

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 07-12: 259 N. Garfield

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 07-12;
3. Response to Standards, Plat of Survey and plans associated with the petition.

Staff is requesting a waiver of first reading due to the summer meeting schedule.

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