#2026-221
91 North Oak Street –Administrative Variation
Project Review for Zoning Administrator

Meeting Date:	November 13, 2026
Request:	Administrative Variation from Article 3 and Article 4 of the Unified Development Ordinance (UDO) to allow the construction of a front porch addition having a side-yard setback of seven feet, instead of the required eight feet, in accordance with UDO Section 9-200I-2a.iii.
Location:	91 N Oak Street
Existing Zoning:	R-1 Single-Family Residential
Surrounding Properties:	North: R-1 Single-Family Residential South: R-1 Single-Family Residential East: R-1 Single-Family Residential West: R-1 Single-Family Residential
Staff Contact:	Darrell Moore (815) 356-3612

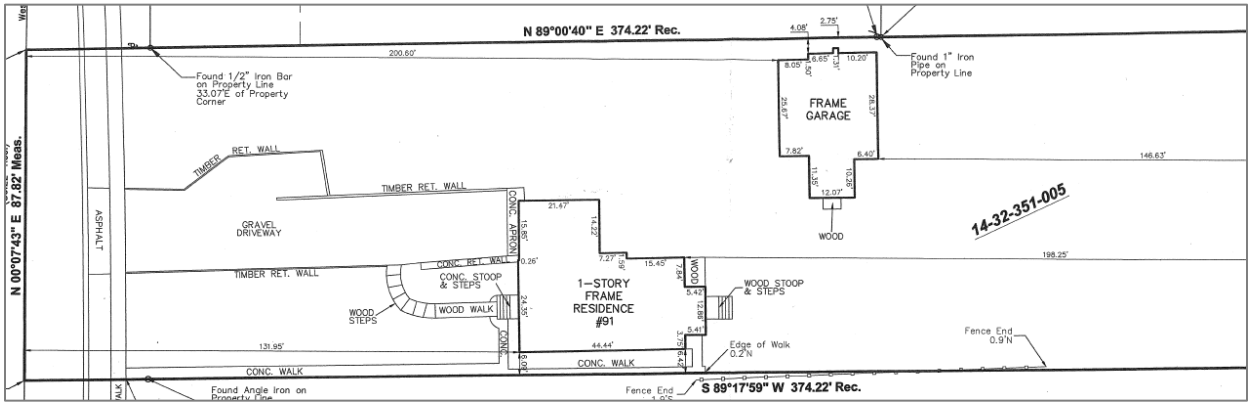
Background:

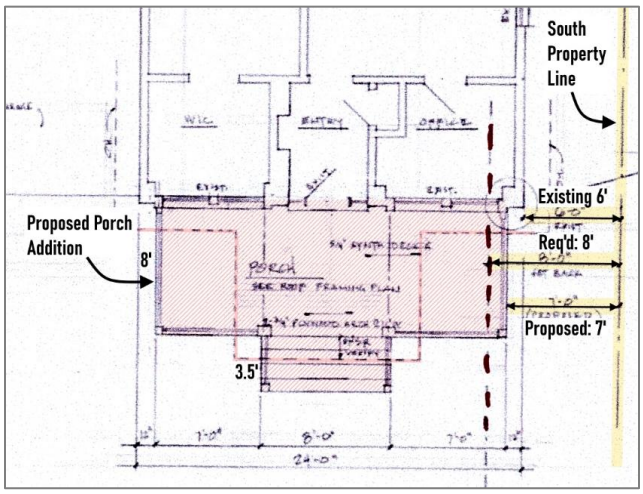
- Existing Use: This property contains a single-family residence and an outbuilding.
- The current side-yard setback of the house (along the south property line) is six feet instead of the required eight feet in the R-1 District, making the principal structure nonconforming.

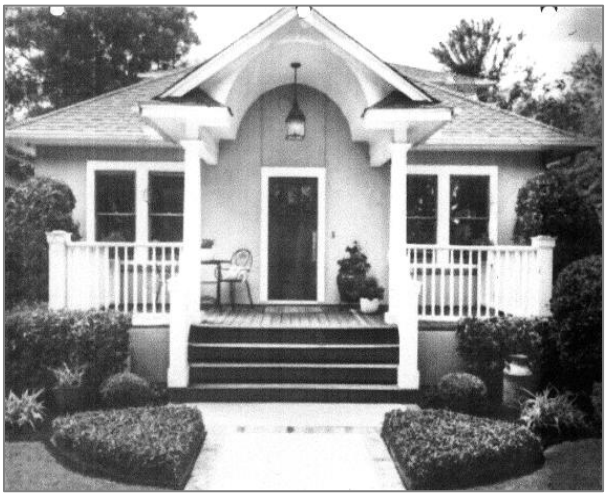
Development Analysis:

General

- Request: to allow the construction of a front porch addition having a side-yard setback of seven feet, instead of the required eight feet.
- The proposed addition will step back one foot away from the side property line compared to the existing residence's setback, but still be one foot shy of the required eight-foot setback.
- This application qualifies for an administrative variation under Section 9-200I-2a.iii.: "the construction of an accessory structure (deck, fence, etc.) which does not increase the nonconformity as established by the principal 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 construction of a front porch addition having a side-yard setback of seven feet, instead of the required eight feet. 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 recommends as a condition of approval:

1. At the time of building permit application, plans shall be consistent with the floor plan and rendering submitted and reviewed under this petition.

PARCEL IN QUESTION

91 North Oak Street



City of Crystal Lake
Development Application

Office Use Only
File # 2026-221

Project Title: _____

Action Requested

X **Administrative Variation**

Petitioner Information

Name: ~~OLIVIA ESPIN~~ RONALD KNEIF

Address: 91 N. OAK ST

CRYSTAL LAKE IL. 60014

Phone: [redacted]

Fax: _____

E-mail: [redacted]

Owner Information (if different)

Name: OLIVIA ESPINOZA

Address: 91 N OAK ST

CRYSTAL LAKE IL. 60014

Phone: [redacted]

Fax: _____

E-mail: [redacted]

Property Information

Project Description: FRONT PORCH

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.)

☐ 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.

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OCT 23 2026
By: RH AM

☐ 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.

☐ The variation cannot be for a setback encroachment in the front yard of a lake lot.

☐ An existing front porch, stoop, or deck can be covered with a roof, provided the sides remain open and the stoop or deck does not exceed a five-foot-by-five-foot area.

☐ The removal of an existing detached garage without the replacement of an enclosed garage for single-family detached, two-family and single-family attached dwelling units.

Project Address/Location: 91 N. OAK ST CRYSTAL LAKE IL. 60014 FRONT OF HOUSE

PIN Number(s): _____

Development Team

Please include address, phone, fax and e-mail

Developer: _____

Architect: _____

Attorney: _____

Other: _____

Signatures

RONALD KNEE [redacted] 10/23/2026

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.

OLIVIA ESPINOZA [redacted] 10/23/2026

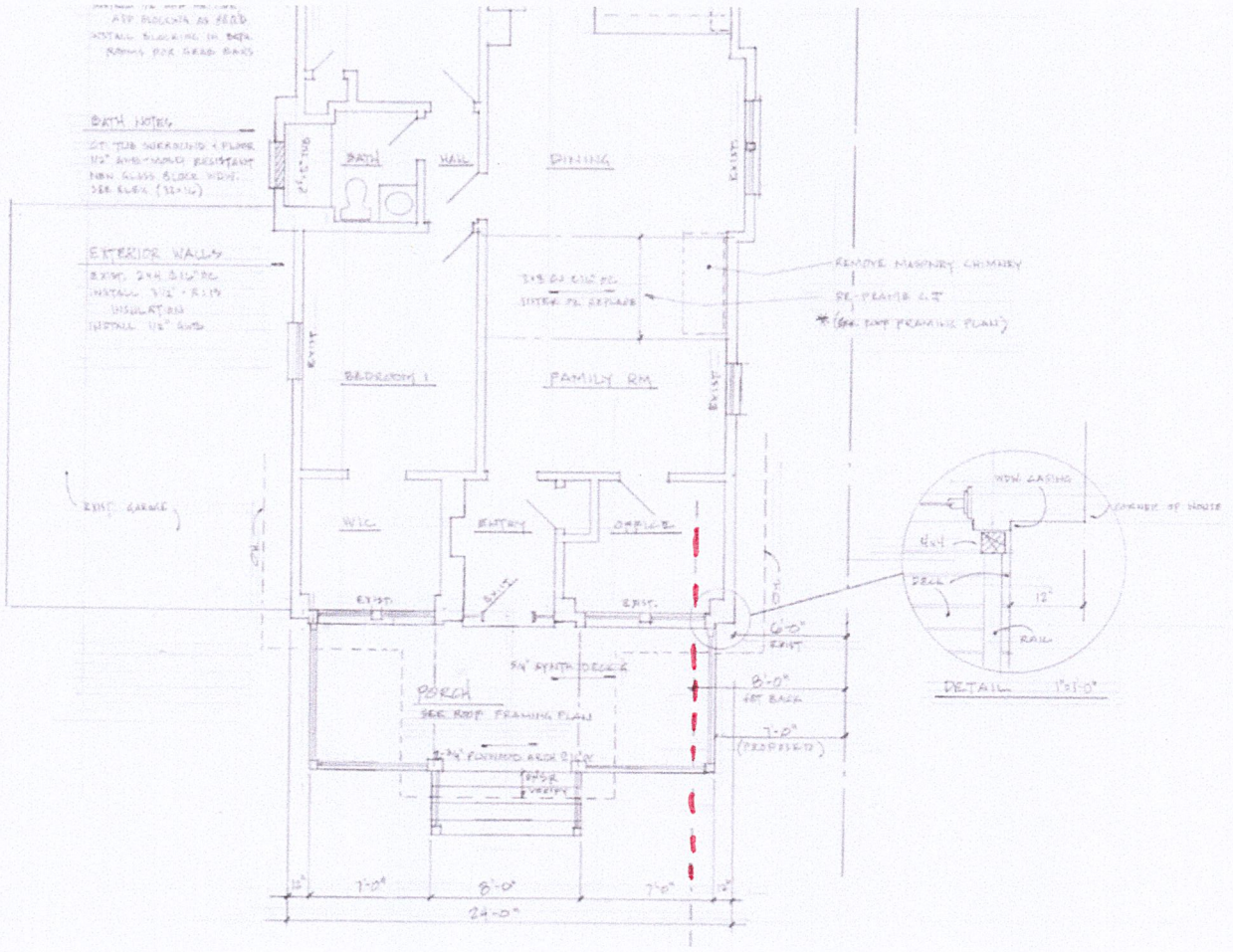
OWNER: Print and Sign name **Date**

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.

Mark Swanson, Architect
NCARB, IL
224-563-8494
swansonmarch@comcast.net
www.behance.net/swansonmarch
www.houzz.com/pro/swansonmarch
www.facebook.com/swansonmarch
536 S. Summit St.
Barrington, IL 60010

DATE
9/14/22 PLAN 1
9/21/22 PLAN 2

SHEET
A





West Line of Section 32-44-8

N

Lot 2
(Vacant)

Found 2" Iron Pipe on Property Line

Fence Corn 0.5'N

PIN 14-32-351-009

N 89°00'40" E 374.22' Rec.

4.08'

2.75'

200.60'

Found 1" Iron Pipe on Property Line

Found 1/2" Iron Bar on Property Line 33.07'E of Property Corner

8.05'

1.50'

6.65'

1.31'

10.20'

FRAME GARAGE

25.67'

26.37'

7.82'

6.40'

146.63'

11.35'

10.26'

12.07'

WOOD

14-32-351-005

TIMBER RET. WALL

TIMBER RET. WALL

GRAVEL DRIVEWAY

CONC. APRON

15.85'

21.47'

14.22'

198.25'

CONC. RET. WALL

0.26'

7.27'

1.59'

15.45'

7.84'

WOOD

TIMBER RET. WALL

CONC. STOOP & STEPS

1-STORY FRAME RESIDENCE #91

WOOD STOOP & STEPS

5.42'

12.86'

WOOD STEPS

WOOD WALK

24.35'

5.41'

CONC.

3.75'

6.42'

Fence End 0.9'N

131.95'

44.44'

Edge of Walk 0.2'N

6.09'

CONC. WALK

CONC. WALK

Fence End 1.9'S

S 89°17'59" W 374.22' Rec.

Found Angle Iron on Property Line 32.97'E of Property Corner

Edge of Walk On Line

N 00°07'43" E 87.82' Meas.

(86.22' Rec.)

730' Rec.

CONCRETE CURB

CONCRETE SIDEWALK

ASPHALT

Southwest Corner of Section 32-44-8
(Point of Commencement)

PIN 14-32-351-006

VALID WITHOUT THE SURVEYOR'S SEAL.

S.

INION, AND BASED ON MY OBSERVATIONS, I HEREBY CERTIFY THAT THE PLAT
JE REPRESENTATION OF SAID SURVEY. THIS PROFESSIONAL SERVICE CONFORMS TO
INIMUM STANDARDS FOR A BOUNDARY SURVEY.

DATED April 15, 2019

IOIS PROFESSIONAL LAND SURVEYOR NO. 3898

PROFESSIONAL LAND SURVEYOR
JEFFREY A. SPIDE

LEGEN

- Set IP
- Fnd IP
- Fnd "X"
- Fnd P.K.
- Wo
- CL
- Concrei
- Wood D
- Brick