

VILLAGE OF LOMBARD
REQUEST FOR BOARD OF TRUSTEES ACTION
For Inclusion on Board Agenda

 X Resolution or Ordinance (Blue) X *Waiver of First Requested*
 Recommendations of Boards, Commissions & Committees (Green)
 Other Business (Pink)

TO: PRESIDENT AND BOARD OF TRUSTEES

FROM: Scott R. Niehaus, Village Manager

DATE: February 23, 2026 AGENDA DATE: March 5, 2026

TITLE: PC 24-04: Carriers of Light School, 1920 S. Highland Avenue – Time
Extension Request

SUBMITTED BY: Anna Papke, AICP, Planning and Zoning Manager *AP*

BACKGROUND/POLICY IMPLICATIONS:

Staff recommends the Village Board approve an ordinance extending the time period to start construction of the proposed project for an additional twelve-month period (i.e., until March 21, 2027). Staff requests a waiver of first reading of the ordinance.

FISCAL IMPACT/FUNDING SOURCE

Review (as necessary):

Village Attorney X _____ Date _____

Finance Director X _____ Date _____

Village Manager X _____ Date _____

NOTE: Materials must be submitted to / approved by the Village Manager's Office by 12:00 pm, Wednesday, prior to the Agenda Distribution.



MEMORANDUM

TO: Scott R. Niehaus, Village Manager

FROM: Anna Papke, AICP, Planning and Zoning Manager *AP*

MEETING DATE: March 5, 2026

SUBJECT: **PC 24-04: Carriers of Light School, 1920 S. Highland Avenue – Time Extension Request**

The Board of Trustees approved Ordinance 8248 (PC 24-04) on March 21, 2024, granting a conditional use for a K-8 school on the subject property in the O Office District. Per the provisions of the Zoning Ordinance (Section 155.103(F)), if construction has not begun within twenty-four (24) months from the date of approval, the zoning relief granted is null and void unless an extension is granted by the Board of Trustees.

The petitioner has submitted the attached email requesting an extension of the approval granted by the Village Board. Interior demolition work was started in 2025. The petitioner's submittal of the interior renovation permit was delayed while they worked out design considerations for the HVAC system. The interior renovation permit application was submitted to the Village permitting portal on February 9, 2026. Staff and the petitioner expect the interior renovation permit will be issued, and work begun, later this year.

ACTION REQUESTED

Staff recommends the Village Board approve an ordinance extending the time period to start construction of the proposed project for an additional twelve-month period (i.e., until March 21, 2027). Staff requests a waiver of first reading of the ordinance.

Papke, Anna

From: Omar Ashrafi <ashrafi@ashrafi.com>
Sent: Tuesday, February 10, 2026 1:27 PM
To: Papke, Anna
Subject: Conditional Use Extension Request - 1920 S. Highland

Please be cautious

This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Anna,

I would like to request an extension of the conditional use zoning approval for this project.

While we did begin work in 2025 (with the interior demolition completed by August 2025), we had to significantly rework the proposed HVAC system design to achieve a higher degree of energy efficiency and improved indoor air quality. This revised system design is reflected in the permit drawings submitted on 2/9/2026.

Please advise what materials or documentation you require from us to proceed with this request.

Regards,

-omar ashrafi

ORDINANCE NO. _____

**AN ORDINANCE GRANTING A TIME EXTENSION TO
ORDINANCE 8248 GRANTING APPROVAL OF A
CONDITIONAL USE FOR A K-8 PRIVATE SCHOOL TO
OPERATE ON THE SUBJECT PROPERTY LOCATED WITHIN
THE O OFFICE DISTRICT**

(PC 24-04: Carrier's of Light School – 1920 S. Highland Avenue)

WHEREAS, on March 21, 2024, the President and Board of Trustees of the Village of Lombard adopted Ordinance 8248 which granted approval of a conditional use for a private K-8 school; and,

WHEREAS, pursuant to Section 155.103(F) of the Lombard Zoning Ordinance, otherwise known as Title 15, Chapter 155 of the Code of Lombard, Illinois, a conditional use shall become null and void unless work thereon is substantially underway within twenty-four (24) months from the date of issuance, unless further action is taken by the Village Board; and,

WHEREAS, construction has not commenced and no building permit has been issued for the development granted by Ordinance 8248; and

WHEREAS, the Village has received a letter from the property owner requesting a time extension of Ordinance 8248 for an additional twelve months; and,

WHEREAS, the President and Board of Trustees have determined that it is in the best interests of the Village of Lombard to grant said extension.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF LOMBARD, DU PAGE COUNTY, ILLINOIS, as follows:

SECTION 1: Ordinance 8248 is hereby further amended and extended and shall be null and void unless a building permit is obtained and the project is substantially underway within twelve (12) months of the expiration date of Ordinance 8248 (i.e., March 21, 2027).

SECTION 2: That all other provisions associated with Ordinance 8248 not amended by this Ordinance shall remain in full force and effect.

SECTION 3: That this Ordinance is limited and restricted to the property located at 1920 S. Highland Avenue, Lombard, Illinois and legally described as follows:

LOT 1 IN ANVIL RESUBDIVISION OF LOTS 9, 10, 11 AND 12 IN FREDERICK H. BARTLETT'S HILLSDALE FARMS, A SUBDIVISION OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 20, AND THE THIRD EAST 50.00 FEET OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 19, TOWNSHIP 39 NORTH, RANGE 11 EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT OF SAID ANVIL RESUBDIVISION RECORDED OCTOBER 7, 1986 AS DOCUMENT R86-123325 IN DUPAGE COUNTY, ILLINOIS.

Parcel Number: 06-20-301-031 (the "Subject Property").

SECTION 4: This ordinance shall be in full force and effect from and after its passage, approval, and publication in pamphlet form as provided by law.

Passed on first reading this _____ day of _____, 2026.

First reading waived by action of the Board of Trustees this _____ day of _____, 2026.

Passed on second reading this _____ day of _____, 2026, pursuant to a roll call vote as follows:

Ayes: _____

Nayes: _____

Absent: _____

Approved by me this _____ day of _____, 2026.

Anthony Puccio, Village President

ATTEST:

Ranya Elkhatib, Village Clerk

Ordinance No. _____
Re: PC 24-04 –Time Extension
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Published in pamphlet from this _____ day of _____, 2020.

Ranya Elkhatab, Village Clerk