property line in 1961 and that petitioner is not altering the original foundation/exterior front walls.

STANDARDS FOR VARIATIONS:

1. That the Zoning Hearing Officer finds that petitioner **has demonstrated** that the granting of the Variation is in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County's comprehensive plan for development.
2. That the Zoning Hearing Officer finds that petitioner **has demonstrated** the granting of the Variation will not:
 - a. Impair an adequate supply of light and air to the adjacent property as petitioner **has demonstrated** that he is not altering the foundation/existing setbacks of the existing house and therefore will not impair an adequate supply of light and air to the adjacent properties.
 - b. Increase the hazard from fire or other dangers to said property as petitioner **has demonstrated** that he will receive a building permit for the proposed rehabilitation of the existing home and that it will be built pursuant to the current building codes.
 - c. Diminish the value of land and buildings throughout the County as petitioner **has demonstrated** that the proposed rehabilitation of the existing home will restore the fire damaged house and that the proposed construction will be an added benefit to the neighborhood and will not diminish the value of land and buildings throughout the County.

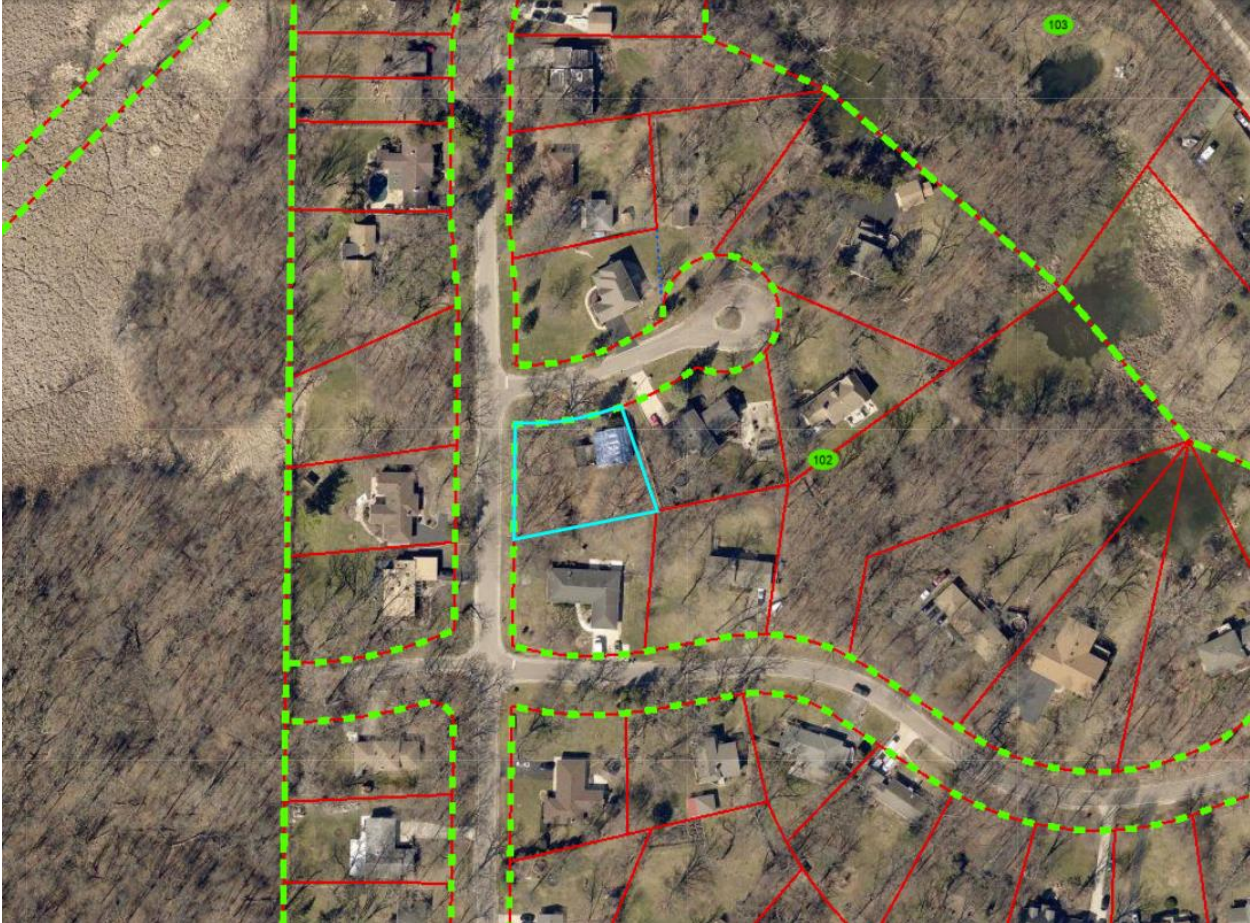
- d. Unduly increase traffic congestion in the public streets and highways as petitioner **has demonstrated** that the proposed rehabilitation of the existing home will not unduly increase traffic congestion in the public streets and highways.
- e. Increase the potential for flood damages to adjacent property as petitioner **has demonstrated** that the proposed rehabilitation of the existing home will not increase the potential for flood damages to adjacent property.
- f. Incur additional public expense for flood protection, rescue or relief as petitioner **has demonstrated** that the proposed rehabilitation of the existing home will not incur additional public expense for flood protection, rescue, or relief.
- g. Otherwise impair the public health, safety, comfort, morals, or general welfare of the inhabitants of DuPage County as petitioner **has demonstrated** that the proposed rehabilitation of the existing home will not impair the public health, safety, comfort, morals, or general welfare and will be an added benefit to the neighborhood.

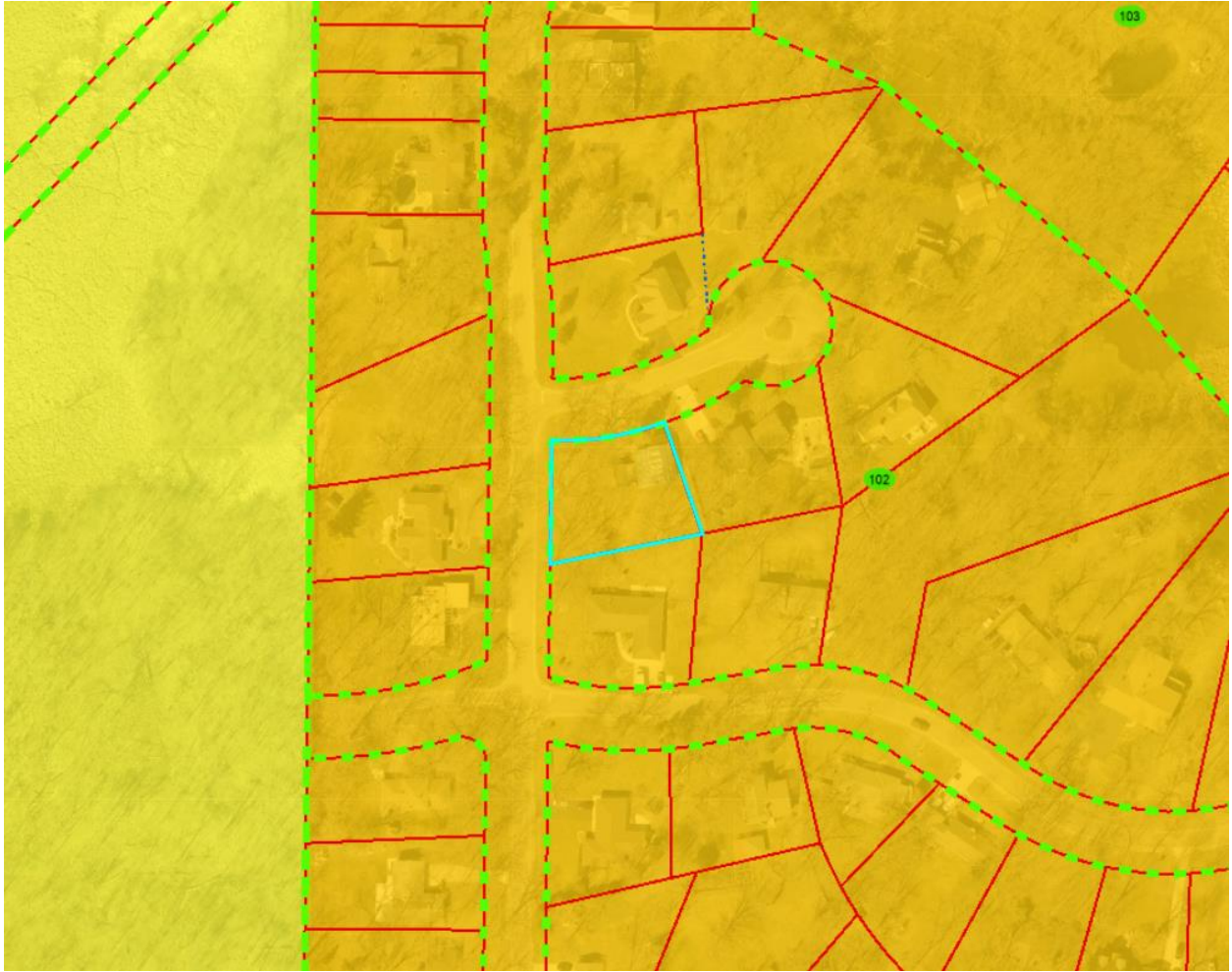
PETITIONER'S DEVELOPMENT FACT SHEET

GENERAL ZONING CASE INFORMATION			
CASE #/PETITIONER	ZONING-24-000071 INVEST A LITTLE, LLC.		
ZONING REQUEST	Variation to reduce the front yard setback from 30 feet to approximately 22.7 feet for a new house on existing foundation.		
OWNER	INVEST A LITTLE, LLC., 30W571 SHADY LANE, WEST CHICAGO, IL 60185/ INVEST A LITTLE, LLC., 353 HEMLOCK LANE, WEST CHICAGO, IL 60185		
ADDRESS/LOCATION	30W571 SHADY LANE, WEST CHICAGO, IL 60185		
PIN	01-28-102-010		
TWSP./CTY. BD. DIST.	WAYNE	DISTRICT 6	
ZONING/LUP	R-3 SF RES	0-5 DU AC	
AREA	0.4 ACRES (17,424 SQ. FT.)		
UTILITIES	WELL/SEPTIC		
PUBLICATION DATE	Daily Herald: OCTOBER 23, 2024		
PUBLIC HEARING	THURSDAY, NOVEMBER 7, 2024		
ADDITIONAL INFORMATION:			
Building:	No Objections.		
DUDOT:	Our office has no jurisdiction in this matter.		
Health:	No Objections with the concept of the petition. Additional information may be required at time of permit application. "FYI – a new home will require a new septic system."		
Stormwater:	No Objections with the concept of the petition. Additional information may be required at time of permit application.		
Public Works:	"DPC Public Works has no sewer or water in the area."		
EXTERNAL:			
City of West Chicago:	<i>No Comments Received.</i>		
Village of Wayne:	"No issue with this zoning matter. The residential property is south and not adjacent to Village boundary."		
Village of Bartlett:	<i>No Comments Received.</i>		
Wayne Township:	<i>No Comments Received.</i>		
Township Highway:	<i>No Comments Received.</i>		
West Chicago Fire Dist.:	<i>No Comments Received.</i>		
Sch. Dist. U-46:	<i>No Comments Received.</i>		
Forest Preserve:	"We do not have any comments."		
GENERAL BULK REQUIREMENTS:			
REQUIREMENTS:	REQUIRED	EXISTING	PROPOSED
Front Yard:	30 FT	APPROX. 22.7 FT	APPROX. 22.7 FT

LAND USE

Location	Zoning	Existing Use	LUP
Subject	R-3 SF RES	HOUSE	0-5 DU AC
North	SHADY LANE AND BEYOND R-3 SF RES	HOUSE	0-5 DU AC
South	R-3 SF RES	HOUSE	0-5 DU AC
East	R-3 SF RES	HOUSE	0-5 DU AC
West	WOODLAND AVENUE AND BEYOND R-3 SF RES	HOUSE	0-5 DU AC









DUPAGE COUNTY

Building Division

Zoning & Planning Division

Environmental Division

BUILDING & ZONING DEPARTMENT

630-407-6700 fax: 630-407-6702

www.dupagecounty.gov/building

DU PAGE COUNTY ZONING HEARING OFFICER PROGRAM Zoning Petition ZONING-24-000071 INVEST A LITTLE, LLC.

Please review the information herein and return with your comments to: Jessica Infelise Datzman, DuPage County Building and Zoning Department, 421 North County Farm Road, Wheaton, Illinois 60187; or via email at Jessica.Infelise@dupagecounty.gov or via facsimile at 630-407-6702 by NOVEMBER 6, 2024.

Form with sections: COMMENT SECTION, COMMENTS, SIGNATURE, MUNICIPALITY/TOWNSHIP/AGENCY/DEPARTMENT, GENERAL ZONING CASE INFORMATION. Includes handwritten notes and a signature.

PLEASE NOTE: FILING OF THIS FORM DOES NOT SUBSTITUTE FOR A FORMAL OBJECTION PURSUANT TO THE ILLINOIS STATE STATUTES.



Development Ordinance

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: DC-O-0066-24

Agenda Date: 12/3/2024

Agenda #: 7.C.



**DUPAGE
COUNTY**

Building
Division

Zoning &
Planning Division

Environmental
Division

BUILDING & ZONING DEPARTMENT

630-407-6700
fax: 630-407-6702

www.dupagecounty.gov/building

MEMORANDUM

TO: DuPage County Development Committee
FROM: DuPage County Zoning Hearing Officer
DATE: November 20, 2024
RE: **ZONING-24-000072 Goin (Winfield/District 6)**

Development Committee: December 3, 2024:

Zoning Hearing Officer: November 20, 2024: The Zoning Hearing Officer recommended to deny the following zoning relief:

1. Conditional Use to increase the number of hens permitted on the subject property from 5 to 23.
2. Variation to reduce the interior side setback for an existing chicken coop and chicken run from required 25 feet to approximately 6 feet.

ZHO Recommendation to Deny

FINDINGS OF FACT:

- A. That petitioner testified that they have requested the subject zoning relief to increase the number of hens permitted on the subject property from 5 to 23 and to reduce the interior side setback for an existing chicken coop and chicken run from required 25 feet to approximately 6 feet.
- B. That petitioner testified that she has had chickens on the subject property since 2011.
- C. That petitioner testified that the subject coop was constructed in 2011.
- D. That petitioner testified that chickens (hens) start laying eggs after 5-6 months of age and that she currently has chicks, egg-laying chickens, and older chickens in order to have a sustainable flock.

- E. That petitioner testified that she cannot feed her family with only five (5) hens and that she requires additional chickens in order to feed her family.
- F. That at the public hearing, neighbors testified that the large number of chickens on the subject property attracts many coyotes and hawks and that they often find the remnants of deceased chickens on their adjacent property.
- G. That the Zoning Hearing Officer finds that petitioner has not demonstrated or presented evidence for a particular hardship, practical difficulty, or unique circumstance in relation to the Variation for the existing chicken coop and chicken run.
 - Furthermore, that the Zoning Hearing Officer finds that the location of the chicken coop and chicken run, as well as twenty-three (23) hens on the subject property, located approximately six (6) feet from the interior side property line, both impair the public health, safety, comfort, morals, and general welfare of the inhabitants of DuPage County.
- H. That the Zoning Hearing Officer finds that petitioner has not demonstrated or provided sufficient evidence to satisfy the seven (7) standards required to support a Variation or Conditional Use.

STANDARDS FOR CONDITIONAL USES AND VARIATIONS:

1. That the Zoning Hearing Officer finds that petitioner **has not demonstrated or provided sufficient evidence** that the granting of the Variation and Conditional Use are in harmony with the general purpose and intent of the Zoning Ordinance, and will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with the County’s comprehensive plan for development.
2. That the Zoning Hearing Officer finds that petitioner **has not demonstrated or provided sufficient evidence** the granting of the Variation and Conditional Use will not:
 - a. Impair an adequate supply of light and air to the adjacent property as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not impact or impair the supply of light and air to adjacent properties.
 - b. Increase the hazard from fire or other dangers to said property as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line will not increase the hazard from fire or other dangers to said property.
 - c. Diminish the value of land and buildings throughout the County as petitioner **has not demonstrated or provided sufficient evidence** twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not diminish the value of land throughout the County.

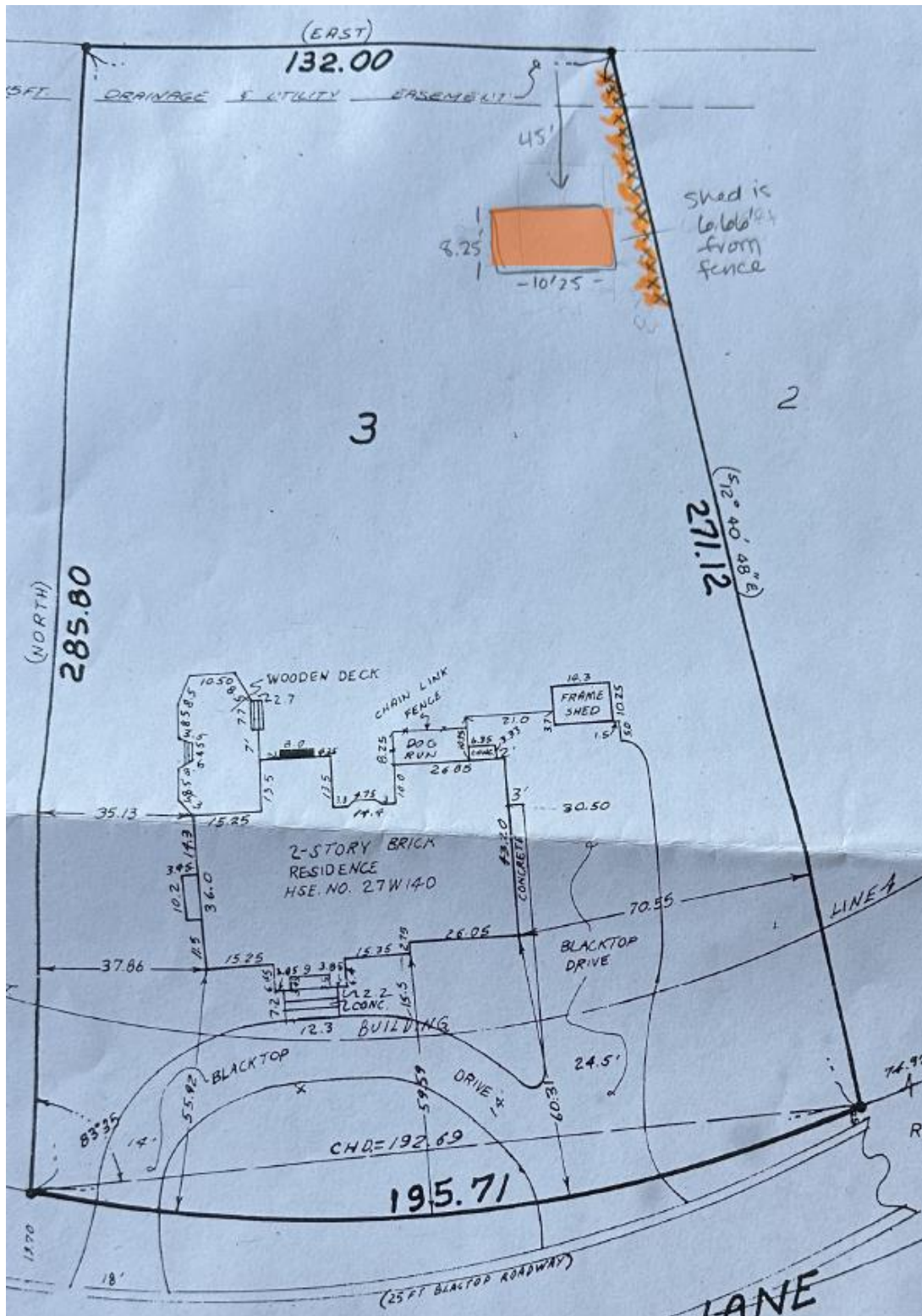
- d. Unduly increase traffic congestion in the public streets and highways as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not increase traffic congestion in the public streets and highways.
- e. Increase the potential for flood damages to adjacent property as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not increase the potential for flood damages to adjacent property.
- f. Incur additional public expense for flood protection, rescue or relief as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not incur additional public expense for flood protection, rescue, or relief.
- g. Otherwise impair the public health, safety, comfort, morals, or general welfare of the inhabitants of DuPage County as petitioner **has not demonstrated or provided sufficient evidence** that twenty-three (23) hens on the subject property and a chicken coop/run located six (6) feet from the interior side property line does not impair the public health, safety, comfort, morals, or general welfare of the inhabitants of DuPage County.

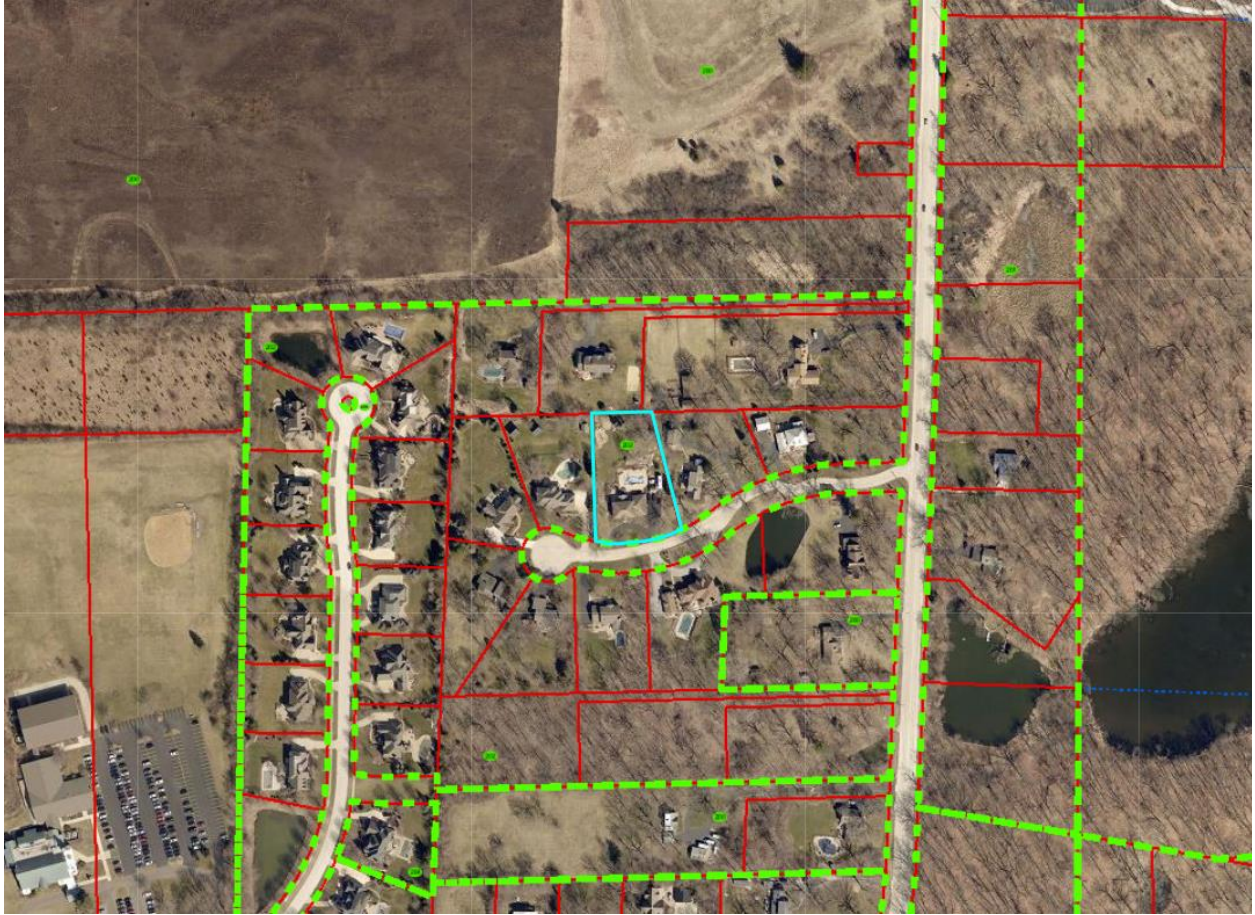
PETITIONER'S DEVELOPMENT FACT SHEET

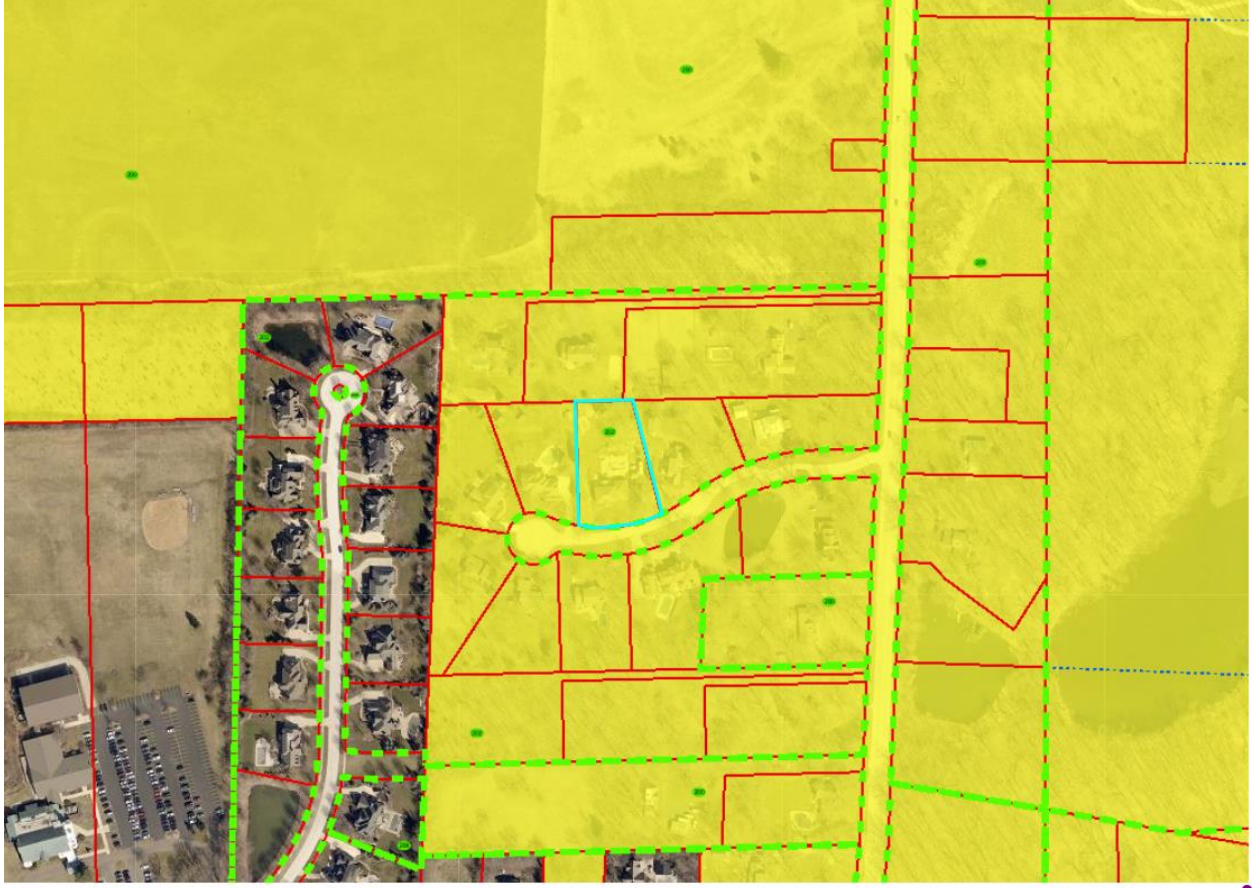
GENERAL ZONING CASE INFORMATION			
CASE #/PETITIONER	ZONING-24-000072 Goin		
ZONING REQUEST	1. Conditional Use to increase the number of hens permitted on the subject property from 5 to 23. 2. Variation to reduce the interior side setback for an existing chicken coop and chicken run from required 25 feet to approximately 6 feet.		
OWNER	MICHAEL E. GOIN, 27W140 COVE LANE, WARRENVILLE, IL 60555/ AGENT: KRISTEN GOIN, 27W140 COVE LANE, WARRENVILLE, IL 60555		
ADDRESS/LOCATION	27W140 COVE LANE, WARRENVILLE, IL 60555		
PIN	04-36-202-006		
TWSP./CTY. BD. DIST.	WINFIELD	DISTRICT 6	
ZONING/LUP	R-2 SF RES	0-5 DU AC	
AREA	1.07 ACRES (46,609 SQ. FT.)		
UTILITIES	WELL/SEPTIC		
PUBLICATION DATE	Daily Herald: OCTOBER 23, 2024		
PUBLIC HEARING	THURSDAY, NOVEMBER 7, 2024		
ADDITIONAL INFORMATION:			
Building:	Objects. "I have concerns with the number of chickens and proximity to the property line with the coop."		
DUDOT:	Our office has no jurisdiction in this matter.		
Health:	Our office has no jurisdiction in this matter.		
Stormwater:	No Objection with the concept of the petition. Additional information may be required at time of permit application.		
Public Works:	"DPC PW doesn't own any sewer or water mains in the area."		
EXTERNAL:			
City of Warrenville:	<i>No Comments Received.</i>		
City of Wheaton:	<i>No Comments Received.</i>		
City of Naperville:	<i>No Comments Received.</i>		
Winfield Township:	<i>No Comments Received.</i>		
Township Highway:	Our office has no jurisdiction in this matter.		
Warrenville Fire Dist.:	No Objections.		
Sch. Dist. 200:	<i>No Comments Received.</i>		
Forest Preserve:	"We have do not have any comments."		
GENERAL BULK REQUIREMENTS:			
REQUIREMENTS:	REQUIRED	EXISTING	PROPOSED
Int. Side Yard:	25 FT	APPROX. 6 FT	APPROX. 6 FT.

LAND USE

Location	Zoning	Existing Use	LUP
Subject	R-2 SF RES	HOUSE	0-5 DU AC
North	R-2 SF RES	HOUSE	0-5 DU AC
South	COVE LANE AND BEYOND R-2 SF RES	HOUSE	0-5 DU AC
East	R-2 SF RES	HOUSE	0-5 DU AC
West	R-2 SF RES	HOUSE	0-5 DU AC











DUPAGE COUNTY

Building Division

Zoning & Planning Division

Environmental Division

BUILDING & ZONING DEPARTMENT

630-407-6700
fax: 630-407-6702

www.dupagecounty.gov/building

DU PAGE COUNTY ZONING HEARING OFFICER PROGRAM Zoning Petition ZONING-24-000072 Goin

Please review the information herein and return with your comments to:
Jessica Infelise Datzman, DuPage County Building and Zoning Department, 421 North County Farm Road, Wheaton, Illinois 60187; or via email at Jessica.Infelise@dupagecounty.gov or via facsimile at 630-407-6702 by **November 6, 2024**.

COMMENT SECTION:	
: OUR OFFICE HAS NO JURISDICTION IN THIS MATTER	
: NO OBJECTION/CONCERNS WITH THE PETITION	
: NO OBJECTION/CONCERNS WITH THE CONCEPT OF THE PETITION.	
ADDITIONAL INFORMATION MAY BE REQUIRED AT TIME OF PERMIT APPLICATION	
<input checked="" type="checkbox"/> : I OBJECT/HAVE CONCERNS WITH THE PETITION.	
COMMENTS: I have concerns with the number of chickens and proximity to the property line with the coop.	
SIGNATURE: [REDACTED] DATE: <i>October 23, 2024</i>	
MUNICIPALITY/TOWNSHIP/AGENCY/DEPARTMENT:	
GENERAL ZONING CASE INFORMATION	
CASE #/PETITIONER	ZONING-24-000072 Goin
ZONING REQUEST	1. Conditional Use to increase the number of hens permitted on the subject property from 5 to 23. 2. Variation to reduce the interior side setback for an existing chicken coop and chicken run from required 25 feet to approximately 6 feet.
OWNER	MICHAEL E. GOIN, 27W140 COVE LANE, WARRENVILLE, IL 60555/ AGENT: KRISTEN GOIN, 27W140 COVE LANE, WARRENVILLE, IL 60555
ADDRESS/LOCATION	27W140 COVE LANE, WARRENVILLE, IL 60555
PIN	04-36-202-006
TWSP./CTY. BD. DIST.	WINFIELD DISTRICT 6
ZONING/LUP	R-2 SF RES 0-5 DU AC
AREA	1.07 ACRES (46,609 SQ. FT.)
UTILITIES	WELL/SEPTIC
PUBLICATION DATE	Daily Herald: OCTOBER 23, 2024
PUBLIC HEARING	THURSDAY, NOVEMBER 7, 2024

PLEASE NOTE: FILING OF THIS FORM DOES NOT SUBSTITUTE FOR A FORMAL OBJECTION PURSUANT TO THE ILLINOIS STATE STATUTES.

Date: Wed, Oct 30, 2024 at 8:04 PM
Subject: Zoning Petition ZONING-24-000072 Goin
To: <Jessica.felise@dupagecounty.gov>

DuPage Zoning Commission,

Along with our neighbors also providing input— We too reject the conditional use request To increase the number of chickens beyond what is currently zoned at 5.

Steve and Joyce Bellows
[REDACTED]
Warrenville, IL 60555

Sent: Thursday, October 31, 2024 1:59 PM
To: Infelise, Jessica
Subject: Petition by Michael E. Goin to increase number of hens in his chicken coop

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Jessica,

I recently received a notice for a zoning petition by Mr. and Mrs. Goin in regard to the property at 27W140 Cove Lane, Warrenville IL. The two items listed in the petition were to allow them to increase the number of hens to 23 and also the placement of the chicken coop as specified of the attached sketch.

Unfortunately, we will not be available to attend the hearing.

Both of the items petitioned for are in violation of the "Declaration of Restrictions" for our subdivision. All of this information is noted in the "Declaration of Restrictions" by the Du Page Bank & Trust Company, as Trustee under Trust Agreement dated February 22, 1979, Trust number 2450. Item 4 under Use Restrictions states that "Animals: No animals, birds, bees, poultry or livestock of any kind shall be raised, bred or kept anywhere on the property except that dogs, cats and other common household pets shall be permitted, limited to a total of three in the aggregate. Any pet causing or creating a nuisance or unreasonable disturbance shall be removed from the property."

Item 11 states, "Building Set-Back: No permitted building will be constructed closer than 40 feet from the front lot line and 15 feet from any side lot line."

We are not in favor of the requested petitions.

Tony and Irene Drab

Sent: Thursday, October 31, 2024 2:16 PM
To: Infelise, Jessica
Subject: zoning-24-000072 goin

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Jessica

Please take this email as to our disapproval of the zoning change zoning-24-000072 Goin we do not want the the number of hens increased to over 5 .They have over 5 hens for a while and they have been out of their coop several times with cayotes killing them with 12 being killed 2 weeks ago. We have 4 grandchildren under 4 and we don't need cayotes coming around looking for the hens. They also have roosters and we are tired of hearing them all day and early evening. I hope this will covey our concerns and if we need to be at the meet please let me know and if you have any questions please email me or call me at [REDACTED]

Keith and Roberta Acker
[REDACTED]
Warrenville IL 60555

Sent: Friday, November 1, 2024 9:59 AM
To: Infelise, Jessica
Subject: zoning petition -24-000072 Goin

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

In response to this petition, my husband and I would like to see the current limit of 5 chickens be maintained.

Sent: Tuesday, November 5, 2024 9:40 PM
To: Infelise, Jessica
Cc: Dorrie Seyfried
Subject: Zoning Petition ZONING-24-000072 Goin

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Ms. Infelise.

I am writing in regards to the above petition. My wife (copied here) and I reside at [REDACTED] which is directly adjacent to the property in question. We are unable to attend the hearing, but wanted to make our concerns known.

The chicken coop in question is directly adjacent to our property line. The concentrated presence of the 20+ chickens that they have maintained thus far appears to have created an increased draw for predators. There have been a number of attacks on chickens by coyotes and/or foxes in the 4 years we have lived here. These have been very disturbing occurrences. Therefore we request that the Goins be instructed to adhere to the regulatory limit of 5 chickens.

In regards to the setback variation request, we would have no objection, IF, and only if, an access gate were provided at the far north end of the new fencing erected by the Goin's within the last 3 months. The erection of this fence now blocks our access to our electrical and cable hook up. The property currently is posted as no trespassing.

Also, the survey provided with the hearing announcement appears to be an outdated version. It does not include an enclosed room on the left side of the house (which is showing as a wooden deck). The survey also does not include a barn-like structure of considerable size (20 feet tall?) that is beyond their driveway and parallel to our property line.

We would like to be advised of the outcome of the hearing when decided. For any other information you may need, please do not hesitate to contact us. I can also be reached at [REDACTED]

Thank you.

Sincerely

Michael Court Dorrie Seyfried

Sent from my iPhone

Sent: Thursday, November 7, 2024 1:29 PM
To: Infelise, Jessica
Subject: Today's hearing for 2:30 Zoning petition

[Caution: This email originated outside Dupagecounty.gov. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

Hello Jessica,
My apologies for the late email. Hopefully you will see this before the hearing today.
This is in reference to:
Zoning Petition ZONING-24-000072 Goin

I live 2 properties away from the chicken coop.
I am in opposition to having more chickens on their property.
A couple summers ago, they left their coop door open and the chickens got out. The coyotes ended up killing or injuring quite a few of the chickens. I ended up collecting multiple dead and maimed chickens from the Smiths yard (adjacent to the coop), (they were dressed up for a wedding) to put back in the coop so the coyotes wouldn't do further damage or be lured further to our properties.
This happened again just recently, but I did not help clean up the destruction that the coyotes made.

I walk my dog to Herrick a lot, but do not walk her in the late afternoon because there are too many coyotes that have gotten very bold knowing they have a possible dinner in the area.

I really am worried about the increase in their presence due to the chickens in the area.

Also, the rooster is extremely noisy throughout the day. I didn't think roosters were allowed in the residential area.

Thank you,
Joanne Wegscheid

Warrenville



Development Requisition under \$30,000

421 N. COUNTY FARM
ROAD
WHEATON, IL 60187
www.dupagecounty.gov

File #: 24-3166

Agenda Date: 12/3/2024

Agenda #: 7.D.



Procurement Review Comprehensive Checklist
 Procurement Services Division
 This form must accompany all Purchase Order Requisitions

SECTION 1: DESCRIPTION			
<i>General Tracking</i>		<i>Contract Terms</i>	
FILE ID#:	RFP, BID, QUOTE OR RENEWAL #: 24-120-BZP	INITIAL TERM WITH RENEWALS: 1 YR + 3 X 1 YR TERM PERIODS	INITIAL TERM TOTAL COST: \$24,213.75
COMMITTEE: DEVELOPMENT	TARGET COMMITTEE DATE: 12/03/2024	PROMPT FOR RENEWAL:	CONTRACT TOTAL COST WITH ALL RENEWALS:
	CURRENT TERM TOTAL COST:	MAX LENGTH WITH ALL RENEWALS: FOUR YEARS	CURRENT TERM PERIOD: INITIAL TERM
<i>Vendor Information</i>		<i>Department Information</i>	
VENDOR: Veritext LLC DBA Atkinson-Baker, A Veritext Company	VENDOR #: 11173	DEPT: Building & Zoning	DEPT CONTACT NAME: Marla Flynn
VENDOR CONTACT: Lauren Grossman	VENDOR CONTACT PHONE: 312-508-6072	DEPT CONTACT PHONE #: X6789	DEPT CONTACT EMAIL: Marla.Flynn@dupagecounty.gov
VENDOR CONTACT EMAIL: lgrossman@veritext.com	VENDOR WEBSITE:	DEPT REQ #:	
<i>Overview</i>			
DESCRIPTION Identify scope of work, item(s) being purchased, total cost and type of procurement (i.e., lowest bid, RFP, renewal, sole source, etc.). Professional court reporting services for DuPage County Zoning Board of Appeals hearings per Quote #24-120-BZP			
JUSTIFICATION Summarize why this procurement is necessary and what objectives will be accomplished An accurate transcription of each hearing is required by law.			

SECTION 2: DECISION MEMO REQUIREMENTS	
DECISION MEMO NOT REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is not required. LOWEST RESPONSIBLE QUOTE/BID (QUOTE < \$25,000, BID ≥ \$25,000; ATTACH TABULATION)
DECISION MEMO REQUIRED	Select an item from the following dropdown menu to identify why a Decision Memo (Section 3) is required.


SECTION 3: DECISION MEMO	
SOURCE SELECTION	Describe method used to select source.
RECOMMENDATION AND TWO ALTERNATIVES	Describe staff recommendation and provide justification. Identify at least 2 other options to accomplish this request, including status quo, (i.e., take no action).

SECTION 4: SOLE SOURCE MEMO/JUSTIFICATION	
JUSTIFICATION	Select an item from the following dropdown menu to justify why this is a sole source procurement.
NECESSITY AND UNIQUE FEATURES	Describe the product or services that are not available from other vendors. Explain necessary and unique features or services. Attach letters from manufacturer, letters from distributor, warranties, licenses, or patents as needed. Be specific.
MARKET TESTING	List and describe the last time the market has been tested on the applicability of the sole source. If it has not been tested over the last 12 months, explain why not.
AVAILABILITY	Describe steps taken to verify that these features are not available elsewhere. Included a detailed list of all products or services by brand/manufacturer examined and include names, phone numbers, and emails of people contacted.

SECTION 5: Purchase Requisition Information			
<i>Send Purchase Order To:</i>		<i>Send Invoices To:</i>	
Vendor: Veritext LLC DBA Atkinson-Baker, A Veritext Company	Vendor#: 11173	Dept: Building & Zoning	Division:
Attn: Lauren Grossman	Email: lgrossman@veritext.com	Attn: Marla Flynn	Email: Marla.Flynn@dupagecounty.gov
Address: 290 W Mt Pleasant Ave - Ste 3200	City: Livingston	Address: 421 N County Farm Rd	City: Wheaton
State: NJ	Zip: 07939	State: IL	Zip: 60187
Phone: 312-442-9087	Fax:	Phone: 630-407-6789	Fax: 630-407-6702
<i>Send Payments To:</i>		<i>Ship to:</i>	
Vendor: Veritext LLC	Vendor#: 11173-R01	Dept:	Division:
Attn:	Email:	Attn:	Email:
Address: PO Box 71303	City: Chicago	Address:	City:
State: IL	Zip: 60694-1303	State:	Zip:
Phone:	Fax:	Phone:	Fax:
Shipping		Contract Dates	
Payment Terms: PER 50 ILCS 505/1	FOB: Destination	Contract Start Date (PO25): Dec 24, 2024	Contract End Date (PO25): Dec 23, 2025

Purchase Requisition Line Details

LN	Qty	UOM	Item Detail (Product #)	Description	FY	Company	AU	Acct Code	Sub-Accts/ Activity Code	Unit Price	Extension
1	1	EA		Professional Court Reporting Services for DuPage County Zoning Board of Appeals hearings, for the period of 12/24/24 through 12/23/2025, per low quote #24-120-BZP.	FY25	1100	2810	53090		24,213.75	24,213.75
<i>FY is required, ensure the correct FY is selected.</i>										Requisition Total	\$ 24,213.75

<i>Comments</i>	
HEADER COMMENTS	Provide comments for P020 and P025.
SPECIAL INSTRUCTIONS	Provide comments for Buyer or Approver (not for P020 and P025). Comments will not appear on PO.
INTERNAL NOTES	Provide comments for department internal use (not for P020 and P025). Comments will not appear on PO.
APPROVALS	Department Head signature approval for procurements under \$15,000. Procurement Officer Approval for ETSB. 



THE COUNTY OF DUPAGE
 FINANCE - PROCUREMENT
 COURT REPORTER SERVICES 24-120-BZP
 BID TABULATION



				Veritex, LLC	
NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Base Appearance Fee (minimum 2 hours)	EA	45	\$ 250.00	\$ 11,250.00
2	Fee per 0.5 hour (after minimum hours)	EA	30	\$ 50.00	\$ 1,500.00
3	Transcript Delivery Fee (regular)	PAGE	2,000	\$ 4.95	\$ 9,900.00
4	Transcript Delivery Fee (expedited)	PAGE	225	\$ 6.95	\$ 1,563.75
GRAND TOTAL					\$ 24,213.75

NOTES

Bid Opening 11/07/2024 @4:00 PM	HK, BR
Invitations Sent	9
Total Vendors Requesting Documents	0
Total Bid Responses	1

PRICE

Quantities listed are for appearances and these are canvassing quantities and intended to establish pricing.

NO.	ITEM	UOM	QTY	PRICE	EXTENDED PRICE
1	Base Appearance Fee (minimum 2 hours)	EA	45	\$ 250.00	\$ 11,250.00
2	Fee per 0.5 hour (after minimum hours)	EA	30	\$ 50.00	\$ 1,500.00
3	Transcript Delivery Fee (regular)	PAGE	2,000	\$ 4.95	\$ 9,900.00
4	Transcript Delivery Fee (expedited)	PAGE	225	\$ 6.95	\$ 1,563.75
GRAND TOTAL					\$ 24,213.75
GRAND TOTAL (In words)					

QUOTE SIGNATURE PAGE

COURT REPORTER SERVICES 24-120-BZP

X  Midwest Billing Manager

(Signature and Title)

10/28/2024

(Date)

QUOTATION MUST BE SIGNED FOR CONSIDERATION

(PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION)

Full Business Name of Bidder	Veritext
Main Business Address	290 Mount Pleasant Ave.
	Suite 3200
City, State, Zip Code	Livingston, NJ 07039
Telephone Number	973-410-4040
Email Address	lgrossman@veritext.com
Bid Contact Person	Lauren Grossman



Required Vendor Ethics Disclosure Statement

Failure to complete and return this form may result in delay or cancellation of the County's Contractual Obligation.

Date: _____

Bid/Contract/PO #: _____

Company Name: Veritext	Company Contact: Lauren Grossman
Contact Phone: 312-508-6072	Contact Email: lgrossman@veritext.com

The DuPage County Procurement Ordinance requires the following written disclosures prior to award:

1. Every contractor, union, or vendor that is seeking or has previously obtained a contract, change orders to one (1) or more contracts, or two (2) or more individual contracts with the county, shall provide to Procurement Services Division a written disclosure of all political campaign contributions made by such contractor, union, or vendor within the current and previous calendar year to any incumbent county board member, county board chairman, or countywide elected official whose office the contract to be awarded will benefit. The contractor, union or vendor shall update such disclosure annually during the term of a multi-year contract and prior to any change order or renewal requiring approval by the county board. For purposes of this disclosure requirement, "contractor or vendor" includes owners, officers, managers, lobbyists, agents, consultants, bond counsel and underwriters counsel, subcontractors and corporate entities under the control of the contracting person, and political action committees to which the contracting person has made contributions.

NONE (check here) - If no contributions have been made

Recipient	Donor	Description (e.g. cash, type of item, in-kind services, etc.)	Amount/Value	Date Made

2. All contractors and vendors who have obtained or are seeking contracts with the county shall disclose the names and contact information of their lobbyists, agents and representatives and all individuals who are or will be having contact with county officers or employees in relation to the contractor bid and shall update such disclosure with any changes that may occur.

NONE (check here) - If no contacts have been made

Lobbyists, Agents and Representatives and all individuals who are or will be having contact with county officers or employees in relation to the contract or bid	Telephone	Email

A contractor or vendor that knowingly violates these disclosure requirements is subject to penalties which may include, but are not limited to, the immediate cancellation of the contract and possible disbarment from future county contracts.

Continuing disclosure is required, and I agree to update this disclosure form as follows:

- If information changes, within five (5) days of change, or prior to county action, whichever is sooner
- 30 days prior to the optional renewal of any contract
- Annual disclosure for multi-year contracts on the anniversary of said contract
- With any request for change order except those issued by the county for administrative adjustments

The full text for the county's ethics and procurement policies and ordinances are available at:

http://www.dupagecounty.gov/government/county_board/ethics_at_the_county/

I hereby acknowledge that I have received, have read, and understand these requirements.

Authorized Signature

[Redacted Signature]

Printed Name

Lauren Grossman

Title

Midwest Billing Manager

Date

10/28/2024

Attach additional sheets if necessary. Sign each sheet and number each page. Page _____ of _____ (total number of pages)