



Community Development Committee Regular Hybrid Meeting

Thursday, October 22, 2020 at 4:30 PM

Minutes - Approved

I. Called to Order: At **4:32 P.M.** by Trustee Barry

II. Present: Mayor Ron Gunter, Village Clerk Jinny Szymiski, Village Manager Steve May, Trustee Linda Liddle, and Trustee Bruce Barker

Westmont Virtual Roll Call : Trustee Harold Barry, Trustee Steve Nero, Finance Director and Assistant Village Manager Spencer Parker, Community Development Director Bruce Sylvester, Building Commissioner Jason Vitell, and Village Planner Nalini Johnson

III. Pledge of Allegiance

IV. Approval of Minutes: Trustee Liddle made a motion to approve the minutes from the July 23, 2020 Special Meeting and Trustee Nero seconded the motion. Motion passed on a voice vote.

V. OPEN FORUM - No one spoke during Open Forum.

VI. NEW BUSINESS

A. Annexations - Manager May provided the committee with an update regarding the Village's annexations, boundary agreements, and outreach. This included forced/involuntary annexations as well as anticipated voluntary annexations along 63rd and Richmond and Liberty Park. Manager May stated that for any voluntary annexations, the Village would be willing to waive various associated fees including a filing fee and fees included for the Planning and Zoning component which add up to approximately \$500.00. May noted that any assessments associated with Liberty Park annexations and water connection would only include what would be required to provide them water, no other public improvements. The cost of the project scope as a whole could cost approximately 8.3 million and affect 330 homes.

B. Downtown Business Discussion - Director Sylvester summarized the B-1 downtown permit approval process. Sylvester explained that it's common for businesses interested in the downtown to need other zoning approvals in addition to the required B-1 Permit. Businesses

often need to apply for a special use permit and/or a parking variance which requires public notice.

Trustee Harold Barry commented that he felt the parking requirement for the downtown was a deterrent for incoming businesses and agreed that it needed adjustments. Barry was not in favor of revising the special use regulations.

Mayor Gunter agreed that we need some control over the types of uses that go into the downtown, but agreed that the parking requirements could be revised.

Trustee Bruce Barker stated that any time there is a TIF district, he would prefer to see a sales tax generating business move in. He did agree that the parking in the central business district was too restrictive.

Trustee Steve Nero agreed that the need for a parking variance is an ongoing issue and he was not opposed to changing that requirement for the downtown. Nero did appreciate having some control and say on the type of business use that could move into the downtown.

Sylvester stated that he received the direction he needed from the board and that staff would begin putting together some recommendations to relax the downtown parking requirements. Sylvester mentioned there would also be a financial component that may need modifications which could include possibly eliminating the fee in lieu of parking. The board agreed that they were ready for action.

VII. UNFINISHED BUSINESS - None

VIII. COMMUNITY DEVELOPMENT REPORTS -

A. Community Development Director

- a. Bruce Sylvester provided the committee with restaurant outdoor seating updates and the measures staff is taking to accommodate the new state mandates and Covid-19 protocols. The board was favorable of allowing an extended period of time for outdoor seating and tents so long as there are fire department approvals for the locations, fire ratings, and possible heaters for the tents. Building Commissioner Jason Vitell also recommended reviewing the tents for their snow load ratings.
- b. Director Sylvester notified the board that staff is now sending copies of permits to the York Township Assessor for a portion of the North side of town. Permitting staff has consistently sent copies of all issued permits to the Downers Grove Township, but the department was informed by the York Township Assessor that a portion of Westmont is located within York Township, and that their office had not been receiving building
- c. Director Sylvester updated the board on the new permitting, licensing, code, and planning software implementation.

B. Planning and Zoning

- a. Village Planner Nalini Johnson provided the board with some major project updates, downtown B-1 permit applications, and pre-applications for planning and zoning.

There was also discussion related to the property located at 139 N. Cass Avenue, and the different interests there are for the Eastern portion of that property. Two known proposals thus far included additional parking for the school, and townhomes.

Another pre-application Ms. Johnson brought to the Boards attention was the Hiltons proposal to develop duplexes and single family homes along the golf course area which would require removing 9 holes. Trustee Nero commented that while this has been discussed and proposed before, the concerns of the board remain unchanged. Mayor Gunter commented that he and Trustee Barry were involved in that conversation and reassured that the applicant was made aware of the concerns and feelings of the surrounding communities and neighborhoods but that the Village would be favorable to consideration.

- b. Ms. Johnson discussed various proposed text amendments, some of which are intended to clarify departmental procedures and making sure they match with current policies.

C. Permitting - None

D. Code Enforcement

- a. Storage Containers - Mayor Gunter asked if all storage containers have been removed. Building Commissioner Jason Vitell replied that they have all been removed.
- b. Pods - Community Developments does not currently require residents to obtain official permits for storage pods, however if the pod is not within the code requirements, code enforcement action may take place.

IX. MISCELLANEOUS - None

X. ADJOURN - Trustee Liddle made a motion to adjourn at 5:46 PM, and Trustee Barker seconded the motion. The motion to adjourn was approved by unanimous consent.