

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

Approved 4.2.24

PLAN COMMISSION/ZONING BOARD OF APPEALS March 5, 2024 7:00 P.M.

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

Vice Chairperson Kasprak called the meeting to order at 7:00 p.m. Roll call found Vice Chairperson Kasprak, and Commissioners Banasiak, Billingsley, Henkin, Slattery, and Terrazas present. Chairperson Laimins was absent. With six members present, a quorum was established.

Staff in attendance included City Planner John Sterrett.

2. Pledge of Allegiance

Vice Chairperson Kasprak led the Commission in the Pledge of Allegiance.

3. Chairperson's Comments

None.

4. Public Comment

None.

5. Approval of draft meeting minutes from February 6, 2024

Commissioner Banasiak made a motion, seconded by Commissioner Slattery, to approve the draft meeting minutes of the February 6, 2024 Plan Commission meeting with additional language clarifying that the Plan Commission voted on the Electric Vehicle Charging Stations text amendment while continuing the discussion on the Design Standards text amendment to the next meeting. With a voice vote of 6 ayes the motion carried.

6. Public Hearing of Case PC 24-04 – Zoning Text Amendments

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

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that during the February 6th meeting, members of the Plan Commission agreed with the concept of expanding the type of building materials permitted but wanted a provision added that would allow the Zoning Administrator flexibility in approving materials that may not be listed in the Design Standards, such as emerging and improved building materials, provided that they meet the purpose and intent of the design standards. For this reason, the discussion of the proposed zoning text amendment was continued to the March 5th Plan Commission to give staff time to draft language reflecting the members' comments. Staff has done so.

With all members of the public having had the opportunity to speak, and with all Plan Commissioners having the opportunity to question staff, Commissioner Banasiak 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.

7. Review and Recommendation of Case PC 24-04 – Zoning Text Amendment

The Plan Commission deliberated the proposed Zoning Text Amendment. After a brief discussion, Commissioner Billingsley made a motion, seconded by Commissioner Terrazas, to recommend approval of the proposed Zoning Text Amendment with the following changes:

1. Unstrike the sentence “No mansard roofs shall be permitted” and add the wording “for commercial structures” after the sentence; and
2. Add the wording “for multi-family residential dwellings units” to the sentence “All materials used shall be compatible as a group with the surrounding structures.” after “All materials used”.

A roll call vote found Commissioners Billingsley, Terrazas, Banasiak, Henkin, and Slattery, and Vice Chairperson Kasprak voting “aye” and no one voting “no”. With a roll call vote of six (6) “aye” and zero (0) “no”, the motion carried.

8. Public Hearing of Case PC 24-05 – Zoning Text Amendment

Commissioner Banasiak 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 signs that are used by *Government Facilities* are exempt from the requirement to obtain a sign permit. These signs, however, are still subject to other signage regulations such as the total number of signs permitted on a *Government Facility* property as well as the size of each individual sign. For example, a *Government Facility* is limited to only one freestanding sign on a property. This can be problematic given that signs for a *Government Facility* contain information that benefit the public and often require multiple signs or signs that may require a larger area than what is permitted. For instance, a public school may require more than one freestanding sign to provide information at various points on a property. Current regulations, however, prohibit this from occurring. The City’s signage regulations are effective at regulating commercial businesses, which use signage to advertise or promote services or products of a business. Government uses, however, have different priorities than commercial entities and are necessary to provide the public with important information.

Staff is therefore proposing a Zoning Text Amendment that would further exempt signs for a *Government Facility* from the maximum number of signs and from the maximum size of an individual sign. It is not uncommon for municipalities to exempt government signs from most sign regulations. All signs would still be subject to visibility requirements to ensure vehicular and pedestrian sight lines are not obstructed by any sign. Staff is also proposing an amendment to the definition of *Government Facility*, which currently only mentions “units of government”, to include “public schools” to make clear that public school signs are also exempt from certain sign regulations.

Members of the Plan Commission were apprehensive to completely eliminate regulations for governmental units citing potential negative impacts as a result. Commissioner Banasiak made a

motion, seconded by Commissioner Henkin, to continue the hearing pending additional information on existing governmental signs that do not meet sign regulations.

9. Petition Updates/Staff Report

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

10. Adjournment

With no further business to discuss, Commissioner Henkin made a motion, seconded by Commissioner Billingsley to adjourn the meeting. With a voice vote of all ayes, the motion carried and the Plan Commission, at 7:42 p.m., adjourned.

Respectfully Submitted,
John Sterrett, City Planner