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Village of Westmont
Planning & Zoning Commission
November 11, 2020 - Approved Minutes

The Village of Westmont Planning and Zoning Commission held its regular meeting on Wednesday, **November 11, 2020 at 7:00 p.m.**, at the Westmont Village Hall located at 31 W. Quincy Street, Westmont, Illinois 60559.

Chair Doug Carmichael led in the following:

1. **Call to Order**
2. **Roll Call**

In Attendance: Chair Doug Carmichael, Commissioners Wallace Van Buren, Craig Thomas, Thomas Sharp, Chris Lavoie, Alison Clemens, Village Attorney John Zemenak, Community Development Director Bruce Sylvester, and Village Planner Nalini Johnson

3. **Pledge of Allegiance**
4. **Swearing-in of testifying attendees -** Not Applicable
5. **Reminder to silence all electronic devices**
6. **Reminder to sign-in for any public testimony**
7. **Approval of the Minutes of the September 9, 2020 regular meeting.**

MOTION to approve the regular meeting minutes on September 9, 2020.

Motion by: Clemens
Second by: Sharp

The motion passed on a voice vote. All in favor.

8. **Open Forum -** No one spoke or submitted comments during Open Forum.
9. **Review of Public Hearing Procedures -** Not Applicable
10. **Open Hearing**

<u>New Business</u> - Discussion Items

DISCUSSION ITEM(S) : Planning and Zoning Commission to discuss the following suggested text amendments to Appendix A - Zoning Code for the following:

I. **New ordinance language for allowing ATMs as-of-right**.

Community Development Director Bruce Sylvester presented a suggestion from staff to change Automatic Teller Machines (ATMs) from requiring a 'special use permit' to being classified as 'permitted uses' in the Village's "B" and "C" districts. The Commission expressed support for this change. Director Sylvester stated that staff will move forward and plan to have that item on the next agenda.

II. New ordinance language for eliminating parking requirements for existing buildings and establishing

parking requirements for new buildings In the B-1 zoning district

Director Sylvester presented a suggestion from staff to modify parking requirements in the Village's downtown B-1 zoning district. The suggestion from staff was to allow any use to move into existing buildings without needing a parking variance, and the Commission supported this suggestion. For any new buildings that are constructed in the B-1 district in the coming years, staff suggested requiring 1 stall for every 200 square feet of gross commercial area and 1.25 parking stalls for every residential dwelling unit. After discussion about what amount of parking is appropriate for new development in the downtown, the Commissioners concluded by indicating that *less* parking for commercial uses should be required than staff's suggestion. The Commission was in general agreement to require only 1 stall for every 400 square feet of new commercial area in new buildings in the downtown, regardless of use. The Commission also indicated that it did agree with the suggestions from staff to require 1.25 stalls for any new residential units required in the downtown area, regardless of the number of bedrooms-per-unit.

As part of this discussion, the Commission also indicated that it supported the staff suggestion that the requirements for commercial and residential uses should 'stack' for proposed new mixed-use buildings. This would mean that the amount of parking required for commercial uses would be added to the amount required for residential uses, rather than allowing some 'sharing' or overlapping.

Lastly, the Commission indicated support for the staff suggestion that anyone seeking a variance from these proposed new parking requirements, once they are adopted, would need to pay a substantial fee for each stall that they do not provide.

Director Sylvester mentioned that although it's not required, staff would notify the B-1 businesses of the potential changes to come.

III. New ordinance language for removing off-street parking requirements for existing multi-tenant commercial properties. (1:25)

The last topic Director Sylvester presented was a suggestion from staff to modify parking requirements for multi-tenant commercial buildings, also known as strip malls or shopping centers. Staff suggested allowing any new use to move into *existing* multi-tenant commercial buildings without needing a parking variance, and the Commission discussed this suggestion at length. Specifically, the Commission debated whether or not some uses, such as medical or instructional uses that generate higher parking demand, should be required to obtain a variance if there is insufficient parking on the site for such a use. After lengthy discussion, the Commission agreed that even these types of uses should not be required to obtain a variance to move into an existing multi-tenant commercial center.

The Commission then discussed staff suggestions for parking requirements for proposed *new* multi-tenant commercial buildings that may be proposed in the future. Staff had suggested that the Village should require 1 stall for every 200 gross square feet of commercial area, regardless of what uses are in the building. This discussion got somewhat complicated because there may be proposed multi-tenant commercial centers that have known businesses/uses at the time of Village review, but others may not have any businesses/uses known at the time of review. The Commission concluded by expressing a desire to have the Village :

a. Require the amount of parking for known businesses/uses based on the requirements for that particular use; *plus*
b. Require 1 stall for every 250 gross square feet of commercial area for those portions of a proposed multi-tenant commercial building that do not have businesses/uses identified at the time of application. If no known businesses or uses are known at the time of Village review, then require 1 stall for every 250 square feet of gross area of the entire building.

Staff expressed a concern that this might be 'too little' parking, and cited examples in the staff report that show 3 existing multi-tenant commercial buildings in the Village that have more than 1 stall for every 200 gross square feet of area. One of the examples, at 19 West Ogden, has had a reputation for being 'under-parked'. This multi-tenant commercial building at 19 West Ogden has had 2 restaurants and a fitness center as its primary tenants.

After obtaining feedback from the Commission, Director Sylvester said he would proceed with putting these suggestions into final form as an official text amendment, which will be placed on the next Planning and Zoning Meeting agenda for official consideration at a required public hearing. Director Sylvester stated he will insure that all required notifications for that public hearing are provided as required.

IV. Creating and amending Use Definitions.

Village Planner Nalini Johnson presented to the Commissioners regarding future proposed changes to the existing Zoning Code that includes conflicting, contradicting or missing terminology. This is important in order to create cohesive definitions among all Village codes and licenses and remove regulatory language. Staff is looking for guidance and direction from the Commissioners as to how permissive and specific they would like the definitions to be. By creating and defining more specific uses, it will allow for more uses and the ability to better regulate.

V. Creating and amending Use Tables.

Village Planner Johnson presented to the Commissioners future proposed changes to the existing Zoning Code Use Tables. Commissioners requested an electronic version of the spreadsheet showing proposed use table changes in order to allow better commenting and editing. During the commenting period, Village Planner Johnson directed Commissioners to review all uses and determine if the uses fit within the Village plans for the future.

Old Business - None

11. Miscellaneous Items -

A) Chairman Carmichael announced that although the Veterans' Day celebration was cancelled, the Commissioners would like to thank all Veterans' for their service.

12. Adjourn

Motion by: Clemens
Second by: Lavoie

The motion passed on a voice vote. All in favor.

Meeting adjourned at 10:14 PM