

CITY OF
WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Plan Commission/Zoning Board of Appeals
Tuesday, April 5, 2022
7:00 p.m.

West Chicago City Hall
Council Chambers
475 Main Street
West Chicago, IL 60185

A G E N D A

1. **Call to Order, Roll Call and Determination of a Quorum**
 2. **Chairman's Comments**
 3. **Public Comment**
 4. **Approval of Draft Meeting Minutes – March 22, 2022**
 5. **Public Hearing of Case PC 22-01 (*Request to be continued to May 3, 2022*)**
1300 Roosevelt Investors, LLC, is requesting approval of a Zoning Map Amendment for a portion of the property located at 31W255 Roosevelt Road to rezone 18.12 acres from ORI (Office Research and Industrial) to M (Manufacturing).
 6. **Other Business**
 - a. Plan Commission/Zoning Board of Appeals Bylaws
 7. **Next Meeting – Tuesday, May 3, 2022 at 7:00 p.m.**
 8. **Adjournment**
- cc: Plan Commission Members School Districts #25, #33, #94, #303
Mayor West Chicago Fire Protection District
City Council West Chicago Park District
M. Guttman West Chicago Public Library District
T. Dabareiner DuPage County Building & Zoning
M. Patel Warrenville Plan Commission
J. Sterrett News Media

**DRAFT
MEETING MINUTES**

PLAN COMMISSION/ZONING BOARD OF APPEALS

March 22, 2022 7:00 P.M.

Conducted Through Zoom

1. Call to Order, Roll Call and Establishment of a Quorum

Chairperson Laimins called the virtual meeting to order at 7:01 p.m. Roll call found Chairperson Laimins, Commissioners Banasiak, Billingsley, Hale, Henkin, and Kasprak, and ex-officio member Slattery present. Commissioner Frantzen was absent. With six members present, a quorum was established.

Staff in attendance was Community Development Director Tom Dabareiner, City Attorney Mary Dickson, City Planner John Sterrett, Civil Engineer Rob Skerke, Utility Superintendent Rocky Horvath, and Doug Masters from Thomas Engineering.

2. Chairman's Comments – Chairman Laimins stated that in response to a Disaster Declaration made by the Governor related to public health concerns, an in-person meeting or a meeting conducted under the purview of the Open Meetings Act is not practical or prudent with the number of people who have expressed interest in this meeting; therefore, remote participation is permitted.

3. Public Comment - None

4. Approval of the Draft Minutes of the March 15, 2022 Plan Commission Meeting

Commissioner Billingsley made a motion, seconded by Commissioner Henkin, to approve the March 15, 2022 Plan Commission meeting minutes as presented. Roll call vote found Commissioners Billingsley, Henkin, and Banasiak voting “aye” with no one voting “no” and Chairperson Laimins, and Commissioners Hale and Kasprak abstaining. With a roll call vote of three (3) “ayes”, zero (0) “noes”, and three (3) abstentions, the motion carried and the draft minutes of the March 15, 2022 Plan Commission meeting were approved.

5. Public Hearing and Review and Recommendation of Case PC 21-12 (*Continued from March 15, 2022*)

Commissioner Banasiak made a motion, seconded by Commissioner Henkin, to reopen the public hearing. A roll call vote found Commissioners Banasiak, Henkin, Kasprak, Billingsley, and Hale, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of six (6) “ayes” and zero (0) “noes”, the motion carried and the Plan Commission reopened the public hearing.

Chairperson Laimins stated that at the February 1, 2022 Plan Commission meeting, the Plan Commission continued public comment on Case PC 21-12, which began at the December 15, 2021 meeting. This included an additional opportunity for members of the public to speak as well as reading into the record the remaining public comments submitted to the Plan Commission in writing.

Chairperson Laimins stated that prior to the end of the meeting on February 1, 2022, public commentary on the case concluded after all members of the public had the opportunity to provide testimony and to ask questions of the petitioner and staff. Additional written comments were received since the February 1, 2022 meeting and those comments will be read into the record prior to the close of the public hearing this evening. After all comments have been read into the record, members of the Plan Commission may ask questions of the petitioner or staff. At the conclusion of these questions, the petitioner will be afforded the opportunity to provide closing remarks. Following these closing remarks, members of the Plan Commission may vote to close the public hearing.

Chairperson Laimins stated that once the public hearing is closed and the Plan Commission is in deliberations, no additional testimony will be accepted and no questions, other than procedural questions will be permitted.

Chairperson Laimins stated that following deliberations, members of the Plan Commission will vote on a recommendation to the Development Committee and must adopt Findings of Fact with their recommendation. Staff has drafted findings of fact that are included at the top of page 4 of the Staff Report. Motions must be made in the positive and a motion must receive four yes votes to be approved.

Chairperson Laimins stated that prior to reading the remaining written public comment into the record, City Planner John Sterrett will be sworn in and provide an update on the request from Pulte as it relates to their variance requests and allow the petitioner to explain to the Plan Commission proposed changes.

Mr. Sterrett was sworn in. Mr. Sterrett summarized the changes that were made to the plans by Pulte since the February 1, 2022 meeting. Pulte is no longer requesting any zoning variations and has removed the two outlots that City staff had objected to. The size of the park has been increased in size to 5.08 acres and all of Public Works' outstanding comments have been addressed and found to be acceptable. Mr. Sterrett stated that staff has consistently stated that there is not an objection to the site being developed as residential but was not in favor of the layout needing unnecessary variations. With these variations eliminated and other site concerns addressed, staff recommends to the Plan Commission that a motion be passed recommending approval of the project. Staff has drafted suggested Findings of Fact for the Plan Commission to consider and adopt with their recommendation.

Matt Brolley of Pulte Home Company, LLC was sworn in. Mr. Brolley summarized the changes that Pulte had made as well.

Remaining letters submitted to the City in opposition were read from the following residents:

Dave & Connie Ahmann

Nancy and Robert DeNapoli, 2611 Meadowlark Drive

The Plan Commission begun asking questions of the petitioner and staff. Javier Millan of KLOA was sworn in and answered questions pertaining to the Traffic Impact Study. Doug Masters of

Thomas Engineering was sworn in to answer questions related traffic. Mr. Sterrett clarified previous comments that had been made regarding the suitability of the property for development.

Following questioning from the Plan Commission, Mr. Brolley provided closing remarks. With all members of the public having had the opportunity to speak, and with all Plan Commissioners having the opportunity to question the petitioner and staff, Commissioner Kasprak made a motion, seconded by Commissioner Henkin, to close the public hearing. A roll call vote found Commissioners Kasprak, Henkin, Banasiak, Billingsley, and Hale, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of six (6) “aye” and zero (0) “no”, the motion carried and the public hearing was closed.

6. Review and Recommendation of Case PC 21-12

Commissioner Kasprak made a motion, seconded by Commissioner Banasiak, to recommend approval of the requested Preliminary Planned Unit Development and Preliminary Plat with deviations from the Subdivision Regulations Code, with the condition that traffic warning signs related to speed be installed appropriately on Klein Road. A roll call vote found Commissioners Kasprak, Banasiak, Billingsley, Hale, and Henkin, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of six (6) “aye” and zero (0) “no”, the motion carried.

6. Adjournment

Commissioner Kasprak made a motion, seconded by Commissioner Henkin to adjourn the meeting. A roll call vote found Commissioners Kasprak, Henkin, Banasiak, Billingsley, and Hale, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of seven (7) “aye” and zero (0) “no”, the motion carried and the Plan Commission, at 7:58 p.m., adjourned.

Respectfully Submitted,
John Sterrett, City Planner



TOM DABAREINER, AICP
DIRECTOR

(630) 293-2200
FAX (630) 293-1257
www.westchicago.org

MEMORANDUM

TO: Plan Commission/Zoning Board of Appeals
FROM: John Sterrett, City Planner
DATE: March 31, 2022
RE: Case PC 22-01 – Zoning Map Amendment – 31W255 Roosevelt Road

The petitioner for Case PC 22-01, 1300 Roosevelt Investors, LLC, has requested a continuance of the public hearing for their Zoning Map Amendment case to the May 3, 2022 Plan Commission/ Zoning Board of Appeals meeting. The request for a continuance was submitted by the petitioner shortly after the public notice requirements had already occurred. Therefore, the Plan Commission/Zoning Board of Appeals should move to open the public hearing at the Tuesday, April 5, 2022 meeting and move to continue the public hearing to the May 3, 2022 meeting. Staff will prepare and include the report on the requested Zoning Map Amendment in the Plan Commission packet for the meeting on May 3rd.

Should you have any questions, please feel free to contact John Sterrett, City Planner, at 630-293-2200, extension 158, or by email at jsterrett@westchicago.org.

###



TOM DABAREINER, AICP
DIRECTOR

(630) 293-2200
FAX (630) 293-1257
www.westchicago.org

MEMORANDUM

TO: Plan Commission/Zoning Board of Appeals
FROM: John Sterrett, City Planner
DATE: March 31, 2022
RE: Plan Commission/Zoning Board of Appeals Bylaws

The Plan Commission/Zoning Board of Appeals does not currently have bylaws to govern the conduct of its business. Bylaws play a vital role for the Plan Commission to function in an efficient and consistent manner. A key component of bylaws is to establish procedural rules for meetings, including public hearings. Having an adopted set of standards for meeting procedures is helpful not only for members of the Plan Commission but also applicants and the public. The bylaws also codify current practices, such as agenda order, quorum requirements, and recommendations, to name a few.

Prior to the next meeting on Tuesday, May 3rd, staff will prepare draft bylaws for inclusion in the Plan Commission packet for the May meeting to review prior to discussing at the May meeting.

Should you have any questions, please feel free to contact John Sterrett, City Planner, at 630-293-2200, extension 158, or by email at jsterrett@westchicago.org.

###