

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Plan Commission/Zoning Board of Appeals Wednesday, January 3, 2024 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. **Pledge of Allegiance**
3. **Chairperson's Comments**
4. **Public Comment**
5. **Approval of the Draft November 7, 2023 Plan Commission/Zoning Board of Appeals Meeting Minutes**
6. **Public Hearing of Case PC 24-01 – Zoning Text Amendments**
Proposed Zoning Text Amendments to Sections 5.4-3 (Variations – Public hearing; notice), 5.5-3 (Special uses – Public hearing; notice), 5.6-2 (Amendments – Public hearing; notice); and 11.2 (M Manufacturing District) of Appendix A (the Zoning Code), of the Code of Ordinances of the City of West Chicago.
7. **Review and Recommendation of Case PC 24-01 – Zoning Text Amendments**
8. **Election of Vice Chairman for a term ending December 31, 2024**
9. **Petition Updates/Staff Report**
 - a. 2024 Plan Commission Schedule
10. **Adjournment – Next Meeting Tuesday, February 6, 2024**

The Rules of Procedure for the Plan Commission/Zoning Board of Appeals can be found on the City's website at <https://westchicago.org/community-development/>

cc: Plan Commission Members
Mayor
City Council
M. Guttman
T. Dabareiner
M. Patel
J. Sterrett
K. Chrisse

School Districts #25, #33, #94, #303, #46
West Chicago Fire Protection District
West Chicago Park District
West Chicago Public Library District
DuPage County Building & Zoning
Warrenville Plan Commission
News Media

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Ruben Pineda
MAYOR
Nancy M. Smith
CITY CLERK

Michael L. Guttman
CITY ADMINISTRATOR

Draft
PLAN COMMISSION/ZONING BOARD OF APPEALS
November 7, 2023 7:00 P.M.

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

Chairperson Laimins called the meeting to order at 7:20 p.m. Roll call found Chairperson Laimins, and Commissioners Billingsley, Henkin, and Kasprak present. Commissioners Banasiak and Slattery were absent. With four members present, a quorum was established.

Staff in attendance included City Planner John Sterrett.

2. Pledge of Allegiance

Chairperson Laimins led the Commission in the Pledge of Allegiance.

3. Chairperson's Comments

None.

4. Public Comment

None.

5. Approval of draft meeting minutes from October 3, 2023

Commissioner Billingsley made a motion, seconded by Commissioner Kasprak, to approve the draft meeting minutes of the October 3, 2023 Plan Commission meeting. With a voice vote of all ayes the motion carried.

6. Public Hearing of Case PC 23-11 – Special Use Permit – 833 Industrial Drive

Commissioner Kasprak made a motion, seconded by Commissioner Henkin, to open the public hearing. With a voice vote of all ayes, the motion carried.

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that the subject property is roughly an acre with a multi-tenant industrial building approximately 17,100 square feet. The property is located on the east side of Industrial Drive approximately 800 feet south of Hawthorne Lane in the M Manufacturing District. The property was granted a Special Use Permit in 2004 for an Automobile Body and Repair Shop according to Ordinance 04-O-0093 and has been used as such since. The petitioner is proposing to use one of the tenant spaces, approximately 5,000 square feet in size, for internet based auto sales. No site improvements are proposed nor are modifications to either the interior or exterior of the building. The petitioner also intends to utilize the space for automobile body and repair work in accordance with the existing special use permit under Ordinance 04-O-0093. Vehicle storage will take place within the tenant space only and no vehicles will be stored, kept, parked, displayed, or offered for sale, or stored outside of the building.

Staff recommended that the Plan Commission adopt the Findings of Fact suggested by staff and pass a motion recommending approval of the proposed special use permit, subject to the following conditions:

1. No vehicles may be stored, kept, parked, displayed, or offered for sale, or stored outside of the building.
2. No display or signage may be installed on the property or on the exterior of the building which indicates the sale of vehicles.
3. All conditions contained in Ordinance 04-O-0093 shall remain in full force and effect.

Hewad Wardek of Tuner World Auto Sales was duly sworn in and provided background on the proposed use.

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 Billingsley made a motion, seconded by Commissioner Kasprak, to close the public hearing. With a voice vote of all ayes, the motion carried and the public hearing was closed.

7. Review and Recommendation of Case PC 23-11 – Special Use Permit – 833 Industrial Drive

The Plan Commission deliberated the proposed Special Use Permit. After a brief discussion, Commissioner Kasprak made a motion, seconded by Commissioner Henkin, to recommend approval of the proposed Special Use Permit with the following conditions:

1. No vehicles may be stored, kept, parked, displayed, or offered for sale, or stored outside of the building.
2. No display or signage may be installed on the property or on the exterior of the building which indicates the sale of vehicles.
3. All conditions contained in Ordinance 04-O-0093 shall remain in full force and effect.

And incorporate the following findings of fact with this recommendation:

(A) Is necessary for the public convenience at the location or, the case of existing nonconforming uses, a special use permit will make the use more compatible with its surroundings. *This standard should be interpreted as indicating whether or not the proposed use is good for the public at that particular physical location, and not whether or not the use itself is needed there*****

Motor Vehicle Sales, Internet Based, is a use that is best suited to be located within one of the City's industrial corridors, such as Industrial Drive. Staff is of the opinion the petitioner has satisfied this finding.

(B) Is so designed, located and proposed to be operated that the public health, safety and welfare will be protected:

The tenant space has previously been designed and used for motor vehicle repairs and is suitable for use as an office and storage area for online motor vehicle sales. Staff is of the opinion the petitioner has satisfied this finding.

(C) Will not cause substantial injury to the value of other property in the neighborhood in which it is located:

The proposed use is consistent with other existing uses in the area. The proposed operation will have a relatively low intensity upon the space and area. Staff is of the opinion the petitioner has satisfied this finding.

(D) The proposed special use is designated by this code as a listed special use in the zoning district in which the property in question is located:

The proposed use of internet based motor vehicle sales is listed as a special use in the M Manufacturing District, per Section 11.2-4 (DD) of the West Chicago Zoning Code. Staff is of the opinion the petitioner has satisfied this finding.

A roll call vote found Commissioners Kasprak, Billingsley, Henkin, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of four (4) “aye” and zero (0) “no”, the motion carried.

8. Public Hearing of Case PC 23-12 – Special Use Permit– 1100 Carolina Drive

Commissioner Billingsley made a motion, seconded by Commissioner Henkin, to open the public hearing. With a voice vote of all ayes, the motion carried.

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that the subject property is 4.18 acres with a 48,130 square foot industrial building currently being used by HFI Manufacturing. The building is served with 39 parking stalls, less than the minimum 49 required, because a variance was approved reducing the amount of parking required for the building in 1989 according to Ordinance 89-O-2135. The property is located on the west side of Carolina Drive approximately one quarter mile north of Hawthorne Lane in the M Manufacturing District.

The petitioner is proposing to use the building for the storage, distribution, packaging, and processing of food ingredients, essential oils, waxes, and soaps. The products the petitioner intends to store include food oils, food powders, fragrance/aromatic oils, massage oils, butters, herbs, lotions, cosmetic bases and other related raw materials. The petitioner is also proposing to ancillary uses such as repacking, mixing, blending, and refilling products. The use of the building for storing and distributing flammable liquids, such as fats and oils, requires approval of a Special Use Permit. No exterior changes are proposed to the site nor the building at this time. The petitioner will be required to obtain a Certificate of Occupancy prior to occupy the space indicating that the space and use comply with all building and fire codes related to storage of flammable liquids.

Staff recommended the Plan Commission adopt the Findings of Fact suggested by staff and pass a motion recommending approval of the proposed Special Use Permit, subject to the following conditions:

1. No occupancy shall occur until such time that a Certificate of Occupancy has been issued by the City indicating that flammable liquids, fats, and oils may be stored and distributed within the space.

Kenny Patel of Paclantic Naturals was duly sworn in and provided background on the request.

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. With a voice vote of all ayes, the motion carried and the public hearing was closed.

9. Review and Recommendation of Case PC 23-12 – Special Use Permit– 1100 Carolina Drive

The Plan Commission deliberated the proposed Special Use Permit Amendment. After a brief discussion, Commissioner Billingsley made a motion, seconded by Commissioner Henkin, to recommend approval of the proposed Special Use Permit with the following conditions:

1. No occupancy shall occur until such time that a Certificate of Occupancy has been issued by the City indicating that flammable liquids, fats, and oils may be stored and distributed within the space.

And incorporate the following findings of fact with this recommendation:

(A) Is necessary for the public convenience at the location or, the case of existing nonconforming uses, a special use permit will make the use more compatible with its surroundings. *This standard should be interpreted as indicating whether or not the proposed use is good for the public at that particular physical location, and not whether or not the use itself is needed there*****

The proposed use is best suited in the Manufacturing District within a single-tenant building. The subject property is located within an existing industrial park. Staff is of the opinion the petitioner has satisfied this finding.

(B) Is so designed, located and proposed to be operated that the public health, safety and welfare will be protected:

Prior to occupancy of the space, the petitioner is required to obtain approval of an inspection of the building to verify that all building and fire codes are being met with respect to the storage and distribution of flammable materials, such as fats and oils. Staff is of the opinion the petitioner has satisfied this finding.

(C) Will not cause substantial injury to the value of other property in the neighborhood in which it is located:

The proposed use is consistent with other existing uses in the area. The proposed use will occur within a single-tenant building and will be subject to compliance of all building and fire codes and ordinances related to storage of flammable liquids. Staff is of the opinion the petitioner has satisfied this finding.

(D) The proposed special use is designated by this code as a listed special use in the zoning district in which the property in question is located:

The proposed use of the storage and distribution of flammable liquids, fats, or oils is listed as a special use in the M Manufacturing District, per Section 11.2-4 (X) of the West Chicago Zoning Code. Staff is of the opinion the petitioner has satisfied this finding.

A roll call vote found Commissioners Billingsley, Henkin, Kasprak, and Chairperson Laimins voting “aye” and no one voting “no”. With a roll call vote of four (4) “aye” and zero (0) “no”, the motion carried.

10. Petition Updates/Staff Report

Mr. Sterrett provided a brief update on upcoming projects and previously approved projects.

11. Adjournment

With no further business to discuss, Commissioner Billingsley made a motion, seconded by Commissioner Laimins to adjourn the meeting. With a voice vote of all ayes, the motion carried and the Plan Commission, at 7:46 p.m., adjourned.

Respectfully Submitted,
John Sterrett, City Planner

City of West Chicago
Community Development Department
Report to the Plan Commission/Zoning Board of Appeals
January 3, 2024



- Case:** PC 24-01
- Petitioner:** City of West Chicago
- Request:** Proposed Zoning Text Amendments to Sections 5.4-3 (Variations – Public hearing; notice), 5.5-3 (Special uses – Public hearing; notice), 5.6-2 (Amendments – Public hearing; notice); and 11.2 (M Manufacturing District) of Appendix A (the Zoning Code), of the Code of Ordinances of the City of West Chicago.
- Summary:** The Zoning Text Amendments, if approved, will require Public Hearing signs to be posted in both English and Spanish, and will allow as a permitted use in the M Manufacturing District the storage and distribution of flammable liquids
- Recommendation:** Staff recommends the Plan Commission pass a motion recommending **approval** of the proposed Zoning Text Amendments.

Background.

Staff has drafted an amendment to the Zoning Code requiring public hearing signs to be in both English and Spanish. Public hearing signs are required to be posted on properties that are to be discussed at a public hearing for applications involving special uses, zoning variations, and zoning map amendments. The information contained in the hearing signs typically consists of the petition number, the date of the hearing, a brief summary, and contact information for questions. All of this information, however, is in English only. The City’s 2022 Comprehensive Plan has several implementation strategies to boost civic engagement with the Spanish speaking community, including posting information to the public in both English and Spanish. Members of the Plan Commissioners expressed a desire to move this initiative forward as well.

Staff has also drafted an amendment to the Zoning Code that reclassifies the “storage and distribution of flammable liquids, fats or oils” from a Special Use in the M Manufacturing District to a permitted use in that district. A distributor of various food and household items that contain flammable liquids received special use permit approval in the M Manufacturing district late last year. During the course of the special use review process, staff determined that the type of materials stored within an industrial building has little land use effect on surrounding properties. Potential impacts from the storage and distribution of these materials is mitigated through building code requirements rather than through zoning. The Development Committee concurred with this observation and instructed staff to amend the Code. One of the implementation strategies of the City’s Comprehensive Plan is to expand the types of uses permitted within the Manufacturing District to foster economic growth, which would be accomplished with this text amendment.

Public Notice.

A notice of public hearing for the proposed Zoning Text Amendment was published in the December 19, 2023 edition of the Daily Herald, in accordance with Section 5.6-2(B) of the West Chicago Zoning Code.

For questions, please contact John H. Sterrett, City Planner (630) 293-2200 ext. 158 or at jsterrett@westchicago.org.

5.4-3. Public hearing; notice.

The zoning board of appeals shall hold a public hearing on each request for a variation within forty-five (45) days after the application for a variation is submitted to them. At the hearing any interested party may appear and testify, either in person or by authorized agent. Notice indicating the location of property, the time, date and place of the hearing and the nature of the proposed variation shall be given not more than thirty (30) days nor less than fifteen (15) days before the hearing:

- (A) By certified mail return receipt requested of all persons residing within two hundred fifty (250) feet of property; and a certified mailing sent to all persons at the addresses appearing on a roll prepared by the County Clerk of DuPage County, listing to whom the tax bills are sent concerning parcel(s) of property which are within two hundred fifty (250) feet of the subject property will satisfy this requirement.
- (B) By publication in a newspaper of general circulation within this municipality.
- (C) A public hearing notice sign shall be posted on the premises in a manner and number prescribed by the zoning administrator. The information contained in the public hearing notice sign(s) shall be in both English and Spanish.

(Ord. No. 01-O-0099, § 2, 10-15-2001; Ord. No. 12-O-0008, § 3, 4-16-2012)

5.5-3. Public hearing; notice.

The zoning board of appeals shall hold a public hearing on every special use application after the application is submitted to them. At the hearing any interested party may appear and testify, either in person or by authorized agent. Notice indicating the location of property, the time, date and place of the hearing and the nature of the proposed special use shall be given not more than thirty (30) nor less than fifteen (15) days before the hearing:

- (A) By certified mail return receipt requested of all persons residing within two hundred fifty (250) feet of the property; a certified mailing sent to all persons at the addresses appearing on a roll prepared by the County Clerk of DuPage County, listing to whom the tax bills are sent concerning the parcel(s) of property which are within two hundred fifty (250) feet of the subject property will satisfy this requirement;
- (B) By publication in a newspaper of general circulation within this municipality; and
- (C) A public hearing notice sign shall be posted on the premises in a manner and number prescribed by the zoning administrator. The information contained in the public hearing notice sign(s) shall be in both English and Spanish.

(Ord. No. 01-O-0099, § 2, 10-15-2001; Ord. No. 12-O-0008, § 4, 4-16-2012)

5.6-2. Public hearing; notice.

The plan commission shall hold a public hearing on every amendment proposal after said proposal has been submitted. At the hearing any interested party may appear and testify, either in person or by authorized agent. Notice indicating the location of property, the time, date and place of the hearing and the nature of the proposed amendment shall be given not more than thirty (30) nor less than fifteen (15) days before the hearing:

- (A) For map amendments. By certified mail return receipt requested of all persons residing within two hundred fifty (250) feet of the property. A certified mailing sent to all persons at the addresses appearing on a roll prepared by the County Clerk of DuPage County, listing to whom the tax bills are sent concerning parcel(s) of property which are within two hundred fifty (250) feet of the subject property will satisfy this requirement.

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- (B) For map and text amendments. By publication in a newspaper of general circulation within this municipality; and
- (C) For map amendments there shall be an additional notice posted on the premises at least fifteen (15) days prior to the public hearing in the manner and number prescribed by the zoning administrator. The information contained in the public hearing notice sign(s) shall be in both English and Spanish. ~~This sign will be provided by the city and shall be removed and returned to the office of the zoning administrator before the city council can take final action on the proposed amendment.~~

(Ord. No. 01-O-0099, § 2, 10-15-2001)

11.2-3. Permitted uses.

- (A) Abrasive manufacture.
- (B) Apparel and other products manufactured from textile.
- (C) Assembly, production, processing, wholesaling or warehousing, or manufacturing of any commodity from semifinished (other than raw) materials, provided explosives or livestock are not involved.
- (D) Bakeries (nonretail).
- (E) Bedding manufacture.
- (F) Bicycle manufacture.
- (G) Boot and shoe manufacture.
- (H) Bottling companies.
- (I) Furniture manufacture.
- (J) Carpet and rug cleaning.
- (K) Cleaning, pressing and dying plants.
- (L) Cold storage plants.
- (M) Dairy products processing.
- (N) Dry cleaning establishments and laundries employing more than ten (10) employees.
- (O) Electronic and scientific precision instruments manufacture.
- (P) Food storage and manufacture, packaging and processing.
- (Q) Glass products production and sales.
- (R) Ice plants.
- (S) Medical and dental clinics.
- (T) Metal stamping, polishing and plating.
- (U) Paper products manufacture.
- (V) Plastics processing.
- (W) Above ground service facilities.
- (X) Printing and publishing.
- (Y) Radio and television stations and studios.
- (Z) Research and development facilities or parks, provided explosives or livestock are not involved.
- (AA) Warehousing and distribution.
- (BB) Adult business uses, subject to the following restrictions:
 - (1) Restrictions on the location of adult business uses. No adult business use shall be maintained:
 - (a) Within one thousand (1,000) feet of the property line of another adult business use;
 - (b) Within one thousand (1,000) feet of any of the following zoning district as provided for under this ordinance: ER-1, ER-2, R-1, R-2, R-3, R-4, R-5 and R-6;

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- (c) Within one thousand (1,000) feet of a zoned residential district lying within another municipality or within unincorporated portions of any county; or
 - (d) Within one thousand (1,000) feet of any educational institution that serves minors; day car center; cemetery, public park; forest preserve; historic district; public library; residential dwelling; or place of religious worship.
 - (e) Within the same building or structure, or on the same lot, as another adult business use.

The distances provided for in this subsection shall be measured by following a straight line, without regard to intervening structures, from a point on the property line upon which the proposed adult business use is to be located that is nearest to the property or the land use district boundary line from which the proposed use is to be separated.

- (2) Restrictions on the operation of adult business uses. No adult business use shall be conducted in a manner that permits the observation of any material depicting, describing or relating to any specified sexual activities or specified anatomical areas by display, decorations, sign, show window or other opening from any public right-of-way or property line.
- (CC) Employment staffing agency, with no temporary employees reporting routinely to agency to obtain a job order or to collect compensation.
- (DD) Offices.
- (EE) Nurseries.
- (FF) Contractor's offices with no outside storage.
- (GG) Massage establishments.
- (HH) Personal training and group exercise facility.
- (II) Retail sales ancillary to a permitted or special manufacturing use.

(JJ) Storage and distribution of flammable liquids, fats or oils.

(Ord. No. 4138, § 2, 12-21-98; Ord. No. 4241, § 3, 11-5-99; Ord. No. 02-O-0062, § 1, 5-6-2002; Ord. No. 03-O-0040, §§ 17, 23, 6-16-2003; Ord. No. 03-O-0074, §§ 5, 6, 10-6-2003; Ord. No. 05-O-0067, §§ 2, 13, 9-19-2005; Ord. No. 07-O-0024, § 18, 3-19-2007; Ord. No. 08-O-0010, § 11, 2-18-2008; Ord. No. 13-O-0027, § 4, 8-19-2013; Ord. No. 18-O-0031, § 9, 6-18-2018)

11.2-4. Special uses.

- (A) Alternative electric suppliers unless ancillary to a permitted or special manufacturing use.
- (B) Asphaltic and concrete plants.
- (C) Motor vehicle repair shops.
- (D) Motor vehicle service stations.
- (E) Motor vehicle body shops.
- (F) Building material sales with outside storage.
- (G) Cartage and express facilities and freight terminals, including air, motor and railroad.
- (H) Chemical processing and manufacture.
- (I) Cogeneration facilities unless ancillary to a permitted or special manufacturing use.

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- (J) Contractors equipment sales and leasing.
- (K) Dwelling units for watchmen's quarters.
- (L) Employment staffing agency, with any temporary employees reporting to agency to obtain a job order or to collect compensation.
- (M) Fuel storage, sales and manufacturing, excluding public utilities.
- (N) Governmental agency laboratories for the testing of radioactive materials from the City of West Chicago or the surrounding portions of the County of Du Page, over which the Illinois Department of Nuclear Safety, Illinois Environmental Protection Agency, United States Nuclear Regulatory Commission and/or the United States Environmental Protection Agency have jurisdiction, provided that such laboratories comply with all applicable laws, ordinances, codes, rules and regulations in their construction, use, operation and maintenance.
- (O) Hotels.
- (P) Kennels and animal hospitals and clinics.
- (Q) Landscape waste transfer stations, provided, however, that in addition to the requirements of section 5.4-6 of the zoning ordinance, an applicant for a landscape waste transfer station special use permit shall demonstrate that the proposed use shall comply with all applicable local, state and federal statutes, ordinances, codes, rules and regulations, including, but not limited to, all applicable local, state and federal requirements relating to location, siting and design, licenses, permits and/or other governmental approvals and/or review.
- (R) Reserved.
- (S) Moving and storage facilities.
- (T) Outside activity or storage ancillary to a permitted or special use.
- (U) Planned unit developments on units of land not less than twenty (20) acres.
- (V) Reserved.
- (W) Self service storage facilities.
- ~~(X) Storage and distribution of flammable liquids, fats or oils unless ancillary to a permitted or special manufacturing use.~~
- (Y) Trade schools and adult educational facilities.
- (Z) Crematoriums, including those with facilities for conducting funeral services as accessory to the principal use. The space devoted to funeral services shall be less than that devoted to cremation.
- (AA) Utility substations.
- (BB) Salvage and recycling facilities.
- (CC) Reserved.
- (DD) Motor vehicle sales, internet based.
- (EE) Medical marijuana cultivation centers and dispensaries.
- (FF) Construction and demolition debris recycling.
- (GG) Motor vehicle care centers.
- (Ord. No. 2762, § 1, 5-2-94; Ord. No. 2965, § 1, 2-5-96; Ord. No. 4241, §§ 4, 5, 11-5-99; Ord. No. 4363, § 1, 10-16-2000; Ord. No. 01-O-0118, § 6, 1-7-2002; Ord. No. 02-O-0084, § 15, 6-17-2002; Ord. No. 02-O-0117, § 1, 10-7-2002;

Ord. No. 03-O-0040, §§ 18, 22, 24, 6-16-2003; Ord. No. 03-O-0074, §§ 7, 8, 10-6-2003; Ord. No. 04-O-0055, § 6, 6-21-2004; Ord. No. 05-O-0067, § 3, 9-19-2005; Ord. No. 07-O-0024, §§ 19, 20, 3-19-2007; Ord. No. 09-O-0017, § 3, 3-16-2009; Ord. No. 10-O-0093, § 2, 10-18-2010; Ord. No. 14-O-0008, § 4, 6-16-2014; Ord. No. 15-O-0018, § 2, 5-18-2015; Ord. No. 18-O-0031, §§ 7, 8, 10, 6-18-2018)



City of West Chicago

Plan Commission/Zoning Board of Appeals

2024 Meeting Schedule

¹Wednesday, January 3, 2024
Tuesday, January 16, 2024

Tuesday, February 6, 2024
Tuesday, February 20, 2024

Tuesday, March 5, 2024
Tuesday, March 19, 2024

Tuesday, April 2, 2024
Tuesday, April 16, 2024

Tuesday, May 7, 2024
Tuesday, May 21, 2024

Tuesday, June 4, 2024
Tuesday, June 18, 2024

Tuesday, July 2, 2024
Tuesday, July 16, 2024

Tuesday, August 6, 2024
Tuesday, August 20, 2024

²Wednesday, September 4, 2024
Tuesday, September 17, 2024

Tuesday, October 1, 2024
Tuesday, October 15, 2024

Tuesday, November 5, 2024
Tuesday, November 19, 2024

Tuesday, December 3, 2024
Tuesday, December 17, 2024

¹*The first meeting of January will occur on Wednesday, January 3, 2024 due to New Year's Day occurring the preceding Monday.*

²*The first meeting of September will occur on Wednesday, September 4, 2024 due to Labor Day occurring the preceding Monday.*

The Plan Commission/Zoning Board of Appeals meets the first and third Tuesday of each month.

Meetings start at 7:00 p.m.

Meetings will take place in the Council Chambers of West Chicago City Hall – 475 Main Street, unless otherwise indicated.

Packets are sent electronically no later than the Thursday prior to a meeting.

Notices for cancelled meetings will be sent as soon as practical.

The Plan Commission/Zoning Board of Appeals requires at least four members to be present to constitute a quorum.

If a member is not able to attend a meeting, the member should notify City staff as soon as practical.

For questions, please contact John Sterrett, City Planner, at 630-293-220 ext. 158 or at jsterrett@westchicago.org.