



WHERE HISTORY & PROGRESS MEET

## DEVELOPMENT COMMITTEE

**Monday, March 11, 2024  
6:00 P.M. - Council Chambers**

### AGENDA

1. Call to Order, Roll Call, and Establishment of a Quorum
2. Approval of Minutes  
A. February 12, 2024
3. Public Participation

The opportunity to speak to the Development Committee is provided for those who have a question or comment on an agenda item or a City of West Chicago issue. The Development Committee appreciates hearing from our residents and your thoughts and questions are valued. The Development Committee strives to make the best recommendations for the City and public input is very helpful.

Respect for the duties of the Development Committee and for the democratic process will be adhered to – in this regard, civility and a sense of decorum will be strictly followed. All speakers must address their comments to the Chairperson. Comments that are personally condescending will not be permitted. Speakers shall be courteous and should not make statements that are personally disrespectful to members of the Development Committee or City staff.

Please use the podium in the center aisle. Please announce your name and address (if acceptable) before commencing – all public comments are limited to three (3) minutes and each citizen will be permitted to speak only once. It is the Development Committee's policy not to engage in dialogue during Public Comment. Any questions raised will be addressed by City staff or an elected official outside of the Development Committee meeting.

4. Items for Consent
  - A. **Zoning Text Amendments (Design Standards)** – Staff propose a Zoning Text Amendment to Sec. 7.13(C) of Appendix A (the Zoning Code) of the Code of Ordinances of the City of West Chicago.
  - B. **Approval of the 2024 Zoning Map** – Annual required approval of the City's official zoning map.

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Ruben Pineda  
MAYOR  
Nancy M. Smith  
CITY CLERK

Michael L. Guttman  
CITY ADMINISTRATOR

5. Items for Discussion

A. **New City Hall Draft Site Plan** – A few CD Staff put together elements of a draft site plan for a future City Hall/public use area north of Washington Street and west of Fremont Street. It includes the City Hall pre-designed by an architect under contract to Public Works and makes suggestions on neighboring properties intended to address economic development and planning goals. A rough draft is included with the packet and Staff seeks Committee member review, questions, comments, and recommendations.

6. Unfinished Business

7. New Business

8. Reports from Staff

9. Adjournment – Next Meeting April 8, 2024

Draft

**MINUTES**  
**DEVELOPMENT COMMITTEE**

**February 12, 2024, 6:00 P.M.**

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

Alderman Rebecca Stout called the meeting to order at 6:00 p.m.

Roll call found Aldermen Melissa Birch Ferguson, Christine Dettman, Jayme Sheahan, Rebecca Stout and Chris Swiatek present. Alderman Stout announced a quorum.

Also in attendance was Community Development Director, Tom Dabareiner.

**2. Approval of Minutes.**

**A. January 8, 2024.**

Alderman Swiatek moved, and Alderman Dettman seconded a motion to approve the minutes. Voting Aye: Aldermen Birch Ferguson, Dettman, Sheahan, Stout and Swiatek.

**3. Public Participation. None.**

**4. Items for Consent.**

**A. Various Zoning Text Amendments** – Staff proposes a Zoning Text Amendment to Appendix A, Articles IV (Definitions) and XIII (Sec. 13.1-13(A)(18) and (B)(5)), allowing certain kinds of private-use Electric Vehicle Charging Stations in all districts, but as a special use in the B-2 and B-3 districts for the larger public-use stations and at motor vehicle service stations.

**B. 803 Industrial Drive** – American Innovate Staffing, Inc., seeks a Special Use Permit to operate an employment staffing agency for temporary employees to obtain job orders and collect compensation at 803 Industrial Drive. The company would use 260 square feet of the existing 17,100 square-foot multi-tenant building, which is located in the M-Manufacturing District.

**Alderman Birch Ferguson moved to approve the Items A & B, and Alderman Sheahan seconded the motion. Voting Aye: Aldermen Birch Ferguson, Dettman, Sheahan, Stout and Swiatek.**

**5. Items for Discussion.** None.

**6. Unfinished Business.** None.

**7. New Business.** None.

**8. Reports from Staff.**

Mr. Dabareiner informed the members about some items to be addressed at the next meeting.

**9. Adjournment.**

**Alderman Birch Ferguson moved to adjourn the meeting at 6:02 p.m., and Alderman Dettman seconded the motion. Voting Aye: Aldermen Birch Ferguson, Dettman, Sheahan, Stout and Swiatek.**

Respectfully submitted,

Jane Burke

## CITY OF WEST CHICAGO

### DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Zoning Text Amendment  
Design Standards

Ordinance No. 24-O-0009

**AGENDA ITEM NUMBER:** 4.A.

**FILE NUMBER:** \_\_\_\_\_

**COMMITTEE AGENDA DATE:** Mar. 11, 2024

**COUNCIL AGENDA DATE:** \_\_\_\_\_

**STAFF REVIEW:** Tom Dabareiner, AICP

**SIGNATURE** 

**APPROVED BY CITY ADMINISTRATOR:** Michael Guttman

**SIGNATURE** \_\_\_\_\_

**ITEM SUMMARY:**

Staff drafted an amendment to the Zoning Code that allows greater flexibility in the type of materials allowed to be used in construction and renovation projects in commercial and multi-family buildings. The City's Design Standards located in Section 7.13 of the Zoning Code permits only brick and stone to be used for commercial structures and requires that multi-family buildings contain at least 90% brick and stone. These requirements stifle creative architectural design and may significantly increase overall costs for a developer. The trend in commercial and multi-family development in the Chicago suburban market has shifted in the last decade away from all brick/stone buildings to incorporate more creative and cost-effective materials.

The Development Committee discussed this topic at their November 2023 and January 2024 meetings and directed staff to research the design standards of other communities, including the City of St. Charles and the City of Naperville. Both communities allow more flexibility in choices for building materials, including textured concrete masonry units (CMU), stucco, cedar wood and fiber cement siding, commonly known as Hardie-board. Based on these findings, the Development Committee directed staff to prepare a zoning text amendment that would allow other primary materials other than brick and stone on commercial and multi-family structures, including fiber cement siding, textured CMU, and stucco. Included in the proposed Text Amendment is a provision 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.

This proposed Text Amendment is consistent with the Comprehensive Plan's implementation strategy to review existing design guidelines for commercial and residential development and update as needed.

At their March 5<sup>th</sup> meeting, members of the Plan Commission voted unanimously (6-0) in support of the Zoning Text Amendment.

**ACTION PROPOSED:**

Discuss and recommend approval of the Zoning Text Amendment related to Design Standards.

**COMMITTEE RECOMMENDATION:**

Attachments:

Draft Ordinance  
PC Report

## ORDINANCE NO. 24-O-0009

### AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF WEST CHICAGO – APPENDIX A ARTICLES VII RELATING TO DESIGN STANDARDS

WHEREAS, the City of West Chicago periodically reviews the text of the Zoning Code for consistency with current trends in development and design; and

WHEREAS, the City's Design Standards located in Section 7.13 of the Zoning Code permits only brick and stone to be used for commercial structures and requires that multi-family buildings contain at least 90% brick and stone; and

WHEREAS, these requirements may stifle creative architectural design and may significantly increase overall costs for a developer; and

WHEREAS, the trend in commercial and multi-family development in the Chicago suburban market has shifted in the last decade away from all brick/stone buildings to incorporate more creative and cost-effective materials; and

WHEREAS, the City Council believes it is in the best interest of the City to amend the Zoning Code to create more flexibility in the type of materials that are permitted in commercial and multi-family residential development; and

WHEREAS, Notice of Public Hearing on said zoning text amendment was published in the Daily Herald on or about February 19, 2024, as required by the ordinances of the City of West Chicago and the statutes of the State of Illinois; and

WHEREAS, a Public Hearing was conducted by the Plan Commission/Zoning Board of Appeals of the City of West Chicago on March 5, 2024 pursuant to said Notice; and

WHEREAS, at the Public Hearing all interested parties had an opportunity to be heard; and

WHEREAS, the corporate authorities of the City of West Chicago have received the recommendation of the Plan Commission/Zoning Board of Appeals which contains specific findings of fact, pursuant to Recommendation No. 24-RC-0004, a copy of which is attached hereto as Exhibit "A" which is, by this reference, made a part hereof.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of West Chicago, Du Page County, Illinois, in regular session assembled, as follows:

Section 1. That Section 7.13(C)(3) – Building and Structure Design, of Article VII, Appendix A, of the Code of Ordinances of the City of West Chicago be amended as follows:

**"Building materials shall be of durable quality including, but not limited to, brick, stone, stucco, textured masonry units (CMU), or fiber cement siding. The Zoning Administrator may, at their discretion, allow the use of a material not listed if it meets the purpose of the architectural design standards outlined above in Section 7.13(A). Any decision by the Zoning Administrator may be appealed by the appli-**

cant under the appeals process in Section 7.13(N). Inappropriate materials or building methods, and those which will produce inconsistency with the structure and architecture of the building, shall be avoided.”

Section 2. That Section 7.13(C)(4) – Building and Structure Design, of Article VII, Appendix A, of the Code of Ordinances of the City of West Chicago be amended as follows:

**~~“Brick or stone shall be used for all sides of new commercial structures. Brick shall, at a minimum, extend from ground level to tops of windows, with minor accents allowed in place of brick, subject to meeting building codes.~~** No mansard roofs shall be permitted **on commercial structures.**”

Section 3. That Section 7.13(C)(5) – Building and Structure Design, of Article VII, Appendix A, of the Code of Ordinances of the City of West Chicago be amended as follows:

**~~“All multi-family residential dwelling units shall contain face brick or stone on not less than ninety (90) percent of exterior walls.~~** All materials used **for multi-family residential dwelling units** shall be compatible as a group with the surrounding structures. The design of multi-family dwelling units shall include vertical relief and architectural features to enhance appearance.”

Section 4. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

Section 5. That this Ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Alderman D. Beebe	_____	Alderman L. Chassee	_____
Alderman J. Sheahan	_____	Alderman H. Brown	_____
Alderman A. Hallett	_____	Alderman C. Dettmann	_____
Alderman M. Birch Ferguson	_____	Alderman S. Dimas	_____
Alderman J. Smith, Jr.	_____	Alderman C. Swiatek	_____
Alderman R. Stout	_____	Alderman J. Short	_____
Alderman J. Morano	_____	Ward 7 – Vacant	

APPROVED as to form: \_\_\_\_\_  
City Attorney

APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Mayor Ruben Pineda

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez

PUBLISHED: \_\_\_\_\_



## EXHIBIT “A”

### RECOMMENDATION # 24-RC-0004

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-04  
Proposed Zoning Text Amendment to Section 7.13(C) of Appendix A (the Zoning Code), of the Code of Ordinances of the City of West Chicago.

DATE: March 5, 2024

DECISION: The motion to recommend approval of the proposed amendment was approved by a vote of six (6) “yes” and zero (0) “no”.

#### RECOMMENDATION:

After a review of the proposed Zoning Text Amendment as presented, the Plan Commission/Zoning Board of Appeals finds that the proposed Amendment does not pose a threat to the health, safety and welfare of the community. It is the Commission’s opinion that the proposed Amendment will be beneficial to the City of West Chicago.

The Amendment is in keeping with the purpose of the Zoning Code and the Comprehensive Plan. The Plan Commission is of the opinion that the proposed amendments will protect, promote, and improve the public health, safety, morals, convenience, order, appearance, prosperity and the general welfare of the citizens of West Chicago community.

Respectfully submitted,

Barbara Laimins  
Chairperson

#### VOTE:

For  
Henkin  
Billingsley  
Banasiak  
Kasprak  
Slattery  
Terrazas

Against

Abstain

Absent  
Laimins

## CITY OF WEST CHICAGO

### DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

2024 Zoning Map Approval

Resolution No. 24-R-0028

**AGENDA ITEM NUMBER:** 4.B.

**FILE NUMBER:** \_\_\_\_\_

**COMMITTEE AGENDA DATE:** Mar. 11, 2024

**COUNCIL AGENDA DATE:** \_\_\_\_\_

**STAFF REVIEW:** Tom Dabareiner, AICP

**SIGNATURE** 

**APPROVED BY CITY ADMINISTRATOR:** Michael  
Guttman

**SIGNATURE** \_\_\_\_\_

Illinois State Statute 63 ILCS 5/11-13-19 requires municipalities to formally approve an official zoning map on an annual basis.

One annexation occurred in 2023 which was a small portion of the Blackwell Forest Preserve property along Gary's Mill Road and Purnell Road to provide contiguity to the Trillium Farms subdivision, which will be annexed later this year. This change is reflected on the 2024 Zoning Map. No subdivisions nor zoning map amendments occurred in 2023. As with every year, staff has verified that all information on the Zoning Map is accurate.

Members of the Plan Commission voted unanimously (6-0) on March 5<sup>th</sup> in support of the 2024 Official City of West Chicago Zoning Map.

**ACTIONS PROPOSED:**

Review and recommendation to adopt the 2024 Zoning Map dated January 24, 2024, as presented.

**COMMITTEE RECOMMENDATION:****Attachments:**

Resolution

2024 Zoning Map

**RESOLUTION NO. 24-R-0028**

**A RESOLUTION AUTHORIZING THE MAYOR TO ADOPT THE 2024  
OFFICIAL ZONING MAP FOR THE CITY OF WEST CHICAGO**

**BE IT RESOLVED** by the City Council of the City of West Chicago, in regular session assembled, that the Mayor is hereby authorized per 65 ILCD5/11-13-19 of the Illinois Compiled State Statutes to adopt the official 2024 Zoning Map for the City of West Chicago dated January 24, 2024, in substantially the form attached hereto and incorporated herein as Exhibit "A".

APPROVED this \_\_\_\_ day of \_\_\_\_\_, 2024.

AYES: \_\_\_\_\_

NAYES: \_\_\_\_\_

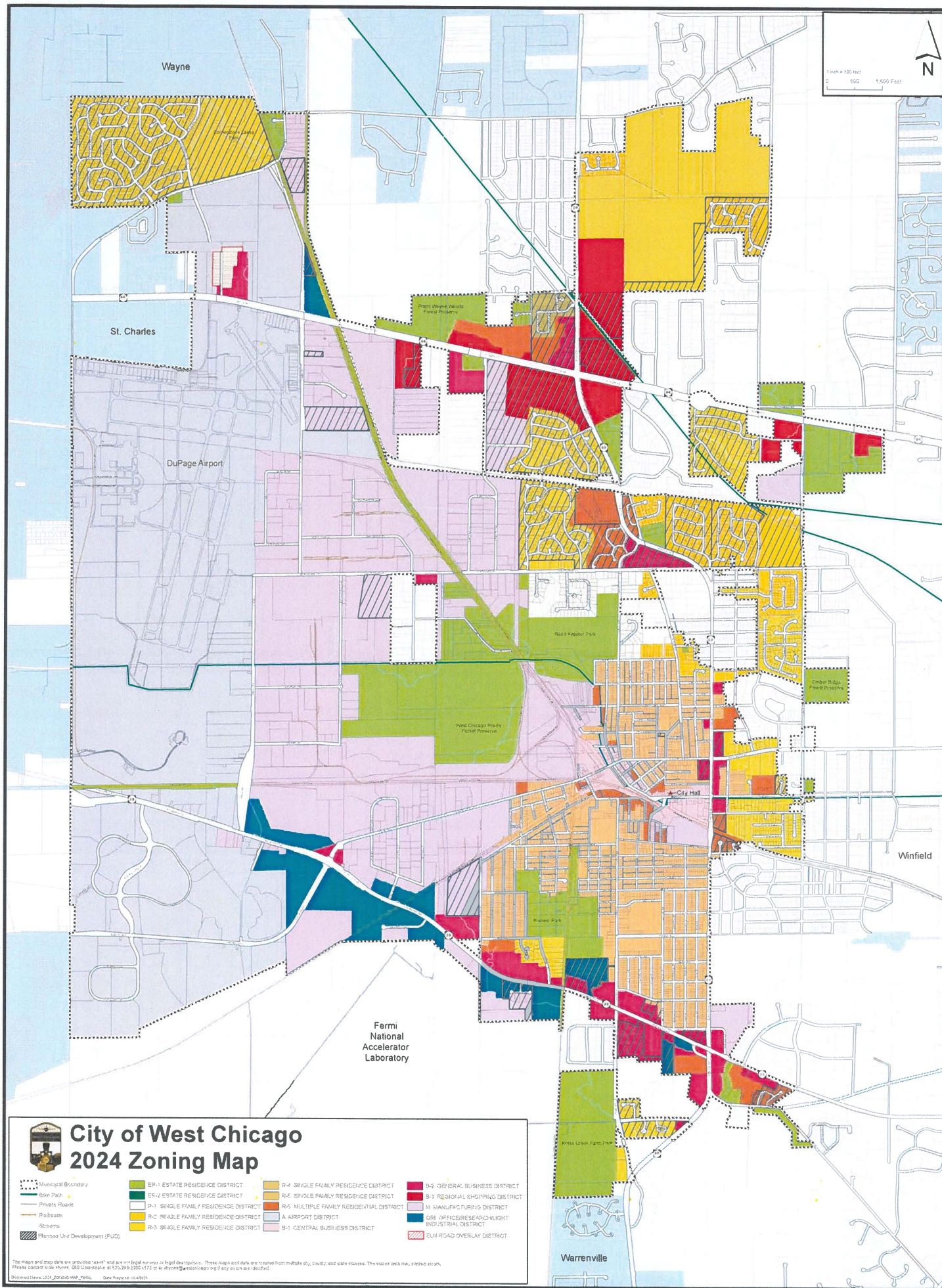
ABSTAIN: \_\_\_\_\_

ABSENT: \_\_\_\_\_

\_\_\_\_\_  
Mayor Ruben Pineda

ATTEST:

\_\_\_\_\_  
Executive Office Manager Valeria Perez





## CITY OF WEST CHICAGO

### DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

**ITEM TITLE:**

Future City Hall Draft Site Plan

**AGENDA ITEM NUMBER:** 5. A.

**FILE NUMBER:** \_\_\_\_\_

**COMMITTEE AGENDA DATE:** Mar. 11, 2024

**COUNCIL AGENDA DATE:** \_\_\_\_\_

**STAFF REVIEW:** Tom Dabareiner, AICP

**SIGNATURE** \_\_\_\_\_

**APPROVED BY CITY ADMINISTRATOR:** Michael  
Guttman

**SIGNATURE** \_\_\_\_\_

Community Development Staff drafted an overall site plan for the future City Hall, as well as other public use and commercial areas north of Washington Street and west of Fremont Street. The City Hall was pre-designed by an architect under contract to the Public Works Department. The draft site plan makes suggestions on neighboring properties, largely commercial with rental apartments, with adequate open space for public use and the City's festivals.

A rough draft is attached for discussion and consensus purposes, recognizing that a formal professional line drawing will be prepared based on comments. A few abbreviations may be appropriate to define: F.D. is Fire District, W.T. is Water Tower, UP-W is Union Pacific-West line, and T.S. is Train Station.

**ACTIONS PROPOSED:**

Discussion and consensus on a draft site plan.

**COMMITTEE RECOMMENDATION:****Attachments:**

Draft Site Plan

DRAFT  
SITE PLAN  
3/16/24

