

MEMORANDUM

TO: David A. Hulseberg, Village Manager

FROM: William Heniff, AICP
Acting Director of Community Development

DATE: September 18, 2008

SUBJECT: ZBA 08-14; 242 W. Berkshire Avenue

Please find the following items for Village Board consideration as part of the September 18, 2008 Village Board meeting:

1. Zoning Board of Appeals referral letter;
2. IDRC report for ZBA 08-14; and
3. Plans associated with the petition.

Please contact me if you have any questions regarding the aforementioned materials. The Zoning Board of Appeals recommended approval of the zoning actions associated with the petition.