

## MEMORANDUM

**TO:** William T. Lichter, Village Manager

**FROM:** David A. Hulseberg, AICP  
Assistant Village Manager/ Director of Community Development

**DATE:** August 9, 2007

**SUBJECT: ZBA 07-11: 1020 E. Kenilworth**

Please find the following items for Village Board consideration as part of the August 9, 2007 Village Board meeting:

1. Zoning Board of Appeals referral letter;
2. IDRC report for ZBA 07-11;
3. An Ordinance granting approval of the requested variation; and
4. Plans associated with the petition.

Please contact me if you have any questions regarding the aforementioned materials.

As the petitioner has already submitted for a building permit, a waiver of first reading is being requested by the petitioner to begin construction promptly.