

STAFF REPORT

DATE: May 5, 2025
TO: Zoning Board of Appeals
FROM: Helen Miller, Planner
RE: Petition Number: 2025-14 and 2025-15
Applicant: Almir Skaljic
Status of Applicant: Tenant
Owner: Jingeng Zhu
Location: 2551 Division Street, Suites 101 and 102
Request: 2025-14: A Special Use Permit to allow a day care center
2025-15: A Variation to allow a day care center within 40 feet of a residential zoning district

Purpose

The applicant is requesting a special use permit to allow a day care center within the R-B (restricted business) zoning district at 2551 Division Street. Per the City of Joliet Zoning Ordinance, day care centers may be allowed as special uses within commercial zoning districts provided that:

- The use is located not less than 40 feet from any other lot located in a residential district;
- There is not less than 75 square feet of outdoor play area for each child;
- The outdoor play area is enclosed by a fence at least 3 feet in height.

The existing building and proposed outdoor play area are within 40 feet of a residential zoning district, so the petitioner is also requesting a variation from the 40-foot spacing requirement. The proposal will meet the outdoor play area requirements.

The Zoning Board of Appeals makes the final decision on this special use request.

Site Specific Information

The subject site is part of the Heritage Farm Commons professional office park, which is zoned R-B (restricted business) and contains five multi-tenant commercial buildings. The proposed day care facility would operate out of Suites 101 and 102 on the east side of the six-unit building at 2551 Division Street. The development has ample parking that is

shared among building tenants. There are six parking spaces directly adjacent to Suites 101 and 102.

The combined floor area of the two suites is approximately 2,000 square feet. The outdoor play area would be located along the east side of the building adjacent to the tenant space and would be approximately 1,100 square feet. The office park is screened on the west, north, and east by a 6-foot privacy fence owned and maintained by the Heritage Commons management association. There is also a 20-foot landscape easement along the west, north, and east property lines that contains existing landscape materials.

In July 2005, the Zoning Board of Appeals approved a Special Use Permit for a day care facility within the same two suites. A day care facility operated at this location from around 2007 to 2012 according to City Directory data. The site was most recently occupied by a construction company office.

Surrounding Zoning, Land Use and Character

The property is located in the Heritage Farm Commons Planned Unit Development, which was approved in 2003 and contains professional office uses. The property is surrounded on three sides by the Heritage Lake Estates and Condos residential subdivision. A utility right-of-way and an unincorporated residential property are across Division Street to the south of the office park. The zoning and land use for the properties adjacent to the parcel containing 2551 Division Street are as follows:

- North: R-2 (single-family residential), residential
- South: R-B (restricted business), professional offices
- East: R-2 (single-family residential), residential
- West: R-B (restricted business), professional offices

Applicable Regulations

- Section 47-10.3 (B) Special Uses – R-B (Restricted Business) District
- Section 47-5.2 (A) Special Uses – R-1 (Single-Family Residential) District
- Section 47-5.2 (C) Criteria for issuance of a Special Use Permit
(refer to attachment)
- Section 47-19.8 Findings of Facts Supporting a Variation (refer to attachment)

Discussion

The petitioner is requesting approval of a special use permit to allow a day care center in a professional office building at 2551 Division Street, Suites 101 and 102. Day care centers are allowed as special uses within commercial districts with approval from the Zoning Board of Appeals.

The proposed day care center would serve between 30 and 40 children, depending on the maximum capacity as determined by the Illinois Department of Children and Family Services (DCFS), which administers the day care facility license. The center would serve children between the ages of 6 weeks and 12 years and also offer before and after care for school-age children. The tenant space would be remodeled to contain three classrooms, a kitchen, office space, and bathrooms. The center would employ around four to eight staff members. The proposed hours of operation are Monday through Friday 5:30 AM to 6 PM. The center would be required to meet all DCFS licensing standards for day care centers related to personnel, program requirements, health standards, and building requirements.

The outdoor play area would be located on the east side of the building with direct access from the tenant space. The office park has a 20-foot landscape easement along the north and east property lines. There is approximately 1,100 square feet of outdoor space available for the play area that is not within the landscape easements. No play structures or paved surfaces could be located within the landscape easements. The petitioner will be required to install a fence to fully enclose the play area. The proposed fence would extend from the building, at the southeast and northwest corners of the tenant space, to the existing perimeter privacy fence (see Figure 1).

Figure 1: Proposed play area and fence at 2551 Division Street Suites 101 and 102



The Zoning Ordinance requires that day care centers be located at least 40 feet from residential zoning districts. The existing building is 25 feet from the rear (north) lot line adjacent to residences in the R-2 (single-family residential) zoning district. The proposed play area would be located 20 feet from the rear lot line and side (east) lot line adjacent to residential zoning. Therefore, this request includes a variation from the 40-foot spacing requirement. Staff finds that the request meets the criteria for variations because the building setback is existing and therefore the site could not be used as a day care facility without a variation. Staff also finds that the granting of the variation would not alter the essential character of the area.

Staff finds that the request meets the special use criteria in that the proposal will not be detrimental to public health and safety, the special use will not impede development of the area, and adequate access is provided. The site has adequate parking and can accommodate a play area adjacent to the tenant space. The petitioner will be required to meet all state day care licensing standards.

Conditions

If the Zoning Board desires to approve the Special Use Permit to allow a day care center, located at 2551 Division Street Suites 101 and 102, the following conditions would be included:

1. That an outdoor play area shall be provided that includes not less than 75 square feet per each child using the area at any one time;
2. That the outdoor play area shall be enclosed by a fence at least three feet in height;
3. That the Special Use granted shall herein terminate and lapse unless a building permit or certificate of occupancy is obtained not later than 180 days of the effective date of this ordinance and the erection or alteration of a building is started or the use is commenced within such period. The Board may grant an extension of this period, valid for no more than one hundred and eighty (180) additional days, upon written application and good cause shown without notice or hearing. Whether or not there is an intention to abandon the Special Use, if any special use is discontinued for a continuous period of one year, or if an intent to abandon the Special Use is evident in a shorter period of time, the Special Use for such use shall become void, and such use shall not thereafter be reestablished unless a new Special Use Permit is obtained;
4. Should the property be declared a public nuisance, it shall be subject to a rehearing and a possible revocation of the Special Use Permit.

Figure 2: Six-unit building at 2551 Division Street (May 2025)



Figure 3: Suites 101 and 102 at 2551 Division Street (May 2025)

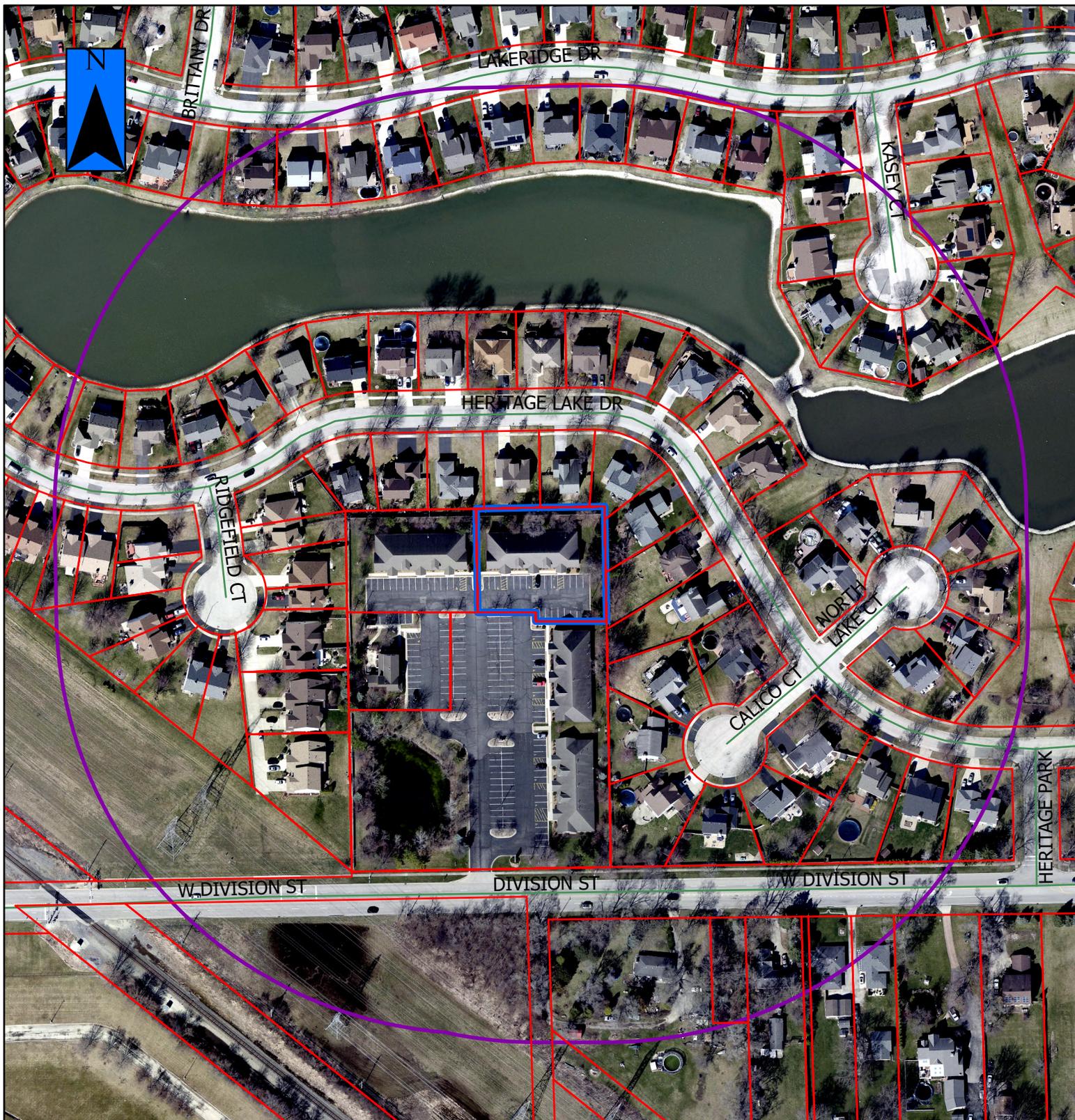


Figure 4: Suites 101 and 102 and adjacent outdoor space (May 2025)



Figure 5: Location of proposed outdoor play area adjacent to the east side of the building, and landscape easement located to the east (right) of the edge of the parking lot (May 2025)

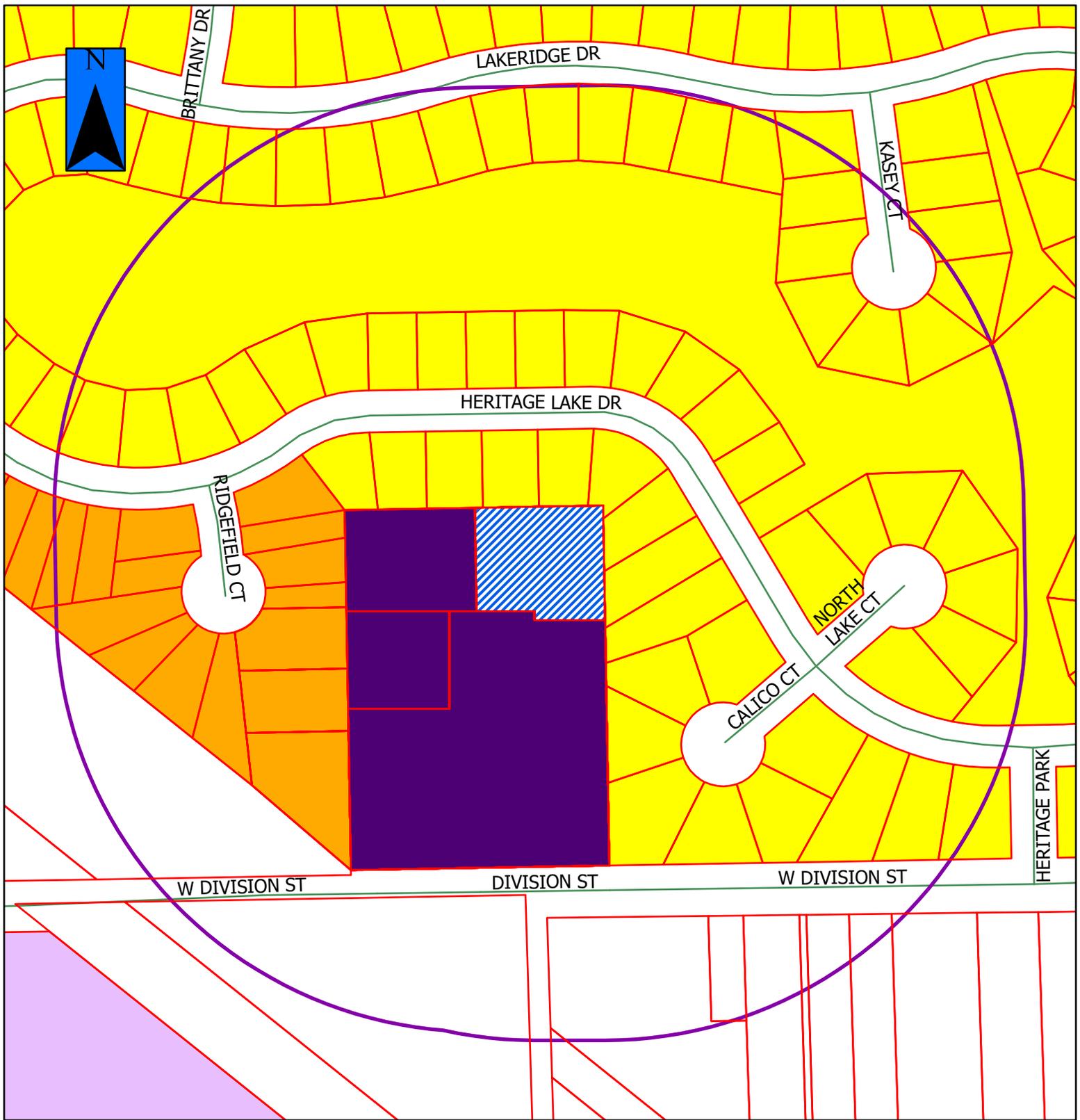




2025-14a & 2025-15a



-  = Property in Question / Propiedad en cuestión
-  = 600' Public Notification Boundary / Límite de notificación pública de 600 ft (180 m)



2025-14 & 2025-15



= Property in Question
 = 600' Public Notification Boundary

Legend					
	B-1		I-TA		R-2
	B-2		I-TB		R-2A
	B-3		I-TC		R-3
	I-1		R-1		R-4
	I-2		R-1A		R-5
	I-T		R-1B		R-B

PC1 Date 11/08/2005 Time 08:36:16
Recording Fees: 58.00
IL Rental Hsng Support Prog: 10.00

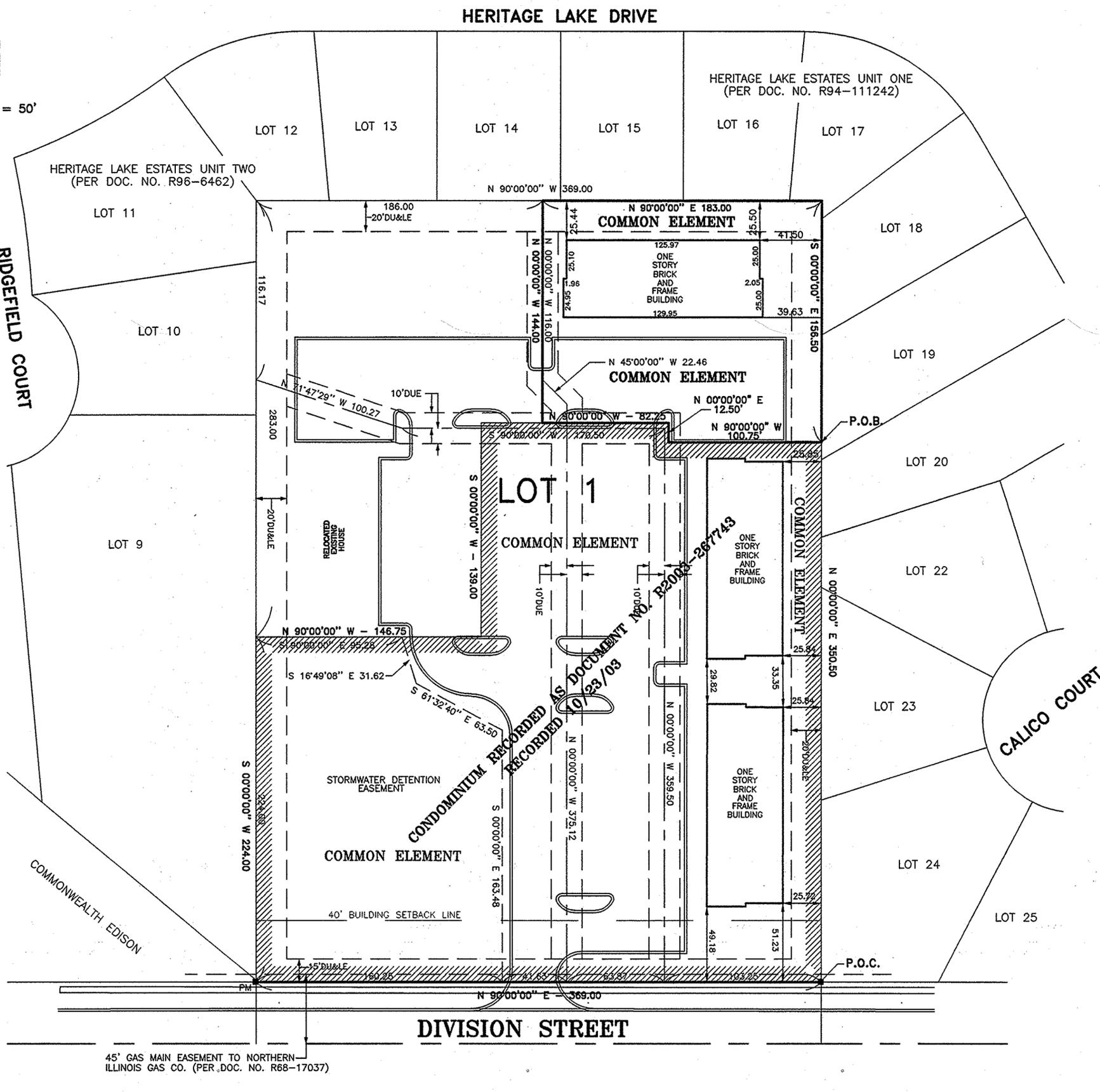
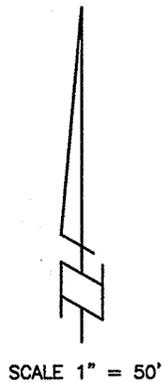
PLAT OF SURVEY

HERITAGE COMMONS CONDOMINIUM

A COMMERCIAL CONDOMINIUM

ADDITIONAL LAND:
PART OF LOT 1, HERITAGE FARM COMMONS P.U.D., ACCORDING TO THE PLAT THEREOF RECORDED JUNE 19, 2003, AS DOCUMENT NO R2003-141117, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 36 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, WILL COUNTY, ILLINOIS.

DESCRIPTION OF CONDOMINIUM:
THAT PART OF LOT 1, HERITAGE FARM COMMONS P.U.D., ACCORDING TO THE PLAT THEREOF RECORDED JUNE 19, 2003, AS DOCUMENT NO R2003-141117, BEING A SUBDIVISION OF PART OF THE SOUTH HALF OF THE SOUTHEAST QUARTER OF SECTION 24, TOWNSHIP 36 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHEAST CORNER OF SAID LOT 1; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST ALONG THE EAST LINE OF SAID LOT 1, 350.50 FEET TO THE POINT OF BEGINNING; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS WEST 100.75 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 12.50 FEET; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS WEST 82.25 FEET; THENCE NORTH 00 DEGREES 00 MINUTES 00 SECONDS WEST 144.00 FEET TO THE NORTH LINE OF AFORESAID LOT 1; THENCE NORTH 90 DEGREES 00 MINUTES 00 SECONDS EAST 183.00 FEET TO THE NORTHEAST CORNER OF AFORESAID LOT 1; THENCE SOUTH 00 DEGREES 00 MINUTES 00 SECONDS EAST 156.50 FEET ALONG THE EAST LINE OF SAID LOT 1 TO THE POINT OF BEGINNING, WILL COUNTY, ILLINOIS.



R2005195929

R2005195929

R2005195929

R2005195929

STATE OF ILLINOIS }
COUNTY OF WILL } ss

I, JAMES D. BOLDT, A PROFESSIONAL LAND SURVEYOR IN THE STATE OF ILLINOIS, DO HEREBY CERTIFY THAT I HAVE SURVEYED, LOCATED THE IMPROVEMENTS THEREON AND PLATTED THE LAND DESCRIBED IN THE FOREGOING CAPTION. I DO FURTHER CERTIFY THAT I HAVE DIVIDED BOTH HORIZONTALLY AND VERTICALLY THE STRUCTURES AND COMMON ELEMENTS AS HEREON SHOWN AND THAT THIS PLAT IS A CORRECT REPRESENTATION THEREOF, DATED AT JOLIET, ILLINOIS THIS

7th DAY OF November, 2005, A.D.

James D. Boldt
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2271
EXPIRATION DATE 11/30/06

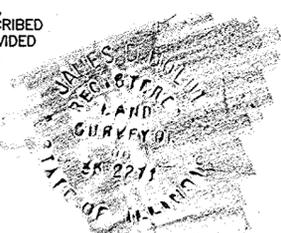


EXHIBIT C
SHEET 1 OF 2

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE JOLIET, ILLINOIS 60435 815/730-1010

PROJECT: RON SCHELLING	FIELD BOOK #:
DRAWN BY: JAW	DATE: 10/15/03
SCALE: 1"=50'	JOB NO. 15322

COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES

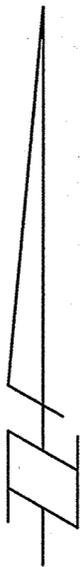
R2005195929

R2005195929

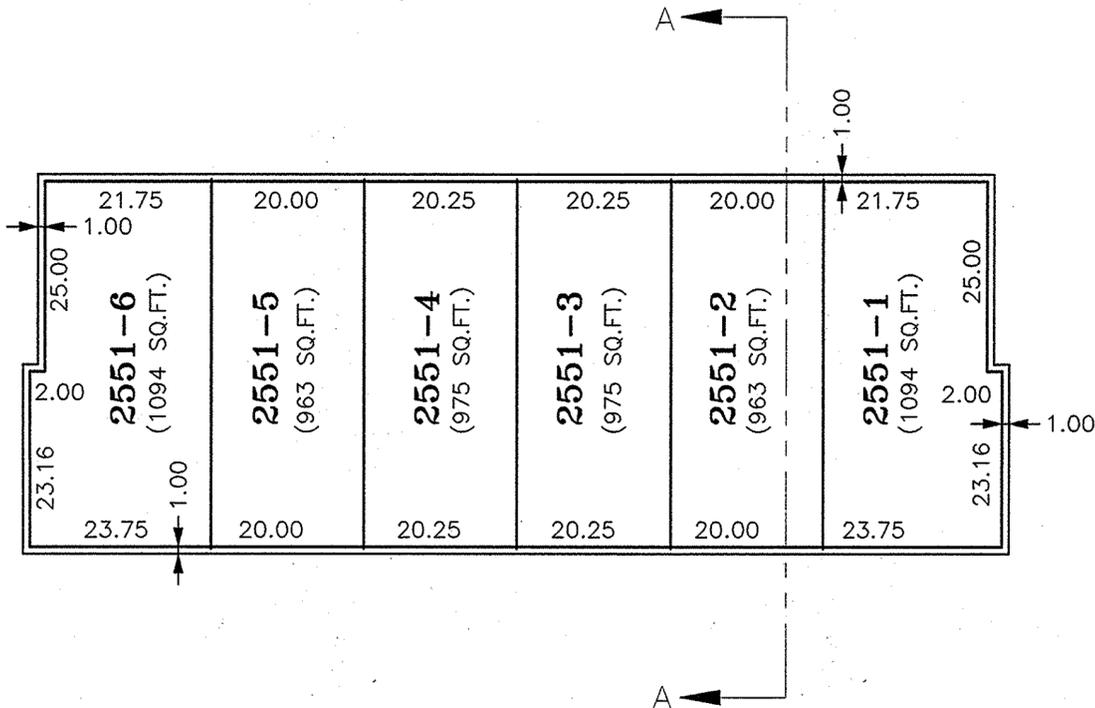
PLAT OF SURVEY

HERITAGE COMMONS CONDOMINIUM

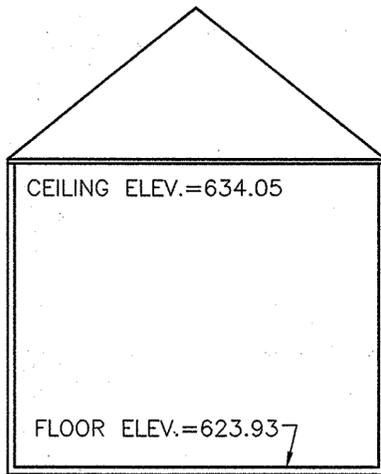
A COMMERCIAL CONDOMINIUM



SCALE 1" = 20'



FIRST FLOOR
(SCALE 1"=20')



SECTION A-A
(NOT TO SCALE)

Laurie McPhillips 6P R 2005195929
Will County Recorder Page 6 of 6

PC1 Date 11/08/2005 Time 08:36:16
Recording Fees: 58.00
IL Rental Hng Support Prog: 10.00

NOTES:

1. THE VERTICAL BOUNDARIES OF THE UNITS ARE THE PLANES FORMED BY THE INTERIOR FACE OF THE PERIMETER WALL FRAMING STUDS AND LATERAL EXTENSIONS THEREOF, AND THE CENTERLINE OF THE DIVISION WALLS BETWEEN THE UNITS..
2. THE HORIZONTAL BOUNDARIES OF THE UNITS ARE THE PLANES FORMED BY THE TOP SURFACE OF THE CONCRETE FLOOR, AND THE PLANE OF THE BOTTOM FACE OF THE CEILING FRAMING JOISTS AND HORIZONTAL EXTENSIONS THEREOF.
3. THOSE PARTS OF THIS DEVELOPMENT OTHER THAN THE UNITS ARE DESIGNATED AS "COMMON ELEMENTS" AND MAY BE USED FOR LAWNS, PARKING, ACCESS, AND THE COMMON USE OF THE UNIT OWNERS, AS MORE FULLY PROVIDED IN THE DECLARATION OF COVENANTS, CONDITIONS, AND RESTRICTIONS, PLACED OR TO BE PLACED UPON THE LANDS INCLUDED IN THIS DEVELOPMENT. THE COMMON ELEMENTS ARE ALSO HEREBY DESIGNATED AS "EASEMENTS" FOR DRAINAGE AND UTILITY LINES.
4. ELEVATIONS ARE REFERENCED TO U.S.G.S. DATUM AS ESTABLISHED FROM THE FOLLOWING BENCHMARK:
NORTH SIDE OF CONCRETE LIGHT BASE NEAR SOUTHWEST CORNER OF LOT 1. ELEV. 622.24

GEOTECH INC.
CONSULTING ENGINEERS - LAND SURVEYORS
1207 CEDARWOOD DRIVE JOLIET, ILLINOIS 60435 815/730-1010

PROJECT: RON SCHELLING	FIELD BOOK #: BD25
DRAWN BY: JAW	DATE: 11/18/05
SCALE: 1"=20'	JOB NO. 15322

COMPARE THIS PLAT WITH YOUR RECORDS AND IMMEDIATELY REPORT ANY DISCREPANCIES

EXHIBIT C
SHEET 2 OF 2

R2005195929

R2005195929

R2005195929

R2005195929

PLAT OF SURVEY

HERITAGE COMMONS CONDOMINIUM

A COMMERCIAL CONDOMINIUM



SCALE 1" = 20'

15.75	20.00	20.25	20.25	20.25	21.75
Unit 1 (1074 sq. ft.)	Unit 5 (1193 sq. ft.)	Unit 4 (1193 sq. ft.)	Unit 6 (1193 sq. ft.)	Unit 8 (1193 sq. ft.)	Unit 11 (1193 sq. ft.)
22.75	20.00	20.25	20.25	20.25	21.75

majority is fenced in already

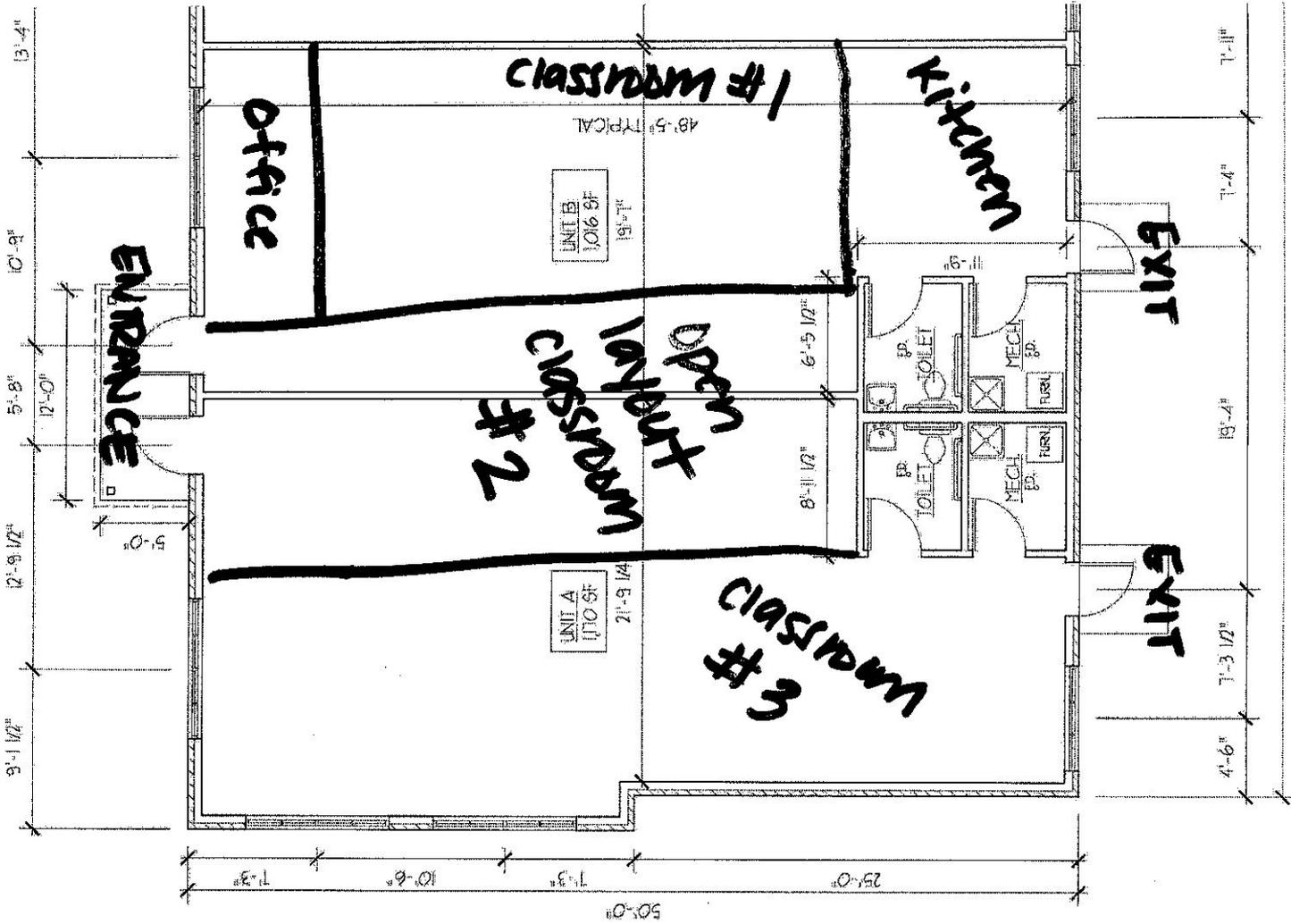
add fence here

Playground

Entrance

add fence here

Staff note: due to existing landscape easements, the play area will be limited to this area



UNIT FLOOR PLAN

FOR OFFICE USE ONLY

***Verified by Planner (please initial): _____ ***

Payment received from: _____

Petition #: _____

Common Address: _____

Date filed: _____

Meeting date requested: _____

ZONING BOARD OF APPEALS

JOLIET, ILLINOIS

PETITION FOR SPECIAL USE PERMIT

City of Joliet Planning Division, 150 W. Jefferson St., First Floor, South Wing, Joliet, IL 60432
Phone (815)724-4050 Fax (815)724-4056

ADDRESS FOR WHICH SPECIAL USE IS REQUESTED: 2551 W Division St Ste 101 & 102 Joliet, IL 60435

PETITIONER'S NAME: Almir Skaljic

HOME ADDRESS: 7327 Northgate Way Unit 5 Downers Grove, IL ZIP CODE: 60516

BUSINESS ADDRESS: 7327 Northgate Way Unit 5 Downers Grove, IL ZIP CODE: 60516

PHONE: (Primary) 814-737-2088 (Secondary) _____

EMAIL ADDRESS: anita.skaljic@gmail.com FAX: _____

PROPERTY INTEREST OF PETITIONER: tenant

OWNER OF PROPERTY: Jingeng (Jenkin) Zhu

HOME ADDRESS: 2284 Hillsboro Lane, Naperville IL ZIP CODE: 60564

BUSINESS ADDRESS: 2284 Hillsboro Lane, Naperville Il. ZIP CODE: 60564

EMAIL ADDRESS: jingengzhu@gmail.com FAX: _____

Any use requiring a business license shall concurrently apply for a business license and submit a copy with this petition. Additionally, if this request is for operation of a business, please provide the following information:

BUSINESS REFERENCES (name, address, phone):

Early Connections CC, Inc

7327 Northgate Way Downers Grove, IL 60516

814-737-2088

OTHER PROJECTS AND/OR DEVELOPMENTS:

N/A

PERMANENT INDEX NUMBER (TAX NO. OR P. I. N.): 41-2176121 ;

_____ ; _____ ; _____
Property Index Number/P.I.N. can be found on tax bill or Will County Supervisor of Assessments website

LEGAL DESCRIPTION OF PROPERTY (attached copy preferred):

please see attached legal description

LOT SIZE: WIDTH: _____ DEPTH: _____ AREA : _____

PRESENT USE(S) OF PROPERTY: office

PRESENT ZONING OF PROPERTY: office

SPECIAL USE REQUESTED: daycare center

The Zoning Board of Appeals is authorized to grant a special use permit provided the applicant establishes by clear and convincing evidence:

- (1) That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare; and
- (2) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood; and
- (3) That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district; and
- (4) That adequate utilities, access roads, drainage, and/or other necessary facilities have been or will be provided; and
- (5) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and
- (6) That the special use shall in all other respects conform to the applicable land use regulations of the district in which it is located and shall not be in violation of any other applicable law, ordinance or regulation; and
- (7) At least one (1) year has elapsed since any denial of any prior application for a special use permit that would have authorized substantially the same as all or part of the sites, unless conditions in the area have substantially changed.

Please describe how this request meets the criteria by responding to the following questions in your own words.

1. How will the establishment, maintenance, or operation of the special use affect the public health, safety, morals, comfort, or general welfare?

The daycare center will provide child care for families in the community.

2. How will the special use impact properties in the immediate area? N/A

3. Will the use impede the normal/orderly development/improvement of surrounding property?

No

4. Are adequate utilities, access roads, drainage, and/or other necessary facilities provided?

yes

5. Have adequate measures been taken to provide ingress/egress design to minimize traffic congestion in public streets?

Yes

6. Does the use conform to the applicable land use regulations of the district in which it is located and does it violate any other applicable law, ordinance or regulation?

The use conforms to applicable land use. It does not violate any pther applicable laws from our knowledge.

7. Has at least one (1) year elapsed since any denial of any prior application for a special use permit that would have authorized substantially the same as all or part of the sites (unless conditions in the area have changed substantially)?

This is the 1st time in 9-10 years request for a special use for this particular property.

REQUIRED SUPPORTING ATTACHMENTS

- Site plan / concept plan / floor plan / building elevation plan
- Joliet Ownership Disclosure form
- Business license application (if applicable)

NOTARIZATION OF PETITION

STATE OF ILLINOIS) ss
COUNTY OF WILL)

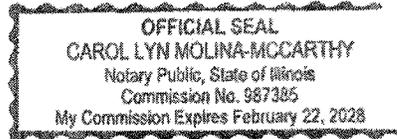
I, Carol Madra McCarthy, depose and say that the above statements are true and correct to the best of my knowledge and belief. I agree to be present in person or by representation when this petition is heard before the Zoning Board of Appeals.



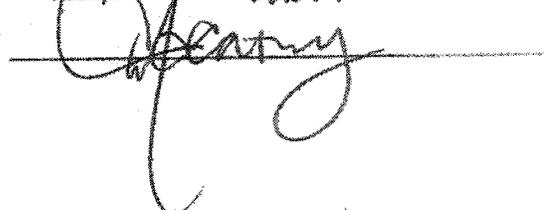
Petitioner's Signature



Owner's Signature
(If other than petitioner)



Subscribed and sworn to before me
this 21st day of March, 2025



2551 W Divisions St Suite 101 & 102 Joliet, IL 60435

Following our recent conversation, I am writing to provide the necessary information requested by the City of Joliet to support my application for opening a daycare center at the specified location. Please find the details below:

1. ****Parent Drop-off/Pick-up Plan:****

- Drop-offs will be facilitated inside the daycare facility as each family arrives, ensuring a safe and efficient handover process for children.

2. ****Capacity of Children:****

- The planned capacity is between 30 to 40 children, subject to the licensing approval from the Department of Children and Family Services (DCFS).

3. ****Staffing Plan:****

- The daycare will employ approximately 4 to 8 staff members, contingent on the number of children for which we receive licensure.

Please let me know if further information is required or if there are additional steps I should follow. I appreciate your assistance in processing this application and look forward to contributing positively to the community.

Thank you for your attention to this matter.

Sincerely,

Almir Skaljic
(814) 737-2088
Owner

FOR OFFICE USE ONLY

Verified by Planner (please initial): _____

Payment received from:

Petition #:

Common Address:

Date filed:

Meeting date assigned:

ZONING BOARD OF APPEALS
JOLIET, ILLINOIS

PETITION FOR VARIATION/APPEAL

City of Joliet Planning Division, 150 W. Jefferson St., Joliet, IL 60432
Ph (815)724-4050 Fax (815)724-4056

ADDRESS FOR WHICH VARIATION IS REQUESTED: 2551 W Division St Ste 101 & 102 Joliet, IL 60435

PETITIONER'S NAME: Almir Skaljic

HOME ADDRESS: 7327 Northgate Way Unit 5 Downers Grove, IL ZIP CODE: 60516

BUSINESS ADDRESS: 7327 Northgate Way Unit 5 Downers Grove ZIP CODE: 60516

PHONE: (Primary) 814-737-2088 (Secondary) N/A

EMAIL ADDRESS: anita.skaljic@gmail.com FAX: N/A

PROPERTY INTEREST OF PETITIONER: tenant

OWNER OF PROPERTY: Jingeng (Jenkin) Zhu

HOME ADDRESS: 2284 Hillsboro Lane Naperville, IL ZIP CODE: 60564

BUSINESS ADDRESS: 2284 Hillsboro Lane Naperville, IL ZIP CODE: 60564

EMAIL ADDRESS: jingengzhu@gmail.com FAX: N/A

Any use requiring a business license shall concurrently apply for a business license and submit a copy with this petition. Additionally, if this request is for operation of a business, please provide the following information:

BUSINESS REFERENCES (*name, address, phone or email*):

Early Connections CC, Inc.

7327 Northgate Way Downers Grove, IL 60516

814-737-2088

OTHER PROJECTS AND/OR DEVELOPMENTS:

N/A

PERMANENT INDEX NUMBER (TAX NO. OR P. I. N.): 41-2176121 ; _____ ; _____ ; _____

Property Index Number/P.I.N. can be found on tax bill or Will County Supervisor of Assessments website

LEGAL DESCRIPTION OF PROPERTY (an attached copy preferred):
please see attached legal description

LOT SIZE: WIDTH: _____ DEPTH: _____ AREA: _____

PRESENT USE(S) OF PROPERTY: office

PRESENT ZONING OF PROPERTY: office

VARIATION/APPEAL REQUESTED: daycare center

RESPONSE TO VARIATION CRITERIA

The Zoning Board of Appeals is authorized to grant or recommend relief only when it has received adequate evidence to establish a practical difficulty or hardship. The evidence must support each of the following three conditions:

- (a) The property in question cannot yield a reasonable return by use permitted and subject to the conditions allowed by the regulations in the particular district or zone.
- (b) The plight of the owner is due to unique circumstances.
- (c) The variation, if granted, will not alter the essential character of the locality.

Please describe how this request meets the criteria by responding to the following questions in your own words.

1. How do the applicable zoning regulations prevent the property in question from yielding a reasonable return?
Daycare center can't operate without getting the variation petition.

2. What unique circumstances exist which mandate a variance?

This is an existing building and residential property is already built as well that zoning ordinance states daycare center must be 40 feet of residential zoning district.

3. What impact would the granting of this variance have upon the essential character of the general area? Please include both positive and negative impacts.

No negative impacts. Positive impact would be that it would provide childcare and assist working parents in the community.

REQUIRED SUPPORTING ATTACHMENTS

- Site plan / concept plan / floor plan / building elevation plan
- Joliet Ownership Disclosure form
- Business license application (if applicable)

NOTARIZATION OF PETITION

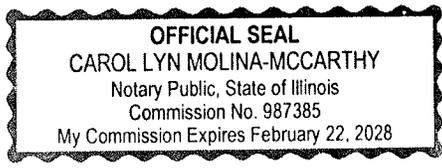
STATE OF ILLINOIS) ss
COUNTY OF WILL)

I, Carol Lyn Molina-McCarthy, depose and say that the above statements are true and correct to the best of my knowledge and belief. I agree to be present in person or by representation when this petition is heard before the Zoning Board of Appeals.

[Signature]
Petitioner's Signature

[Signature]
Owner's Signature
(If other than petitioner)

Subscribed and sworn to before me
this 10th day of April, 2025
[Signature]



CITY OF JOLIET OWNERSHIP DISCLOSURE FORM

The City of Joliet requires that applicants for zoning relief, subdivision approval, building permits and business licenses disclose the identity of all persons having an ownership interest in the business and the real property associated with the application. A copy of this form must be completed and submitted with other application materials. Failure to properly complete and submit this form may result in the denial of the application.

I. INFORMATION ABOUT THE APPLICATION

This form is submitted as part of an application for the following (check all that apply):

- Rezoning, Special Use Permit, Variation, or Other Zoning Relief (Complete Sections II and III)
- Preliminary Plat, Final Plat, or Record Plat of Subdivision (Complete Sections II and III)
- Building Permit (Complete Sections II and III)
- Business License (Complete All Sections)

II. INFORMATION ABOUT THE PROPERTY

The address and PIN(s) of the real property associated with this application are:

2551 W Division Street Suite 101 & 102 Joliet, IL 60435

PIN(s): 06-03-24-402-094-1001; 06-03-24-402-094-1002

III. PROPERTY OWNERSHIP

Select the type of owner of the real property associated with this application and fill in the appropriate contact information below:

- Individual:** State the names, addresses, and phone #'s of the individual owner(s)
- Corporation:** State the names, addresses, and phone #'s of all persons holding 3% or more of the stock of the corporation and the percentage of shares held by such stockholders
- Limited Liability Company:** State the names, addresses, and phone #'s of all members of the company along with the percentage of ownership held by each member
- Land Trust:** State the names, addresses, and phone #'s of the trustee(s) and all beneficiaries
- Partnership:** State the names, addresses, and phone #'s of all partners
- Other type of organization:** State the names, addresses, and phone #'s of all persons having a legal or equitable ownership interest in the organization or the right to direct the affairs of the organization

Jingeng Zhu & Yahhong Shen

2284 Hillsboro Lane Naperville, IL 60564

630-251-1138; 630-251-1105

E-MAIL: jingengzhu@gmail.com

FAX: N/A

IV. BUSINESS OWNERSHIP

If the owner of the business is different than the owner of the real property associated with the application, then the following information must be provided.

Select the type of business owner associated with this application and fill in the contact information below:

- Individual:** State the names, addresses, and phone #'s of the individual owner(s)
- Corporation:** State the names, addresses, and phone #'s of all persons holding 3% or more of the stock of the corporation and the percentage of shares held by such stockholders
- Limited Liability Company:** State the names, addresses, and phone #'s of all members of the company along with the percentage of ownership held by each member
- Partnership:** State the names, addresses, and phone #'s of all partners
- Other type of organization:** State the names, addresses, and phone #'s of all persons having a legal or equitable ownership interest in the organization

Almir Skaljic

7327 Northgate Way Unit 5 Downers Grove, IL 60516

814-737-2088

E-MAIL: anita.skaljic@gmail.com

FAX: N/A

NOTE:

If a stockholder, member, beneficiary or partner disclosed in Section III or Section IV is not an individual, then the individuals holding the legal or equitable title to the real property or business associated with the application must also be disclosed. For example, if the real property associated with an application is owned by a land trust, and the beneficiary of the land trust is a limited liability company, then the members of the limited liability company must be disclosed. If one of the members of the limited liability company is a partnership, then the identity of the partners must be disclosed. If one of the partners is a corporation, then all persons owning 3% or more of the issued stock must be disclosed.

SIGNED: X 

DATE: 4/9/2025

Name, Title, and Telephone Numbers of Person Completing and Submitting This Form:

Almir Skaljic Business owner

814-737-2088

EXHIBIT A

LEGAL DESCRIPTION

UNITS 2551-1 AND 2551-2 IN THE HERITAGE COMMONS CONDOMINIUM, AS SET FORTH IN THE DECLARATION OF CONDOMINIUM OWNERSHIP AND OF COVENANTS, EASEMENTS AND RESTRICTIONS FOR HERITAGE COMMONS CONDOMINIUM, A COMMERCIAL CONDOMINIUM, RECORDED OCTOBER 23, 2003 AS DOCUMENT NO.: R2003-267743, IN WILL COUNTY, ILLINOIS, AS DELINEATED ON A PLAT OF SURVEY OF A PART OF LOT 1, HERITAGE FARM COMMONS P.U.D., IN WILL COUNTY, ILLINOIS, WHICH PLAT OF SURVEY IS ATTACHED AS EXHIBIT "C" TO SAID DECLARATION, AND AS AMENDED FROM TIME TO TIME, TOGETHER WITH THEIR UNDIVIDED PERCENTAGE INTEREST IN THE COMMON ELEMENTS.

P.I.N.:

06-03-24-402-094-1001 & 06-03-24-402-094-1002

Commonly known as:

2551-1 & 2551-2 Division Street, Joliet, IL 60435

E-RECORDED

ZONING BOARD OF APPEALS
CRITERIA FOR SPECIAL USES

Section 47-5.2 (C) of the Zoning Ordinance states:

A special use permit shall not be granted unless the applicant establishes by clear and convincing evidence:

	Does the evidence presented sustain this criteria?	Comments
(1) That the establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare; and		
(2) That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood; and		
(3) That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district; and		
(4) That adequate utilities, access roads, drainage, and/or other necessary facilities have been or will be provided; and		
(5) That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets; and		
(6) That the special use shall in all other respects conform to the applicable land use regulations of the district in which it is located and shall not be in violation of any other applicable law, ordinance or regulation; and		
(7) At least one (1) year has elapsed since any denial of any prior application for a special use permit that would have authorized substantially the same as all or part of the sites, unless conditions in the area have substantially changed.		

ZONING BOARD OF APPEALS
CRITERIA FOR VARIATIONS

Section 47-19.8 of the Zoning Ordinance states:

A variation shall not be granted in any case unless the Board shall find and clearly state in its record of the case that:

	Does the evidence presented sustain this criteria?	Comments
(1) Reasons sustaining the contention that strict enforcement of the Ordinance would involve practical difficulties or impose exceptional hardship were found as follows: (a) _____ (b) _____ (c) _____ (list of reasons)		
(2) Adequate evidence was submitted to establish practical difficulties or particular hardship so that, in the judgment of the Board, a variation is permitted because the evidence sustained the existence of each of the three following conditions: (a) The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in the particular district or zone. (b) The plight of the owner is due to unique circumstances. (c) The variation, if granted, will not alter the essential character of the locality.		
(3) A public hearing was held on such variation of which at least 15 days and not more than 30 days notice was published in the _____ (name of newspaper) on _____ (date).		