

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

DEVELOPMENT COMMITTEE

**Monday, November 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. October 14, 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 Amendment** – A text amendment is proposed to allow data centers in the M-Manufacturing District (24-O-0042). Plan Commission members supported the Amendment unanimously.
 - B. **Redwood Apartments** – A Zoning Map Amendment (24-O-0043), Preliminary Plat and Planned Unit Development (24-O-0044) are all required as part of the approval of the 139-unit Redwood Apartments to be located north of the intersection of Route 64 and Atlantic Drive. Plan Commission members supported the Ordinances unanimously.

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Ruben Pineda
MAYOR

Michael L. Guttman
CITY ADMINISTRATOR

- C. **Pioneer School** – School District 33 proposes to construct an 18-stall parking lot on the east side of the building. A Zoning Map Amendment (24-O-0039) and Special Use Permit (24-O-40) are required. Plan Commission members supported the Ordinances unanimously.
 - D. **Leman Middle School** – School District 33 proposes to expand its parking lot with 96 new stalls. The school requires a Special Use Permit (24-O-0038). Plan Commission members supported the Ordinance unanimously.
 - E. **Woodland Court** – Habitat for Humanity seeks to construct four townhouse buildings (with 4-units each), however the property is zoned R-3 Single Family. The zoning must be revised to R-6 Multi-Family (24-O-0041) before a townhouse development may occur. Plan Commission members supported the Ordinance unanimously.
5. Items for Discussion
- F. **Downtown Retail and Restaurant Grant Program** – Comprehensive revisions are being sought by the Economic Development Commission to make the program more accessible and user-friendly. Staff will highlight the changes and recommend approval of 24-R-0085.
 - G. **Downtown Investment Program** – A new program is proposed by the Economic Development Commission, which would replace the underutilized Façade Grant Program. The goal is to create a more attractive and user-friendly program. Staff will highlight the changes and recommend approval of 24-O-0044.
6. Unfinished Business
7. New Business
8. Reports from Staff – Turner School parking lot expansion continued to December Plan Commission meeting.
9. Adjournment – Next Meeting December 9, 2024

Draft

MINUTES
DEVELOPMENT COMMITTEE

October 14, 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 John Banas, Christine Dettman, Jayme Sheahan, Rebecca Stout, and Christopher Swiatek present. Alderman Stout announced a quorum.

Also in attendance was Community Development Director, Tom Dabareiner.

2. Approval of Minutes.

A. September 9, 2024.

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

3. Public Participation. None.

4. Items for Consent. None.

5. Items for Discussion.

- A. Zoning Text Amendment** – An amendment to the Zoning Code has been drafted to reduce the minimum lot size required for multi-family residential dwellings from 5,000 square feet per dwelling unit to 2,000 square feet per dwelling unit in the R-6 Zoning District. This higher density for multi-family is more consistent with nearby communities, as well as direction laid out in the City’s Comprehensive Plan. Plan Commission members voted 4-0 in favor of the amendment.

Tom Dabareiner provided a staff update and mentioned this change would allow developers to increase density, which would thereby make financing more attractive. This change is also being proposed with no changes to existing setback, greenspace nor building height requirements. A brief discussion followed where members voiced general support of the size reduction per dwelling unit.

Development Committee Minutes
October 14, 2024

Alderman Banas moved, and Alderman Swiatek seconded a motion to approve the Items for Consent. Voting Aye: Aldermen Banas, Dettman, Sheahan, Stout and Swiatek.

6. Unfinished Business. None.

7. New Business. None.

8. Reports from Staff.

Tom Dabareiner informed the members about several upcoming agenda items.

9. Adjournment.

Alderman Banas moved to adjourn the meeting at 6:13 p.m., and Alderman Sheahan seconded the motion. With a voice vote of all ayes, the motion carried.

Respectfully submitted,

Jane Burke

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Zoning Text Amendment
Computer and Data Processing Facilities in the M District
Ordinance No. 24-O-0042

AGENDA ITEM NUMBER: 4. A.**FILE NUMBER:** _____**COMMITTEE AGENDA DATE:** Nov. 11, 2024**COUNCIL AGENDA DATE:** _____**STAFF REVIEW:** Tom Dabareiner, AICP**SIGNATURE**  _____**APPROVED BY CITY ADMINISTRATOR:** Michael Guttman**SIGNATURE** _____**ITEM SUMMARY:**

Staff has drafted an amendment to the Zoning Code that will add the use of *Computer and data processing facilities*, commonly known as data centers, to the list of permitted uses in the M Manufacturing District. Currently, this use is not permitted, neither by right nor by special use, in the M Manufacturing District. The use is, however, permitted by right in both the ORI (Office Research and Light Industrial) District and the A Airport District. An increase in demand for data centers has been seen throughout the region and this type of use is logical in the M Manufacturing District. Existing data centers in the City are located in the DuPage Business Center, zoned A Airport. These centers have little to no impact on surrounding properties and, in staff's opinion, are a compatible use with uses in the M Manufacturing District.

Furthermore, the amount of property within the M Manufacturing District is far greater than that of both the ORI and the Airport District. The Manufacturing District therefore lends itself for future opportunities for data centers. Additionally, the City's Comprehensive Plan recommends combining uses from the M Manufacturing District and the ORI to eventually create one industrial district.

At their November 6th meeting, members of the Plan Commission voted unanimously (4-0, with three absent) in support of the proposed Zoning Text Amendment.

ACTION PROPOSED:

Discuss and recommend approval of the proposed Zoning Text Amendment.

COMMITTEE RECOMMENDATION:

Attachments: Draft Ordinance
PC Report

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 _____

Alderman J. Banas _____

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-0019

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-18
Proposed Zoning Text Amendment to Section 11.2-3 of Appendix A (the Zoning Code), of the Code of Ordinances of the City of West Chicago.

DATE: November 6, 2024

DECISION: The motion to recommend approval of the proposed amendment was approved by a vote of four (4) “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
Vice Chairperson

VOTE:

For
Laimins
Slattery
Kasprak
Terrazas

Against

Abstain

Absent
Banasiak
Henkin
Billingsley

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Redwood Apartments
North side of North Avenue (Route 64) at Atlantic Drive

Zoning Map Amendment, Preliminary Plat of Subdivision,
and Preliminary Planned Unit Development

Ordinance No. 24-O-0043 – Zoning Map Amendment
Ordinance No. 24-O-0045 – Preliminary Plat and
Planned Unit Development

AGENDA ITEM NUMBER: 4.B.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: Nov. 11, 2024

COUNCIL AGENDA DATE: _____

STAFF REVIEW: Tom Dabareiner, AICP

SIGNATURE _____



APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

Redwood USA, LLC d/b/a Redwood Living, Inc. has petitioned to the City for a Zoning Map Amendment, a Preliminary Planned Unit Development, and a Preliminary Plat of Subdivision, for a 139-unit townhome-style development, known as Redwood Apartments, and future commercial development along North Avenue.

The subject property is a 42.49-acre vacant tract of land made up of two parcels located on the north side Illinois Route 64 (North Avenue) at Atlantic Drive, approximately 1,275 feet west of Illinois Route 59 (Neltnor Boulevard). The front half of the property is located in the B-3 Regional Shopping District with the rear half located in the R-6 Multi-Family District. The property has a small existing access at the signalized intersection of North Avenue and Atlantic Drive. The property is heavily wooded on the east portion of the property and contains multiple wetlands. A 1-acre tract of land improved with two structures is located on North Avenue, surrounded by the subject property, but is not part of the proposed development. The property was previously approved in 2007 for a mixed-use development known as Kipling Woods at St. Andrews that consisted of 105 owner-occupied townhomes with commercial development along North Avenue. As a result of the downturn in the economy shortly after approval, the project never moved forward.

The petitioner is proposing a mixed-use Planned Unit Development (PUD) similar to the Kipling Woods development, with a Preliminary Plat of Subdivision for two lots. Lot 1, approximately 31 acres located near the rear of the property, will consist of a townhome-style rental complex known as Redwood Apartments with Lot 2, approximately 10 acres located along North Avenue, consisting of future commercial development. Both lots will have access to North Avenue from the existing stub at the north leg of the signalized intersection of North Avenue and Atlantic Drive.

The townhome-style rental development, and all associated infrastructure such as access drives, will be owned, operated, and maintained by Redwood USA, LLC. The commercial lot may be sold off by Redwood to future commercial users for development. As a PUD, the Redwood lot is permitted to have a density of no more than 6.69 dwelling units per acre, or 215 total dwelling units. The proposal will have a total of 139 dwelling units, with a density of 4.71 dwelling units per acre. No plans have been submitted for the future commercial development of Lot 2. Approval of any commercial development on Lot 2 will occur during final PUD approval of the lot.

The entire property currently has split zoning with the front portion along North Avenue in the B-3

Regional Shopping District and the balance of the property in the R-6 Multi-Family Residence District. The district lines will be amended slightly so that Lot 2, the commercial lot, will be located entirely within the B-3 district and Lot 1, the Redwood lot, will be located entirely within the R-6 District.

At their October 15th meeting, members of the Plan Commission voted unanimously (7-0) in support of the proposed Zoning Map Amendment, Preliminary Plat of Subdivision, and Preliminary Planned Unit Development.

ACTION PROPOSED:

Discuss and recommend approval of the proposed Zoning Map Amendment, Preliminary Plat of Subdivision, and Preliminary Planned Unit Development.

COMMITTEE RECOMMENDATION:

Attachments: Draft Ordinances
 PC Report

ORDINANCE NO. 24-O-0045

AN ORDINANCE GRANTING A PRELIMINARY PLANNED UNIT DEVELOPMENT AND A PRELIMINARY PLAT OF SUBDIVISION FOR REDWOOD USA, LLC 30W300 NORTH AVENUE

WHEREAS, on or about June 11, 2024, Redwood USA, LLC d/b/a Redwood Living, Inc., (the “APPLICANT”), filed an application for a Preliminary Planned Unit Development and Preliminary Plat of Subdivision, with respect to the property legally described on Exhibit “A” attached hereto and incorporated herein (the “SUBJECT REALTY”); and,

WHEREAS, Notice of Public Hearing on said application was published in the Daily Herald on September 30, 2024, all 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, commencing on October 15, 2024; and,

WHEREAS, at the Public Hearing, the APPLICANT provided testimony in support of its application, and 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-0014, a copy of which is attached hereto as Exhibit “B” which is, by this reference, incorporated herein.

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. A Preliminary Planned Unit Development and a Preliminary Plat of Subdivision in conformance with Sections 15.3 of the Zoning Ordinance and Section 7.2 is hereby granted for the SUBJECT REALTY, subject to compliance with the following conditions:

1. That the site be developed in substantial conformance with the following plans:
 - a. Preliminary PUD Plan, consisting of 3 sheets prepared by Cemcon, Ltd. dated April 24, 2024 with a revision date of August 16, 2024.
 - b. Preliminary Engineering Plans, consisting of 4 sheets, prepared by Cemcon, Ltd. dated April 24, 2024 with a revision date of August 16, 2024.
 - c. Landscape Standards, prepared by Redwood USA, LLC
 - d. Building Floor Plan and Elevations, consisting of 6 pages, prepared by MPG Architects, dated August 9, 2023.

Section 2. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Ordinance 24-O-0045

Page 1 of 5

Section 3. That 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 this _____ day of _____, 2024.

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	_____	Alderman J. Banas	_____

APPROVED as to form: _____
City Attorney

APPROVED THIS _____ day of _____, 2024.

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

PUBLISHED: _____

EXHIBIT "A"

LEGAL DESCRIPTION

Parcel 1:

THAT PART OF THE WEST HALF OF SECTION 28, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING NORTH OF THE NORTHERLY RIGHT OF WAY OF STATE ROUTE 64, AS DEDICATED BY INSTRUMENTS RECORDED IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS, AS DOCUMENTS 252194 AND 334933 (EXCEPTING THEREFROM THAT PART THEREOF LYING NORTHERLY AND WESTERLY OF A LINE DESCRIBED BY BEGINNING AT THE SOUTHWEST CORNER OF PARCEL 2 OF BARTLETT'S OAK MEADOWS UNIT 3 AND RUNNING THENCE NORTHWESTERLY PARALLEL WITH SAID NORTHERLY LINE OF NORTH AVENUE, 870.0 FEET; THENCE SOUTHWESTERLY TO THE POINT OF INTERSECTION OF THE EAST LINE OF THE WEST 190.0 FEET OF SAID WEST HALF OF THE SOUTHWEST QUARTER WITH SAID NORTH LINE OF NORTH AVENUE FOR THE PLACE OF TERMINATION; ALSO EXCEPTING THEREFROM LOT 1 OF WILLIAM PATTERMANN'S ASSESSMENT PLAT), ALL IN DUPAGE COUNTY, ILLINOIS.

Parcel 2:

THAT PART OF THE EAST HALF OF THE SOUTHWEST QUARTER OF SECTION 28, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING NORTH OF THE NORTHERLY RIGHT OF WAY LINE OF STATE ROUTE 64, AS DEDICATED BY INSTRUMENTS RECORDED IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS (EXCEPTING THEREFROM THE FOLLOWING DESCRIBED PROPERTY: BEGINNING AT THE NORTH EAST CORNER OF SAID SOUTH WEST QUARTER; THENCE SOUTHERLY ALONG THE EASTERLY LIEN OF SAID SOUTH WEST QUARTER 914.1 FEET; THENCE WESTERLY, PARALLEL WITH THE NORTHERLY LINE OF SAID SOUTH WEST QUARTER 1319.9 FEET TO THE WESTERLY LINE OF THE EAST HALF OF SAID SOUTHWEST QUARTER; THENCE NORTHERLY ALONG SAID WESTERLY LINE 914.1 FEET TO THE NORTH LINE OF SAID SOUTH WEST QUARTER; THENCE EASTERLY ALONG SAID NORTH LINE 1318.4 FEET, TO THE POINT OF BEGINNING), IN DUPAGE COUNTY, ILLINOIS.

P.I.N.s: 01-28-300-009 and 01-28-300-011

EXHIBIT “B”

RECOMMENDATION 2024-O-0014

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-10
Redwood USA, LLC - 30W300 North Avenue
Preliminary Planned Unit Development and Preliminary Plat of Subdivision

DATE: October 15, 2024

DECISION: The motion to approve the Preliminary Planned Unit Development and Preliminary Plat of Subdivision unanimously passed (7-0).

RECOMMENDATION

After review of the requested special use amendment, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval. After review of the requested Preliminary Planned Unit Development and Plat of Subdivision, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

(A) In what respects the proposed plan is consistent with the comprehensive plan and the stated purpose and intent of the planned unit development regulations.

The proposed plan of commercial along North Avenue and residential on the balance of the property is consistent with the Comprehensive Plan, which indicates corridor commercial along North Avenue with residential in the rear of the subject property.

(B) The extent to which the proposed plan meets the requirements and standards of the planned unit development regulations.

The proposed Planned Unit Development complies with the requirements and standards contained in Section 15.7 and Section 15.7-2 of the Zoning Code. No variations to these requirements are sought to accomplish the project.

(C) The extent to which the proposed plan departs from the zoning and subdivision regulations otherwise applicable to the subject property including, but not limited to, the density, dimension, area, bulk and use and the reasons why such departures are deemed to be in the public interest.

No deviations from the Zoning Code for the residential development are being sought. All requirements of the R-6 Multi-family District have been satisfied.

(D) The method by which the proposed plan makes adequate provision for public services, provides adequate control over vehicular traffic, provides for and protects designated common open space and furthers the amenities of light and air, recreation and visual enjoyment.

The proposed development will utilize the existing signalized intersection at North Avenue and Atlantic Drive and will construct an access drive from the north leg of this intersection. The proposal received preliminary approval for engineering and will have a more in depth review of stormwater and utilities during final engineering. Approximately sixty percent of the site will remain as common open space, to be maintained by Redwood. The proposed townhomes are one-story and will limit obstruction of light and air to surrounding properties.

(E) The relationship and compatibility of the proposed plan to the adjacent properties and neighborhood.

The subject property is adjacent to two existing multi-family residential developments to the east with single-family developments to the north and northeast. The proposed townhome-style rental units will be consistent with the existing multi-family developments in the area and will provide a transition between the future commercial development along North Avenue and the existing single-family homes to the north and northeast.

(F) The desirability of the proposed plan as regards physical development, tax base and economic well-being of the city.

The proposed plan is a mixed-use development with future commercial opportunities along North Avenue and proposed multi-family residential in the rear, both consistent with the City's Comprehensive Plan. The future commercial opportunities along North Avenue will enhance the City's economic base and provide retail opportunities west of the Route 59/North Avenue commercial hub. Furthermore, the proposed residential development provides additional housing options for the City, consistent with the goals and objectives within the Comprehensive Plan.

Respectfully submitted,

Barbara Laimins
Chairman

VOTE:

<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
Laimins			
Henkin			
Billingsley			
Terrazas			
Slattery			
Kasprak			
Banasiak			

ORDINANCE NO. 24-O-0043

**AN ORDINANCE GRANTING A ZONING MAP AMENDMENT AT
30W300 NORTH AVENUE
B-3 REGIONAL SHOPPING DISTRICT AND R-6 MULTIPLE-FAMILY RESDIENCE
DISTRICT**

WHEREAS, on or about June 11, 2024, Redwood USA, LLC d/b/a Redwood Living, Inc. (the “APPLICANT”), filed an application for a Zoning Map Amendment, with respect to the property legally described on Exhibit “A” attached hereto and incorporated herein (the “SUBJECT REALTY”); and,

WHEREAS, Notice of Public Hearing on said application was published in the Daily Herald on September 30, 2024, all 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, commencing on October 15, 2024; and,

WHEREAS, at the Public Hearing, the APPLICANT provided testimony in support of its application, and 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-0013, a copy of which is attached hereto as Exhibit “B” which is, by this reference, incorporated herein.

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. A Zoning Map Amendment from B-3 Regional Shopping District to R-6 Multiple-Family Residential District, and from R-6 Multiple-Family Residential District to B-3 Regional Shopping District, in conformance with Section 5.6 of the Zoning Ordinance is hereby granted for portions of SUBJECT REALTY.

Section 2. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Section 3. That 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 this ____ day of _____, 2024.

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 _____

Alderman J. Banas _____

APPROVED as to form: _____
City Attorney

APPROVED THIS _____ day of _____, 2024.

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

PUBLISHED: _____

EXHIBIT "A"

**LEGAL DESCRIPTION OF PROPERTY TO BE ZONED B-3 REGIONAL SHOPPING
DISTRICT**

THAT PART OF THE SOUTH HALF OF SECTION 9, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT THE NORTHWEST CORNER OF BLOCK 8 OF ALTA VISTA GARDENS, A SUBDIVISION IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 9 RECORDED JUNE 8, 1927, AS DOCUMENT 237267, AND RUNNING THENCE EAST ALONG THE NORTH LINE OF SAID BLOCK 8, 260.0 FEET TO THE WEST LINE OF LYMAN STREET; THENCE NORTH ALONG SAID WEST LINE 8.0 FEET, MORE OR LESS TO THE NORTH LINE, IF EXTENDED WEST, OF BLOCK 6 OF THE SECOND ADDITION TO WESTSHIRE GARDENS, A SUBDIVISION IN THE SOUTHEAST QUARTER OF SAID SECTION 9 RECORDED OCTOBER 20, 1926, AS DOCUMENT 223494; THENCE EAST ALONG SAID NORTH LINE AND NORTH LINE EXTENDED, 426.2 FEET TO THE WEST LINE OF PEARL STREET; THENCE SOUTH ALONG SAID WEST LINE 643.28 FEET TO THE CENTER OF BROWN STREET; THENCE WEST ALONG SAID NORTH LINE 350.0 FEET TO THE EAST LINE OF LYMAN STREET, THENCE NORTH 25 FEET TO THE SOUTHWEST CORNER OF BLOCK 7 OF SAID SECOND ADDITION TO WESTSHIRE GARDENS; THENCE NORTHWESTERLY 76.6 FEET, MORE OR LESS, TO THE SOUTHEAST CORNER OF SAID BLOCK 8 OF ALTA VISTA GARDENS; THENCE WEST ALONG THE SOUTH LINE OF SAID BLOCK 8, 260.0 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE NORTH ALONG THE WEST LINE OF SAID BLOCK 8, 602.7 FEET TO THE PLACE OF BEGINNING, IN DUPAGE, COUNTY, ILLINOIS.

PIN 04-09-402-002

EXHIBIT “B”

RECOMMENDATION 2024-O-0013

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-10
Redwood USA, LLC - 30W300 North Avenue
Zoning Map Amendment

DATE: November 6, 2024

DECISION: The motion to approve the Zoning Map Amendment unanimously passed (7-0).

RECOMMENDATION

After review of the requested Zoning Map Amendment, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

1. The existing uses and zoning of the property in question.

The subject property has been used as school for several decades and was placed in the ER-1 Estate Residence District in 1985. Prior to this designation, it was located in the R-3 Single-Family Residence District.

2. The existing uses and zoning of other lots in the vicinity.

The vast majority of the lots in the vicinity are located in the R-5 Single-Family Residential District and are used as single-family dwellings.

3. Suitability of the property in question for uses already permitted under the existing regulations.

The property has been used as a school for several decades but is not located within the proper zoning district for a school.

4. Suitability of the property in question for the proposed use.

As previously stated, the property has been used a school for several decades and that use will not change with the proposed zoning of R-5.

5. The trend of development in the vicinity of the property in question, including any recent zoning activity.

The area around the subject property has been developed for decades and is located primarily in the R-5 District.

6. *The effect the proposed rezoning would have on implementation of the Comprehensive Plan.*

The Comprehensive Plan identifies the property as institutional, anticipating that the property will continue to be used as a school.

7. *Impact on surrounding properties.*

The proposed rezoning will not affect the surrounding properties and the use of the property as a school will not change.

8. *Impact on health, safety, or welfare of the community.*

The proposed rezoning will not have a detrimental impact on the health, safety, nor welfare of the community. No change in use is proposed for the property and it will continue to be used in the same manner it has been for several decades.

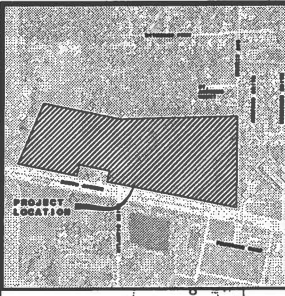
Respectfully submitted,

Barbara Laimins
Chairman

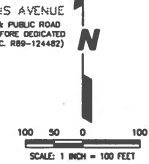
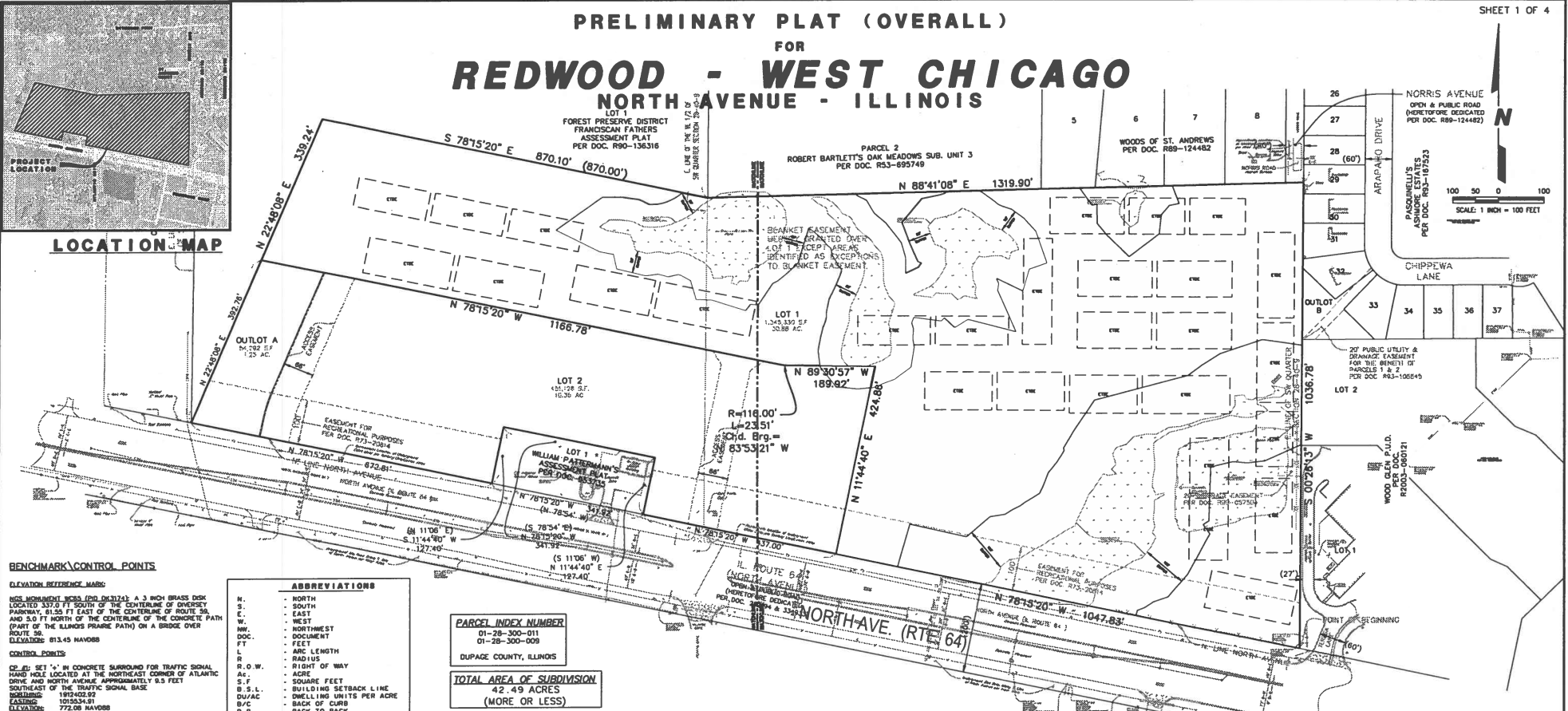
VOTE:

<u>For</u>	<u>Against</u>	<u>Abstain</u>	<u>Absent</u>
Laimins			Banasiak
Henkin			
Billingsley			
Terrazas			
Slattery			
Kasprak			

PRELIMINARY PLAT (OVERALL) FOR REDWOOD - WEST CHICAGO NORTH AVENUE - ILLINOIS



LOCATION MAP



BENCHMARK CONTROL POINTS

- ELEVATION REFERENCE MARK**
- NOS. MONUMENT IDEAS (PER DKS3242) A 3" HIGH BRASS DISK LOCATED 337.0 FT SOUTH OF THE CENTERLINE OF OVERSEY PARKWAY, 81.35 FT EAST OF THE CENTERLINE OF ROUTE 56, AND 5.0 FT NORTH OF THE CENTERLINE OF THE CONCRETE PATH (PART OF THE ELKINS FRAME PATH) ON A BRIDGE OVER ROUTE 56.
- ELEVATION: 813.45 NAV808
- CONTROL POINTS**
- CP #1: SET "4" IN CONCRETE SURROUND FOR TRAFFIC SIGNAL HARD HOLE LOCATED AT THE NORTHEAST CORNER OF ATLANTIC DRIVE AND NORTH AVENUE, APPROXIMATELY 6.5 FEET SOUTHWEST OF THE TRAFFIC SIGNAL BASE.
- ELEVATION: 101524.31
ELEVATION: 772.08 NAV808
- CP #2: SET "4" IN CENTERLINE OF PAVEMENT OF NORTH AVENUE NEAR THE NORTHEAST CORNER OF THE SUBJECT SITE APPROXIMATELY 15 FEET SOUTH OF THE DRIVEWAY FOR THE RESIDENCE AT 420 ST. ANDREW'S COURT.
- ELEVATION: 101324.38
ELEVATION: 786.84 NAV808
- CP #3: SET "4" ON THE EAST SIDE OF THE CONCRETE CURBED DRIVEWAY ON THE WEST SIDE OF THE JERSON PROPERTY (201 N. NORTH AVENUE), EAST OF THE SUBJECT SITE. THE CONTROL POINT SET IN FRONT OF THE FIRE HYDRANT EAST OF THE DRIVEWAY.
- ELEVATION: 101627.43
ELEVATION: 791.22 NAV808
- CP #4: SET "4" AT THE SOUTHWEST CORNER OF THE CONCRETE PAD FOR A TRAFFIC SIGNAL CONTROLLED CABINET LOCATED ON THE SOUTH SIDE OF NORTH AVENUE EAST OF THE FURN FIELD DRIVEWAY (DRAINAGE FOR 3007) NORTH AVENUE APPROXIMATELY 45 FEET SOUTHWESTLY OF THE CENTERLINE OF SAO DRIVEWAY.
- ELEVATION: 101248.47
ELEVATION: 784.34 NAV808

ABBREVIATIONS

N.	NORTH
S.	SOUTH
E.	EAST
W.	WEST
NW.	NORTHWEST
DOC.	DOCUMENT
FT.	FEET
L.	ARC LENGTH
R.	RADIUS
R.O.W.	RIGHT OF WAY
AC.	ACRE
S.F.	SQUARE FEET
B.S.L.	BUILDING SETBACK LINE
DW/AC	DWELLING UNITS PER ACRE
B/C	BACK TO CURB
B-B	BACK TO BACK
E-E	EDGE TO EDGE
EASMT	EASEMENT
P.U.B. D.E.	INDICATES PUBLIC UTILITIES AND DRAINAGE EASEMENT
P.U.D.	PLANNED UNIT DEVELOPMENT

PARCEL INDEX NUMBER

01-26-300-011
01-26-300-009

DUPAGE COUNTY, ILLINOIS

TOTAL AREA OF SUBDIVISION
42.49 ACRES
(MORE OR LESS)

SITE INFORMATION:

1. FOREST PRESERVE DISTRICT (PER DKS3242)	78 (93.00%) AC
2. TOTAL SITE AREA	42.49 AC
3. CONCRETE DEVELOPMENT AREA	10.36 AC
4. PAVED DRIVEWAY AREA	3.88 AC
5. OUTLOT A AREA	0.25 AC
6. TOTAL UTILITIES	130 TOTAL UNITS

LOT DIMENSIONS & AREAS ARE APPROXIMATIONS & WILL VARY AT TIME OF FINAL PLATTING.

NOTES

LOT MAPPING HEREON IS CONSISTENT WITH THE PREDEFINED LOT MAPPING SCHEME FOR THE ENTIRE REDWOOD DEVELOPMENT.

3/4" INCH IRON PIPES OR GALV. MAIL SET AT ALL LOT CORNERS AND POINTS OF CURVATURE UNLESS OTHERWISE NOTED.

ALL MEASUREMENTS ARE SHOWN IN FEET AND DECIMAL PARTS THEREOF.

DIMENSIONS SHOWN ALONG CURVES ARE ARC DISTANCES.

DIMENSIONS ENCLOSED WITH () ARE RECORDED DATA. ALL OTHER DIMENSIONS ARE MEASURED.

ALL EASEMENTS ARE HEREBY GRANTED UNLESS OTHERWISE NOTED.

P.E. - INDICATES PUBLIC UTILITY & VILLAGE EASEMENT HEREBY GRANTED. SEE PROVISIONS FOR DETAILS.

BLANKET GENERAL CITY EASEMENT AND UTILITY EASEMENT OVERLAYS WITH AN EXCEPTION OF THE BUILDING ENVELOPE.

BUILDING ENVELOPES WILL BE DIMENSIONED AND LOCATED AT THE FINAL PLAT (DEVELOPED AS ETB).

LINE LEGEND

---	SUBDIVISION BOUNDARY LINE (Heavy Dotted Line)
---	15' FORESTWOOD EXTENDED GARAGE UNITS (Light Dashed Line)
---	10' MEADOWWOOD EXTENDED GARAGE UNITS (Light Dashed Line)
---	1' CANYONWOOD EXTENDED GARAGE UNITS (Light Dashed Line)
---	2' HILLWOOD UNITS (Light Dashed Line)
---	3' HOLLOWWOOD UNITS (Light Dashed Line)
---	1/2" TOTAL UTILITY & 1/2" UNITS PER ACRE (Light Dashed Line)
---	EXISTING CORPORATE LIMITS OF THE CITY OF WEST CHICAGO (Heavy Dashed Line)
---	BUILDING LINE (Light Dashed Line)
---	EASEMENT LINE/LIMITS OF EASEMENT (Thin Dashed Line)
---	CENTERLINE (Single Dashed Line)
---	QUARTER SECTION LINE (Single Dashed Line)
---	SECTION LINE (Triple Dashed Line)
---	SECTION CORNER OR QUARTER SECTION CORNER (Single Dashed Line)

NOTES

BOUNDARY INFORMATION BASED ON BOUNDARY SURVEY PERFORMED BY CEMCON, LTD. ON AUGUST 8, 2024.

THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND DRAWINGS IN SURVEYOR'S POSSESSION. THE SURVEYOR MAKES NO GUARANTEE THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA EITHER IN SERVICE OR ABANDONED. THE SURVEYOR FURTHER DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN ARE IN THE EXACT LOCATION INDICATED ALTHOUGH HE DOES STATE THAT THEY ARE LOCATED AS ACCURATELY AS IS POSSIBLE FROM INFORMATION AVAILABLE. THE SURVEYOR HAS NOT PHYSICALLY LOCATED THE UNDERGROUND UTILITIES.

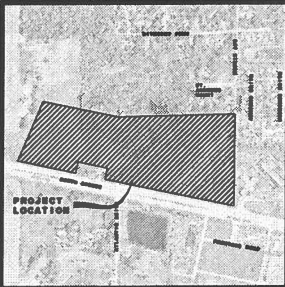
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REDWOOD USA, LLC
7007 EAST PLEASANT VALLEY ROAD
INDEPENDENCE, OH 44131
(216) 254-8425

PREPARED BY:
CEMCON, Ltd.
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PH: 630.862.2100 FAX: 630.862.2199
E-Mail: info@cemcon.com Website: www.cemcon.com
SHEET NO.: 848032 FILE NAME: PRELIM_PLAT_030_040302
DRAWN BY: DDD FLD, BK / PFC NO.: BK/PFC
COMPLETION DATE: 2024-04-24 JOB NO.: 848.032
XREF: TOP0D-2000 PROJECT MANAGER: KTS
REVISED: 2024-08-16/ART
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PRELIMINARY PLAT (WEST)

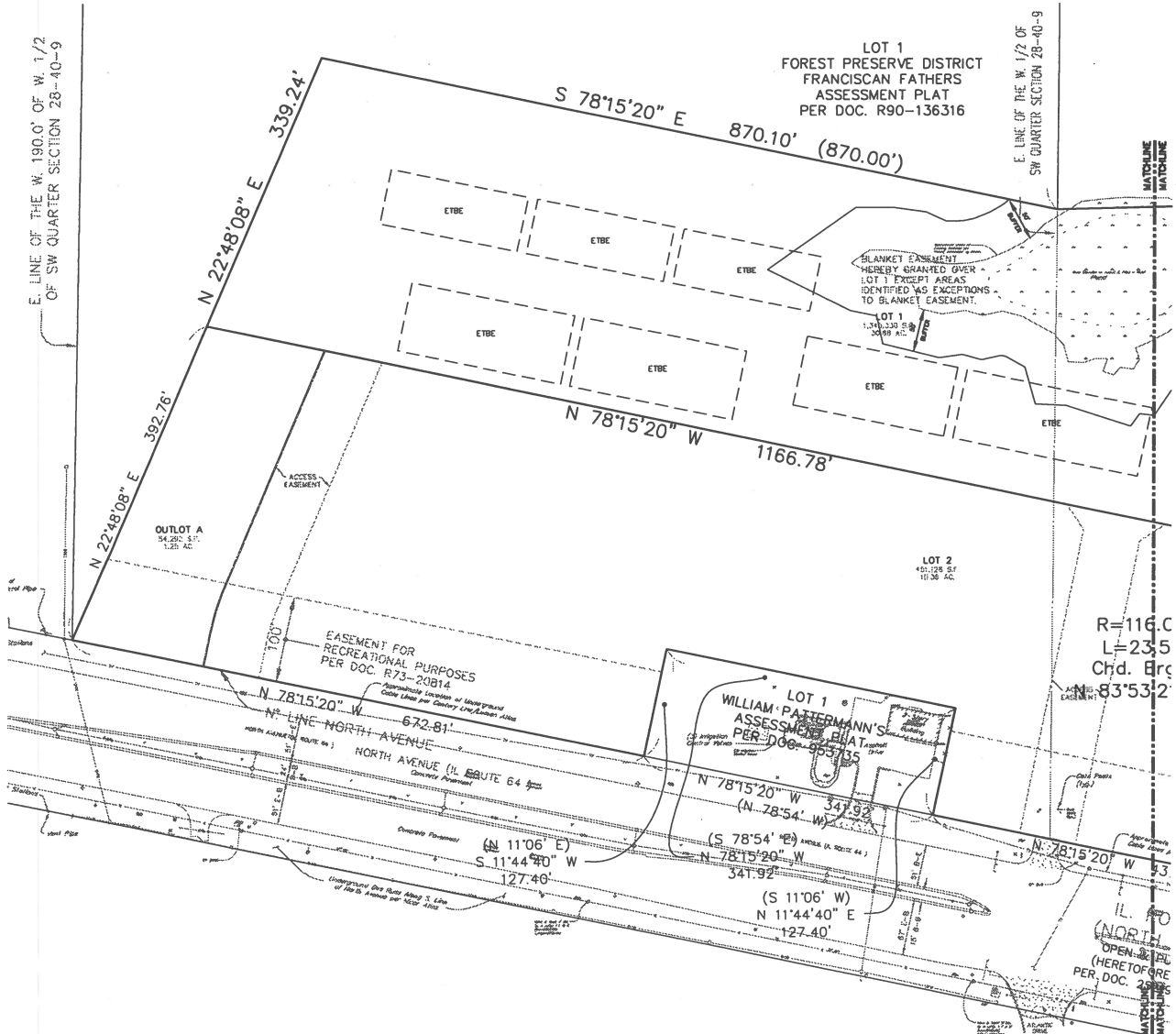
FOR

REDWOOD - WEST CHICAGO



LOCATION MAP

E. LINE OF THE W. 1/2 OF SW QUARTER SECTION 28--40--9



E. LINE OF THE W. 1/2 OF SW QUARTER SECTION 28--40--9



R=116.0
L=23.5
Chd. Br
N=83°53'2"

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E-Mail: info@cemcon.com Website: www.cemcon.com
DISC NO.: 848032 FILE NAME: PREORDER_C30_848032
DRAWN BY: DDD FLD, BK. / PG. NO.: BK./PG.
COMPLETION DATE: 2024-04-24 JOB NO.: 848.032
XREF : TOPO_2008 PROJECT MANAGER : KTS
REVISED: 2024-08-16/ARF

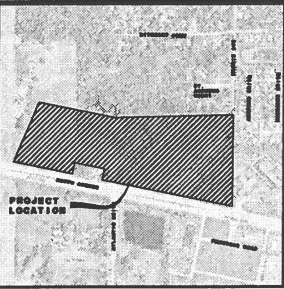
PRELIMINARY PLAT (EAST)

FOR
REDWOOD - WEST CHICAGO

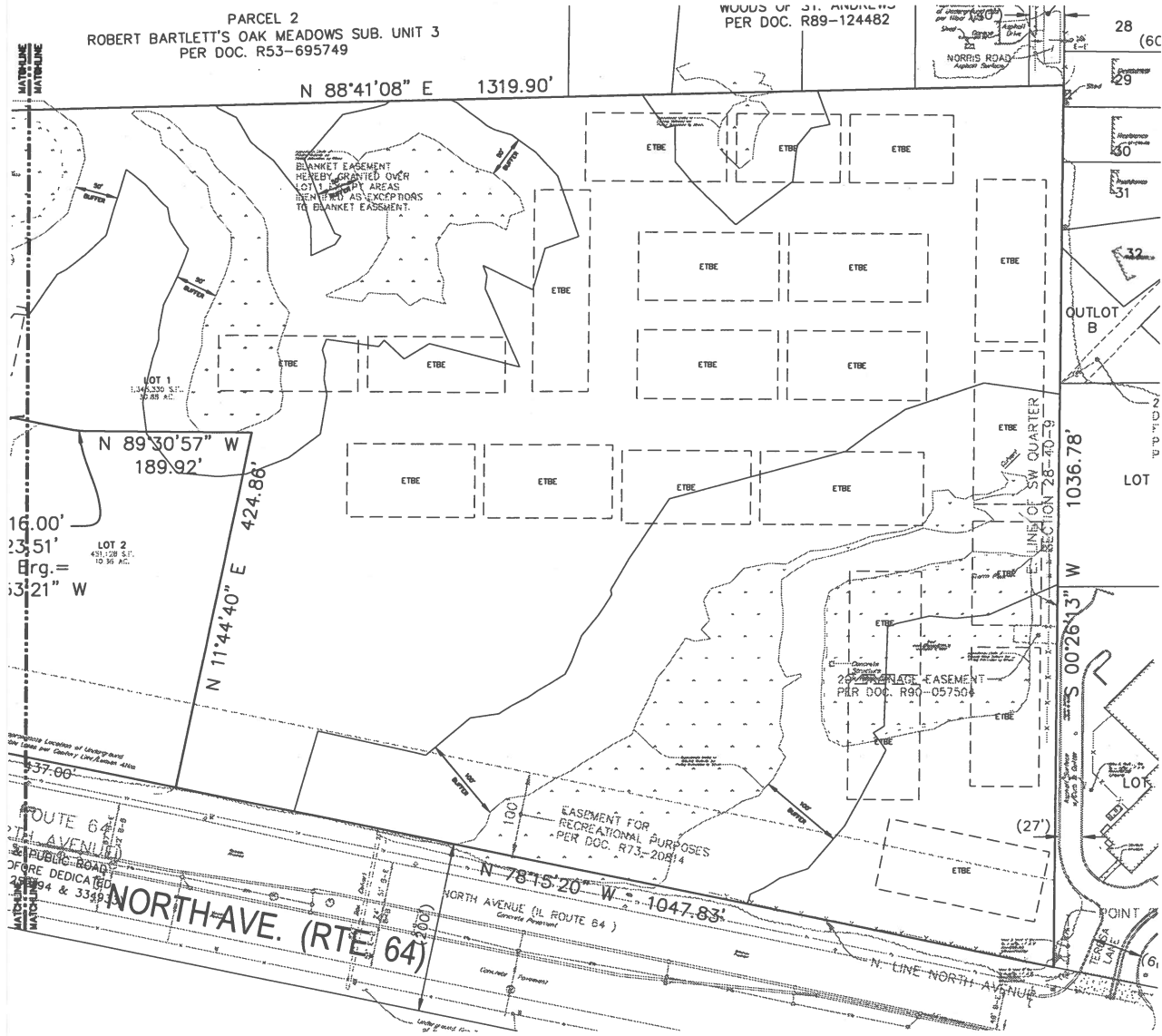
PARCEL 2
ROBERT BARTLETT'S OAK MEADOWS SUB. UNIT 3
PER DOC. R53-695749

WOODS OF ST. ANDREWS
PER DOC. R89-124482

N 88°41'08" E 1319.90'



LOCATION MAP



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7007 EAST PLEASANT VALLEY ROAD
INDEPENDENCE, OH 44131
(216) 254-8425

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E-Mail: info@cemcon.com Website: www.cemcon.com
DCC NO.: 848032 FILE NAME: PREOVER_C30_848032
DRAWN BY: DDD FLD. BK. / PG. NO.: BK./PG.
COMPLETION DATE: 2024-04-24 JOB NO.: 848.032
XREF : TOPO_2008 PROJECT MANAGER : KTS
REVISED: 2024-08-16/ARF

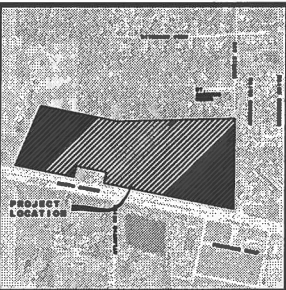
PRELIMINARY P.U.D. (OVERALL)

FOR REDWOOD - WEST CHICAGO NORTH AVENUE - ILLINOIS

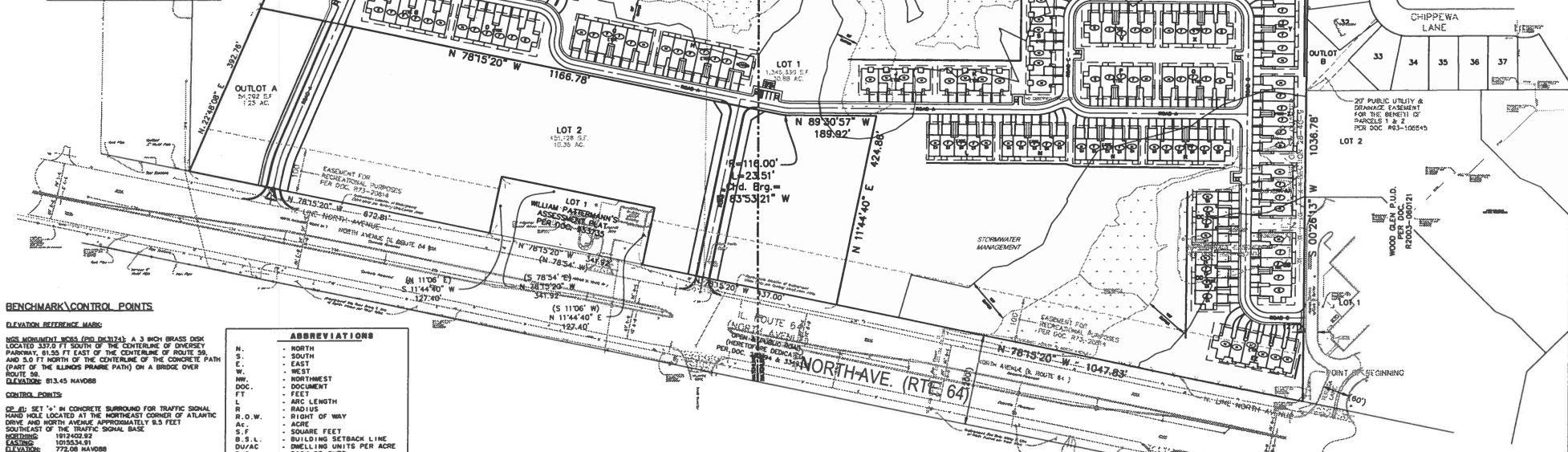
LOT 1 FOREST PRESERVE DISTRICT FRANCISCAN FATHERS ASSESSMENT PLAT PER DOC. R90-136316

PARCEL 2 ROBERT BARTLETT'S OAK MEADOWS SUB. UNIT 3 PER DOC. R53-695749

WOODS OF ST. ANDREWS PER DOC. R89-124482



LOCATION MAP



BENCHMARK CONTROL POINTS

ELEVATION REFERENCE MARK: LOCAL MONUMENT MARK FOR DOK 31242... CONTROL POINTS: CP #1: SET '4' IN CONCRETE SURROUND FOR TRAFFIC SIGNAL...

ABBREVIATIONS table listing symbols for North, South, East, West, etc., and their corresponding line styles.

SITE INFORMATION:

- 1. PROPOSED ZONING: R (RESIDENTIAL) 40 (COMMERCIAL) 40
2. TOTAL SITE AREA: 103.00 AC.
3. UTILS: 139 TOTAL UTILS
4. BUILDING: 413 DWG.
5. PARKING: 279 GARAGE, 14 DRIVEWAY, 14 STREET PARKING, 514 TOTAL
6. IMPROVED SURFACE: 14,146 AC. 43.0% OF TOTAL
7. PERMITS: 1,308,000 L.F.

NOTES: LOT NUMBERING HEREON IS CONSISTENT WITH THE PREDERMINED LOT NUMBERING SCHEME FOR THE ENTIRE REDWOOD DEVELOPMENT. 3/4" INCH IRON PIPE OR MAC NAIL SET AT ALL LOT CORNERS AND POINTS OF CURVATURE UNLESS OTHERWISE NOTED.

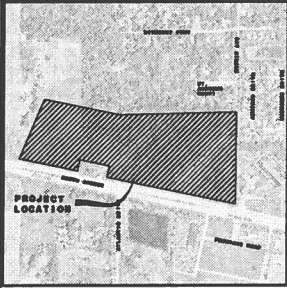
LINE LEGEND table defining symbols for Subdivision Boundary Line, Lot Line, Property Line, Easement Line, etc.

NOTES: BOUNDARY INFORMATION BASED ON BOUNDARY SURVEY PERFORMED BY CEMCON, LTD. ON AUGUST 9, 2024. THE UNDERGROUND UTILITIES SHOWN HAVE BEEN LOCATED FROM FIELD SURVEY INFORMATION AND DRAWINGS IN SURVEYOR'S POSSESSION...

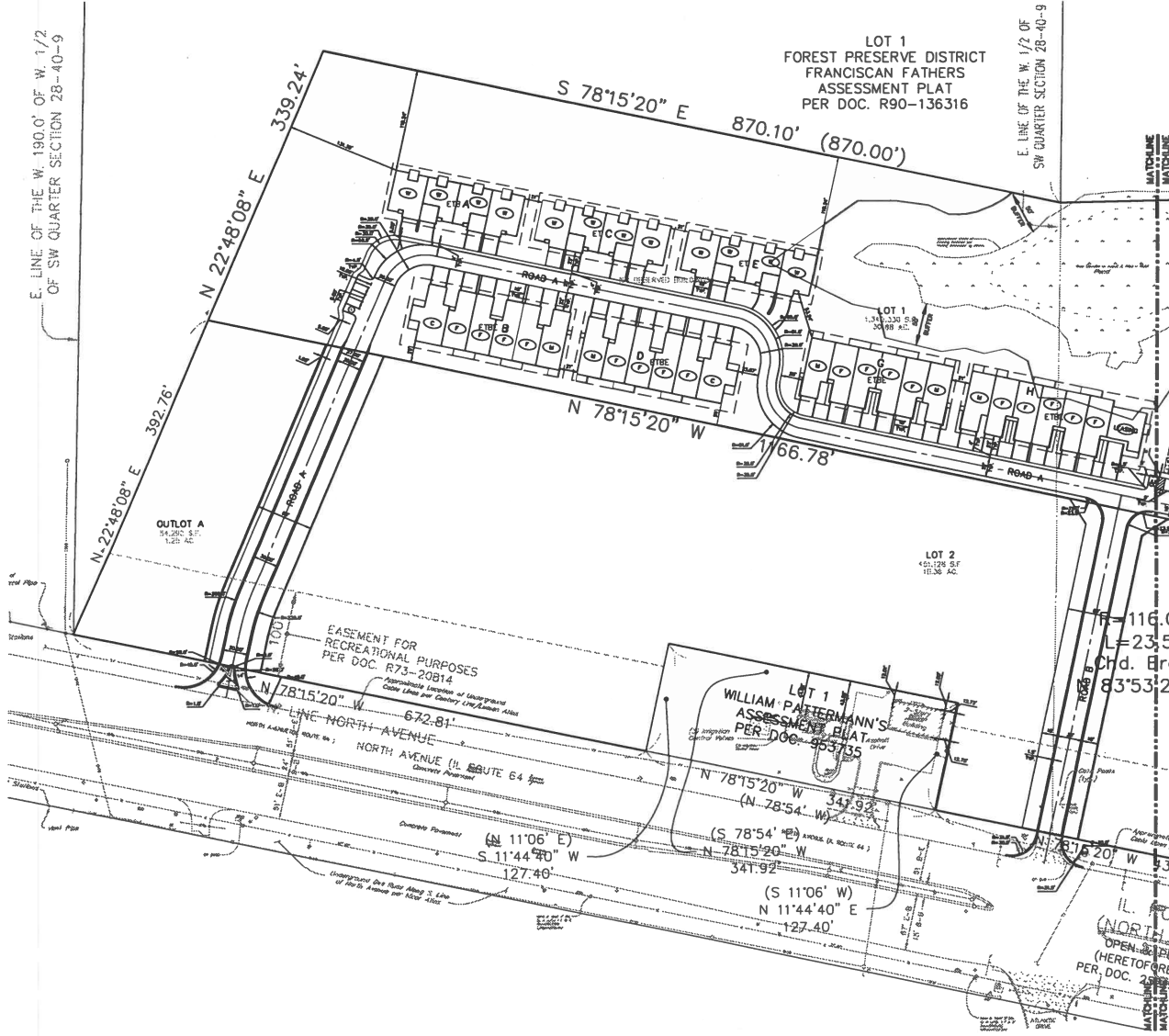
PREPARED FOR: REDWOOD USA, LLC 7007 EAST PLEASANT VALLEY ROAD INDEPENDENCE, OH 44131 (216) 254-8425

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PRELIMINARY P.U.D. (WEST) FOR REDWOOD - WEST CHICAGO



LOCATION MAP



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INDEPENDENCE, OH 44131
(216) 254-8425

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DISC NO.: 848032 FILE NAME: PRE-DRAW_C32_848032
DRAWN BY: DDD P.L.D. BK. / PG. NO.: BK./PG.
COMPLETION DATE: 2024-04-24 JOB NO.: 848.032
XREF: TOPO_2008 PROJECT MANAGER: KTS
REVISED: 2024-08-16/ANF

PRELIMINARY P.U.D. (EAST) FOR REDWOOD - WEST CHICAGO

PARCEL 2
ROBERT BARTLETT'S OAK MEADOWS SUB. UNIT 3
PER DOC. R53-695749

PER DOC. R89-124482

N 88°41'08" E 1319.90'

N 89°30'57" W 189.92'

N 11°44'40" E 424.88'

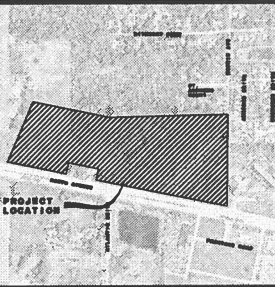
16.00'
23.51'
13.21" W

1036.78'

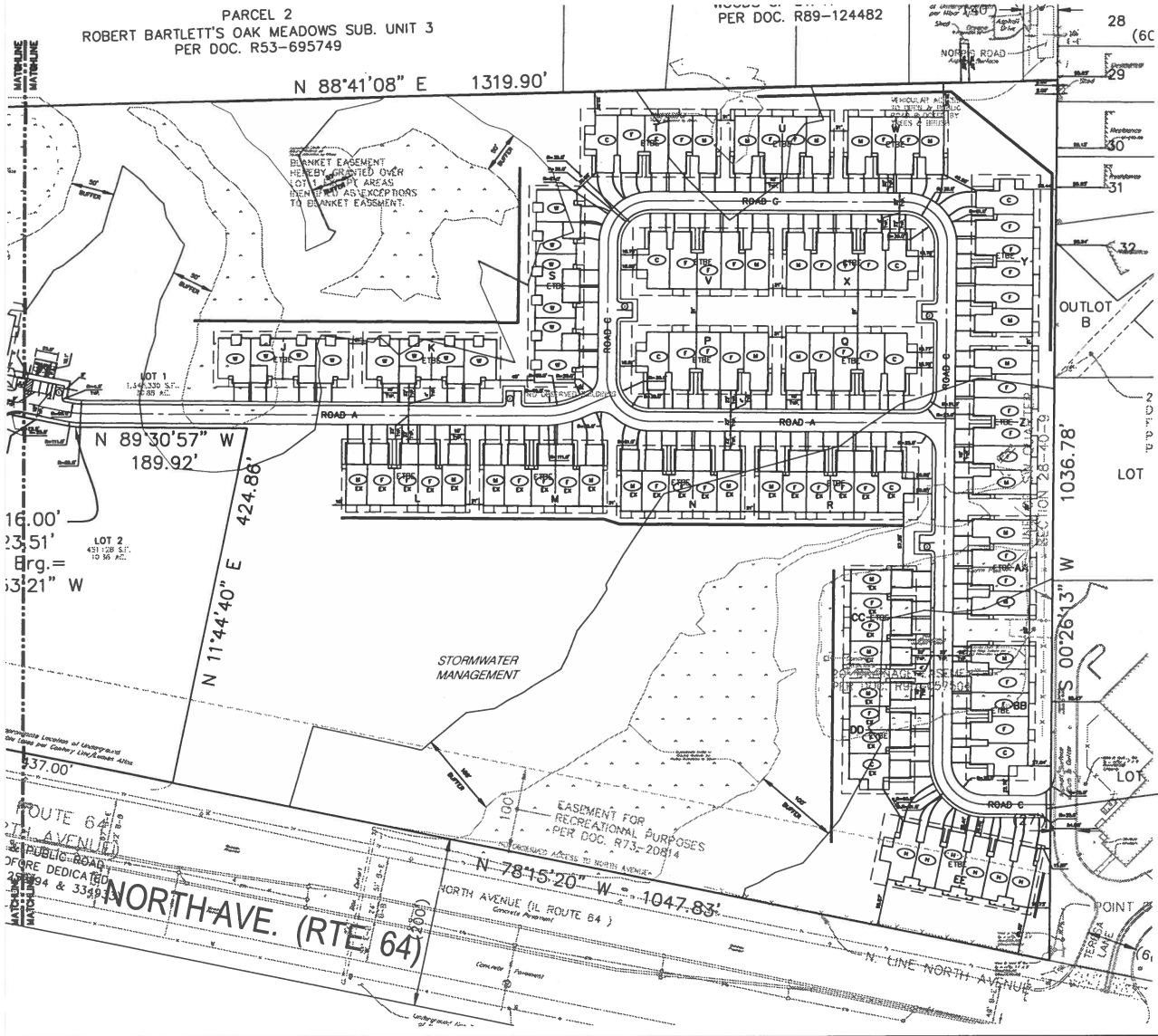
S 00°26'43" W

N 78°15'20" W 1047.83'

NORTH AVE. (RTE 64)



LOCATION MAP



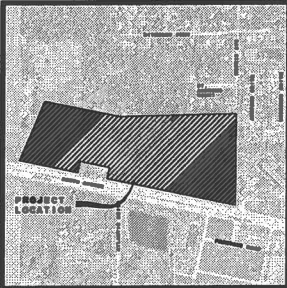
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E-Mail: info@cemcon.com Website: www.cemcon.com
DISC NO.: 848032 FILE NAME: PRELIM_C30_049032
DRAWN BY: DDD FLD, BK / PC NO.: BK/PC
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XREF : TOPO_2008 PROJECT MANAGER : KTS
REVISED: 2024-08-16/ARF

PRELIMINARY ENGINEERING PLAN (WEST)

FOR
REDWOOD - WEST CHICAGO
NORTH AVENUE - ILLINOIS

SHEET 2 OF 4

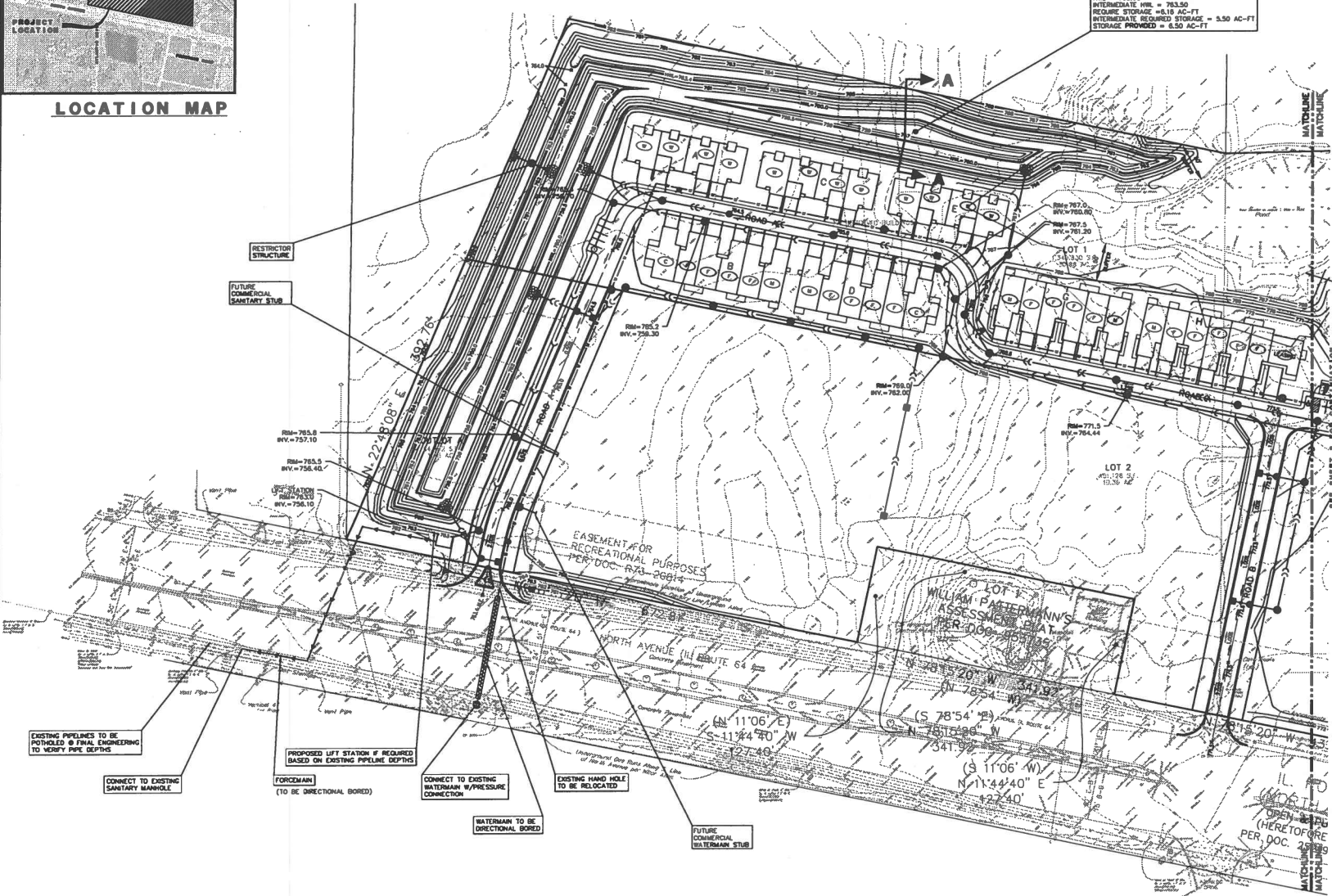


LOCATION MAP

STORM WATER MANAGEMENT FACILITY NO. 001
 HWL = 760.00
 HWL = 763.80
 INTERMEDIATE HWL = 763.50
 REQUIRE STORAGE = 8.18 AC-FT
 INTERMEDIATE REQUIRED STORAGE = 5.50 AC-FT
 STORAGE PROVIDED = 6.50 AC-FT



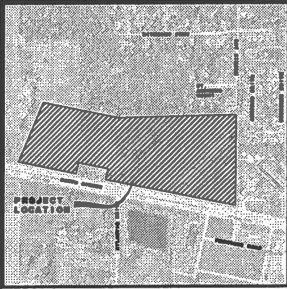
60 30 0 60
 SCALE: 1 INCH = 60 FEET



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 KREF : TOPO_2008 PROJECT MANAGER : KTS
 REVISED: 2024-08-16/ARF

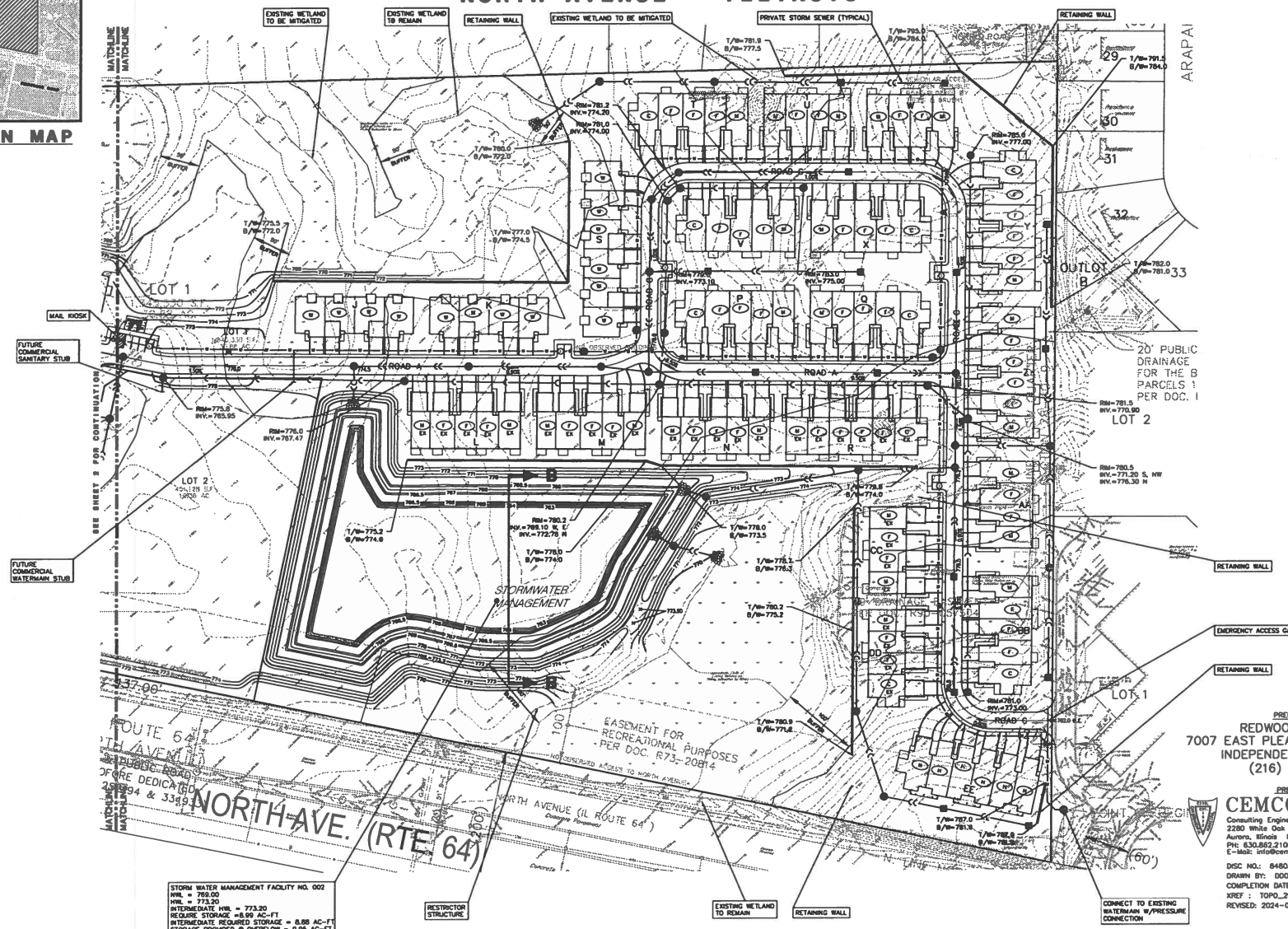
PRELIMINARY ENGINEERING PLAN (EAST) FOR REDWOOD - WEST CHICAGO NORTH AVENUE - ILLINOIS



LOCATION MAP



60 30 0 60
SCALE: 1 INCH = 60 FEET



SEE SHEET 2 FOR CONTINUATION
FUTURE COMMERCIAL SANITARY STUB
FUTURE COMMERCIAL WATERMAIN STUB

20' PUBLIC DRAINAGE FOR THE B PARCELS 1 PER DOC. 1

ROUTE 64
NORTH AVE. (RTE. 64)

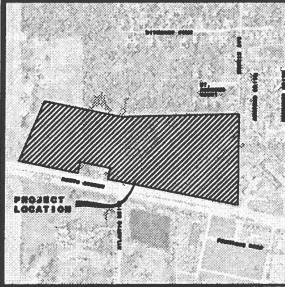
EASEMENT FOR RECREATIONAL PURPOSES - PER DOC. R73-20814

STORM WATER MANAGEMENT FACILITY NO. 002
HWL = 769.00
HWL = 773.00
INTERMEDIATE HWL = 773.30
REQUIRED STORAGE = 8.99 AC-FIT
INTERMEDIATE REQUIRED STORAGE = 6.88 AC-FIT
STORAGE PROVIDED @ OVERTLOW = 3.95 AC-FIT

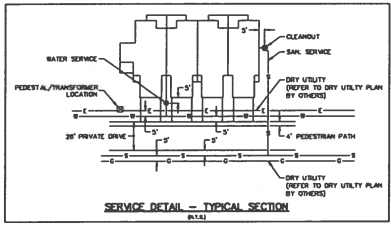
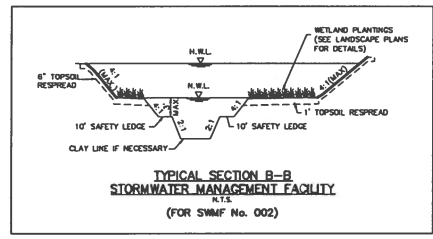
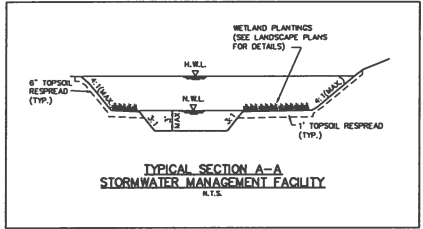
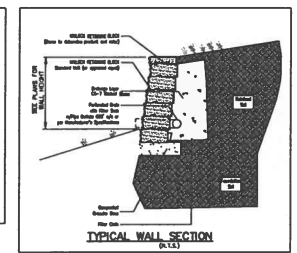
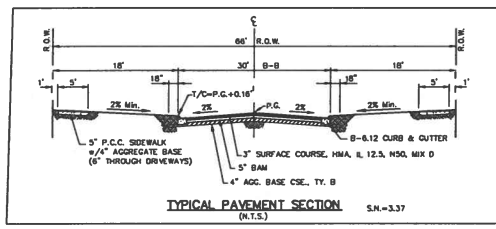
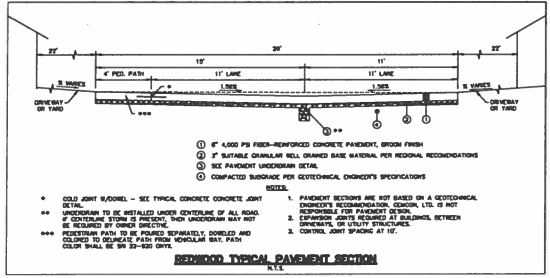
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DRAWN BY: DDD FLD. BK. / PG. NO.: BK./PC.
COMPLETION DATE: 2024-04-24 JOB NO.: 848.032
KREF : TOPO_2008 PROJECT MANAGER : KTS
REVISED: 2024-08-16/ARF

PRELIMINARY ENGINEERING PLAN (DETAILS) FOR **REDWOOD - WEST CHICAGO** NORTH AVENUE - ILLINOIS



LOCATION MAP



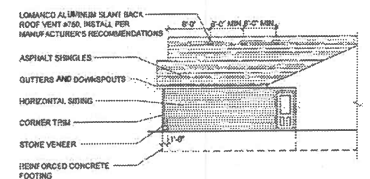
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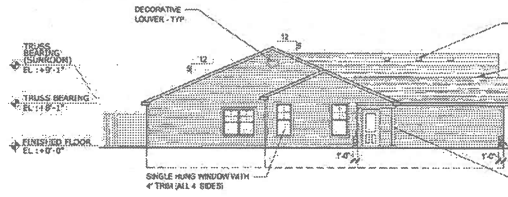
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 COMPLETION DATE: 2024-04-24 JOB NO.: B48.032
 XREF : TOPO_2008 PROJECT MANAGER : KTS
 REVISED: 2024-08-16/ARF

PRELIMINARY
 NOTE!!!
 THIS DRAWING IS NOT
 FOR CONSTRUCTION

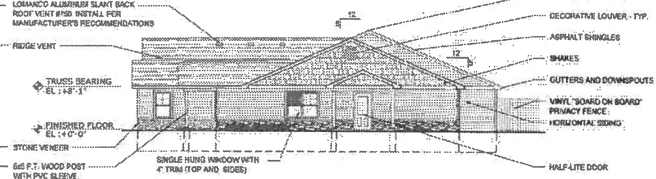
REVISIONS



5 PARTIAL SIDE ELEVATION FORESTWOOD
 SCALE: 3/32" = 1'-0"

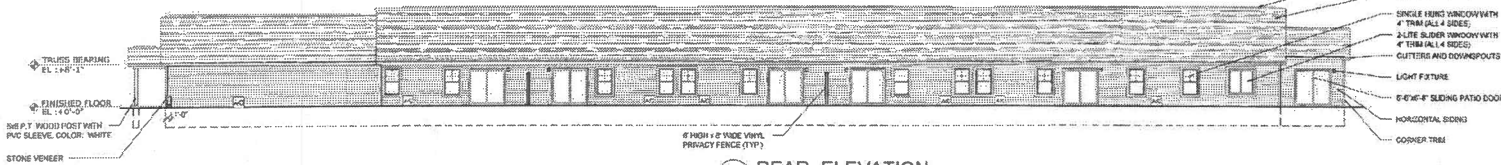


4 STANDARD SIDE ELEVATION CAPEWOOD
 SCALE: 3/32" = 1'-0"

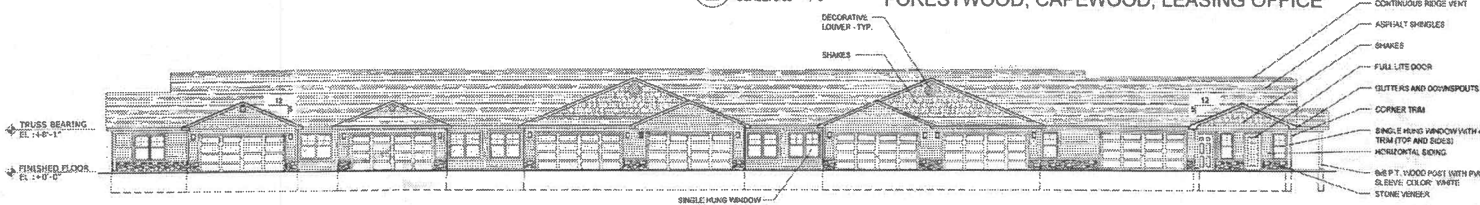


3 HIGH PROFILE SIDE ELEVATION LEASING OFFICE
 SCALE: 3/32" = 1'-0"

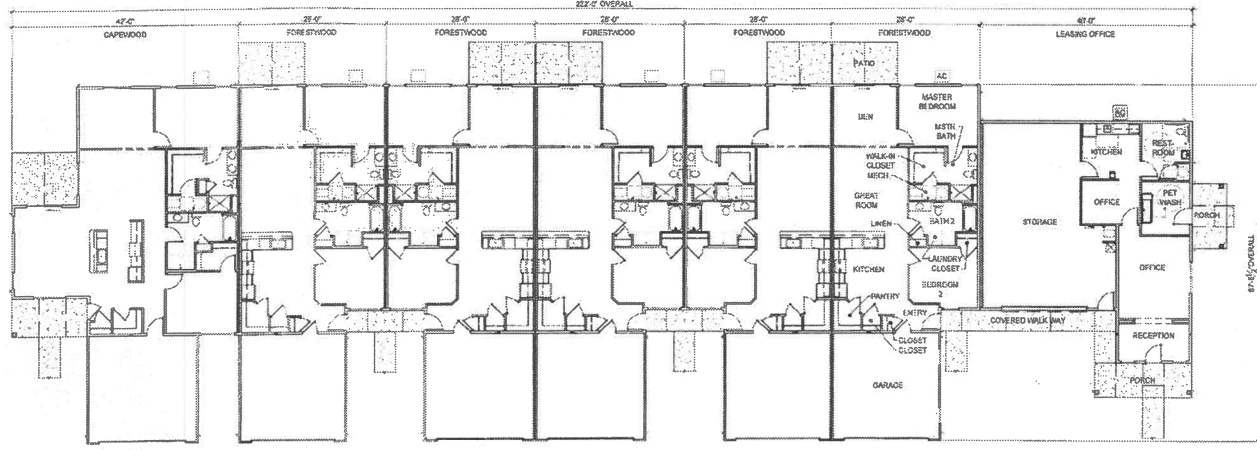
NOTE:
 HIGH PROFILE SIDE ELEVATION OCCURS AT STREET VIEW ONLY



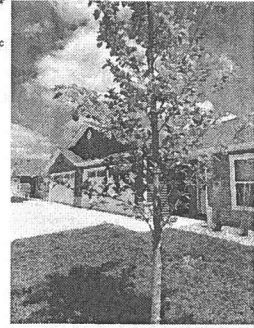
2 REAR ELEVATION FORESTWOOD, CAPEWOOD, LEASING OFFICE
 SCALE: 3/32" = 1'-0"



1 FRONT ELEVATION FORESTWOOD, CAPEWOOD, LEASING OFFICE
 SCALE: 3/32" = 1'-0"



OVERALL FLOOR PLAN FORESTWOOD, CAPEWOOD, LEASING OFFICE
 SCALE: 3/32" = 1'-0"



EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL/EVISE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	DIMENSIONAL 30 YEAR LAMBLATED	WEATHERED WOOD
GUTTERS AND DOWNPOUTS	PREFINISHED ALUMINUM	WHITE
HORIZONTAL SIDING	VINYL	VARGES
SHAKES	VINYL	VARGES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTIGE	OLD SOUTHERN LIMESTONE
OVER-HEAD GARAGE DOOR	RAISED PANEL PAN STEEL	WHITE
SINGLE HUNG WINDOW	VINYL	STANDARD WHITE VINYL CO. ORNL PATTERN PLAT GRID
6'-0" x 6'-0" SLIDING PATIO DOOR	VINYL	WHITE

NOTE:
 ADDRESS FOR EACH UNIT TO BE PLACED IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD.

phone 330.666.6770

MPG ARCHITECTS
 MANN - PARSONS - GRAY
 3860 Embassy Parkway
 Fallawn, OH 44333
 mpg-architects.com

BUILDING FLOOR PLAN AND ELEVATIONS

PROJECT #: 19423 DATE: AUGUST 9, 2023
 REDWOOD WEST CHICAGO NORTH AVENUE P1
 30 NORTH AVENUE
 WEST CHICAGO, IL 60658



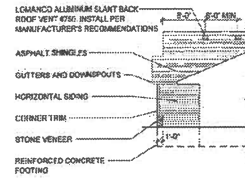
A1.1
 1 OF 6

PRELIMINARY

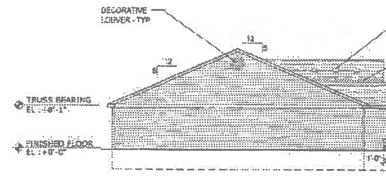
NOTE!!! THIS DRAWING IS NOT FOR CONSTRUCTION

REVISIONS

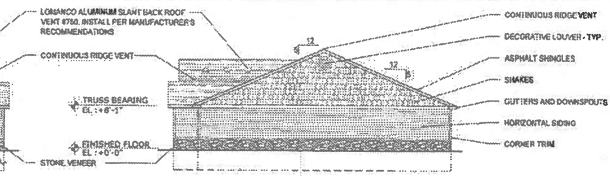
5 PARTIAL SIDE ELEVATION
SCALE: 3/32" = 1'-0"
WILLOWOOD



4 STANDARD SIDE ELEVATION
SCALE: 3/32" = 1'-0"
WILLOWOOD

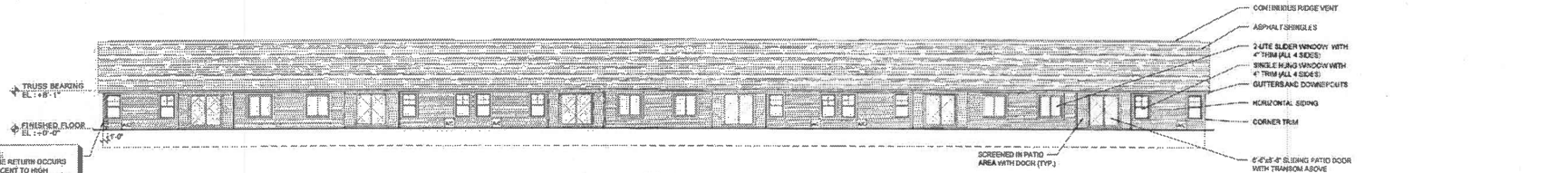


3 HIGH PROFILE SIDE ELEVATION
SCALE: 3/32" = 1'-0"
WILLOWOOD



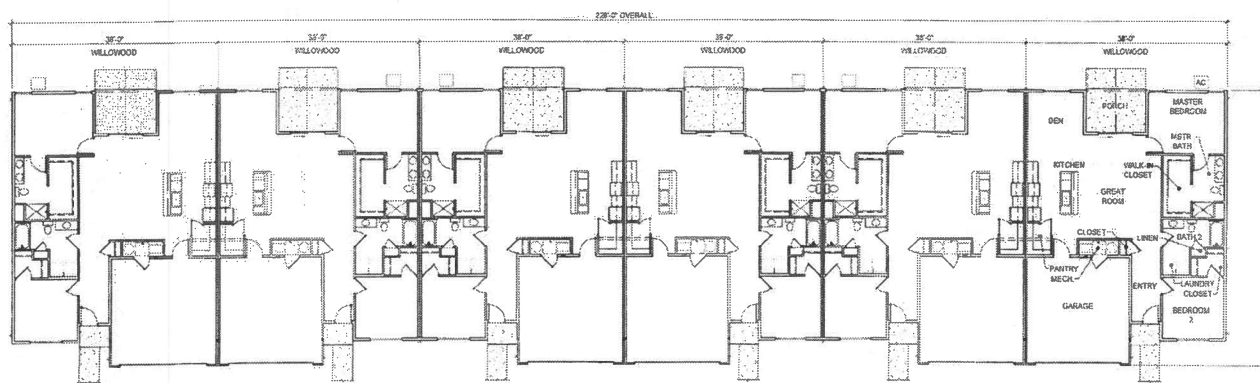
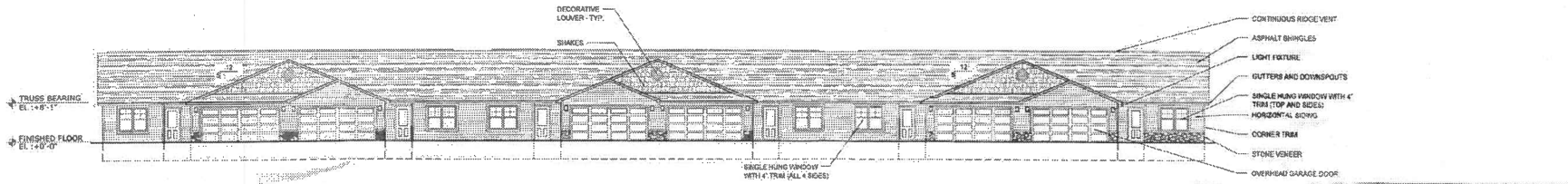
NOTE: HIGH PROFILE SIDE ELEVATION OCCURS AT STREET VIEW ONLY

2 REAR ELEVATION
SCALE: 3/32" = 1'-0"
WILLOWOOD



NOTE: STONE RETURN OCCURS ADJACENT TO HIGH PROFILE SIDE ELEVATION ONLY

1 FRONT ELEVATION
SCALE: 3/32" = 1'-0"
WILLOWOOD



OVERALL FLOOR PLAN
SCALE: 3/32" = 1'-0"
WILLOWOOD



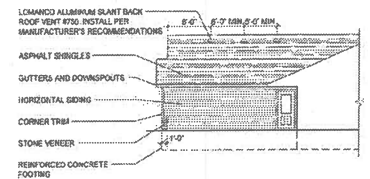
EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL / STYLE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	DIMENSIONAL 30 YEAR LAMINATED	WEATHERED WOOD
GUTTERS AND DOWNSPOUTS	REFINISHED ALUMINUM	WHITE
HORIZONTAL SIDING	VINYL	VARIABLES
SHAKES	VINYL	VARIABLES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTIGE OHIO SOUTHERN LAMESTONE	
OVERHEAD GARAGE DOOR	RAISED PANEL PAIR STEEL	WHITE
SINGLE HUNG WINDOW	VINYL	STANDARD WHITE WITH COLONIAL PATTERN FLAT GRID
6'-0" X 8'-0" SLIDING PATIO DOOR	VINYL	WHITE

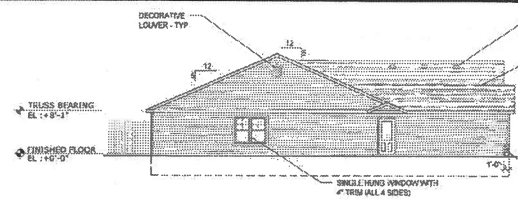
NOTE: ADDRESS FOR EACH UNIT TO BE PLACED IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD.

phone 330.666.5770
 3860 Embassy Parkway
 Fairlawn, OH 44333
MPG ARCHITECTS
 MANN - PARSONS - GRAY

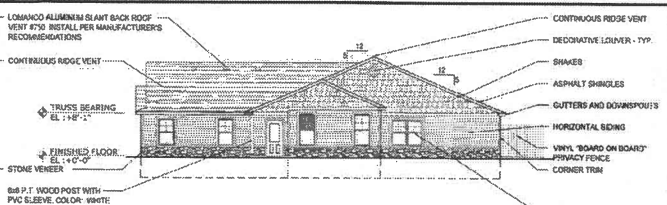
BUILDING FLOOR PLAN AND ELEVATIONS
 DATE: AUGUST 9, 2023
 PROJECT #: 18423
REDWOOD WEST CHICAGO NORTH AVENUE P1
 30 NORTH AVENUE
 WEST CHICAGO, IL 60618



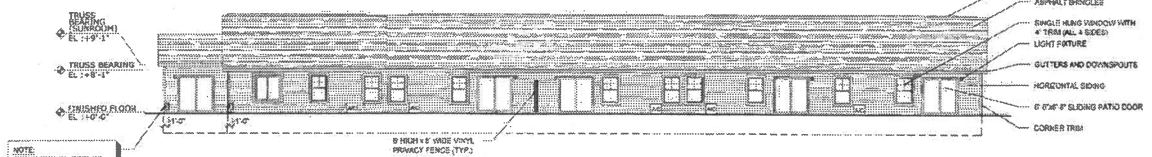
5 PARTIAL SIDE ELEVATION FORESTWOOD
SCALE: 3/32" = 1'-0"



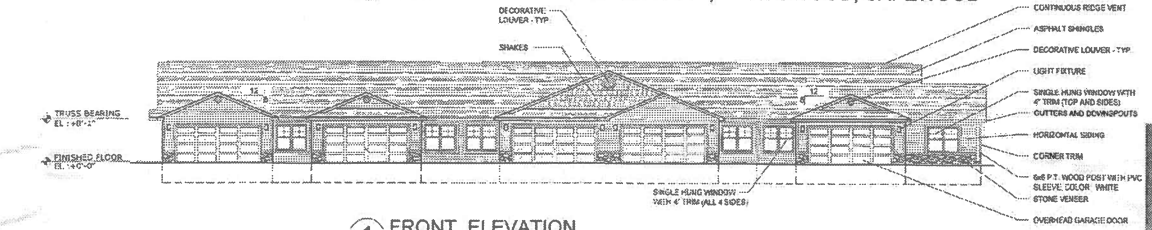
4 STANDARD SIDE ELEVATION MEADOWWOOD
SCALE: 3/32" = 1'-0"



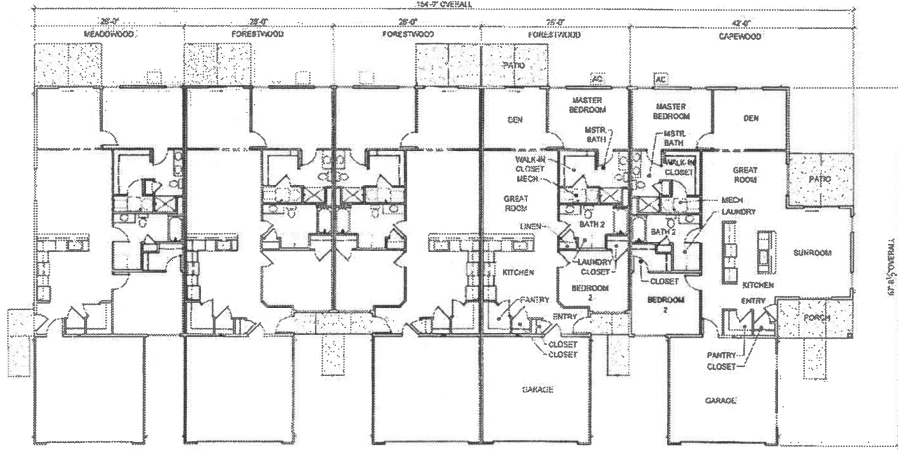
3 HIGH PROFILE SIDE ELEVATION CAPEWOOD
SCALE: 3/32" = 1'-0"



2 REAR ELEVATION FORESTWOOD, MEADOWWOOD, CAPEWOOD
SCALE: 3/32" = 1'-0"



1 FRONT ELEVATION FORESTWOOD, MEADOWWOOD, CAPEWOOD
SCALE: 3/32" = 1'-0"

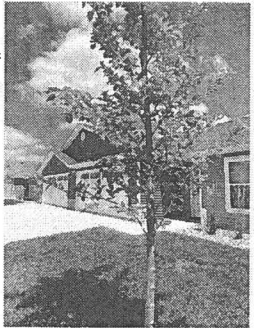


OVERALL FLOOR PLAN FORESTWOOD, MEADOWWOOD, CAPEWOOD
SCALE: 3/32" = 1'-0"

EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL/STYLE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	DIMENSIONAL 30 YEAR LAMINATED	WEATHERED WOOD
GUTTERS AND DOWNSPOUTS	PRE-FINISHED ALUMINUM	WHITE
HORIZONTAL SIDING	VINYL	VARIABLES
SHAKES	VINYL	VARIABLES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTIGE	OVER SOUTHERN LIMESTONE
OVERHEAD GARAGE DOOR	RAISED PANEL PANEL	WHITE
SINGLE HUNG WINDOW	VINYL	STANDARD WHITE WITH COLORAL PATTERN FLAT GRIDS
6" x 6" SLIDING PATIO DOOR	VINYL	WHITE

NOTE: ADDRESS FOR EACH UNIT TO BE PLACED IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD



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Fairlawn, OH 44333
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mpg-architects.com

BUILDING FLOOR PLAN AND ELEVATIONS
DATE: AUGUST 8, 2023
PROJECT #: 18423
REDWOOD WEST CHICAGO NORTH AVENUE P1
30 NORTH AVENUE WEST CHICAGO, IL 60616

A1.3
3 OF 6

Landscape Standards

Introduction

The aesthetic appearance of every Redwood Neighborhood is important to the overall brand identity of the company, which has been built on the basis of quality and consistency in product. The purpose of the Landscape Design Standards is to establish specific guidelines for all portions of site development relating to the landscaping of proposed neighborhoods. This document is to be used as a reference tool throughout the design process by all consultants who are assisting Redwood with the entitlement process, including landscape design.

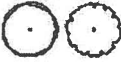










In instances where Redwood's landscape standards do not align with municipal codes, the project's Acquisition Manager is responsible for getting any variances approved during approval process. At times, it will be necessary to deviate from these standards based on physical characteristics of the site, or to fulfill certain jurisdictional or municipal requirements. Any departure from the established standards within this document is to be submitted for review and approval by Redwood prior to any formal submittal for zoning or entitlement approval. This communication will ensure brand integrity is maintained, and will identify any construction or ongoing maintenance cost implications that may be incurred.

Landscape Plan Typical Information

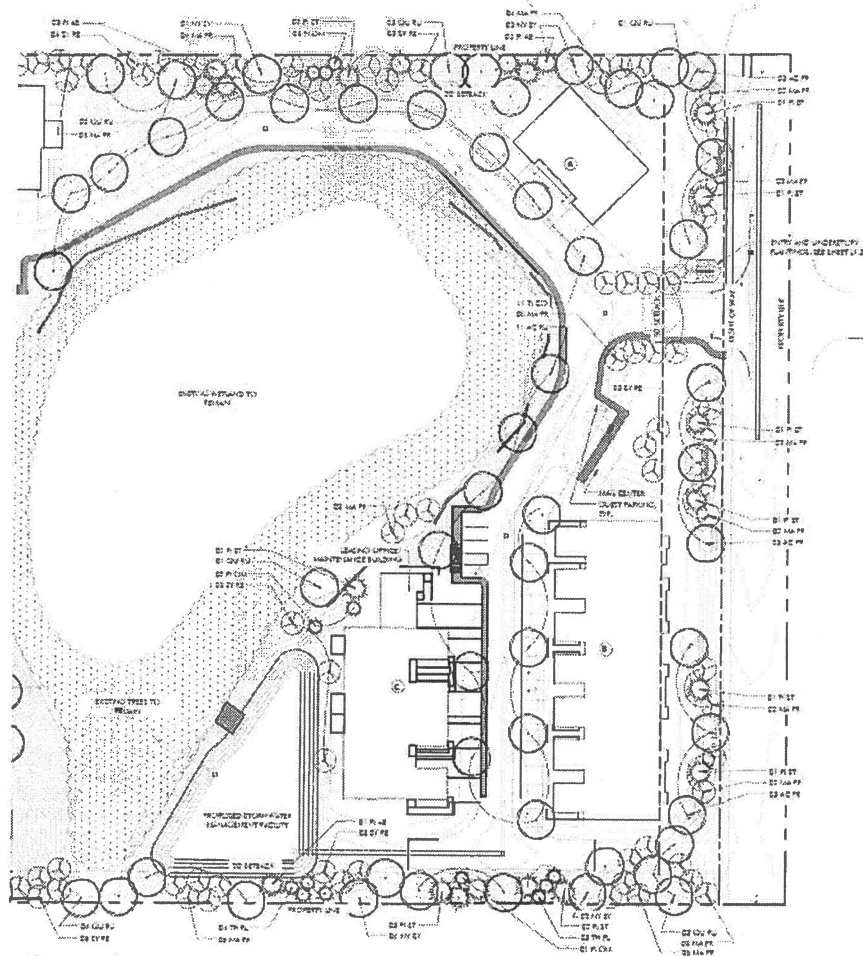
Site Plan

The production of landscape plans for entitlement, construction, and bidding shall utilize the standard design concepts outlined in the following section to ensure that consistency is applied to the landscape aesthetic for all sites. It is understood that certain municipalities may require additional landscaping to fulfill code requirements for buffer, streetscape, etc. The landscape architect shall coordinate and communicate any variations required for landscape plan approval to Redwood as early on within the design process as possible, to be included in preliminary cost budgeting.

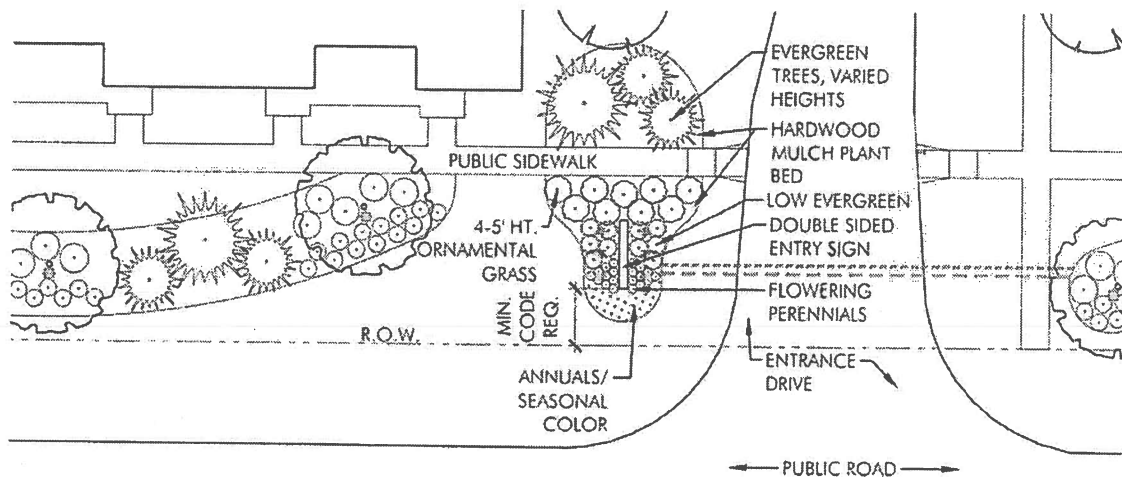
LEGEND:

	SHADE TREE 2.5" cal. at entrance only		PERENNIALS/ ORNAMENTAL GRASSES		LOW VOLTAGE LANDSCAPE ACCENT LIGHT
	EVERGREEN TREE		ANNUAL		
	ORNAMENTAL TREE		LOW VOLTAGE LANDSCAPE UPLIGHT (IN MULCH BED) *ONLY IF INTERNALLY LIT SIGN IS NOT PERMITTED		PVC SLEEVING FOR IRRIGATION
	DECIDUOUS SHRUB				PVC SLEEVING FOR ELECTRIC
	EVERGREEN SHRUB				

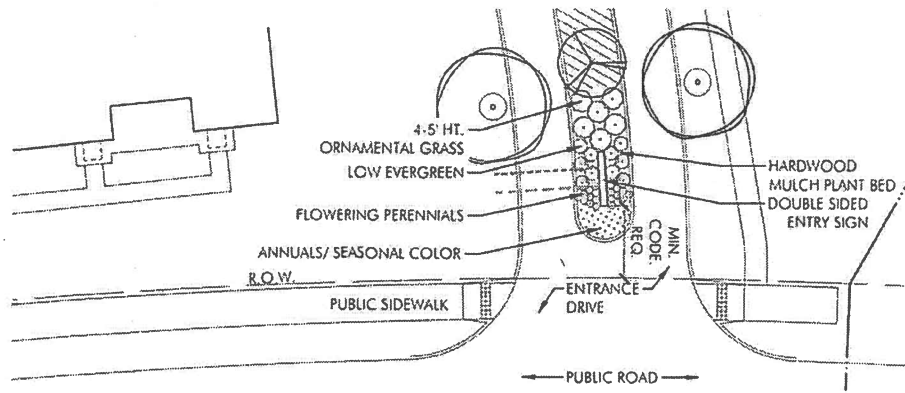
Landscape Plan



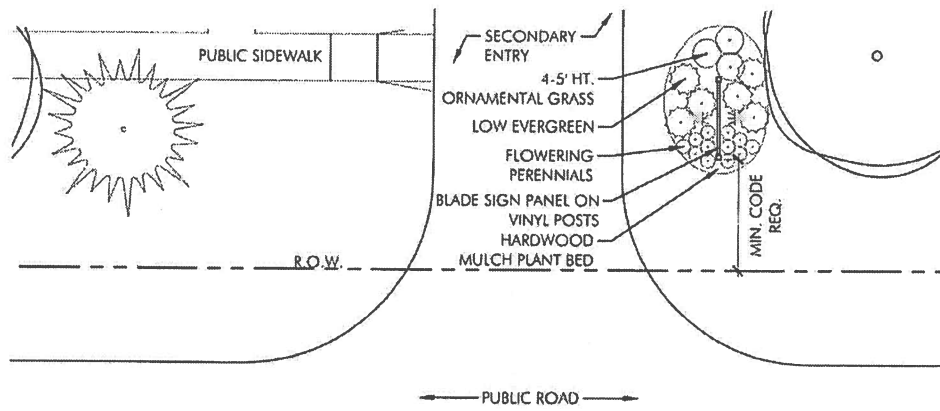
Entry (Double-Sided Monument Sign)



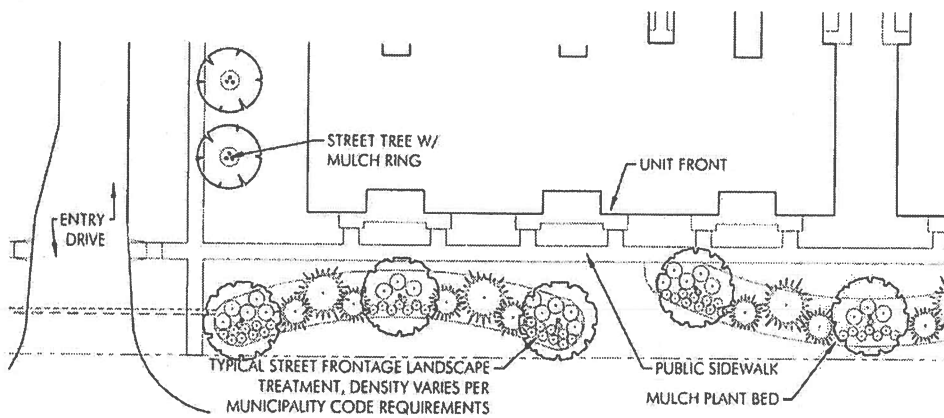
Entry (Boulevard)



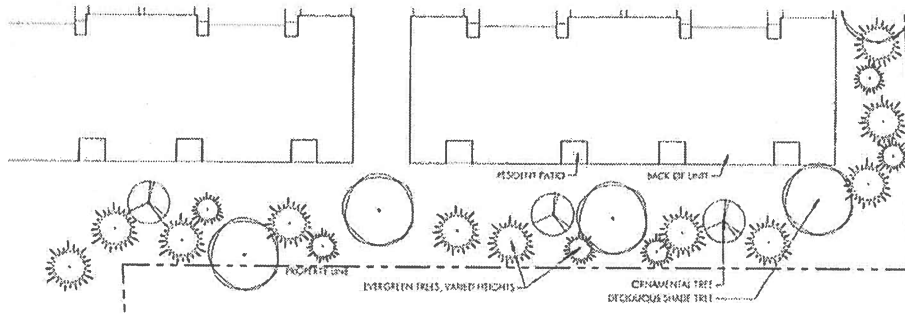
Secondary Entry



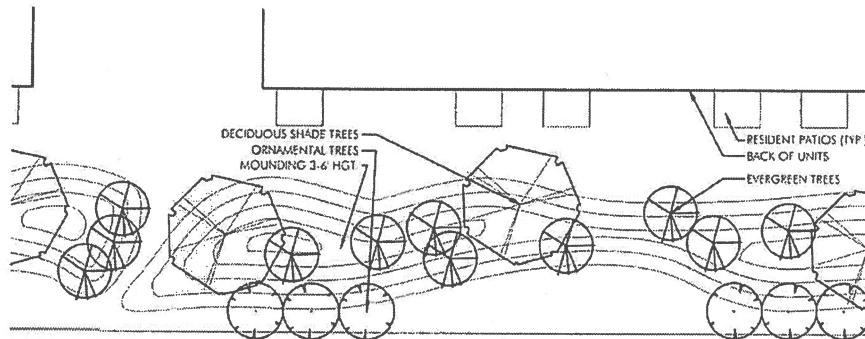
Street Frontage



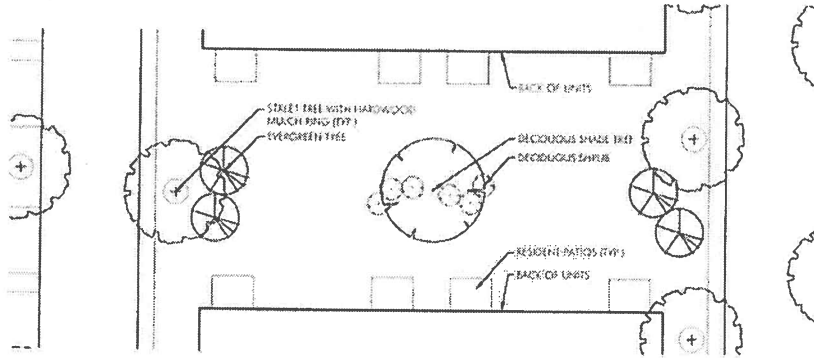
Screening (Perimeter)



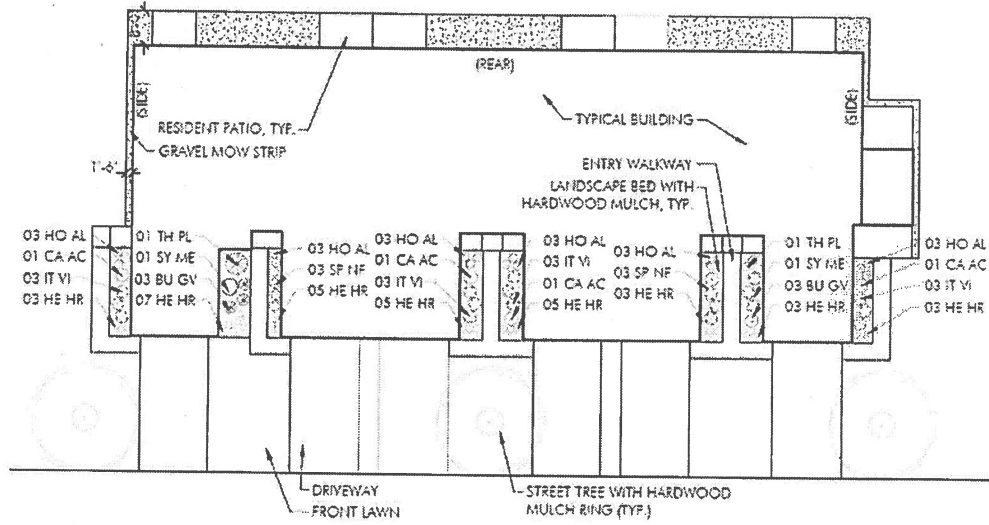
Screening (Perimeter with Mounding)



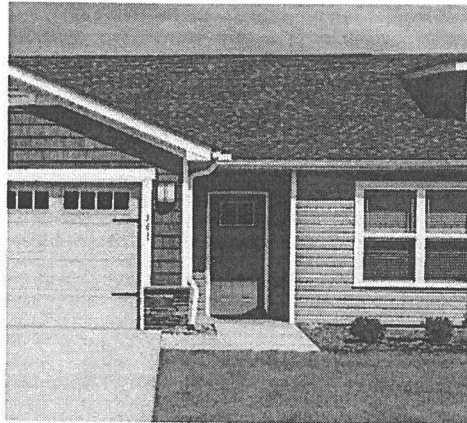
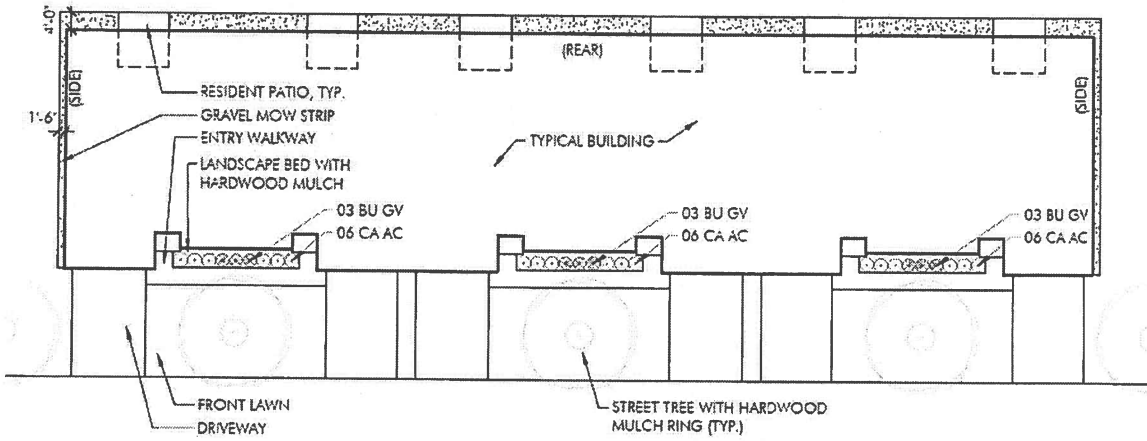
Screening (Mid-Building)



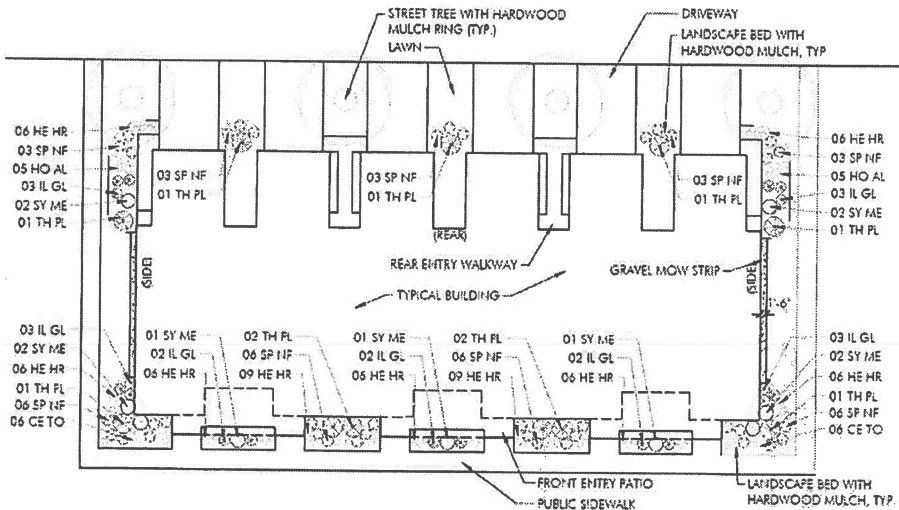
Unit (Forestwood/ Meadowood/ Capewood)



Unit (Willowood)

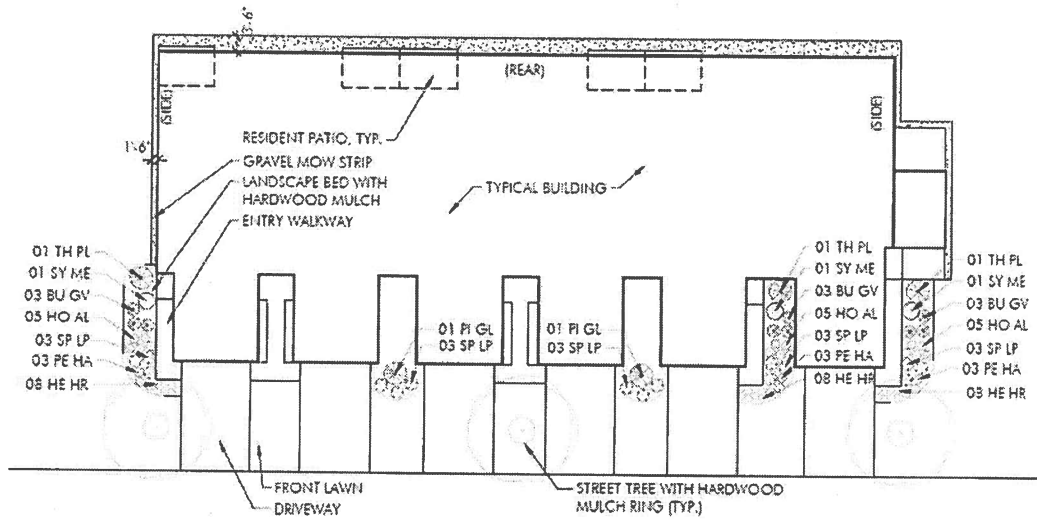


Unit (Haydenwood)

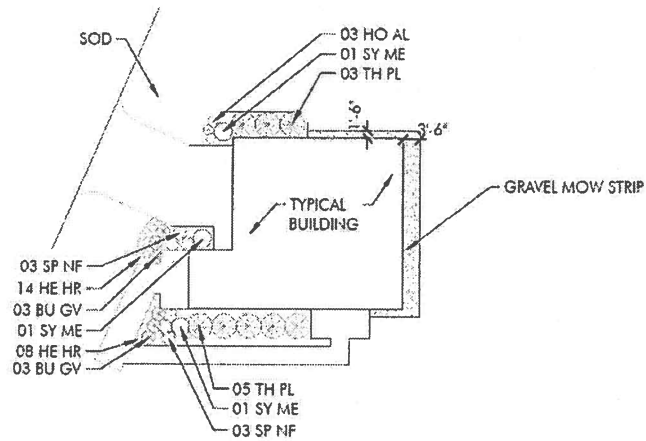




Unit (Breezewood)



Leasing Office and Maintenance



Lawn Area Details

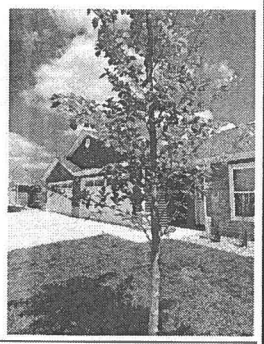
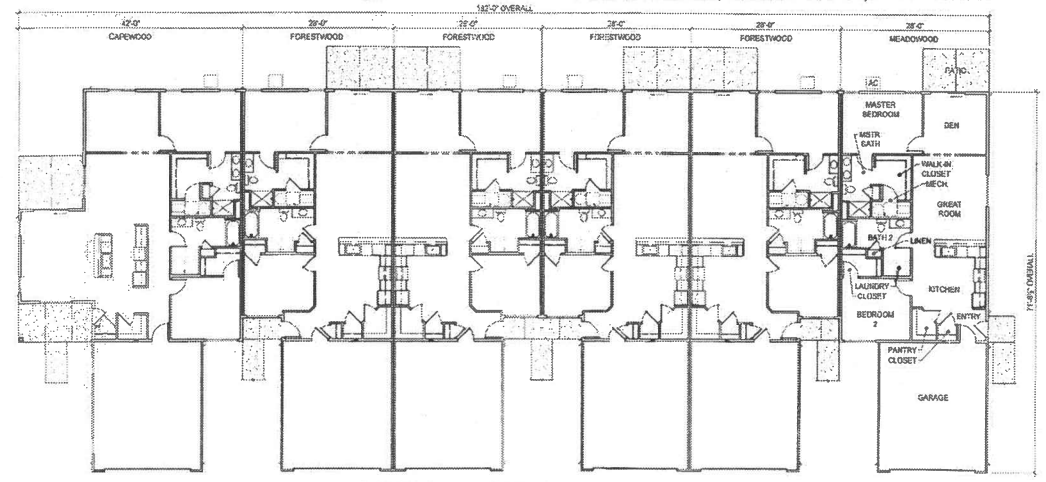
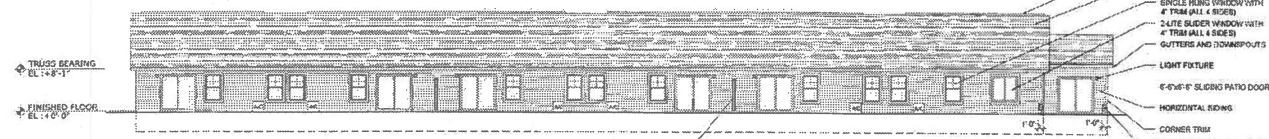
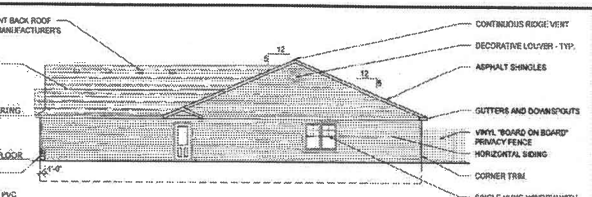
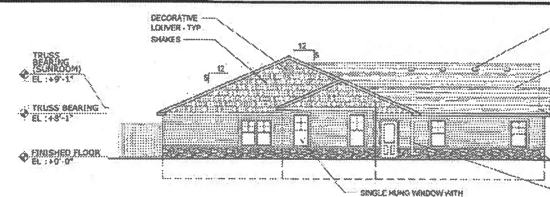
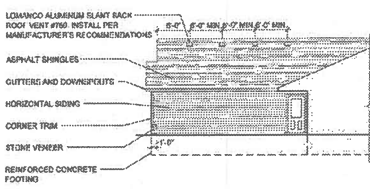
Project sites shall utilize a combination of sod, seed, and areas of no mow/low mow grass.

- Areas directly adjacent to the structures shall be installed with sod to promote a positive and instantaneous aesthetic and maintain erosion control.
- Seed shall be utilized in larger open areas between buildings, around retention basins, and in programmed open lawn areas.
- All remaining areas shall utilize a no mow/low mix of grass. This mixture will lessen the impact to overall maintenance of the site as well as reduce irrigation costs. Specific mixture types may vary per market area, so consult with local landscape contractor to verify best choice.
- Bermuda grass shall be used as standard seed in North and South Carolina.



PRELIMINARY
NOTE!!! THIS DRAWING IS NOT FOR CONSTRUCTION

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EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL / STYLE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	OMG REGIONAL 30-YEAR LAMINATED	WEATHERED WOOD
GUTTERS AND DOWNSPOUTS	PREFINISHED ALUMINUM	WHITE
HORIZONTAL SIDING	VINYL	VANES
SHAKES	VINYL	VANES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTIGE	OHIO SOUTHERN LIMESTONE
OVERHEAD GARAGE DOOR	RAISED PANEL PAN STEEL	WHITE
SINGLE HUNG WINDOW	VINYL	STANDARD WHITE WITH COLORED PATTERN FLAT GRIDS
6'-0" x 8'-0" SLIDING PATIO DOOR	VINYL	WHITE

NOTE: ADDRESS FOR EACH LIGHT TO BE PLACED IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD.

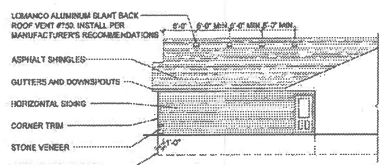
BUILDING FLOOR PLAN AND ELEVATIONS
 PROJECT #: 18423
 DATE: AUGUST 9, 2023
 REDWOOD WEST CHICAGO NORTH AVENUE P1
 30 NORTH AVENUE
 WEST CHICAGO, IL 60645

MPG ARCHITECTS
 MANN - PARSONS - GRAY
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 Farmington, CT 06031
 phone 330.666.5770
 mpg-architects.com

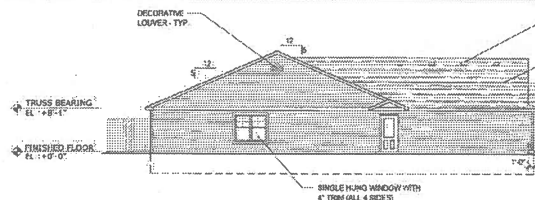
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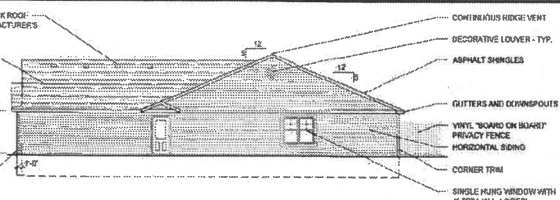


5 PARTIAL SIDE ELEVATION FORESTWOOD
 SCALE: 3/32" = 1'-0"

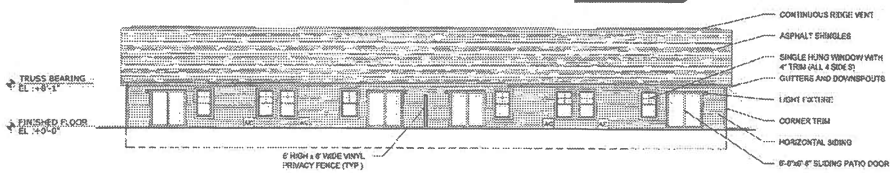


4 STANDARD SIDE ELEVATION MEADOWOOD
 SCALE: 3/32" = 1'-0"

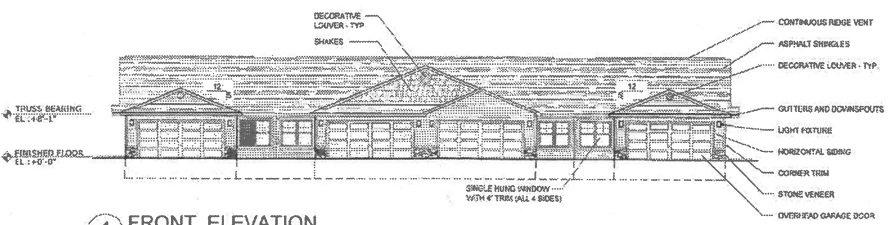
NOTE: GARAGES ARE 4'-0" LONGER THAN STANDARD GARAGES



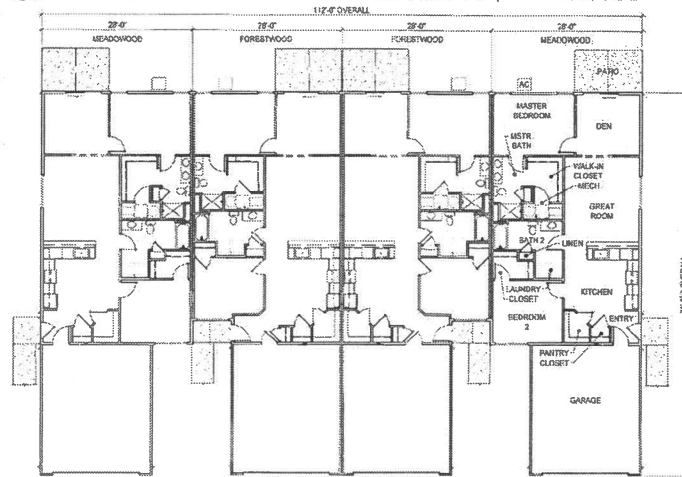
3 STANDARD SIDE ELEVATION MEADOWOOD
 SCALE: 3/32" = 1'-0"



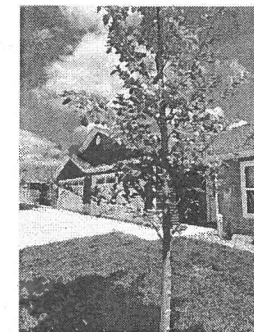
2 REAR ELEVATION FORESTWOOD, MEADOWOOD
 SCALE: 3/32" = 1'-0"



1 FRONT ELEVATION FORESTWOOD, MEADOWOOD
 SCALE: 3/32" = 1'-0"



OVERALL FLOOR PLAN FORESTWOOD, MEADOWOOD
 SCALE: 3/32" = 1'-0"



EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL/STYLE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	DIMENSIONAL 30 YEAR LAMINATED	WEATHERED WOOD
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HORIZONTAL SIDING	VINYL	VARIES
SHAKES	VINYL	VARIES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTICOL	OHIO SOUTHERN LIMESTONE
OVERHEAD GARAGE DOOR	RAISED PANEL PAN STEEL	WHITE
SINGLE HUNG	VINYL	STANDARD WHITE WITH COLONIAL PATTERN FLAT CROSS
6'-0" x 8'-0" SLIDING PATIO DOOR	VINYL	WHITE

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BUILDING FLOOR PLAN AND ELEVATIONS
 PROJECT #: 18423
 DATE: AUGUST 9, 2023
 REDWOOD WEST CHICAGO NORTH AVENUE P1
 30 NORTH AVENUE
 WEST CHICAGO, IL 60185

phone 312.666.5770
 3660 Embassy Parkway
 Fallawn, OH 44333
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 mpg-architects.com

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 5 OF 6

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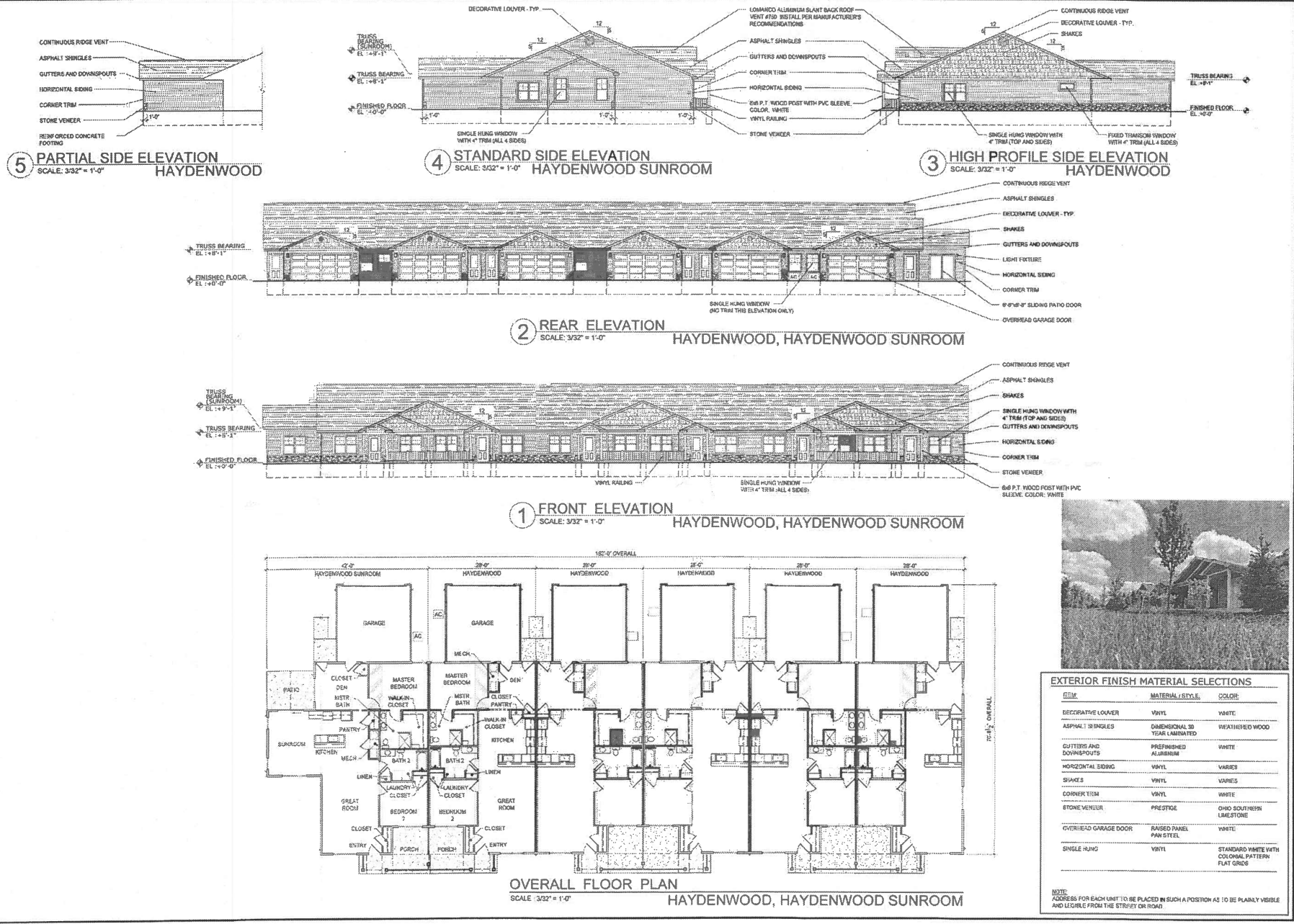
phone 330.886.5770
 3660 Embassy Parkway
 Fairlawn, OH 44325

MPG
MANN + PARSONS + GRAY
ARCHITECTS
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BUILDING FLOOR PLAN AND ELEVATIONS
 PROJECT #: 16423
 DATE: AUGUST 9, 2023
REDWOOD WEST CHICAGO NORTH AVENUE P1
 30 NORTH AVENUE
 WEST CHICAGO, IL 60618

Redwood
 REAL ESTATE DEVELOPMENT

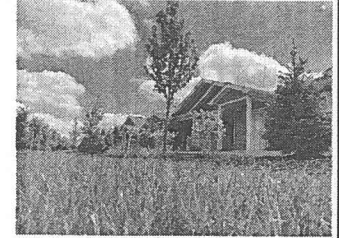
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 6 OF 6



EXTERIOR FINISH MATERIAL SELECTIONS

ITEM	MATERIAL / STYLE	COLOR
DECORATIVE LOUVER	VINYL	WHITE
ASPHALT SHINGLES	DIMENSIONAL 30 YEAR LAMINATED	WEATHERED WOOD
GUTTERS AND DOWNSPOUTS	PREFINISHED ALUMINUM	WHITE
HORIZONTAL SIDING	VINYL	VARIES
SHAKES	VINYL	VARIES
CORNER TRIM	VINYL	WHITE
STONE VENEER	PRESTIGE OHIO SOUTH PESS LIMESTONE	
OVERHEAD GARAGE DOOR	RAISED PANEL PAN STEEL	WHITE
SINGLE HUNG	VINYL	STANDARD WHITE WITH COLONIAL PATTERN FLAT GRID

NOTE:
 ADDRESS FOR EACH UNIT TO BE PLACED IN SUCH A POSITION AS TO BE PLAINLY VISIBLE AND LEGIBLE FROM THE STREET OR ROAD.



CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Zoning Map Amendment
Special Use Permit
Pioneer School
615 Kenwood avenue

Ordinance No. 24-O-0039 – Zoning Map Amendment
Ordinance No. 24-O-0040 – Special Use Permit

AGENDA ITEM NUMBER: 4.C.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: Nov. 11, 2024

COUNCIL AGENDA DATE: _____

STAFF REVIEW: Tom Dabareiner, AICP

SIGNATURE _____



APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

West Chicago School District 33 is proposing to construct an 18-stall parking lot on the east side of the existing school building. Access onto Kenwood Avenue and Brown Street will be installed to serve the parking. The existing parking lot on the east side of the building will be reconfigured to primarily serve as a dedicated drop-off lane. The location and dimensions of the proposed parking lot comply with Zoning Code.

The property is in the ER-1 Estate Residence District, which does not permit a school, neither by right nor by special use. The Petitioner is therefore seeking to rezone the property to the R-5 Single-Family Residential District, which is consistent with vast majority of properties in the area. The Petitioner is also seeking to formally obtain a Special Use Permit for the continuation of the use of a school on the property.

At their November 6th meeting, members of the Plan Commission voted unanimously (4-0, with three absent) in support of the proposed Zoning Map Amendment and the proposed Special Use Permit.

ACTION PROPOSED:

Discuss and recommend approval of the proposed Zoning Map Amendment and the proposed Special Use Permit.

COMMITTEE RECOMMENDATION:

Attachments:

Draft Ordinance
PC Report

ORDINANCE NO. 24-O-0040

AN ORDINANCE GRANTING A SPECIAL USE PERMIT AT PIONEER SCHOOL FOR A SCHOOL 615 KENWOOD AVENUE

WHEREAS, on or about September 9, 2024, West Chicago School District 33, (the “APPLICANT”), filed an application for a special use for a school, with respect to the property legally described on Exhibit “A” attached hereto and incorporated herein (the “SUBJECT REALTY”); and,

WHEREAS, Notice of Public Hearing on said application was published in the Daily Herald on October 21, 2024, all 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, commencing on November 6, 2024; and,

WHEREAS, at the Public Hearing, the APPLICANT provided testimony in support of its application, and 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-0017, a copy of which is attached hereto as Exhibit “B” which is, by this reference, incorporated herein.

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. A Special Use Permit for a school in conformance with Sections 5.5 and 9.6-4(A) of the Zoning Ordinance is hereby granted for the SUBJECT REALTY, subject to the following conditions:

1. That the site be developed in substantial conformance with the following plans, attached hereto and incorporated herein as Exhibit “C”:
 - a. Site Plan, consisting of one page (Sheet C200.P), prepared by RASmith, dated September 6, 2024.
 - b. Landscape Plan, consisting of one page (Sheet L100.P), prepared by RASmith, dated September 6, 2024.

Section 2. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Section 3. That this Ordinance shall be in full force and effect from and after its passage, approval and publication in pamphlet form as provided by law.

Ordinance 24-O-0040

Page 1 of 6

PASSED this _____ day of _____, 2024.

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 _____ Alderman J. Banas _____

APPROVED as to form: _____
City Attorney

APPROVED THIS _____ day of _____, 2024.

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

PUBLISHED: _____

EXHIBIT "A"

LEGAL DESCRIPTION

THAT PART OF THE SOUTH HALF OF SECTION 9, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED BY BEGINNING AT THE NORTHWEST CORNER OF BLOCK 8 OF ALTA VISTA GARDENS, A SUBDIVISION IN THE EAST HALF OF THE SOUTHWEST QUARTER OF SAID SECTION 9 RECORDED JUNE 8, 1927, AS DOCUMENT 237267, AND RUNNING THENCE EAST ALONG THE NORTH LINE OF SAID BLOCK 8, 260.0 FEET TO THE WEST LINE OF LYMAN STREET; THENCE NORTH ALONG SAID WEST LINE 8.0 FEET, MORE OR LESS TO THE NORTH LINE, IF EXTENDED WEST, OF BLOCK 6 OF THE SECOND ADDITION TO WESTSHIRE GARDENS, A SUBDIVISION IN THE SOUTHEAST QUARTER OF SAID SECTION 9 RECORDED OCTOBER 20, 1926, AS DOCUMENT 223494; THENCE EAST ALONG SAID NORTH LINE AND NORTH LINE EXTENDED, 426.2 FEET TO THE WEST LINE OF PEARL STREET; THENCE SOUTH ALONG SAID WEST LINE 643.28 FEET TO THE CENTER OF BROWN STREET; THENCE WEST ALONG SAID NORTH LINE 350.0 FEET TO THE EAST LINE OF LYMAN STREET, THENCE NORTH 25 FEET TO THE SOUTHWEST CORNER OF BLOCK 7 OF SAID SECOND ADDITION TO WESTSHIRE GARDENS; THENCE NORTHWESTERLY 76.6 FEET, MORE OR LESS, TO THE SOUTHEAST CORNER OF SAID BLOCK 8 OF ALTA VISTA GARDENS; THENCE WEST ALONG THE SOUTH LINE OF SAID BLOCK 8, 260.0 FEET TO THE SOUTHWEST CORNER THEREOF; THENCE NORTH ALONG THE WEST LINE OF SAID BLOCK 8, 602.7 FEET TO THE PLACE OF BEGINNING, IN DUPAGE, COUNTY, ILLINOIS.

PIN 04-09-402-002

EXHIBIT “B”

RECOMMENDATION 2024-O-0017

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-17
Pioneer School - 615 Kenwood Avenue
Special Use Permit for a School

DATE: November 6, 2024

DECISION: The motion to approve the Special Use Permit unanimously passed (5-0).

RECOMMENDATION

After review of the requested special use amendment, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval. After review of the requested special use permit, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

*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 property has been used as a school for several decades and was located within a neighborhood to serve the needs of the students.

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

The proposed parking lot expansion will not impact the public health, safety, nor welfare of the community and will alleviate potential parking issues on the property. The reconfigured parking lot will improve on-site circulation of drop-off and pick-up of students.

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

The use of the property will not change as a result of the new parking enhancements and will help alleviate potential parking issues.

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:

A public school is listed as a special use in the R-5 Residential District, per Section 9.6-4 (A) of the West Chicago Zoning Code.

Respectfully submitted,

Barbara Laimins
Chairman

VOTE:

For

Laimins
Slattery
Kasprak
Terrazas

Against

Abstain

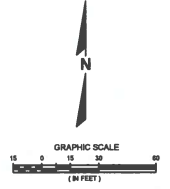
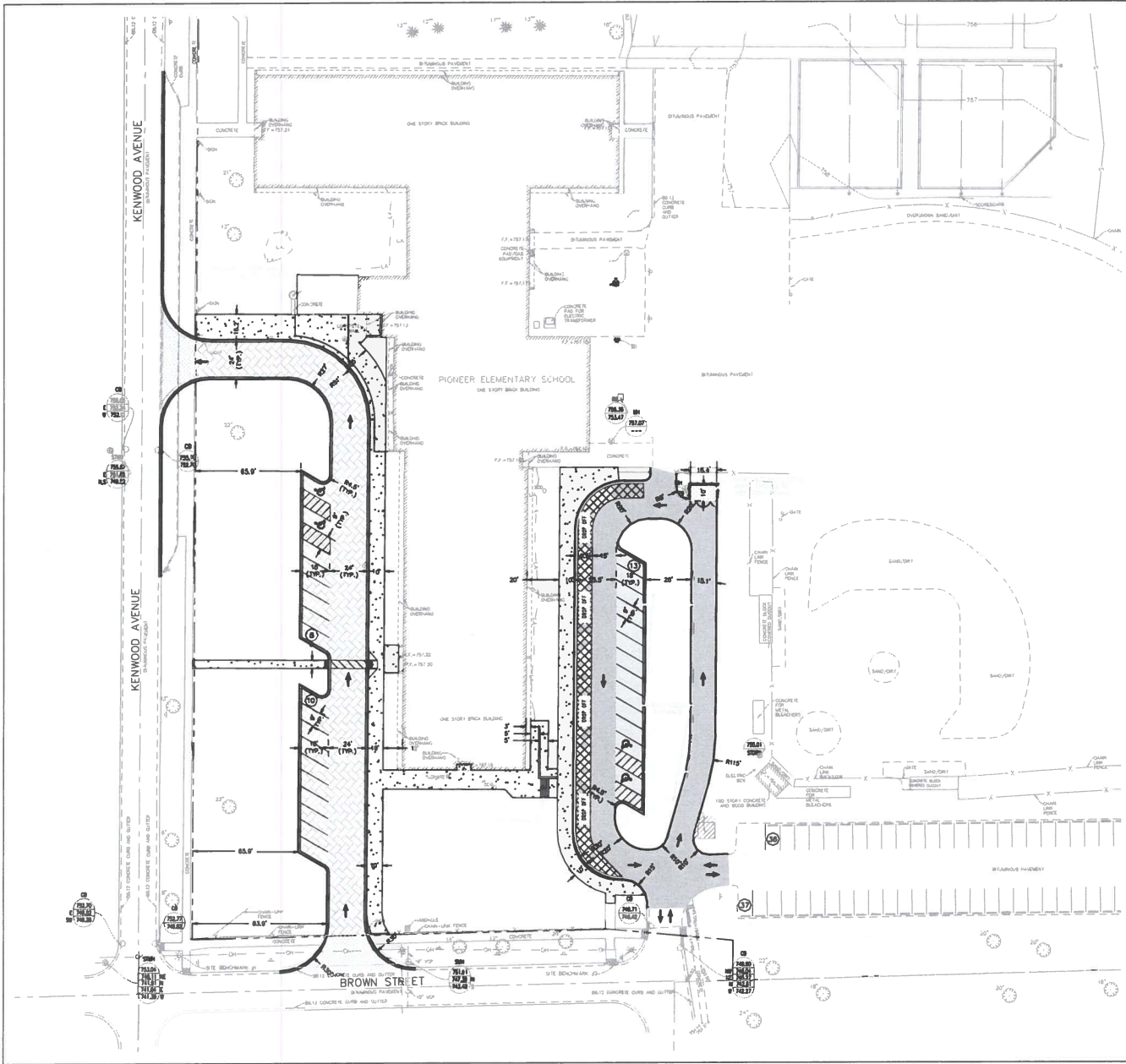
Absent

Banasiak
Henkin
Billingsley

EXHIBIT "C"

Insert Site Plan and Landscape Plan

m:\32401338\Drawings\32401338_Pioneer_SPT1.dwg



SITE & PAVING LEGEND

- PROPERTY BOUNDARY
- ===== PROPOSED 88.12 STANDARD CURB & GUTTER
- ===== PROPOSED 88.12 REJECT CURB & GUTTER (AS SHOWN ON SITE PLAN)
- PROPOSED CONCRETE SIDEWALK
- PROPOSED HEAVY-DUTY CONCRETE PAVEMENT
- PROPOSED HEAVY-DUTY ASPHALT PAVEMENT
- PROPOSED STANDARD-DUTY ASPHALT PAVEMENT
- PROPOSED PERMEABLE PAVERS
- PROPOSED LANDSCAPE AREA (SEE LANDSCAPE PLAN)
- ⊙ PROPOSED PARKING STALL COUNT

SITE & PAVING NOTES

1. THE EXISTING BACKGROUND SHOWN WAS OBTAINED BY MANHARD CONSULTING LTD., ON 01/20/2020. ADDITIONAL DATA ADDED FROM SITE PLANNING PROVIDED BY ARCON ASSOCIATES, INC.
2. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR PRECISE BUILDING DIMENSIONS, DOOR LOCATION, AND BUILDING UTILITY ENTRANCE LOCATIONS, ETC.
3. ALL PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED PARALLEL AND PERPENDICULAR TO THE EXISTING PARKING LOT.
4. ALL DIMENSIONS AND CORRESPONDING HORIZONTAL CONTROL RELATED TO PAVING REPRESENT FACE OF CURB. BUILDINGS ARE DIMENSIONED TO FACE OF BUILDING.
5. ALL CURB RADI ARE MEASURED TO FACE OF CURB. CURB RADI ARE 4.5' UNLESS OTHERWISE NOTED.
6. ALL CURB SHALL BE 88.12 CONCRETE CURB, UNLESS OTHERWISE NOTED.
7. ALL SITE SIGNAGE AND MARKINGS MUST COMPLY WITH THE MOST RECENT EDITION OF THE FEDERAL HIGHWAY ADMINISTRATION MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
8. ALL IMPROVEMENTS ARE TO BE MADE IN COMPLIANCE WITH 2018 ILLINOIS ADA STANDARDS.

PARKING CALCULATIONS

EXISTING STANDARD SPACES:	120
EXISTING ACCESSIBLE SPACES:	2
EXISTING PARKING TOTAL:	122
PROPOSED PARKING - WEST LOT:	18
PROPOSED PARKING - DROP OFF:	11
EXISTING PARKING - EAST LOT:	73
PROPOSED ACCESSIBLE SPACES:	4
PROPOSED PARKING TOTAL:	104



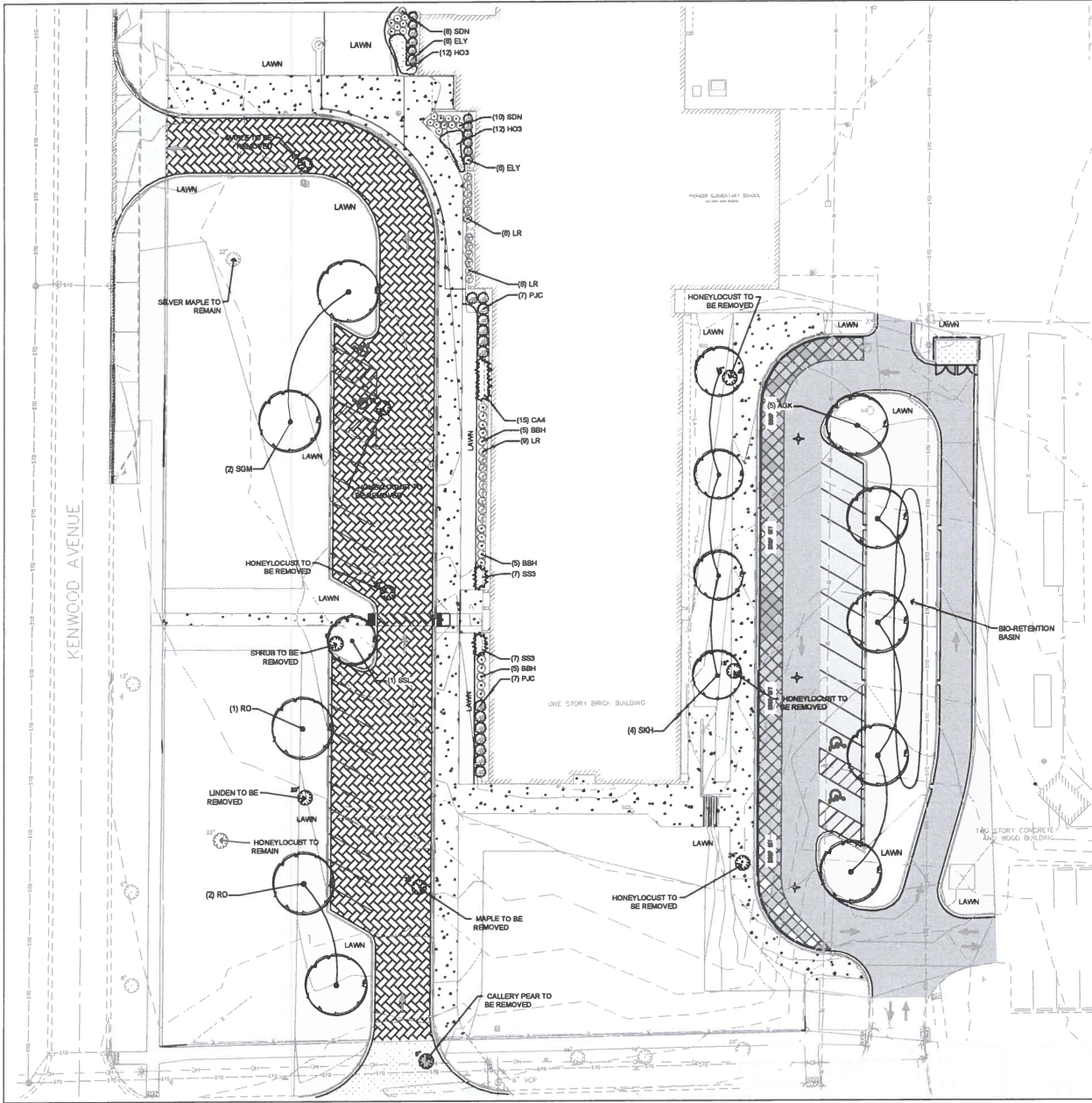
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DATE	DESCRIPTION

raSmith
 CREATIVITY BEYOND ENGINEERING
 555 Union Boulevard, Suite 375
 Naperville, IL 60563-8467
 (630) 405-5722
 rasmith.com

DISTRICT 33 IMPROVEMENTS
CITY OF WEST CHICAGO, IL
PIONEER EARLY LEARNING CENTER
SITE PLAN

© COPYRIGHT 2024 R.A. Smith, Inc.
DATE: 09/08/2024
SCALE: 1" = 30'
JOB NO. 3240138
PROJECT MANAGER: DAN WILETT, P.E.
DESIGNED BY: T.M.
CHECKED BY: DBM
SHEET NUMBER C200.P



PLANT SCHEDULE

CODE	QTY	COMMON NAME	BOTANICAL NAME	INSTALLED SIZE	ROOT	SPACING
SHADE TREES						
SD	2	Summit Green Maple	Acer x Freeman 'Summit'	3" CAL	B&B	Spacing as shown
AK	5	Autumn Gold Ginkgo	Ginkgo biloba 'Autumn Gold' TM	3" CAL	B&B	Spacing as shown
SH	2	Shademaster Locust	Robinia pseudoacacia 'Shademaster'	3" CAL	B&B	Spacing as shown
SH	4	Street Keeper Honey Locust	Robinia pseudoacacia 'Street Keeper'	3" CAL	B&B	Spacing as shown
SSL	1	Sweet Street Linden	Tilia amurensis 'Krona'	3" CAL	B&B	Spacing as shown
DECIDUOUS SHRUBS						
DD	7	Yale Cherry Stonehill Double	Deutzia x 'NICOX'	18" HT	CONT	Spacing as shown
LR	13	Kudzu/Orange Doublefile	Davidia x 'GODSIFAT'	18" HT	CONT	Spacing as shown
BSH	10	Budding Hydrangea	Hydrangea paniculata 'VANORE'	18" HT	CONT	Spacing as shown
QPS	7	Outblaze Spirea	Spiraea japonica 'Goldflame'	18" HT	CONT	Spacing as shown
MCS	7	Majesty Crystal Spirea	Spiraea japonica 'Majesty Crystal'	18" HT	CONT	Spacing as shown
EMERGREEN SHRUBS						
PJC	14	Kelly Compact Pillar Juniper	Juniperus chinensis 'Kelly Compact'	18" SPD	CONT	Spacing as shown
ORNAMENTAL GRASSES						
CA	22	Kill Center Feather Reed Grass	Calamagrostis x scutellaria 'Karl Foerster'	1 GAL	CONT	2ft Spacing
SS	14	Carousal Little Bluestem Grass	Schizachyrium scoparium 'Carousal'	1 GAL	CONT	2ft Spacing
PERENNIALS						
ASB	10	Summer Beauty Ornamental Onion	Allium x 'Summer Beauty'	4 1/2"	POT	18" Spacing
CAH	17	Marion White Calliopsis	Calliopsis spicata 'Marion White'	4 1/2"	POT	18" Spacing
HB	10	Apricot Sparkler Daylily	Henriciella x 'Apricot Sparkler'	4 1/2"	POT	18" Spacing
HFB	16	Prism Hill Daylily	Henriciella x 'Prism Hill'	4 1/2"	POT	18" Spacing
HW	8	Janet Hillman™ Calliopsis	Calliopsis x 'Janet Hillman'	4 1/2"	POT	2ft Spacing

DESCRIPTION	
DATE	
DISTRICT 33 IMPROVEMENTS CITY OF WEST CHICAGO, IL PIONEER EARLY LEARNING CENTER LANDSCAPE PLAN	
© COPYRIGHT 2024 R.A. Smith, Inc. DATE: 09/08/2024 SCALE: 1" = 20' JOB NO. 3240138 PROJECT MANAGER: DAN MILLETZ, P.E. DESIGNED BY: ERM CHECKED BY: RBW SHEET NUMBER L100.P	

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 Brookfield, WI 53005-5938
 (262) 798-1100
 rasmith.com
 CREATIVITY BEYOND ENGINEERING

Brookfield, WI | Milwaukee, WI | Appleton, WI | Madison, WI
 Chesham, WI | Neenah, IL | Troy, CA

ORDINANCE NO. 24-O-0039

**AN ORDINANCE GRANTING A ZONING MAP AMENDMENT AT
615 KENWOOD AVENUE FROM ER-1 ESTATE RESIDENCE TO R-5 SINGLE-FAMILY
RESIDENCE**

WHEREAS, on or about September 9, 2024, West Chicago School District 33, (the “APPLICANT”), filed an application for a Zoning Map Amendment, with respect to the property legally described on Exhibit “A” attached hereto and incorporated herein (the “SUBJECT REALTY”); and,

WHEREAS, Notice of Public Hearing on said application was published in the Daily Herald on October 21, 2024, all 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, commencing on November 6, 2024; and,

WHEREAS, at the Public Hearing, the APPLICANT provided testimony in support of its application, and 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-0016, a copy of which is attached hereto as Exhibit “B” which is, by this reference, incorporated herein.

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. A Zoning Map Amendment from ER-1 Estate Residence to R-5 Single-Family Residence in conformance with Section 5.6 of the Zoning Ordinance is hereby granted for the SUBJECT REALTY.

Section 2. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Section 3. That 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 this ____ day of _____, 2024.

Alderman D. Beebe _____

Alderman L. Chassee _____

Alderman J. Sheahan _____

Alderman H. Brown _____

Ordinance 24-O-0039

EXHIBIT "B"

RECOMMENDATION 2024-O-0016

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-17
Pioneer School - 615 Kenwood Avenue
Zoning Map Amendment

DATE: November 6, 2024

DECISION: The motion to approve the Zoning Map Amendment unanimously passed (4-0).

RECOMMENDATION

After review of the requested Zoning Map Amendment, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

1. *The existing uses and zoning of the property in question.*

The subject property has been used as school for several decades and was placed in the ER-1 Estate Residence District in 1985. Prior to this designation, it was located in the R-3 Single-Family Residence District.

2. *The existing uses and zoning of other lots in the vicinity.*

The vast majority of the lots in the vicinity are located in the R-5 Single-Family Residential District and are used as single-family dwellings.

3. *Suitability of the property in question for uses already permitted under the existing regulations.*

The property has been used as a school for several decades but is not located within the proper zoning district for a school.

4. *Suitability of the property in question for the proposed use.*

As previously stated, the property has been used a school for several decades and that use will not change with the proposed zoning of R-5.

5. *The trend of development in the vicinity of the property in question, including any recent zoning activity.*

The area around the subject property has been developed for decades and is located primarily in the R-5 District.

6. *The effect the proposed rezoning would have on implementation of the Comprehensive Plan.*

Ordinance 24-O-0039

Page 4 of 5

The Comprehensive Plan identifies the property as institutional, anticipating that the property will continue to be used as a school.

7. *Impact on surrounding properties.*

The proposed rezoning will not affect the surrounding properties and the use of the property as a school will not change.

8. *Impact on health, safety, or welfare of the community.*

The proposed rezoning will not have a detrimental impact on the health, safety, nor welfare of the community. No change in use is proposed for the property and it will continue to be used in the same manner it has been for several decades.

Respectfully submitted,

Barbara Laimins
Chairman

VOTE:

For

Laimins
Slattery
Kasprak
Terrazas

Against

Abstain

Absent

Banasiak
Henkin
Billingsley

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Special Use Permit
Leman Middle School
238 Hazel Street

Ordinance No. 24-O-0038

AGENDA ITEM NUMBER: 4. D.**FILE NUMBER:** _____**COMMITTEE AGENDA DATE:** Nov. 11, 2024**COUNCIL AGENDA DATE:** _____**STAFF REVIEW:** Tom Dabareiner, AICP**SIGNATURE**  _____**APPROVED BY CITY ADMINISTRATOR:** Michael Guttman**SIGNATURE** _____**ITEM SUMMARY:**

West Chicago Elementary School District 33 is proposing to expand the parking lot on the west side of the building to add 96 parking stalls. No new points of access onto any public streets are proposed. The property does not have a formalized Special Use Permit for a middle school. With the proposed changes to the property, the School District is seeking to formally obtain a Special Use Permit as an elementary school.

At their November 6th meeting, members of the Plan Commission voted unanimously (4-0, with three absent) in support of the proposed Special Use Permit.

ACTION PROPOSED:

Discuss and recommend approval of the proposed Special Use Permit.

COMMITTEE RECOMMENDATION:

Attachments: Draft Ordinance
 PC Report

ORDINANCE NO. 24-O-0038

**AN ORDINANCE GRANTING A SPECIAL USE PERMIT AT
LEMAN MIDDLE SCHOOL FOR A SCHOOL
238 HAZEL STREET**

WHEREAS, on or about September 9, 2024, West Chicago School District 33, (the “APPLICANT”), filed an application for a Special Use Permit for a school, with respect to the property legally described on Exhibit “A” attached hereto and incorporated herein (the “SUBJECT REALTY”); and,

WHEREAS, Notice of Public Hearing on said application was published in the Daily Herald on October 21, 2024, all 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, commencing on November 6, 2024; and,

WHEREAS, at the Public Hearing, the APPLICANT provided testimony in support of its application, and 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-0015, a copy of which is attached hereto as Exhibit “B” which is, by this reference, incorporated herein.

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. A Special Use Permit for a school in conformance with Sections 5.5 and 9.6-4(A) of the Zoning Ordinance is hereby granted for the SUBJECT REALTY, subject to the following conditions:

1. That the site be developed in substantial conformance with the following plans, attached hereto and incorporated herein as Exhibit “C”:
 - a. Site Layout Plan, consisting of one page (Sheet C200.L), prepared by RASmith, dated September 6, 2024.
 - b. Landscape Plan, consisting of one page (Sheet L100.L), prepared by RASmith, dated September 6, 2024.

Section 2. That all ordinances and resolutions, or parts thereof, in conflict with the provisions of this Ordinance are, to the extent of such conflict, hereby repealed.

Section 3. That 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 this _____ day of _____, 2024.

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	_____	Alderman J. Banas	_____

APPROVED as to form: _____
City Attorney

APPROVED THIS _____ day of _____, 2024.

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

PUBLISHED: _____

EXHIBIT "A"

LEGAL DESCRIPTION

PARCEL 1:

LOT 1 IN SCHOOL DISTRICT NO. 33 ASSESSMENT PLAT (EXCEPT THAT PART DEDICATED TO ROADWAY), BEING A PART OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 10, TOWNSHIP 39 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

PARCEL 2:

LOTS 1 AND 2 IN GLENN MILLER'S ASSESSMENT PLAT EXCEPT THAT PART OF LOT 2 LYING EAST OF THE EAST LINE OF LOT 1 AND SAID LOT 1 EXTENDED SOUTH TO THE SOUTH LINE OF SAID LOT 2, BEING A RE-SUBDIVISION OF LOT 3 (EXCEPT THE WEST 173.0 FEET, MEASURED FROM THE CENTER LINE OF JOLIET STREET, OF THE NORTH 6.0 FEET THEREOF) IN STUART'S ASSESSMENT PLAT OF PART OF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 10, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO SAID GLEN MILLER'S ASSESSMENT PLAT RECORDED SEPTEMBER 24, 1957 AS DOCUMENT 857502, IN DUPAGE COUNTY, ILLINOIS.
PIN 04-10-03-220-025; 04-10-322-009; 04-10-322-008

EXHIBIT “B”

RECOMMENDATION 2024-O-0015

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-16
238 Hazel Street
Special Use Permit for a School

DATE: November 6, 2024

DECISION: The motion to approve the Special Use Permit unanimously passed (4-0).

RECOMMENDATION

After review of the requested Special Use Permit, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

(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 property has been used as a school for several decades and was located within a neighborhood to serve the needs of the students.

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

The proposed parking reconfiguration and new parking lot, each with a dedicated drop-off lane, will improve circulation on the site.

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

The use of the property will not change as a result of the new parking/access enhancements.

(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:

A public elementary school is listed as a special use in the R-1 Residential District, per Section 9.2-4 (A) of the West Chicago Zoning Code.

Respectfully submitted,

Barbara Laimins
Chairman

Ordinance 24-O-0038
Page 4 of 6

VOTE:

For

Laimins
Slattery
Kasprak
Terrazas

Against

Abstain

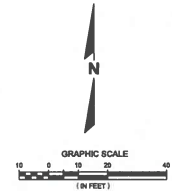
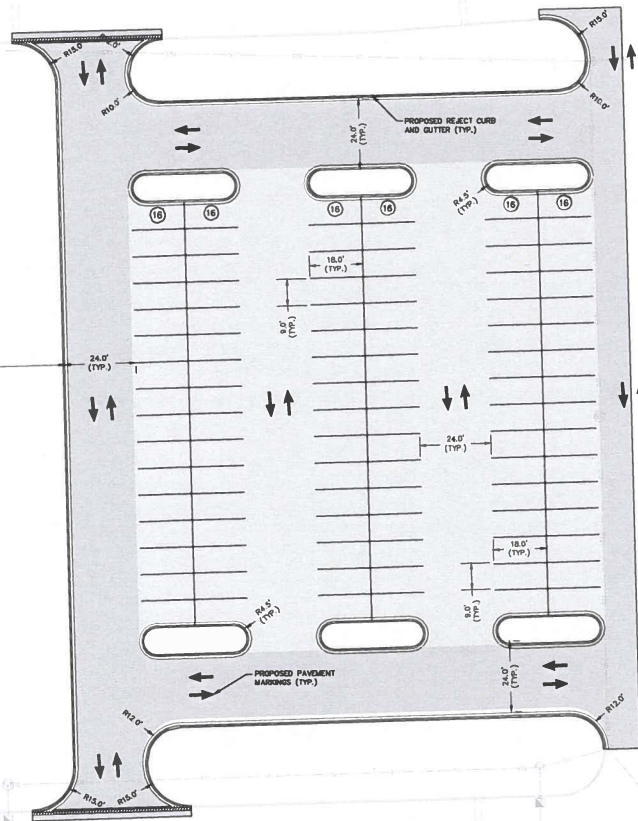
Absent

Banasiak
Henkin
Billingsley

EXHIBIT “C”

Insert Site Plan and Landscape Plan

JOLIET STREET



EXISTING
LEMMAN
MIDDLE
SCHOOL

SITE & PAVING LEGEND

- PROPERTY BOUNDARY
- PROPOSED 88.12 STANDARD CURB & GUTTER
- PROPOSED 88.12 REJECT CURB & GUTTER (AS SHOWN ON SITE PLAN)
- PROPOSED HEAVY-DUTY ASPHALT PAVEMENT
- PROPOSED STANDARD-DUTY ASPHALT PAVEMENT
- LANDSCAPE AREA (SEE LANDSCAPE PLANS)
- ⊗ PROPOSED PARKING STALL COUNT

SITE & PAVING NOTES

1. NO SURVEY WAS COMPLETED ON SITE. BACKGROUND INFORMATION BASED ON PLANS BY MANHARD CONSULTING, DATED 02/17/2012.
2. CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR PRECISE BUILDING DIMENSIONS, DOOR LOCATION, AND BUILDING UTILITY ENTRANCE LOCATIONS, ETC.
3. ALL PROPOSED IMPROVEMENTS SHALL BE CONSTRUCTED PARALLEL AND PERPENDICULAR TO THE EXISTING PARKING LOT.
4. ALL DIMENSIONS AND CORRESPONDING HORIZONTAL CONTROL RELATED TO PAVING REPRESENT FACE OF CURB. BUILDINGS ARE DIMENSIONED TO FACE OF BUILDING.
5. ALL CURB RADI ARE MEASURED TO FACE OF CURB. CURB RADI ARE 4.5' UNLESS OTHERWISE NOTED.
6. ALL CURB SHALL BE 88.12 CONCRETE CURB, UNLESS OTHERWISE NOTED.
7. ALL SITE SIGNAGE AND MARKINGS MUST COMPLY WITH THE MOST RECENT EDITION OF THE FEDERAL HIGHWAY ADMINISTRATION MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
8. ALL IMPROVEMENTS ARE TO BE MADE IN COMPLIANCE WITH 2018 ILLINOIS ADA STANDARDS.

IMPERVIOUS AREA CALCULATIONS

EXISTING SITE IMPERVIOUS AREA: 8.38 AC
 FUTURE PARKING IMPERVIOUS AREA FROM 2012 PLANS: 0.78 AC
 TOTAL PERMITTED IMPERVIOUS AREA: 9.12 AC
 PROPOSED SITE IMPERVIOUS AREA: 9.24 AC
 DIFFERENCE IN IMPERVIOUS AREA: 0.88 AC

PARKING CALCULATIONS

STANDARD SPACES: 96
 ACCESSIBLE SPACES: 0
 TOTAL PARKING: 96



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DATE	DESCRIPTION

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 Naperville, IL 60563-8467
 (630) 405-5722
 rasmith.com



Brookfield, WI | Milwaukee, WI | Appleton, WI | Madison, WI
 Chesham, WI | Waukegan, IL | York, PA

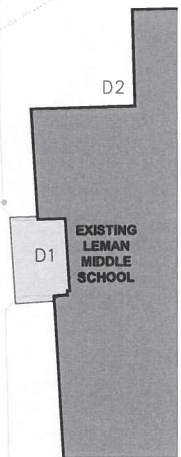
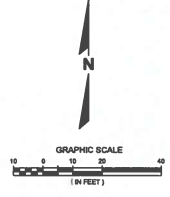
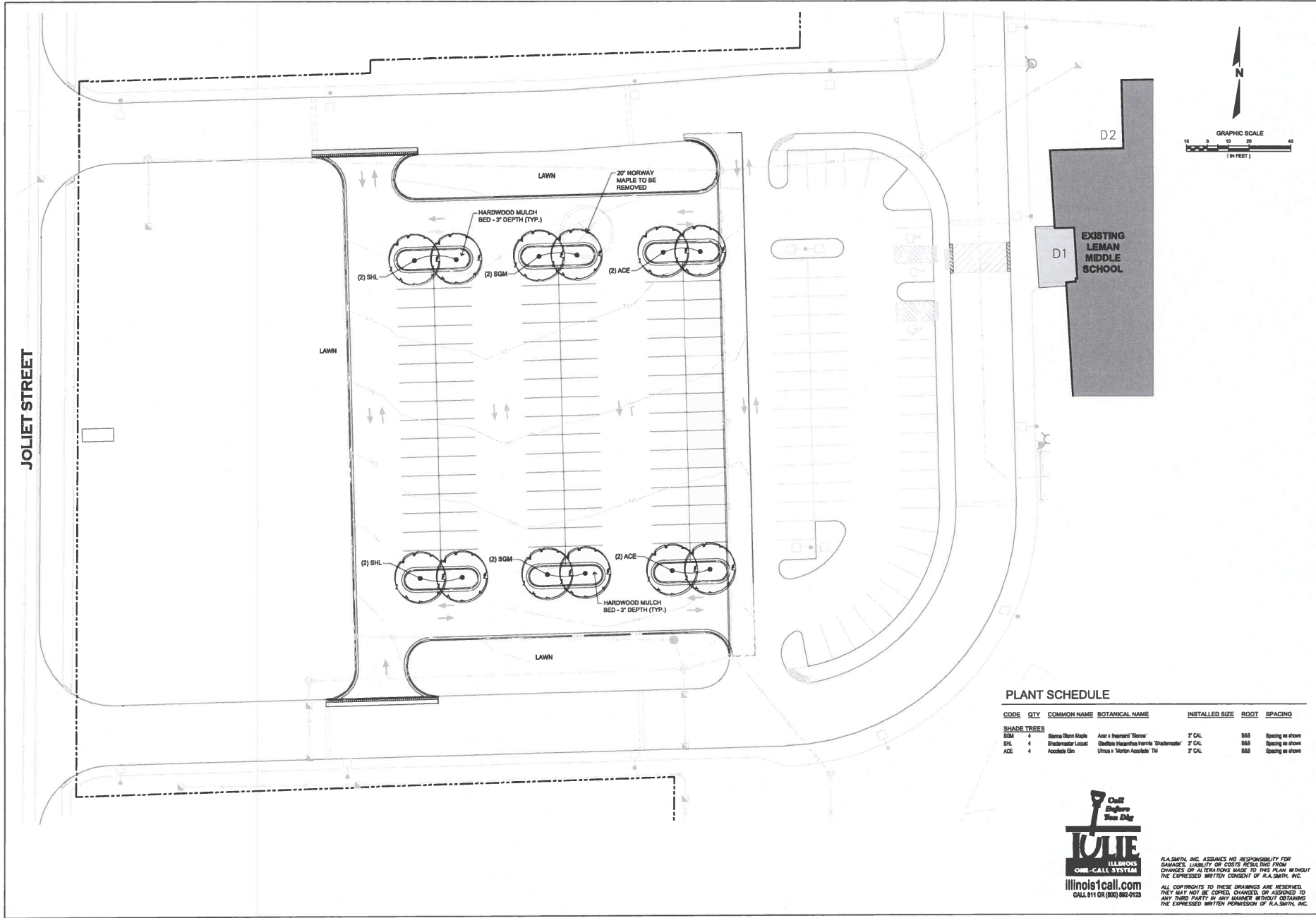
DISTRICT 33 IMPROVEMENTS
 CITY OF WEST CHICAGO, IL

LEMMAN MIDDLE SCHOOL
 SITE LAYOUT PLAN

© COPYRIGHT 2024
 R.A. Smith, Inc.
 DATE: 09/08/2024
 SCALE: 1" = 20'
 JOB NO. 3240138
 PROJECT MANAGER:
 DAN MILETIC, P.E.
 DESIGNED BY: TJR
 CHECKED BY: DBM

SHEET NUMBER
 C200.L

JOLIET STREET



PLANT SCHEDULE

CODE	QTY	COMMON NAME	BOTANICAL NAME	INSTALLED SIZE	ROOT	SPACING
SHADE TREES						
SM	4	Royal Green Maple	Acer x Freemanii 'Spires'	3" CAL.	B&B	Spacing as shown
SL	4	Shademaster Locust	Robinia Pseudacacia Formis 'Shademaster'	3" CAL.	B&B	Spacing as shown
ACE	4	Acropolis Elm	Ulmus x Stergis-Apollinis 'Tul'	3" CAL.	B&B	Spacing as shown



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DATE	DESCRIPTION

16745 W. Bluewood Road
Brookfield, WI 53005-9338
(262) 781-1000
rasmith.com

raSmith
CREATIVITY BEYOND ENGINEERING | rasmith.com

Brookfield, WI | Milwaukee, WI | Appleton, WI | Madison, WI
Cedarburg, WI | Waukegan, IL | Janesville, WI

**DISTRICT 33 IMPROVEMENTS
CITY OF WEST CHICAGO, IL**

**LEMAN MIDDLE SCHOOL
LANDSCAPE PLAN**

© COPYRIGHT 2024
R.A. Smith, Inc.
DATE: 09/08/2024
SCALE: 1" = 20'
JOB NO. 3240138
PROJECT MANAGER:
DAN MILETIC, P.E.
DESIGNED BY: ERM
CHECKED BY: REW

SHEET NUMBER
L100.L

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Zoning Map Amendment
Habitat for Humanity
Woodland Court

Ordinance No. 24-O-0041

AGENDA ITEM NUMBER: 4. E.**FILE NUMBER:** _____**COMMITTEE AGENDA DATE:** Nov. 11, 2024**COUNCIL AGENDA DATE:** _____**STAFF REVIEW:** Tom Dabareiner, AICP**SIGNATURE** **APPROVED BY CITY ADMINISTRATOR:** Michael Guttman**SIGNATURE** _____**ITEM SUMMARY:**

Habitat for Humanity is proposing to develop the Woodland Ridge subdivision with four townhome buildings, which are considered multiple-family dwelling structures and are not permitted in the current zoning district of R-3 Single-Family Residential. The property is identified as Multi-Family Residential within the City's Comprehensive Plan, which is consistent with the zoning designation of R-6 Multiple-Family. The R-6 district permits multi-family dwellings, such as townhomes, by right. The petitioner is therefore seeking a Zoning Map Amendment to place the property in the R-6 District. The subject property is roughly 1.75 acres and was previously platted as Woodland Ridge subdivision with seven lots for single-family homes and a public right-of-way for a cul-de-sac known as Woodland Court. The lots were never developed and remain vacant and Woodland Court remains unimproved.

At their November 6th meeting, members of the Plan Commission voted unanimously (4-0, with three absent) in support of the proposed Zoning Map Amendment Special Use Permit.

ACTION PROPOSED:

Discuss and recommend approval of the proposed Zoning Map Amendment.

COMMITTEE RECOMMENDATION:

Attachments: Draft Ordinance
 PC Report

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 _____

Alderman J. Banas _____

APPROVED as to form: _____
City Attorney

APPROVED THIS _____ day of _____, 2024.

Mayor Ruben Pineda

ATTEST:

Executive Office Manager Valeria Perez

PUBLISHED: _____

EXHIBIT "A"

LEGAL DESCRIPTION

LOTS 1, 2, 3, 4, 5, 6, AND 7 IN WOODLAND RIDGE PLANNED UNIT DEVELOPMENT, BEING A SUBDIVISION OF PART OF THE NORTHEAST QUARTER OF SECTION 10, TOWNSHIP 39 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS.

PIN(S): 04-10-202-059; 04-10-202-060; 04-10-202-061; 04-10-202-062; 04-10-202-063; 04-10-202-064; 04-10-202-065

EXHIBIT “B”

RECOMMENDATION 2024-O-0018

TO: The Honorable Mayor and City Council

SUBJECT: PC 24-19
Habitat for Humanity - Woodland Ridge Subdivision
Zoning Map Amendment

DATE: November 6, 2024

DECISION: The motion to approve the Zoning Map Amendment unanimously passed (4-0).

RECOMMENDATION

After review of the requested Zoning Map Amendment, the Plan Commission/Zoning Board of Appeals (PC/ZBA) recommended approval according to the following findings of fact:

1. The existing uses and zoning of the property in question.

The subject property is located in the R-3 Single-Family Residential District and is currently vacant.

2. The existing uses and zoning of other lots in the vicinity.

The property to the north is Don Earley Park, located in the R-3 Single-Family Residential District. The property to the east is the Main Park apartment complex, located in the R-6 Multiple-Family Dwelling District. The properties to the south are single-family residential dwellings, located in the R-3 Single-Family Residential District. The properties to the west are single-family residential dwellings, located in the R-5 Single-Family Residential District.

3. Suitability of the property in question for uses already permitted under the existing regulations.

When the property was platted for seven homes, the current stormwater management requirements were not in effect and no stormwater management area was required. This allowed for the entire property to be used for single-family family dwelling lots. Current regulations now require a sizeable stormwater management area on site, significantly reducing the developable area for single-family homes.

4. Suitability of the property in question for the proposed use.

With townhomes, the petitioner is able to provide the same amount of dwelling units as were previously proposed while still accounting for the required stormwater management area. Townhomes on the site are a better utilization of the property and in keeping with the

City's Comprehensive Plan.

5. *The trend of development in the vicinity of the property in question, including any recent zoning activity.*

The development in the immediate area is mixed with single-family and multi-family dwellings. Further to the east is the Woodboro townhome development, with roughly the same density.

6. *The effect the proposed rezoning would have on implementation of the Comprehensive Plan.*

The rezoning is consistent with the Comprehensive Plan.

7. *Impact on surrounding properties.*

The proposed rezoning will not affect the surrounding properties and will be in keeping with the mix of residential types in the neighborhood.

8. *Impact on health, safety, or welfare of the community.*

The proposed rezoning will not have a detrimental impact on the health, safety, nor welfare of the community. The rezoning is consistent with the Comprehensive Plan and adjacent properties. The use of the property as residential is consistent with the surrounding residential uses.

Respectfully submitted,

Barbara Laimins
Chairman

VOTE:

For
Laimins
Slattery
Kasprak
Terrazas

Against

Abstain

Absent
Banasiak
Henkin
Billingsley

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Downtown Retail & Restaurant Grant Program
Revisions
Resolution No. 24-R-0085

AGENDA ITEM NUMBER: 5.F.**FILE NUMBER:** _____**COMMITTEE AGENDA DATE:** November 11, 2024**COUNCIL AGENDA DATE:** _____**STAFF REVIEW:** Kelley Chrusse, AICP, CEcD**SIGNATURE** Kelley Chrusse**APPROVED BY CITY ADMINISTRATOR:** Michael
Guttman**SIGNATURE** _____**ITEM SUMMARY:**

The Downtown Retail & Restaurant Business Grant Program was approved by the City Council in 2013 to strengthen retail business activity in the downtown. There has only been one grant awarded in the program's history. The business subject to the grant has not yet opened so there has not been any reimbursement made for this program to date. Revisions are being proposed to attract interest and support new and existing retailers and restaurants in the downtown.

With expenses related to the build-out of retail and restaurant spaces being moved to the Downtown Investment Program, the Retail & Restaurant Grant Program can now prioritize tools that will support business success. Key revisions to the Downtown Retail & Restaurant Grant Program include:

- Shift the improvements to build-out a retail or restaurant to the Downtown Investment Program to create consistency of requirements and prioritize physical improvements;
- Streamline the approval process by eliminating the Selection Committee, recognizing that Staff lacks the technical capacity to determine the viability of a business plan;
- Recognizing the value of having a business plan, retain the need to provide a business plan as an application requirement and have the Applicant demonstrate how the Program funding will support their plan; and
- Expand eligible expenses to include:
 - Retail consulting services;
 - Visual merchandising services;
 - Online sales platforms; and
 - Website development.
- Allow existing retailers & restaurateurs to participate with a maximum grant award of \$5,000.

The proposed revised Retail & Restaurant Grant Program has been unanimously recommended by the Economic Development Commission (EDC) at their October 22, 2024 meeting. Additionally, the EDC has recommended a budget for FY 2025 of \$30,000 to be funded from the Downtown TIF #2 Fund, supplemented with funds from the General Fund until such time as the TIF Fund has sufficient increment to cover the approved budget for the Downtown Investment Program. The requested program funding has been included in the draft budget for consideration.

ACTIONS PROPOSED:

Consideration of Resolution No. 24-R-0085 to approve revisions to the Retail & Restaurant Grant Program.

COMMITTEE RECOMMENDATION:

RESOLUTION NO. 24-R-0085

**A RESOLUTION APPROVING REVISIONS TO THE CITY OF WEST CHICAGO
RETAIL & RESTAURANT GRANT PROGRAM**

WHEREAS, the City of West Chicago (“City”) approved Resolution No. 13-R-0006 on January 21, 2013 that established a Retail & Restaurant Business Grant Program (“Program”) to provide financial assistance to strengthen retail business activity within the downtown; and

WHEREAS, the City designated the City of West Chicago Downtown Tax Increment Financing District No. 2 Redevelopment Project Area (“RPA”) via Ordinance 22-O-0007 on March 7, 2022; and

WHEREAS, the City established the Downtown Tax Increment Financing District No. 2 via Ordinance 22-O-0008 on March 7, 2022; and

WHEREAS, the City is authorized through the Downtown TIF No. 2 RPA to provide financial assistance that results in increased property tax revenues, increased sales tax revenues, job creation, and other benefits within the RPA; and

WHEREAS, the Mayor and City Council of the City have found that it is in the best interests of the City to revise the Program to more effectively further the purposes of the RPA.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WEST CHICAGO, IN REGULAR SESSION ASSEMBLED AS FOLLOWS:

SECTION 1: Recitals. The recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

SECTION 2: Approval. The revised Retail & Restaurant Grant Program is hereby approved as outlined in Exhibit A (attached).

SECTION 3: Implementation. The City Administrator, or designee, is hereby authorized and directed to take all necessary and appropriate action to implement the Program, including creating application form(s) that will allow for City staff to review and determine if submission and eligibility requirements are met.

SECTION 4: Effect. That this Resolution shall be in full force and effect on January 1, 2025.

APPROVED this 18th day of November 2024.

AYES: _____

NAYES: _____

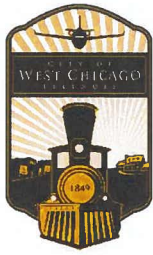
ABSTAIN: _____

ABSENT: _____

Mayor Ruben Pineda

ATTEST:

Valeria Perez, Executive Office Manager



City of West Chicago DOWNTOWN RETAIL & RESTAURANT GRANT PROGRAM

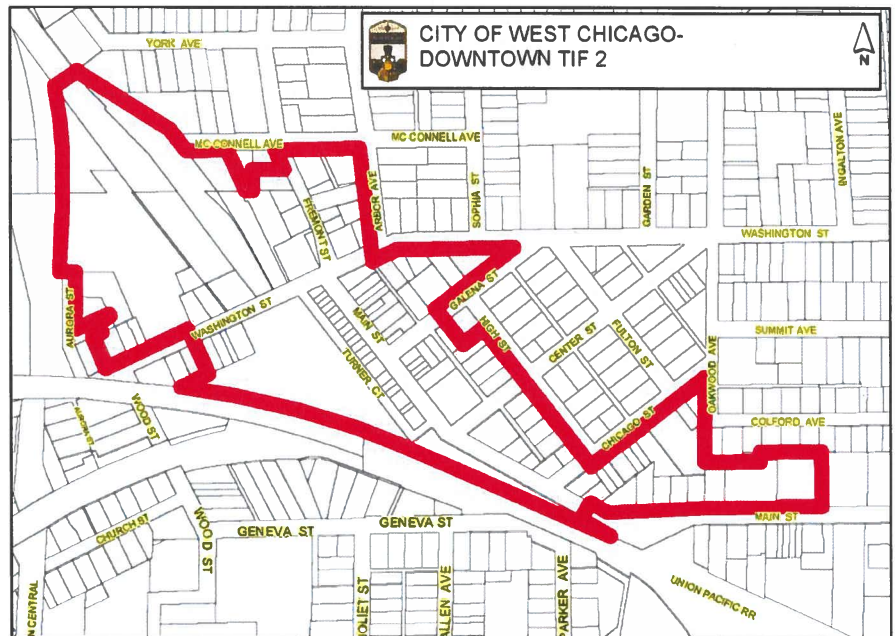
I. PROGRAM PURPOSE

The Downtown Retail and Restaurant Grant Program (“Program”) provides grant funding to strengthen retail business activity in the Downtown by attracting new retail and restaurant businesses as well as assisting existing retailers and restaurants.

II. GRANT ELIGIBILITY

1. Location.

- A. Businesses must be locating within [Downtown TIF District No. 2](#) in order to apply for this Program.
- B. Existing businesses may apply if they are located within the district or are located outside the district with plans to open an additional location within the TIF District.
- C. All businesses applying for a grant under the Program must occupy a first-floor space on a public street to operate a retail or restaurant business. If leased, the eligible business must have a remaining lease term of not less than three (3) years to apply for funding.



2. Operations.

- A. To be eligible for this Program, a business must offer merchandise and/or food to the public, the sale or providing of which is subject to sales tax (“Retail Sales”), and from which the revenue derived constitutes the majority of the revenue of the business. Professional and medical offices, salons and other service businesses are not eligible. Businesses that include Retail and/or Food & Beverage Sales as a complementary use to a primary use other than a Retail or Restaurant business may be considered for a grant under the Program, at the City’s discretion, if the Retail or Restaurant use is demonstrated to be a significant financial component of the overall business.
- B. All businesses applying for this Program must submit an application, obtain approval, and enter into a Grant Agreement prior to incurring expenses for which grant funding is requested.

III. FUNDING QUALIFICATIONS

1. **Eligible Expenses.** The Program provides reimbursement for eligible expenses (“Project”) provided by a legitimate third-party business, which includes:
 - A. Retail consulting services;
 - B. Visual merchandising services;
 - C. Online sales platforms;
 - D. Website development; and
 - E. Marketing and advertising.
2. **Ineligible Expenses.** Ineligible expenses include, but are not limited to:
 - A. Expenses incurred prior to approval and execution of a Grant Agreement, which establishes the approved grant award, by and between the City and the Applicant;
 - B. Services performed by the Applicant are not eligible to be monetized and reimbursed;
 - C. Expenses not specifically listed as eligible, including but not limited to:
 - 1) Physical improvements to the property (see Downtown Investment Program);
 - 2) Rent;
 - 3) Payroll; and
 - 4) Inventory.
3. **Grant Funding.**
 - A. Grants will be awarded for reimbursement of up to 50% of the Project cost with:
 - 1) A maximum of \$10,000 for new eligible businesses or eligible business expansions.
 - 2) A maximum of \$5,000 for existing eligible businesses.
 - B. Only one grant will be awarded per business for each location and/or expansion project.

IV. APPLICATION REVIEW PROCESS

1. **Pre-Application Meeting.** Interested parties should schedule a pre-application meeting with staff at (630) 818-3331 or kchrisse@westchicago.org. The purpose of the meeting is to discuss the business, Program details and eligibility.
2. **Request for Funding.** A formal application for funding is required, which must be accompanied by the following items:
 - A. [Business Plan](#);
 - B. Copy of the lease, as applicable, with a remaining term of at least three (3) years on a first-floor commercial space on a public street in the Downtown TIF No. 2;
 - C. Narrative that describes:
 - 1) The Project scope (intended use of the grant funding); and
 - 2) How the business will contribute to or enhance the activity in the downtown, which may include:
 1. Anticipated sales tax revenue;
 2. Expected job creation; and
 3. Overall business activity that will contribute to the mix of businesses in the downtown.
3. **Review and Approval.**
 - A. Any outstanding items required to complete the review and process the funding request will be coordinated with the Applicant. A complete application will be reviewed for eligibility and compliance with the terms of this Program.
 - B. The determination of Program eligibility is at the discretion of the City. The City retains the right to approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving, or to deny any request or a portion thereof.

- C. The application will be forwarded to the City Council, together with a recommendation, at the next available meeting (first and third Mondays of each month). The City Council shall determine whether, and the extent to which, the City will provide grant funding for the proposed project, subject to funding availability. The City Council has the right to amend or waive program terms and conditions to accommodate special circumstances. If approved, the Mayor will execute the Grant Agreement on behalf of the City.
- D. The Applicant must execute the Grant Agreement before any portion of the Project may commence.

V. **PROJECT CONDITIONS**

- 1. **Project Timeline.** All new and expanding businesses approved for a grant must obtain occupancy, register the business, open for business, and complete the Project within six (6) months of grant approval by the City. Exceptions may be considered at the time of approval if the Applicant is concurrently completing property improvements that would delay the opening or other extenuating circumstances exist. Existing businesses awarded a grant must complete the Project within six (6) months of grant approval by the City.
- 2. **Compliance Required.** Strict compliance with the Grant Agreement is required throughout and upon completion of the Project. Failure to abide by the terms of the Grant Agreement will result in forfeiture of funding, at the discretion of the City.

VI. **REIMBURSEMENT PROCESS**

- 1. **Reimbursement Amount.** The Applicant shall be responsible for paying all expenses for the Project and will only be reimbursed based on the actual costs incurred in accordance with the Grant Agreement.
- 2. **Reimbursement Process.**
 - A. To request reimbursement, the Applicant shall submit the following, as applicable, within sixty (60) days of Project completion:
 - 1) Proof of work performed;
 - 2) Invoice itemizing service(s) provided;
 - 3) Proof of payment (e.g. copies of canceled checks and/or credit card receipts);
 - 4) Final waiver(s) of lien from each consultant/contractor, as applicable; and
 - 5) [IRS Form W-9](#).
 - B. Upon receipt of all required documentation and verification of compliance with the terms of the Grant Agreement, the reimbursement request will be presented for City Council authorization at the next available meeting.

CITY OF WEST CHICAGO

DEVELOPMENT COMMITTEE AGENDA ITEM SUMMARY

ITEM TITLE:

Downtown Investment Program

Ordinance No. 24-O-0044

AGENDA ITEM NUMBER: 5.9.

FILE NUMBER: _____

COMMITTEE AGENDA DATE: November 11, 2024

COUNCIL AGENDA DATE: _____

STAFF REVIEW: Kelley Chrusse, AICP, CEcD

SIGNATURE Kelley Chrusse

APPROVED BY CITY ADMINISTRATOR: Michael Guttman

SIGNATURE _____

ITEM SUMMARY:

Private property investment improves the overall aesthetic, quality, and vitality of the downtown and the City as a whole. Renewed investment in the downtown increases the opportunity for redevelopment, whereas a lack of private investment can effectively hinder (re)development efforts.

Unfortunately, there has been a lack of investment and in some cases general maintenance on private structures in the downtown. Additionally, there are still a number of commercial vacancies in the downtown resulting in less activity in the area. Despite the existing Façade Improvement and Retail & Restaurant Grant Programs having been around for many years, they are underutilized. Based on conversations with property and business owners, reasons they have not used the grant programs include lack of funding availability, amount of time required to obtain grant approval, "difficult" approval processes, need for three different estimates, and lack of interest by multiple contractors for small projects.

The proposed Downtown Investment Program combines the Façade Improvement and a portion of the Retail & Restaurant Grant programs related to physical property improvements to streamline the application process, provide flexibility in funding, and incentivize certain improvements/projects. As a way to overcome barriers to participation, the Downtown Investment Program includes:

- Increasing the maximum funding amount for projects to encourage greater private investment;
- Allowing projects to include interior and/or exterior improvements with consistent requirements under a single program;
- Categorizing improvements with corresponding reimbursement amounts based on the expected long-term impact;
- Encouraging larger, more comprehensive projects but allowing funding for smaller, property maintenance projects at a lower amount;
- Providing additional funding for historically significant properties that are making major and/or minor improvements; and
- Granting authority to the City Administrator, or designee, to approve maintenance items and streetscape improvements to reduce the approval timeline for smaller projects.

In an effort to streamline the submittal process, Staff will combine the Downtown Investment Program and Certificate of Appropriateness (COA) applications, which will be available digitally. The responses provided on the application will determine what other questions need to be answered.

This approach is intended to minimize unnecessary questions and avoid duplication between different application processes.

To generate interest in these types of projects by the local businesses, Staff will be reaching out to contractors located within West Chicago and others that have done work on properties in the downtown. The contractors will be provided with an overview of the program and grant process, upon which interested contractors will be added to a participating contractor list that will be made available to potential applicants. This effort is intended to create a network of contractors and assist applicants in their efforts to obtain estimates, but the selection of a contractor would remain the applicant's responsibility.

The proposed Downtown Investment Program has been unanimously recommended by the Economic Development Commission (EDC) at their October 22, 2024 meeting. Additionally, the EDC has recommended a budget for FY 2025 of \$125,000 to be funded from the Downtown TIF #2 Fund, supplemented with funds from the General Fund until such time as the TIF Fund has sufficient increment to cover the approved budget for the Downtown Investment Program. This budget request has been included in the draft budget for consideration. As the current Façade Improvement Grant Program is codified, the prepared ordinance repeals the applicable Article.

ACTIONS PROPOSED:

Consideration of Ordinance No. 24-O-0044 to repeal the Façade Program and approve the Downtown Investment Program.

COMMITTEE RECOMMENDATION:

ORDINANCE NO. 24-O-0044

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE CITY OF WEST CHICAGO TO REPEAL THE FAÇADE PROGRAM IN
CHAPTER 4, BUILDINGS AND BUILDING REGULATIONS, AND ESTABLISH THE
DOWNTOWN INVESTMENT PROGRAM**

WHEREAS, the City of West Chicago (“City”) has previously established the Turner Junction Historic District (“District”); and

WHEREAS, the City established the Façade Program on July 5, 1994 via Ordinance 2795 to provide funding assistance for certain exterior rehabilitation, repairs and/or improvements with respect to property within the District; and

WHEREAS, the City has made subsequent revisions to the Program over the years, including those in Ordinance 4301 approved on April 3, 2000 to expand the Façade Program to areas outside the Turner Junction Historic District; and

WHEREAS, the City established a Retail & Restaurant Business Grant Program via Resolution No. 2013-R-0006 on January 21, 2013 to provide financial assistance to strengthen retail business activity within the downtown; and

WHEREAS, the City designated the City of West Chicago Downtown Tax Increment Financing District No. 2 Redevelopment Project Area (“RPA”) via Ordinance 22-O-0007 on March 7, 2022; and

WHEREAS, the City established the Downtown Tax Increment Financing District No. 2 via Ordinance 22-O-0008 on March 7, 2022; and

WHEREAS, the City is authorized through the Downtown TIF No. 2 RPA to provide financial assistance that results in increased property tax revenues, increased sales tax revenues, job creation, and other benefits within the RPA; and

WHEREAS, the Mayor and City Council of the City have found that it is in the best interests of the City to repeal the Façade Program and establish the Downtown Investment Program to consolidate the Façade Program and elements of the Retail & Restaurant Grant Programs and further the purposes of the RPA.

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL
OF THE CITY OF WEST CHICAGO, DUPAGE COUNTY, ILLINOIS, AS FOLLOWS:**

SECTION 1: Recitals. The recitals above shall be and are hereby incorporated in this Section 1 as if restated herein.

SECTION 2: Amendment. Chapter 4, Article VI. Façade Program is hereby amended by deleting it in its entirety.

SECTION 3: Approval. The Downtown Investment Program (“Program”) is hereby approved as outlined in Exhibit A (attached).

SECTION 4: Implementation. The City Administrator, or designee, is hereby authorized and directed to take all necessary and appropriate action to implement the Program, including creating application form(s) that will allow for City staff to review and determine if submission and eligibility requirements are met.

SECTION 5: Severability. That if any Section, paragraph or provision of this Ordinance shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such Section, paragraph or provision shall not affect any of the remaining provisions of this Ordinance.

SECTION 6: Repeal. That all ordinances, resolutions, motions or parts thereof in conflict with this Ordinance shall be and the same are hereby repealed.

SECTION 7: Effect. That this Ordinance shall be in full force and effect on January 1, 2025.

PASSED this 18th day of November 2024.

Alderman D. Beebe _____
Alderman J. Sheahan _____
Alderman A. Hallett _____
Alderman M. Birch-Ferguson _____
Alderman C. Swiatek _____
Alderman R. Stout _____
Alderman J. Banas _____

Alderman L. Chassee _____
Alderman H. Brown _____
Alderman C. Dettmann _____
Alderman S. Dimas _____
Alderman J. Smith, Jr. _____
Alderman J. Short _____
Alderman J. Morano _____

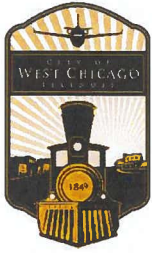
APPROVED as to form: _____
City Attorney

APPROVED this 18th day of November 2024.

ATTEST: _____
Mayor Ruben Pineda

Valeria Perez, Executive Office Manager

PUBLISHED: November 19, 2024



City of West Chicago DOWNTOWN INVESTMENT PROGRAM

I. PROGRAM PURPOSE

The Downtown Investment Program (“Program”) provides grant funding to promote revitalization and activation of downtown West Chicago that will spur future private development in the area. Reimbursement grants are provided to achieve the following:

1. Improve the overall image and increase property values within the downtown to strengthen the economy and quality of life in the City;
2. Remove and alleviate adverse conditions by encouraging private investment in the rehabilitation and maintenance of properties within the [Downtown Tax Increment Financing \(TIF\) District No. 2](#);
3. Assist property and business owners with restoring, renovating, and modernizing existing structures, especially historically significant buildings, in the downtown to increase the marketability of commercial spaces and promote occupancy; and
4. Further the objectives of the [Downtown TIF II Redevelopment Plan](#) including but not limited to reducing or eliminating the recurrence of blighted conditions.

II. GRANT ELIGIBILITY

1. **Properties.** For purposes of this Program, the term property refers to real estate as identified by a parcel identification number (PIN). Commercial and mixed-use properties located within [Downtown TIF District No. 2](#) improved with existing buildings are eligible for participation in this Program. Properties and spaces used only for residential purposes (e.g. apartments) are not eligible for grant funding.

2. **Applicants.**

- A. Property and business owners of property specified in Sec. II.1 are eligible to apply for funding under this Program.
- B. A lessee of an eligible property must have a remaining lease term of not less than five (5) years to apply for funding.
- C. Any Applicant who is delinquent in the payment of any tax, fine, fee, or special



assessment owed to the City, County, or State as documented by the City or County is ineligible until the outstanding tax, fine, fee or special assessment is paid.

III. FUNDING QUALIFICATIONS

1. **Eligible Expenses.** The Program provides reimbursement for eligible interior & exterior improvements (“Project”) as categorized by the expected impact on property value and ability to extend the longevity of the property. A detailed list of eligible improvements and reimbursement maximums are listed in the Funding Categories (attached). The types of projects and expenses generally eligible for grant funding include:
 - A. Major Improvements – represent a significant project (typically consisting of multiple elements) and investment resulting in a change to the structure that substantially changes the visual appearance, increases the value, and/or marketability of the property;
 - B. Minor Improvements – consist of fewer improvements that generally lead to an incremental increase in value and/or marketability of the property while also improving the building’s aesthetic and functional use of the property;
 - C. Maintenance Items – include any modifications that bring the building into code compliance and prevent deterioration of the property;
 - D. Streetscape Improvements – consist of elements that require a smaller investment and are considered less permanent but make a noticeable improvement to the curb appeal of the property; and
 - E. Design fees related to the eligible improvements.
2. **Ineligible Expenses.** Ineligible expenses include, but are not limited to:
 - A. Improvements in progress or completed prior to approval and execution of a Grant Agreement, which establishes the approved scope of work and reimbursement amount, by and between the City and the Applicant;
 - B. Improvements that do not comply with the approved Certificate of Appropriateness (COA), building permit(s), and/or zoning regulations;
 - C. Improvements that increase non-conforming conditions;
 - D. Labor associated with work performed by an Applicant and/or the Property Owner are not eligible to be monetized and reimbursed;
 - E. Work required to address code violations identified on a Notice To Appear (NTA); and
 - F. Improvements not specifically listed as eligible, including but not limited to:
 - 1) New or replacement wall signs;
 - 2) Non-permanent interior improvements, including but not limited to interior design elements, interior finishes, (e.g. paint, tile, flooring, lighting and plumbing fixtures, etc.), moveable business furniture/equipment, and interior signage;
 - 3) Interior improvements in a space used for residential purposes, unless required to preserve the integrity of the building infrastructure in a mixed-use structure; and
 - 4) Media marketing and advertising (see Retail & Restaurant Grant Program).
3. **Funding Maximums.**
 - A. Funding awards are determined by the lowest of the three (3) estimates submitted for the Project scope in accordance with the maximum reimbursement listed by Funding Category (see attached).
 - B. The maximum funding to be awarded for improvements to a single eligible property over the life of the Program is \$100,000.
4. **Building Permit Fee Reduction.** Building permit fees, with the exception of third-party review and inspection fees, for approved Projects will be reduced by fifty percent (50%). The building permit fee reduction is over and above the grant award and is discounted upon permit issuance.

IV. DESIGN GUIDELINES

All proposed exterior improvements within the Turner Junction Historic District shall be compatible with the downtown area; specifically, these improvements should:

1. Focus on restorative construction;
2. Be compatible with the original building material and style;
3. Be compatible with predominant color schemes and window configurations; and
4. Be compatible with the general architectural theme of the historic district.

V. APPLICATION REVIEW PROCESS

1. **Pre-Application Meeting.** Interested parties should schedule a pre-application meeting with staff at (630) 818-3331 or kchrisse@westchicago.org. The purpose of the meeting is to discuss the Program details, proposed improvements, and Project eligibility.
2. **Request for Funding.** The Applicant shall submit a formal application for funding, which must be accompanied by the following items:
 - A. Proof of property ownership;
 - B. A copy of the signed sales contract, current lease, and/or written consent from the property owner, as applicable;
 - C. Proof of paid property taxes;
 - D. Photos of the subject property to be improved;
 - E. Narrative that incorporates:
 - 1) Detailed description of the proposed scope of work;
 - 2) Description of the use of the property and/or business; and
 - 3) Identification of the merits of the project (i.e. how the Project achieves the Program Purpose in Sec. I).
 - F. Plans, drawings and/or visual depictions of the proposed improvements;
 - G. Material and color sample(s) of exterior improvements, if requested;
 - H. Three (3) detailed, written estimates for the Project scope of work (alternatively, requests for material and equipment funding shall provide itemized quotes with applicable cut sheets); and
 - I. Construction schedule for the Project with specific milestones identified for Projects not expected to be completed in twelve (12) months or for partial reimbursement requests.
3. **Accompanying Applications.**
 - A. If the property is within the Turner Junction Historic District and the Project includes exterior improvements, the applicant shall concurrently file an application for a Certificate of Appropriateness (COA) with the Historical Preservation Commission (HPC). COA approval, if required, is a precondition to the City's consideration of the grant application. The HPC meets on the fourth Tuesday of each month, which could impact the timing of grant application processing.
 - B. A building permit application, if required, is recommended to be submitted simultaneously to ensure that all code requirements are included in the Project scope, the estimates of which determines the grant award. When required by the Project scope of work, architectural drawings must be prepared by a designer (e.g. architect, structural engineer, etc.) licensed in Illinois.
4. **Review and Approval.**
 - A. Any outstanding items required to complete the review and process the funding request will be coordinated with the Applicant. A complete application will be

- reviewed for eligibility and compliance with the terms of this Program.
- B. The determination of Program eligibility (property, applicant, and scope of work) is at the discretion of the City. The City retains the right to approve an entire request, to approve portions of a request, suggest and/or ask for changes/additions to a request before approving, or to deny any request or a portion thereof.
 - C. Upon issuance of a COA, the funding request will be processed for approval as follows:
 - 1) An application for Major and/or Minor Improvements will be forwarded to the City Council, together with a recommendation, at the next available meeting (first and third Mondays of each month). The City Council shall determine whether, and the extent to which, the City will provide grant funding for the proposed project, subject to funding availability. If approved, the Mayor will execute the Grant Agreement on behalf of the City.
 - 2) An application for Maintenance Items and Streetscape Improvements will be forwarded to the City Administrator, or designee, with a recommendation. The City Administrator, or designee, will determine if the Project meets the terms of the Program and, if so, authorize and execute the Grant Agreement with awards up to \$5,000, subject to funding availability.
 - D. The Applicant must execute the Grant Agreement before any portion of the Project may commence.

VI. PROJECT COMMENCEMENT AND CONSTRUCTION

- 1. **Building Permit.** In addition to a fully executed Grant Agreement, a building permit may be required depending on the scope of work for the Project. If required, work on the Project subject to a permit shall not commence until the building permit has also been issued.
- 2. **Work in ROW.** Improvements located in the right-of-way (ROW) may require Public Works approval via ROW permit or a license agreement.
- 3. **Contractor Registration.** The Applicant may use any contractor they wish but Projects requiring a building permit must be performed by registered contractor(s). Contractors subject to [Contractor Registration](#) requirements include general contractors as well as all sub-contractors.
- 4. **Compliance Required.** Strict compliance with the Grant Agreement, COA, and building permit is required throughout and upon completion of the Project.
- 5. **Project Timeline.** The Project must be started within ninety (90) days of grant approval and completed within twelve (12) months of the building permit issuance or grant approval, if no permit is required. An alternate timeline may be approved as part of the Grant Agreement, if requested in the proposed Construction Schedule. An extension may be granted by the City Council via an amendment to the Grant Agreement if requested in writing prior to the expiration of the building permit or within twelve months of the execution of the Grant Agreement, as applicable.

VII. REIMBURSEMENT PROCESS

- 1. **Reimbursement Amount.** The Applicant shall be responsible for paying all expenses incurred for the Project and will only be reimbursed based on the actual amount paid in accordance with the Grant Agreement.
- 2. **Partial Reimbursement.** Reimbursements during the Project construction may be

requested by the Applicant only if authorized in the Grant Agreement and in accordance with specified milestones and funding amounts.

- A. The Applicant may request partial reimbursement by submitting the following:
 - 1) Verification that a specific milestone has been met;
 - 2) Invoices for materials and equipment (when work is completed by the Applicant);
 - 3) Partially paid invoice from contractor(s);
 - 4) Proof of partial payment (e.g. copies of canceled checks and/or credit card receipts);
 - 5) Partial waiver(s) of lien from each contractor; and
 - 6) [IRS Form W-9](#).
- B. Upon receipt of all required documentation and verification of compliance with the terms of the Grant Agreement, the reimbursement request will be presented to the City Council for authorization at the next available meeting.
3. **Full or Final Reimbursement.**
 - A. The Applicant must pass all inspections to close out the building permit, as applicable. A Certificate of Occupancy is not required to close out the building permit but could be used to demonstrate Project completion.
 - B. To request reimbursement, the Applicant shall submit the following documents, as applicable, within sixty (60) days of Project close-out:
 - 1) Verification of project close-out, if a building permit was required;
 - 2) Invoices for materials and equipment (when work is completed by the Applicant);
 - 3) Paid invoice from contractor(s);
 - 4) Proof of payment (e.g. copies of canceled checks and/or credit card receipts);
 - 5) Final waiver(s) of lien from each contractor; and
 - 6) [IRS Form W-9](#), if not already provided.
 - C. Upon receipt of all required documentation and verification of compliance with the terms of the Grant Agreement, the reimbursement request will be presented for City Council authorization at the next available meeting.

VIII. **MAINTENANCE**

1. With the exception of Streetscape Improvements, the improvements made as part of the Project must be maintained for a period of five (5) years upon completion of the Project.
2. Upon entering into the Grant Agreement, the Applicant is not eligible to apply for a subsequent grant on the subject property for two (2) years from the date of approval unless the Project was not completed.

Downtown Investment Program - Funding Categories

	Major Improvements	Minor Improvements	Maintenance Items	Streetscape Improvements
Eligible Exterior Improvement Expenses	Significant façade renovation/enhancements, including façade replacements	Roofing repair or replacement that is part of the historical façade within the Turner Junction Historic District	Repair or replacement of retaining walls on Turner Court Façade cleaning and sealing	New or replacement signs (only includes under canopy, window and projecting)
	Restoration of original architectural features	Installation of new accessible entrance	Restoration of brick	New or replacement awnings
	New or replacement exterior doors and windows	Tuckpointing Exterior painting	Repair of window frames, sills, and glazing Gutter replacement	New permanent under canopy/awning lighting
	Replacement or repair of exterior building materials or decorative elements	Screening of unsightly utilities, including trash enclosures	Repair of pitched roof and chimney or flue when it improves the overall appearance of the building	Incorporating permanent seating adjacent to the eligible property
	Installation or replacement of stairs, porch and handrails	Adding or replacing exterior lighting	Repair or replacement of roofs not visible from the public way	Adding permanent landscaped planters
				Creating and installing exterior art (not signage)
Eligible Interior Improvement Expenses	New installation and replacement of commercial kitchen fixtures (plumbing, hood and duct system, grease trap, etc.) and associated utility work	Interior life safety improvements (e.g. fire walls, sprinklers, egress, fire alarm, exit signs, automatic lights, etc.)	Repair work to floors, walls, and ceilings	
	Utility service line and equipment replacement, including electric, gas, water, and sanitary	Building systems replacement or upgrades (e.g. plumbing, electric, HVAC, etc.) and associated fixtures		
	Interior structural repairs & upgrades (e.g. load bearing walls, roof beams, floor joists, ceiling repairs, etc.)	Installation of an elevator, chair lift, or ramp to access another commercial space		
	Installation of new restrooms	Retrofit of existing restrooms to meet accessibility standards		
Other Eligible Expenses	Design fees related to the eligible improvements, as applicable			
Maximum Reimbursement	50% Reimbursement, up to \$75,000 (up to \$100,000 for buildings designated as landmarks or contributing to the Turner Junction Historic District)	35% Reimbursement, up to \$30,000 (up to \$50,000 for buildings designated as landmarks or contributing to the Turner Junction Historic District)	25% Reimbursement (or 65% of the material and equipment expenses if applicant does work themselves, as applicable), up to \$5,000	50% Reimbursement (or 65% of the material and equipment expenses if applicant does the work themselves, as applicable), up to \$3,000