#2026-152
71 Briarwood Drive –Administrative Variation
Project Review for Zoning Administrator

Meeting Date:	September 8, 2026
Request:	Administrative Variation from Article 3 and Article 4 of the Unified Development Ordinance (UDO) to allow the reconstruction of a six-foot fence in a yard abutting a street (South Heather Drive), in accordance with UDO Section 9-200I-2.a.i.
Location:	71 Briarwood Drive
Existing Zoning:	R-2 Single-Family Residential
Surrounding Properties:	North: R-2 Single-Family Residential South: R-2 Single-Family Residential East: R-2 Single-Family Residential West: R-2 Single-Family Residential, R-3B Multifamily Residential
Staff Contact:	Darrell Moore (815) 356-3612

Background:

- Existing Use: This property contains a single-family residence.
- The existing six-foot fence received a building permit in 2011. At that time, it was noted that it was replacing a previous fence "due to storm damage." A plat of survey from 2002 shows that a wood fence was present in the current fence location.

Development Analysis:

General

- Request: to allow the reconstruction of a six-foot fence in a yard abutting a street (South Heather Drive)
- The proposed six-foot white vinyl fence will match the location of the existing six-foot wood fence.
- This application qualifies for an administrative variation under Section 9-200I-2.a.i., which states that "the petitioner is performing maintenance on a legally permitted structure, which may included removal and replacement, but shall not increase the nonconformity." Because the previous fence received a building permit in 2011, it is a legally permitted structure.

Standards of Approval:

ADMINISTRATIVE VARIATION

The petitioner is requesting a variation from Article 3 and Article 4 of the Unified Development Ordinance (UDO) to allow the reconstruction of a six-foot fence in a yard abutting a street (South Heather Drive). The Unified Development Ordinance lists specific standards of approval for the review and approval of an administrative variation. The granting of a variation rests upon the applicant proving one or more of the following standards have been met. It is the responsibility of the petitioner to prove hardship at the Zoning Administrator public hearing.

i. The petitioner is performing maintenance, on a legally permitted structure, which may include removal and replacement, but shall not increase the nonconformity.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

ii. The improvement is to meet a building code requirement; such as a stoop or landing for egress purposes that would encroach into the setback, provided the improvement is the minimum necessary to meet the code.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

iii. The construction of an accessory structure (deck, fence, etc.) which does not increase the nonconformity as established by the principal structure (e.g., A deck may be constructed off the rear of the house, provided it does not extend farther into the setback than the farthest point of the house. A fence, which does not meet the setback requirement for the proposed height, may be constructed, provided it does not extend farther into the setback than the house.)
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

iv. The addition/enlargement to a nonconforming structure which does not increase the nonconformity into the setback, as established by the farthest point of the existing structure.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

v. The variation is the result of right-of-way taking.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

vi. The minimum parking space requirements of Section 4-200 cannot be met and if one of the following is met:

a. The parking requirements of a specific use or development necessitate fewer parking spaces than required by this Ordinance. In support of such request, the applicant must present a trip generation and parking demand study or such other information deemed to be reliable by the Zoning Administrator which demonstrates the reduced parking demand for the development.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

b. For existing buildings in the Downtown District and Virginia Street Corridor, when a change of use to a more intensive use makes compliance with the required number of parking spaces impossible because of specific site constraints, the applicant may request to reduce the required number of off-street parking spaces.

☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

vii. The variation cannot be for a setback encroachment in the front yard of a lake lot.
☐ *Meets* ☐ *Does not meet* ☐ *Not Applicable*

Conditions of Approval:

Staff has no recommended conditions of approval. At the time of the hearing, the zoning administrator may choose to apply conditions to the administrative variation approval.

PARCEL IN QUESTION

71 Briarwood Drive



City of Crystal Lake
Development Application

Office Use Only
File # _____

Project Title: _____

Action Requested

X **Administrative Variation**

Petitioner Information

Name: Richard DREWS

Address: 71 BRIARWOOD DR

CRYSTAL LAKE ILL 60014

Phone: [redacted]

Fax: _____

E-mail: [redacted]

Owner Information (if different)

Name: _____

Address: _____

_____

Phone: _____

Fax: _____

E-mail: _____

Property Information

Project Description: REPLACEING 6 FOOT BACK YARD FENCE WITH NEW 6 FOOT FENCE

Project Standard of Approval Being Applied for:

☑ The petitioner is performing maintenance, on a legally permitted structure, which may include removal and replacement, but shall not increase the nonconformity.

☐ The improvement is to meet a building code requirement; such as a stoop or landing for egress purposes that would encroach into the setback, provided the improvement is the minimum necessary to meet the code.

☐ The construction of an accessory structure (deck, fence, etc.) which does not increase the nonconformity as established by the principal structure (e.g., A deck may be constructed off the rear of the house, provided it does not extend farther into the setback than the farthest point of the house. A fence, which does not meet the setback requirement for the proposed height, may be constructed, provided it does not extend farther into the setback than the house.)

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By RH AM

☐ The addition/enlargement to a nonconforming structure which does not increase the nonconformity into the setback, as established by the farthest point of the existing structure.

☐ The variation is the result of right-of-way taking.

☐ The minimum parking space requirements of Section 4-200 cannot be met and if one of the following is met:

- ☐ The parking requirements of a specific use or development necessitate fewer parking spaces than required by this Ordinance. In support of such request, the applicant must present a trip generation and parking demand study or such other information deemed to be reliable by the Zoning Administrator which demonstrates the reduced parking demand for the development.
- ☐ For existing buildings in the Downtown District and Virginia Street Corridor, when a change of use to a more intensive use makes compliance with the required number of parking spaces impossible because of specific site constraints, the applicant may request to reduce the required number of off-street parking spaces.

Project Address/Location: 71 Briarwood DR Crystal Lake ILL 60014

PIN Number(s): _____

Development Team

Please include address, phone, fax and e-mail

Developer: _____

Architect: _____

Attorney: _____

Other: _____

Signatures

Richard DREWS [redacted] 8-17-26

PETITIONER: Print and Sign name (*if different from owner*) **Date**

As owner of the property in question, I hereby authorize the seeking of the above requested action.

_____

OWNER: Print and Sign name Date

NOTE: If the property is held in trust, the trust officer must sign this petition as owner. In addition, the trust officer must provide a letter that names all beneficiaries of the trust.

BEFORE THE ZONING ADMINISTRATOR
OF THE CITY OF CRYSTAL LAKE, MCHENRY COUNTY, ILLINOIS

IN THE MATTER OF THE APPLICATION OF)
RICHARD DREWS)

LEGAL NOTICE

Notice is hereby given in compliance with the Unified Development Ordinance (UDO) of the City of Crystal Lake, Illinois, that a public hearing will be held before the Zoning Administrator upon the application by Richard Drews, owner, for approval of an administrative variation relating to the real estate known as 71 Briarwood Drive, Crystal Lake, Illinois 60014, having the PIN: 18-01-101-011.

This application is filed for the purposes of seeking an Administrative Variation from UDO Article 3 and Article 4 to allow the reconstruction of a six-foot fence in a yard abutting a street (South Heather Drive). Plans for this project can be viewed at the City of Crystal Lake Community Development Department at City Hall.

An Administrative Variation is a process by which an applicant can have their request reviewed by the Zoning Administrator rather than the Planning and Zoning Commission and City Council. This application qualifies for an administrative variation because 9-200I-2.a.i.: "The petitioner is performing maintenance on a legally permitted structure, which may include removal and replacement, but shall not increase the nonconformity."

A public hearing before the Zoning Administrator on the request will be held at 8:45 A.M. on September 8, 2026, at the Crystal Lake City Hall, 100 West Woodstock Street, at which time and place any person determining to be heard may be present. Anyone may also contact the Zoning Administrator at 815-356-3605 for additional information or to voice any support or concerns.

Kathryn Cowlin, Zoning Administrator
Community Development Department
City of Crystal Lake

Owner	MailToAddress1	MailToAddress2	MailToCity	MailToZip	MailToState	SiteAddress	ParcelNumber
VILLAGER BRIARWOOD IL PRES LP	30 HUDSON YARDS	72ND FL	NEW YORK	10001	NY	1470 BRIARWOOD CIR	18-02-226-025
MEEHAN GREGORY D ELIZABETH A	63 S HEATHER DR		CRYSTAL LAKE	600145072	IL	63 S HEATHER DR	18-01-103-006
PALENCIA CARLOS	63 BRIARWOOD RD		CRYSTAL LAKE	60014	IL	63 BRIARWOOD RD	18-01-101-010
IBARRA ROBERTO PAULINA	73 HEATHER DR		CRYSTAL LAKE	60014	IL	73 HEATHER DR	18-01-103-008
GONZALEZ GABINO	67 HEATHER DR		CRYSTAL LAKE	60014	IL	67 S HEATHER DR	18-01-103-007
GRAHAM KAREN A	72 HEATHER		CRYSTAL LAKE	60014	IL	72 S HEATHER DR	18-01-101-012
CO BD OF SCHOOL TRS DIST 47	CRYSTAL LK COMM CONS SCHOOLS	300 COMMERCE DR	CRYSTAL LAKE	60014	IL	BALLARD RD	18-02-226-010

Fax: 847-336-2113

Northwest Suburbs:
Phone: 847-392-7600
Fax: 847-392-7719

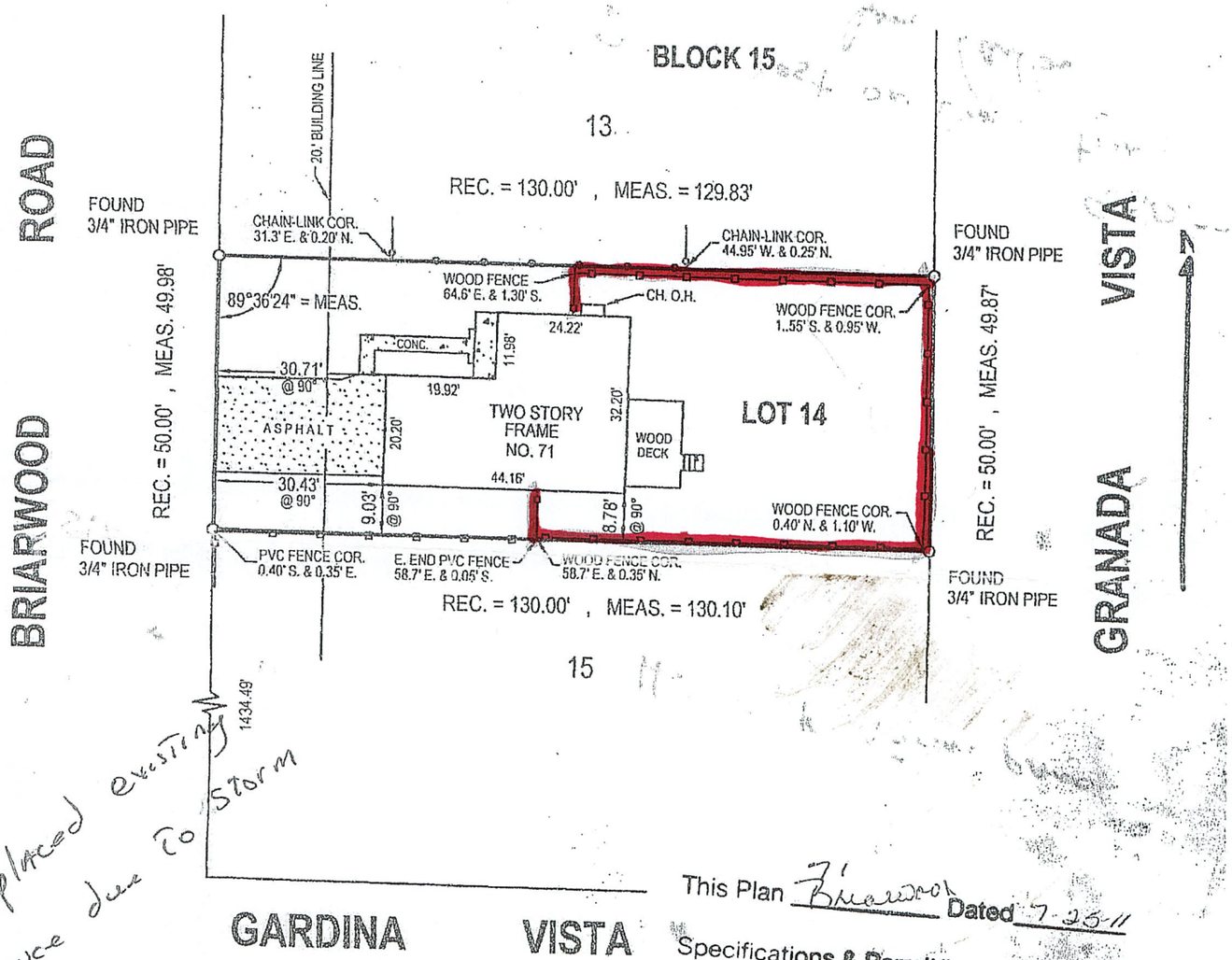
E-MAIL AND INTERNET ADDRESSES:
http://www.matc.com AND sales@matc.com
Illinois Professional Design Firm 184002822

Fax: 708-598-0696

DuPage and Kane:
Phone: 630-690-3733
Fax: 630-690-3735

PLAT OF SURVEY

LOT 14 IN BLOCK 15 IN R. R. CEPEK'S CRYSTAL VISTA, A SUBDIVISION OF PART OF SECTION 1, TOWNSHIP 43 NORTH, RANGE 7, EAST OF THE THIRD PRINCIPAL MERIDIAN, AND PART OF SECTION 36, TOWNSHIP 44 NORTH, RANGE 7 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED FEBRUARY 11, 1927 AS DOCUMENT NUMBER 76823, IN BOOK 6 OF PLATS, PAGE 18, IN MCHENRY COUNTY, ILLINOIS.



Replaced existing fence due to storm damage.

This Plan Briarwood Dated 7-25-11

Specifications & Permit# 11-1584

Shall comply with the regulations as set forth in the City of Crystal Lake Codes & Ordinances by RPA Date 7-25-11

STATE OF ILLINOIS)
) S.S.
COUNTY OF LAKE)

On behalf of MID AMERICA SURVEY COMPANY, I hereby certify that the above described property was surveyed under my supervision and that the annexed plat is a correct representation of said survey. This professional service conforms to the current Illinois minimum standards for a boundary survey.

Dated APRIL 22, 2002

MID AMERICA SURVEY COMPANY

By _____

Illinois Professional Land Surveyor. My license expires 11/30/2002

All Distances shown in feet and decimal parts thereof. No distances are to be determined by scaling. Field work completed on 04/19/02

Job no. 72912
Address 71 S. BRIARWOOD ROAD
CRYSTAL LAKE, IL.

P.I.N. 18-01-101-011
Township GRAFTON
Ordered By NEIL NARUT, ESQ.

Scale 1" = 30'
Platted By WJR

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