

**BOARD OF LOCAL IMPROVEMENTS  
DOWNERS GROVE SANITARY DISTRICT**

**PROPOSED AGENDA**

March 18th, 2025

6:45 p.m.

- I. Approve Minutes of November 19th, 2024
- II. Public Comment
- III. P716: 1034 Norfolk Street – Sewer Main Extension

BOARD OF LOCAL IMPROVEMENTS  
MINUTES

November 19, 2024

A meeting of the Board of Local Improvements of the Downers Grove Sanitary District was held on Tuesday, April 16, 2024. The meeting was held at the District's Administration Center, 2710 Curtiss Street, Downers Grove. Present were Board Members Kenneth J. Rathje, Robert T. Jungwirth, and Mark J. Scacco, and General Manager Amy R. Underwood, Administrative Supervisor Carly Shaw, Sewer Construction Supervisor Keith W. Shaffner, Information Coordinator Alyssa J. Caballero, and Trustees Amy E. Sejnost and Mark Eddington and Attorney Dan McCormick. President Rathje called the meeting to order at 6:45 p.m.

Election of Officers

A motion was made by Jungwirth seconded by Scacco nominating Kenneth J. Rathje as President of the Board of Local Improvements, closing the nominations and electing Kenneth J. Rathje as President. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.) A motion was made by Scacco seconded by Rathje nominating Robert T. Jungwirth as Vice President, closing the nominations, and electing Robert T. Jungwirth as Vice President. The motion carried. (Votes recorded: Ayes– Rathje, Jungwirth and Scacco.) A motion was made by Rathje seconded by Jungwirth nominating Mark J. Scacco as Clerk, closing the nominations, and electing Mark J. Scacco as Clerk. The motion carried. (Votes recorded: Ayes– Rathje, Jungwirth and Scacco.)

Minutes of April 16, 2024, Meeting

A motion was made by Jungwirth seconded by Scacco approving the revised minutes of the meeting held on April 16, 2024. The motion carried.

Public Comment – None

P715 – 5200 Fairview Avenue, Downers Grove

The Board reviewed a request for sanitary sewer service from Andriy Stetsyuk of Sustainabuild LLC-5200, for proposed 13 townhome development by combining 5200 and 5204 Fairview Avenue for a combined gross acreage of .99 acres. This property is within the District's Facilities Planning Area and are within the District's current corporate limits. The proposed development will generate an estimated wastewater flow of 4,550 gallons per day or a density of 45.5 PE per acre which is above the District design flow allocation of 10 PE per acre. Additional trunk sewer service charge will be collected for the overage of the flow allocation. Service can be provided by the existing sanitary sewer main located in Fairview Avenue in front of the property. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommended approval of this request. Jungwirth inquired about the differences in the acreage size from the application to the gross acreage. Staff answered Jungwirth informing that the application has the site acreage, and the gross acreage includes half of the adjacent right of way. A motion was made by Scacco seconded by Jungwirth approving this request subject to annexation, receipt of Illinois EPA permit, payment of all fees per ordinance, compliance with all District ordinances and standard conditions. The motion carried. (Votes recorded: Ayes–Rathje, Jungwirth and Scacco.)

Upon a motion by Scacco seconded by Jungwirth, the meeting was adjourned at 6:57 p.m. The motion carried.

Approved: March 18<sup>th</sup>, 2025

Attest: \_\_\_\_\_  
Clerk

\_\_\_\_\_  
President

**BOARD OF LOCAL IMPROVEMENTS**  
**March 18, 2025**  
**STAFF BRIEFING**

P716: 1034 Norfolk Street, Downers Grove, IL

**REQUEST:**

Meilie Tsai, Homeowner, is requesting sanitary sewer service for a proposed new single-family home. The property will need a 110-foot sewer main extension to be served. The property has a gross acreage of .21 acres and is within the District's Facilities Planning Area (FPA). The proposed single-family home will generate an estimated wastewater flow of 350 gallons per day. The proposed sewer main extension will be able to serve two neighboring homes in the future with sanitary sewer service.

**SUMMARY:**

Service can be provided to the property by extending the sanitary sewer main located on Norfolk Street. The downstream trunk sewers have adequate reserve capacity to serve this request. Staff recommends approval of this request subject to receipt of an Illinois EPA permit and payment of all fees per ordinance.

P716

DOWNERS GROVE SANITARY DISTRICT  
2710 CURTISS STREET  
DOWNERS GROVE, ILLINOIS 60515  
(630) 969-0664

DATE 2/26/25

SANITARY SEWER SERVICE REQUEST

Location 1034 Norfolk St Downers Grove IL 60516

Legal Description Lot 17 Block 5 Subdivision Downers Grove Estates

P.I.N. \_\_\_\_\_

Name of Owner on Deed Melie Tsai Phone No. 630 772 9396

Developer Lily Tsai Phone No. 630 967 4323

Name of Person Making Request Melie/Lily Tsai Phone No. 630 967 4323

E mail: lily.tsai@bandwaner.com

Address (we will be sending information regarding this request; please be sure address is legible)

1102 Addison St Downers Grove IL 60516

This Applicant's Interest in This Property Owner/Developer  
(Owner/Developer/Beneficiary Land Trust, etc.)

Number of Acres Involved .18 Present Zoning A-Residential Proposed Zoning A-Residential

Is the Property (A) Improved X (B) Vacant \_\_\_\_\_

(A) If Improved, Describe Improvements Small single family home w/ detached 2 car garage to be torn down with new construction 2 story home to be built

Number & Type of Units \_\_\_\_\_

(B) If Vacant or Additional Improvements or Remodeling Are Proposed, Describe \_\_\_\_\_

Number & Type of Units \_\_\_\_\_

Estimated Starting Date of Project AS AP

If You Propose to Annex to a Community, Which One \_\_\_\_\_

- NOTE:** If this request is for
- a multiple family development, indicate the number of units for each bedroom count.
  - a restaurant, indicate the seating capacity and hours of operation. If drive-up is proposed, give the number of orders per day.
  - a commercial project, indicate the floor area.
  - an office/warehouse or light manufacturing development, indicate the floor area.
  - an office/research development, indicate the floor area and number of employees.
  - commercial/industrial buildings(s), provide an estimate of wastewater flow in gallons per day
- \*\*SERVICE REQUEST APPROVALS ARE VALID FOR SIX MONTHS\*\***

# Downers Grove Sanitary District P716 - Sewer Extension 1034 Norfolk Street



## Legend

- ⊙ Sanitary Manholes
- ➔ Sanitary Sewer
- annexed\_parcels



