

MEMORANDUM

TO: William T. Lichter, Village Manager

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

DATE: April 19, 2007

SUBJECT: ZBA 07-03: 250 W. Willow Street

Attached please find the following items for Village Board consideration as part of the April 19, 2007 Village Board meeting:

1. Zoning Board of Appeals referral letter;
2. IDRC report for ZBA 07-03;
3. An Ordinance granting approval of the requested variation; and
4. Companion site plan associated with the petitioner's request.

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