

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

**Plan Commission/Zoning Board of Appeals
Tuesday, July 1, 2025 - 7:00 p.m.**

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

A G E N D A

1. **Call to Order, Roll Call and Determination of a Quorum**
2. **Pledge of Allegiance**
3. **Chairperson's Comments**
4. **Public Comment**
5. **Approval of the Draft June 3, 2025 Meeting Minutes**
6. **Public Hearing of Case PC 25-12 – Zoning Text Amendment – Chickens on Residential Properties – *Continued from June 3, 2025***
A Zoning Text Amendment to permit the keeping of chickens on properties used for single-family detached residential.
7. **Review and Recommendation of Case 25-12 – Zoning Text Amendment – Chickens on Residential Properties**
8. **Public Hearing of Case PC 25-14 – Zoning Text Amendment – Temporary Outside Seasonal Festivals**
A Zoning Text Amendment to create a temporary use category known as Temporary Outside Seasonal Festivals.
9. **Review and Recommendation of Case PC 25-14 – Zoning Text Amendment – Temporary Outside Seasonal Festivals**
10. **Other Business**
A. Discussion on specifications for Public Hearing Signs
11. **Petition Updates/Staff Report**
12. **Adjournment** – Next Meeting Tuesday, August 5, 2025

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

cc: Plan Commissioners, Mayor, City Council, City Administrator, Department Heads, Executive Office Manager, Chief Building Official, School Districts #25, #33, #94, #303, #46, West Chicago Fire Protection District, West Chicago Park District, West Chicago Public Library District, News Media

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Daniel Bovey
MAYOR
Tia Messino
INTERIM CITY
ADMINISTRATOR

CITY OF WEST CHICAGO

WHERE HISTORY & PROGRESS MEET

DRAFT

PLAN COMMISSION/ZONING BOARD OF APPEALS

June 3, 2025, 7:00 P.M.

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

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

Staff in attendance included City Planner John Sterrett.

2. Pledge of Allegiance

Chairperson Laimins led the Commission in the Pledge of Allegiance.

3. Chairperson's Comments

Chairperson Laimins informed audience members that the meeting was being video and audio recorded and gave an overview of the Rules of Procedure for the Plan Commission meeting.

4. Public Comment

None.

5. Approval of the Draft April 2, 2025 Meeting Minutes

Commissioner Kasprak made a motion, seconded by Commissioner Terrazas, to approve the draft J 2, 2025 meeting minutes. With a voice vote of three ayes, zero nays, and one abstention, the motion carried.

6. Public Hearing of Case PC 25-10 – Special Use Permit – 1880 Arthur Drive – Karen's Truck Repair, Inc.

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

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that this is a request from Manuel Brito of Karen's Truck Repair for a Special Use Permit for a Motor Vehicle Repair Shop at 1880 Arthur Drive, located at the southeast corner of Arthur Drive and Howard Drive, in the M Manufacturing District. The property is vacant and is 4.2 acres and has frontage on both Arthur Drive and Howard Drive. The petitioner is currently located at 1090 Carolina Drive and is looking to relocate the business at the subject site by constructing a 17,000 square foot truck repair facility that will have a large paved area for trucks to be parked while they are either waiting to be repaired or waiting to be picked up by its owner. The petitioner is proposing extensive landscaping around the property including a 10-foot privacy fence to screen the area from public view. All proposed lighting will

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comply with the Zoning Code. Staff is recommending approval of the proposed Special Use Permit as proposed with the conditions outlined in the staff report. Staff has also drafted findings of fact with this recommendation for the Plan Commission's consideration.

Steve Karavolos and Brad Bullington, representing the petitioner, were duly sworn in. Mr. Karavolos and Mr. Bullington gave an overview of the proposed project.

With all members of the public having had the opportunity to speak, and with all Plan Commissioners having the opportunity to question staff, Commissioner Terrazas made a motion, seconded by Commissioner Kasprak, to close the public hearing. With a voice vote of all ayes, the motion carried, and the public hearing was closed.

7. Review and Recommendation of Case PC 25-10 – Special Use Permit – 1880 Arthur Drive – Karen's Truck Repair, Inc.

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

1. The site shall be developed in substantial compliance with the following plans:
 - a. Preliminary Engineering Plan, consisting of one (1) sheet prepared by Bohnak Engineering, Inc. dated April 14, 2025.
 - b. Landscaping Plan, consisting of one (1) sheet prepared by Sosta Inc. dated March 31, 2025.
2. No off-site storage of any kind, including trucks or other vehicles not being serviced by the Motor Vehicle Repair Shop, shall occur on the property.
3. Vehicles being serviced by the Motor Vehicle Repair Shop shall be kept on the property for no more than five (5) days, per Section 7.9(F) of the Zoning Code.
4. All trucks shall be repaired within the principal structure.

And incorporated the following findings of fact with this recommendation:

- (1) Is necessary for the public convenience at that location or, the case of existing nonconforming uses, a special use permit will make the use more compatible with its surroundings:*

The use of the Motor Vehicle Repair Shop is proposed on a property in the M Manufacturing District in an area that has several nearby uses associated with warehousing and distribution. The location will accommodate its market of truck repair by being in close proximity to these existing uses.

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

The property will have extensive screening between a mixture of landscaping and solid fencing to screen from public view. The commercial use of a motor vehicle repair shop is compatible with industrial uses in the area and will complement and serve as a

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

The use of the property for a *Motor Vehicle Repair Shop* will be consistent with the previous legal nonconforming use that occurred for 40+ years as well as the existing uses in the general vicinity, which are predominately industrial.

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

The use of the subject property for a *Motor Vehicle Repair Shop* is listed as a special use, per Section 11.2-4(C) of the Zoning Code.

With a roll call vote of all ayes the motion carried.

8. Public Hearing of Case PC 25-11 – Special Use Permit Amendment – 1200 North Prince Crossing Road – Forming America

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

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that this is a request for a seventh amendment to the Special Use Permit for Forming America at 1200 North Prince Crossing Road in the M Manufacturing District. The proposed amendment is to add a paved area on the far north end of the property and will be fenced in, similar to the existing fence along North Prince Crossing Road currently shielding the existing storage area. After this pavement, the site will be fully built out and there will not be any additional areas for pavement of storage. Staff is recommending approval of the seventh amendment with conditions outlined in the staff report. Staff has also drafted findings of fact for consideration by the Plan Commission. Staff did receive one piece of correspondence from the Forest Preserve District, which was included within the Plan Commission packet.

Ben Start of Forming America was duly sworn in. Mr. Start stated that there is no lighting, which was a concern of the Forest Preserve District, and that they are looking into alternatives to coal tar for sealants, another concern from the Forest Preserve District. Commissioner Slattery pointed out that most of the work had been completed and asked if the petitioner if they had begun work prior to the approval of the Special Use Permit, to which Mr. Start stated that work had begun. Mr. Sterrett stated that the property owner was issued a stop work order and appeared before the administrative law judge for fines and assessments.

With all members of the public having had the opportunity to speak, and with all Plan Commissioners having the opportunity to question staff, Commissioner Kasprak made a motion, seconded by Commissioner Terrazas, to close the public hearing. With a roll call vote of all ayes the motion carried.

9. Review and Recommendation of Case PC 25-11 – Special Use Permit Amendment – 1200 North Prince Crossing Road – Forming America

The Plan Commission deliberated the request. Commissioner Kasprak made a motion, seconded by Commissioner Terrazas, to recommend approval of the proposed seventh amendment to the Special Use Permit with the following conditions:

1. The site shall be developed in substantial compliance with the following plans:
 - a. Paving and Layout Plan consisting of one sheet (Sheet C-2) prepared by Webster McGrath & Ahlberg, Ltd dated August 7, 2024.

- b. Landscape and Buffer Restoration Plan consisting of one sheet (Sheet L-1) prepared by Webster McGrath & Ahlberg, Ltd dated August 7, 2024.
2. Conditions 1 through 8 and 11 of Section 1 in Ordinance 19-O-0003 shall remain in full force and effect.
3. Conditions 2 and 3 of Section 1 in Ordinance 23-O-0037 shall be stricken in their entirety.

And incorporated the following Findings of Fact with the recommendation:

(1) 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.

The proposed expansion of the storage yard is consistent with the existing ancillary use on the property for outside storage to support the existing concrete forms manufacturing. Once this paving occurs, the petitioner will not have additional space to pave any future areas for outside storage.

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

The petitioner will increase the volume capacity of the existing stormwater detention basin to account for the increase in pavement on the property. The modified basin and increased pavement has been designed to comply with the DuPage County Stormwater Ordinance and will be screened from public view in the same manner the existing outside storage is screened.

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

The proposed expansion of the paved storage area is consistent with the existing uses occurring on the property and will not significantly change the character of the surrounding area. The increased detention size will capture the additional stormwater runoff generated by the paved area to comply with the DuPage County Stormwater Ordinance.

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

The existing manufacturing facility with ancillary outside storage listed as a special use per Section 11.2-4 (T) of the Zoning Code. No change in use will occur on the property

With a roll call vote of all ayes the motion carried.

10. Public Hearing of Case PC 25-12 – Zoning Text Amendment – Chickens on Residential Properties

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

Mr. Sterrett was duly sworn in. Mr. Sterrett stated that At their April 21, 2025 meeting, the Public Affairs Committee discussed the concept of allowing chickens to be kept on property used as single-family residential. The members of the Public Affairs Committee were in favor of the concept and instructed staff to prepare a Zoning Text Amendment to permit this use. Staff

researched the regulations of seven nearby communities who allow chickens on residential properties. Staff drafted the following regulations for consideration by the Plan Commission, which the members of the Public Affairs Committee were generally in favor of when discussed at their April meeting:

- Limited to single-family detached residences only with a minimum lot size of 6,500 square feet (*this is the minimum lot size for a single-family residence*).
- No more than 6 hens.
- Roosters are prohibited.
- A chicken coop shall be required with a minimum setback of 10 feet from all lot lines and a minimum size of 6 square feet per chicken. Chicken coops shall only be permitted in the rear yard.
- All feed shall be maintained in rodent-proof containers.
- No slaughtering is permitted.
- No sales of eggs or chickens permitted.
- No other poultry, livestock, or other farm type animals permitted.

The following members from the public were sworn and provided testimony:

Lori Borg – Raised concerns related to the proposed setback and the waste from chickens.
Tracy Brown – Spoke in favor of the proposal and said the proposed regulations are reasonable.
Kathleen Brown – Spoke in favor of the proposal and provided information on chickens.
Heather Niziolek – Spoke in favor and stated the benefits of chickens.
Allen – Spoke in favor and provided information on noise levels of chickens.
Ricardo Quintanilla – Spoke in favor and provided information on noise levels, chicken coops, and chicken runs.
Louise Handel – Spoke in favor and offered suggestions for providing resource information to residents.

The members of the Plan Commission discussed the proposal and while there was general support for the concept, the Plan Commissioners instructed staff to meet with residents to revise the proposed language based on comments raised.

Commissioner Terrazas made a motion, seconded by Commissioner Kasprak, to continue the hearing to July 1, 2025. With a voice vote of all ayes, the motion carried.

11. Petition Updates/Staff Report

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

12. Adjournment

With no further business to discuss, Commissioner Kasprak made a motion, seconded by Commissioner Billingsley to adjourn the meeting. With a voice vote of all ayes, the motion carried and the Plan Commission, at 8:15 p.m., adjourned.

Respectfully Submitted,
John Sterrett, City Planner

City of West Chicago
Community Development Department
Report to the Plan Commission/Zoning Board of Appeals
July 1, 2025



Case: PC 25-12
Petitioner: City of West Chicago
Request: Approval of a proposed Zoning Text Amendment to Article VI (Zoning Districts Generally) of Appendix A (the Zoning Code) of the Code of Ordinances of the City of West Chicago.
Summary: The proposed Zoning Text Amendment adds a section to Article VI of the Zoning Code to allow the keeping of chickens with certain restrictions on properties used for single-family residential.

Recommendation: Staff recommends the Plan Commission pass a motion recommending **approval** of the proposed Zoning Text Amendment.

Background.

At their April 21, 2025 meeting, the Public Affairs Committee discussed the concept of allowing chickens to be kept on property used as single-family residential. The members of the Public Affairs Committee were in favor of the concept and instructed staff to prepare a Zoning Text Amendment to permit this use. The proposed Zoning Text Amendment was presented to the Plan Commission at the June 3, 2025 meeting. At the meeting, several members of the public provided comments on the proposal which included support, suggestions for best practices, and potential issues that should be mitigated. The members of the Plan Commission discussed the proposal and while there was general support for the concept, the Plan Commissioners instructed staff to meet with residents to revise the proposed language based on comments raised. The public hearing was thus continued to the July 1, 2025 meeting to give the opportunity for a resident meeting to occur.

A meeting with the residents who participated at the hearing occurred on June 11, 2025 with eleven residents invited, five of which attended. The discussion largely centered on how to dispose of chicken excrement, chicken coops/runs, building permit requirements, and setback distances from lot lines and other structures. Based on the discussion with the participating residents, staff has revised the proposed Zoning Text Amendment as follows:

The keeping of chickens shall be permitted on all properties used as a single-family residential dwelling that are at least 6,500 square feet in area, subject to the following conditions:

- 1. No more than 6 hens are permitted to be kept on a single zoning lot at any given time.*
- 2. Roosters are prohibited.*
- 3. A chicken coop shall be required with a minimum setback of 5 feet from all property lines and a minimum size of 6 square feet per chicken. Chicken coops shall only be permitted in the rear yard.*
- 4. A chicken coop that is permanently affixed to the ground shall require a building permit and shall be prohibited within a recorded easement.*
- 5. A chicken coop may not be located within the principal structure or any other accessory structure on the property.*
- 6. A covered and enclosed chicken run shall be required. The chicken run shall be located on the side of the chicken coop furthest away from the nearest property line and shall be oriented toward the interior of the property, away from the property line.*
- 7. All feed shall be maintained in rodent-proof containers.*
- 8. No slaughtering is permitted on the subject property.*
- 9. No sales of eggs are permitted.*

The original Zoning Text Amendment presented at the June 3, 2025 Plan Commission is also attached as reference only. This language is no longer being proposed but has been included as a comparison to the revised language.

At the July 1, 2025 Plan Commission meeting, the Plan Commissioners should reopen the public hearing for consideration of the revised proposed Zoning Text Amendment. Once the Plan Commission has finished with questions and all public comments have been provided, the Plan Commissioners should close the public hearing. Following the close of the public hearing, the Plan Commissioners should deliberate the proposal and vote on a recommendation to the City's Development Committee.

Public Notice.

A notice of public hearing for the proposed Zoning Text Amendment was published in the May 19, 2025 edition of the Daily Herald, in accordance with Section 5.6-2(B) of the West Chicago Zoning Code.

Exhibits

- Exhibit A – Proposed Zoning Text Amendment
- Exhibit B – Original Zoning Text Amendment
- Exhibit C – Staff Research of Existing Chicken Ordinances
- Exhibit D – Written Public Comment

EXHIBIT “A”

Proposed Text Amendment to Appendix A (Zoning Code) of the Code of Ordinances of the City of West Chicago Chickens on Residential Properties

Plan Commission/Zoning Board of Appeals
Public Hearing
July 1, 2025

Underline = New Text; ~~Strikethrough~~ = Deleted Text

ARTICLE VI Zoning Districts Generally

1. **Amend Article VI (Zoning Districts, Generally) to add a Section 6.30 for the keeping of chickens on properties used for single-family residential, with regulations.**

Section 6.30 Chickens on Residential Property

The keeping of chickens shall be permitted on all properties used as a single-family residential dwelling that are at least 6,500 square feet in area, subject to the following conditions:

1. No more than 6 hens are permitted to be kept on a single zoning lot at any given time.
2. Roosters are prohibited.
3. A chicken coop shall be required with a minimum setback of 5 feet from all property lines and a minimum size of 6 square feet per chicken. Chicken coops shall only be permitted in the rear yard.
4. A chicken coop that is permanently affixed to the ground shall require a building permit and shall be prohibited within a recorded easement.
5. A chicken coop may not be located within the principal structure or any other accessory structure on the property.
6. A covered and enclosed chicken run shall be required. The chicken run shall be located on the side of the chicken coop furthest away from the nearest property line and shall be oriented toward the interior of the property, away from the property line.
7. All feed shall be maintained in rodent-proof containers.
8. No slaughtering is permitted on the subject property.
9. No sales of eggs are permitted.

EXHIBIT “B”

Original Zoning Text Amendment proposed at the June 3, 2025 Plan Commission Meeting

Underline = New Text; ~~Strikethrough~~ = Deleted Text

ARTICLE VI

Zoning Districts Generally

1. Amend Article VI (Zoning Districts, Generally) to add a Section 6.30 for the keeping of chickens on properties used for single-family residential, with regulations.

Section 6.30 Chickens on Residential Property

The keeping of chickens shall be permitted on all properties used as a single-family residential dwelling that are at least 6,500 square feet in area, subject to the following conditions:

- (A) No more than 6 hens are permitted to be kept on a single zoning lot at any given time.
- (B) Roosters are prohibited.
- (C) A chicken coop shall be required with a minimum setback of 10 feet from all property lines and a minimum size of 6 square feet per chicken. Chicken coops shall only be permitted in the rear yard.
- (D) All feed shall be maintained in rodent-proof containers.
- (E) No slaughtering is permitted.
- (F) No sales of eggs or chickens is permitted.
- (G) No other poultry, livestock, or other farm type animals are permitted.

EXHIBIT "C"

Residential Chickens in Surrounding Communities

Municipality	Permitted?	Maximum Number	Minimum Lot Size (square feet)	Permit Required?	Minimum Coop Size	Coop/Enclosure Setback Requirement
Bartlett	Yes	4	6,000	Yes	6 square feet/chicken	10' from all lot lines
Batavia	Yes	8	5,000	Yes	N/A	30' from nearest occupied structure (other than owner's)
Lisle	Yes	4	10,000	Yes	N/A	10' from all property lines
Lombard	Yes	6	7,500	No	4 square feet/chicken	10' from all lot lines
St. Charles	Yes	6	6,600	No	N/A	5' from all lot lines
Warrenville	Yes	10	10,000	No	N/A	20' from side lot lines and 3' from rear lot line
Wayne	Yes	6	8,000	No	N/A	25' from side lot lines and 40' from rear lot line
Carol Stream	No					
Geneva	No					
Glen Ellyn	No					
North Aurora	No					
South Elgin	No					
Wheaton	No					
Winfield	No					

Clara

EXHIBIT "D"

Back yard chickens

I have learned a lot from living next to our neighbor's backyard chickens in unincorporated West Chicago.

When our neighbor leaves, we go and let the chickens out and collect the eggs. Usually there is two chickens.

I have experienced eight years of living next to chickens and they do not smell very much.

The eggs they produce taste better than the ones we find in shop. ~~I~~ I do not want roosters

Backyard chickens should be allowed in West Chicago city.

My name is Trisha Cannata and I have been a resident of West Chicago for about 10 years. I am an avid gardener and animal lover.

I believe the people of West Chicago would benefit by having the opportunity to own backyard chickens (or domestic ducks) for many reasons. Chicken ownership can reduce anxiety and depression, provide social connection, connection to nature and get people moving with low impact physical activity. They are great at keeping pests (such as grubs and ticks or small rodents) under control. They provide natural fertilizer and reduce food waste. The most obvious benefit is having a source of healthy eggs. In a time where our dollars don't stretch as far as they used to and our food supply chains can easily be stressed, backyard chickens can really be helpful. Obviously I believe there should be some restrictions on how the chickens should be kept. Noise, cleanliness, safety and space are all important factors to consider.

All in all they are really an extraordinary benefit for people willing to put in the time and effort to care for them and not really a detriment to neighbors when they are well cared for.

Thank you for your time,

Trisha

Resident of Ward 1

City of West Chicago
Community Development Department
Report to the Plan Commission/Zoning Board of Appeals
July 1, 2025



Case: PC 25-14
Petitioner: City of West Chicago
Request: Approval of a proposed Zoning Text Amendment to Section 6.8 (Zoning Districts Generally – Temporary Uses) and Section 4.1 (Definitions – Construction of Terms) of Appendix A (the Zoning Code) of the Code of Ordinances of the City of West Chicago.
Summary: The proposed Zoning Text Amendment creates a new temporary use category known as a Temporary Outside Seasonal Event for commercial uses located on commercially zoned lots.

Recommendation: Staff recommends the Plan Commission pass a motion recommending **approval** of the proposed Zoning Text Amendment.

Background.

5 Points Productions, tenant at 241 W Roosevelt Road and operator of the 5 Points Haunted House, has requested from the City approval of a Zoning Text Amendment to allow temporary ancillary outside activities to occur on the property during the fall season when the haunted house is open. This would include a “midway” to allow patrons to gather outside of the building with amenities such as merchandise, and food trucks. Currently, the Zoning Code does not permit outside activity from occurring on a commercially zoned lot, even if it is temporary. This type of use, when regulated appropriately, can have a positive impact on the local economy and draw visitors to the City from outside the community.

Staff has drafted an additional temporary use category within Section 6.8 of the Zoning Code known as “Temporary Outside Seasonal Events”. This type of temporary use would be permitted as an ancillary activity for a commercial use on a commercially zoned lot. The proposed language takes into consideration the requirement for obtaining proper building permits of any tents or structures, not interfering with any vehicular or pedestrian access, including emergency vehicles, and compliance with City codes related to noise, lighting, signage, and health department regulations. The proposed text limits seasonal events to no longer than sixty (60) days and with no more than one event occurring per year. A Temporary Use Permit would be required each year for a Temporary Outside Seasonal Event.

The Plan Commission is being asked to conduct a public hearing to consider the proposed Zoning Text Amendment. Following the close of the public hearing, the Plan Commissioners should deliberate the proposed Zoning Text Amendment. The Plan Commission may recommend approval of the proposed Zoning Text Amendment as presented, recommend approval of the proposed Zoning Text Amendment with changes, or recommend denial. Staff recommends that if approved, the regulations be reviewed after one year to determine if any regulations should be modified depending on the outcome of events that had occurred.

Public Notice.

A notice of public hearing for the proposed Zoning Text Amendment was published in the June 16, 2025 edition of the Daily Herald, in accordance with Section 5.6-2(B) of the West Chicago Zoning Code.

Exhibits

Exhibit A – Proposed Zoning Text Amendment
Exhibit B – Section 6.8 of the Zoning Code

EXHIBIT “A”

Proposed Text Amendment to Appendix A (Zoning Code) of the Code of Ordinances of the City of West Chicago Temporary Outside Seasonal Events

Plan Commission/Zoning Board of Appeals
Public Hearing
July 1, 2025

Underline = New Text; ~~Strikethrough~~ = Deleted Text

ARTICLE IV Definitions

1. **Amend Section 4.1 of Article VI (Definitions – Construction of Terms) to create a definition for Temporary Outside Seasonal Events.**

Temporary Outside Seasonal Event: A planned use occurring outside of a principal structure relating to a particular season of the year lasting for a limited time. Temporary Outside Seasonal Events are ancillary to the principal use occurring on the property.

ARTICLE VI Zoning Districts Generally

2. **Amend Section 6.8 of Article VI (Zoning Districts, Generally – Temporary Uses) to create a temporary use category and provide for regulations for Temporary Outside Seasonal Events.**

(B) The Following temporary uses may be permitted within the stated limitations:

13. Temporary Outside Seasonal Events. Temporary Outside Seasonal Events are permitted as an ancillary activity for a commercial use on a commercially zoned lot, provided the following are adhered to:

- a. A Temporary Outside Seasonal Event shall last no longer than sixty (60) days on a property and shall occur no more than one time each calendar year.
- b. A Temporary Outside Seasonal Event shall comply with all building codes, as adopted by the City according to Article I of Chapter 4 of the Code of Ordinances, including the International Building Code, the NFPA 101-Life Safety Code, the International Fire Code, and the Illinois Accessibility Code.
- c. A Temporary Outside Seasonal Event shall not interfere with any emergency vehicle accessible lanes
- d. A Temporary Outside Seasonal Event shall not obstruct pedestrian or vehicular traffic or any parking stalls or loading zones.

EXHIBIT "A"

- e. A Parking Management Plan shall be submitted with the Temporary Seasonal Event Permit Application, which shall include at a minimum the following:
 - i. A site plan indicating the location of the primary parking area as well as any overflow parking areas. Overflow parking areas on property not owned, used, operated, or otherwise controlled by the Temporary Outside Seasonal Event operator shall have written permission from the property owner. All overflow parking areas shall include an accessible pedestrian route, or some means of vehicle transportation from the overflow parking area to the property.
 - ii. How information related to parking will be conveyed to the public (through social media, website, etc.)
 - iii. The estimated maximum number of attendees at any given time on the property and the estimated duration of stay for attendees.
 - iv. All parking shall occur on a hard, paved surface. Parking on gravel, grass, mulch, or otherwise non-paved surface shall be prohibited.
 - v. No parking shall occur that will in any way block, interfere with, or obstruct emergency vehicle accessible lanes or any pedestrian areas.
 - vi. No parking shall occur on any public street or within any public right-of-way.
- f. A temporary sign permit shall be required for all signage associated with the Temporary Outside Seasonal Event. Such temporary sign permit shall be valid for the duration of the Temporary Outside Seasonal Event.
- g. A Temporary Outside Seasonal Event may include the use of Mobile Vendors, including Mobile Food Vendors, provide all County Health Department regulations are complied with and that Peddler's License, in accordance with Section 9-77 of the Code Ordinances, has been obtained.
- h. All Temporary Outside Seasonal Events shall comply with the Noise Control Regulations of Article V of Chapter 10 of the Code of Ordinances.
- i. All structures and tents used for the Temporary Outside Seasonal Event shall be securely anchored to the ground and shall require the issuance of a building permit prior to placement.
- j. Portable restrooms may be permitted and shall be maintained in accordance with all County Health Department regulations.
- k. Trash receptacles shall be provided throughout the Temporary Outside Seasonal Event area.
- l. All lighting, both permanent and temporary, shall comply with Section 13.1-10 of Appendix A (Zoning Code) of the Code of Ordinances.
- m. The Temporary Outside Seasonal Event shall comply with all applicable State and Federal requirements.

EXHIBIT "B"

6.8. Temporary uses.

The zoning administrator shall have the power to grant permits authorizing temporary land uses.

(A) An applicant shall provide evidence, such as a site plan, substantiating the following:

1. The requested use will not have a detrimental effect on adjacent properties and will be in general harmony with surrounding uses.
2. That the requested use will not create excessive traffic hazards on adjacent streets and that traffic control, if necessary, shall be provided at the expense of the applicant.

(B) The following temporary uses may be permitted within the stated limitations:

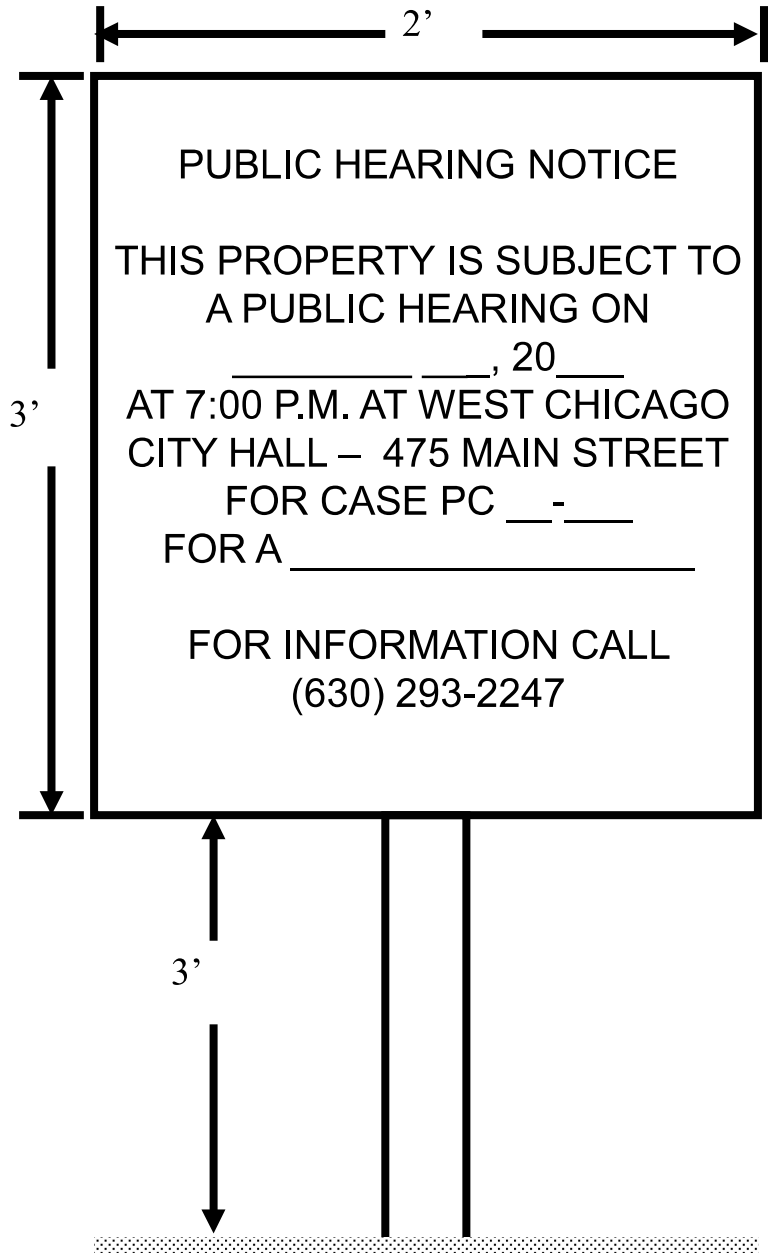
1—5. Reserved.

6. Seasonal outside sales. On the property and part of a grocery store or home improvement store. Such use shall be ancillary to the existing business on the property and shall only include merchandise customarily sold by the business. Hazardous/noxious substances shall not be permitted as part of seasonal outside sales. Mobile outside vendors shall not be permitted as part of temporary outside sales. Such use shall last no less than fourteen (14) consecutive days nor more than four (4) months in any twelve-month period. Such display area shall be on a paved surface but shall not utilize any parking spaces required by Article XIII or disrupt the flow of vehicular or pedestrian traffic. The display area shall be set back a minimum of twenty-five (25) feet from any property line. All signage shall be confined indoors unless approved by a temporary sign permit.
7. Sidewalk sales in commercial districts. Such sales shall be permitted four (4) times per calendar year for a maximum of three (3) days at a time. The materials shall be arranged so that a minimum of four (4) feet of sidewalk clearance is preserved.
8. Christmas tree sales. In commercial and industrial districts only. Such sales may last up to thirty (30) days. If displayed on a sidewalk, trees shall be arranged so that a minimum of a four-foot wide walkway is preserved. Such display area shall not exceed eight thousand (8,000) square feet, shall be set back five (5) feet from any property line, shall not be located within a visibility triangle, and shall not interfere with vehicular traffic.
9. Portable on demand storage containers may be placed on a paved surface on private property not more than four (4) times, for a total of thirty (30) days in any one (1) calendar year.
10. Occasional use of travel trailers, camping trailers, truck campers and similar vehicles for not more than seven (7) days out of a thirty (30) day period twice per year as sleeping quarters shall be permitted. No connections or use for living quarters will be allowed, listed as follows: connections to sewer, connection to water other than for filling or maintenance of equipment, cooking with equipment.
11. Trailers used as construction offices or construction storage shall be permitted on a construction site during the period in which the building and/or subdivision is under construction. Upon issuance of the final occupancy permit for a single building project or the occupancy permit for the final building in a subdivision, all construction trailers shall be removed.
12. Garage or yard sales shall be allowed three (3) times per calendar year for a maximum of three (3) days at a time and shall not require a temporary use permit.

(Ord. No. 01-O-0118, § 3, 1-7-2002; Ord. No. 02-O-0084, § 13, 6-17-2002; Ord. No. 03-O-0040, § 3, 6-16-2003; Ord. No. 04-O-0045, § 1, 5-17-2004; Ord. No. 08-O-0010, §§ 3, 4, 2-18-2008; Ord. No. 10-O-0062, § 1, 7-19-2010)

PUBLIC HEARING SIGN GUIDELINES

- The petitioner shall be responsible for the posting of all public hearing signs.
- The minimum dimensions of the sign shall be two feet wide by three feet tall and the sign shall be posted a minimum of three feet above ground level.
- The sign shall be weather resistant and shall have a white background with black lettering a minimum of two inches tall. No additional lettering shall be permitted unless approved by the Zoning Administrator.
- The sign shall be posted on private property in clear view of the public right-of-way. The sign shall not be posted in the public right-of-way. The sign posting location shall be approved by the Zoning Administrator prior to posting. Additional signs may be required by the Zoning Administrator if the Property has multiple frontages or is larger than three acres.
- The sign shall be posted not less than fifteen days or not more than thirty days prior to the scheduled public hearing date and shall remain posted until the public hearing has been completed. The sign shall be removed as soon as practical after the public hearing has concluded.



PUBLIC HEARING SIGN

← 4.0' →
Minimum

Heading: 4" min.
letter heights, red
lettering (TITLE)

NOTICE OF PUBLIC HEARING

Case #: _____

Description of Request: Approval of a _____

Public Hearing Date/Time: _____ / _____

Location: City of Naperville Council Chambers/ 400 S. Eagle Street

For details, contact the Planning Services Team, 400 S. Eagle Street,
Naperville, IL 60540 at planning@naperville.il.us

All other text: 2" min.
letter heights,
black lettering. Sign
must have a white
background

↑
3.0' Minimum
↓