



Village of Westmont

31 West Quincy Street, Westmont, Illinois 60559

villageboard@westmont.il.gov
westmont.illinois.gov | 630-981-6200

PUBLIC NOTICE

COMMUNITY DEVELOPMENT COMMITTEE

Thursday, January 23, 2025 - 4:30 PM
Westmont Village Hall - 31 W. Quincy Street, Westmont, Illinois 60559

AGENDA

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Public Comment
5. Approval of Minutes
 - A. Approval of the November 14, 2024 special meeting minutes.
6. Unfinished Business
7. New Business
 - A. Downtown Incentive Program 2025
 - B. Zoning Ordinance Updates
 1. Draft Ordinance
8. Reports
 - A. Committee Chair
 - B. Department Director
 1. 2024 Year End Report
 - C. Division(s) Reports
 1. Planning and Zoning
 2. Permitting

a. STATUS: Online Permitting

3. Code Enforcement

9. Miscellaneous

10. Adjourn - (Next meeting is scheduled at 4:30 pm on April 17, 2025)

Note: Any person who has a disability requiring a reasonable accommodation to participate in the meeting should contact the ADA Compliance Officer, 9:00 A.M. to 4:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting. Listen Everywhere, an assistive listening, mobile app, is now available to visitors attending Board and Commission Meetings held in the Village Hall Board Room.

<https://westmont.illinois.gov/581/ADA-Listen-Everywhere>



Village of Westmont COMMUNITY DEVELOPMENT

31 West Quincy Street, Westmont, Illinois 60559

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TO: Community Development Committee
FROM: Joseph Hennerfeind, AICP, Community Development Director
DATE: January 23, 2025
RE: **DISCUSSION: Downtown Incentive Program (DIP) FY25(B)**

Downtown Incentive Program (DIP)

- In the FY25(B) budget, a total of **\$250,000** in new and previously unspent funds are proposed to be allocated to the program, with the following breakdown:
 - \$50,000 of unspent funds reappropriated from FY25(A) to FY25(B);
 - \$200,000 of budgeted new funds; and
 - \$113,362 of carryover from the FY2024 and FY25(A) programs for grant awards that have not yet requested reimbursement (obligated payments)
- With each budget cycle, the Board can elect which funding tiers are appropriate and have the ability to adjust the percentage of grant match for certain eligible activities if certain improvements want to be targeted.
- As a refresher, the Tiers are defined as follows:
 - Tier 1 - minimum projects of \$5,000; grants up to \$20,000 (*plus incentives*)
 - Tier 2 - minimum projects of \$25,000; grants up to \$50,000 (*plus incentives*)
 - Tier 3 - minimum projects of \$50,000; grants up to \$100,000 (*plus incentives*)
- For FY25(B), staff forwards the following recommendations for discussion:
 - Funded Tiers for FY25(B)
 - Tier 1: **\$50,000 recommended**
For reference, three Tier 1 projects were approved in FY25(A) and totalled \$12,104. This indicates that FY25(B) can fund between 3 to 15 new projects based on project averages.
 - Tiers 2 and 3: **\$200,000 recommended** for both (combined total)
 - Last year, Tier 2 was allotted \$100,000, and Tier 3 was unfunded. Two Tier 2 grants were awarded for a total of \$101,258 (allowed to exceed due to incentive award structure).
 - By combining Tiers 2 and 3, awards can be flexible.
 - Funding Cycles
 - Tier 1: **Open funding cycle.**
An open funding cycle allows for applications to be received, reviewed, recommended, and approved in the order received. The advantage of an open funding cycle is that awards can be done timely as applications are made.

- Tiers 2 and 3:
With a high grant award and limited funds, Tiers 2 and 3 are recommended to have a **prescribed application window**. Applications will be received for a period of time, and reviewed together. Each project will be scored (ranked) and presented to the Board. Highest scoring projects will receive awards in the event funding requests exceed available budgeted amounts.
 - Application Schedules
 - **Tier 1:** Applications **opened immediately** and can be awarded through the end of the FY25(B) budget.
 - **Tiers 2 and 3:** Applications accepted from **February 3 to March 28, 2025**. If funding remains, applications will continue to be accepted through the end of the FY25(B) budget.
 - Tier Flexibility:
 - In an effort to provide the most benefit and expend annual funds, any remaining funds in the DIP program may be redistributed after **September 1, 2025**.
 - The Board may consider any unfunded Tier 3 or Tier 2 application for an alternate Tier award if funds are available.
 - Targets: **FOR DISCUSSION**
 - **No modifications to the listed targets are proposed, but can be considered if warranted. In FY25(A) an additional percentage match was allotted for water line installation on specific properties.**
 - Approval Procedures
 - The Board may make conditional awards to any project that must obtain approval by the Planning and Zoning Commission, subject to project revisions in compliance with any corresponding entitlement approval (Site Plan, Variations, Special Uses, etc.).
 - Conditional approval shall include a reasonable approval expiration to complete the entitlement process.

EXHIBIT A

DOWNTOWN INCENTIVE PROGRAM (“DIP”) ANNUAL BUDGET AND ACTIVITY TARGETS FY25(B)

FY25(B):

The funding cycle for the FY25(B) DIP shall run from the date of this Annual Budget and Activity Targets adoption to the end of the fiscal year, December 31, 2025.

BUDGETED TIER FUNDING: Total Budgeted : \$363,362.00

Budgeted funding is established for the FY25(B) DIP as follows:

Carry Over: \$113,362.00 (awarded projects from FY2024 and 25A awaiting completion)

Tier 1: \$50,000.00

Tiers 2 and 3: \$200,000.00 (combined for both Tiers)

GRANT FUNDING CYCLE:

Tier 1: Open funding cycle on a first come, first served basis provided funds are available.

Tiers 2 and 3: A prescribed application period will be used for initial funding, with an open funding cycle following initial awards if funds remain.

FY25(B) TARGETS: (FOR DISCUSSION - language from FY25(A) budget)

The Board recognizes specific challenges to those properties not in close proximity to the water main, which bear an unbalanced cost when required to install a water line connection under Cass Avenue for sprinkler systems. These properties on the east side of Cass Avenue have previously been accommodated with an increase in available funding match from a base of 25% (Tier 1) ,35% (Tier 2), and 40% (Tier 3) to an amount of 50% for all fire life safety improvements.

Specific to the costs related to the water line installation (materials and labor), FY25(B) shall target a match at a higher percentage of 75%. The funding of a water line at 75% and other fire life safety improvements at 50% for properties on the east side of Cass Avenue is intended to motivate the installation of sprinkler systems where costs otherwise make projects financially unfeasible.

Additionally, coordinating a water line installation between two adjacent properties can promote cost sharing to further reduce the financial burden. Each of the properties may apply for separate grant funding, subject to grant award maximums for each application.

APPLICATION SCHEDULE:

Tier 1 applications can be accepted and processed immediately; Tier 2 and 3 initial funding cycle will have a published deadline for consideration, which will occur no earlier than March 28, 2025.

APPROVAL PROCEDURES:

Approval procedures will generally follow those as described in the DIP Manual. Qualified Tier 1 applications will be forwarded for consideration by the Board in the order received; Qualified Tier 2 and 3 applications received by the initial application deadline will be presented to the Board as a group with a corresponding score. After September 1, 2025, any remaining funds may be awarded to any Tier on a first come, first served basis.

EXHIBIT A

TIER AND FUNDING FLEXIBILITY:

In an effort to provide the most benefit and expend annual funds, any remaining funds in the DIP program may be redistributed after September 1, 2024.

The Board may consider any unfunded Tier 3 or Tier 2 application for an alternate Tier award if funds are available.

EXHIBIT A

TIER 1 PROGRAM PARAMETERS:

TIER 1			
Min Project Total Cost	\$5,000	(combined activities)	
Max Grant (per application)	\$20,000		
Repayment/Clawback	None		

Funded Activities	Type	% Base Funded	% Cap Match*
Facade Improvements	Any	20%	50%
Signage	Any	10%	30%
ADA (exterior)	Exterior Entry Accessibility	25%	
Fire Life Safety	Any (excluding water line exception below)	25%	50%
<i>New or Upgraded Water Line Installation when required for sprinkler system</i>	<i>Costs limited to materials and labor for properties on the East Side of Cass Avenue</i>	75%	

Incentive Bonus *	Type	Add % Match
Facade Improvements	Exterior Lighting	5%
	Brick / Stone	10%
	Architectural Detailing (improvements that contribute to a creative design, and higher quality interest in the building façade)	15%
Signage	Backlit Wall	10%
	Projecting	10%
Fire Life Safety (Any)	East Side of Cass	25%

* To achieve the maximum percentage match, the applicant would need to apply for all incentive bonuses. For example, for a façade improvement the maximum grant is 20% of project cost. With all bonuses applied for, the maximum grant will be increased to 50% of the project costs.

EXHIBIT A

TIER 2 PROGRAM PARAMETERS:

TIER 2			
Min Project Total Cost	\$25,000	(combined activities)	
Max Grant (per application)	\$50,000		
Repayment/Clawback	None		

Funded Activities	Type	% Base Funded	% Cap Match*
Facade Improvements	Any	20%	50%
Signage	Any	10%	30%
ADA (exterior)	Exterior Entry Accessibility	25%	
Fire Life Safety	Any (excluding water line exception below)	35%	50%
<i>New or Upgraded Water Line Installation when required for sprinkler system</i>	<i>Costs limited to materials and labor for properties on the East Side of Cass Avenue</i>	75%	
ADA (interior)	Bathrooms	20%	
Code Compliance Update	Electric / Plumbing	10%	
Parking Lot	Any	20%	50%
Stormwater	Best Management Practices	50%	

Incentive Bonus *	Type	Add % Match
Facade Improvements	Exterior Lighting	5%
	Brick / Stone	10%
	Architectural Detailing (improvements that contribute to a creative design, and higher quality interest in the building façade)	15%
Signage	Backlit Wall	10%
	Projecting	10%
Fire Life Safety (Any)	East Side of Cass	15%
Parking Lot	Landscape Areas	10%
	Lighting	10%
	Screening	10%

* To achieve the maximum percentage match, the applicant would need to apply for all incentive bonuses. For example, for a façade improvement the maximum grant is 20% of project cost. With all bonuses applied for, the maximum grant will be increased to 50% of the project costs.

EXHIBIT A

TIER 3 PROGRAM PARAMETERS			
Min Project Total Cost	\$50,000	(combined activities)	
Max Grant (per application)	\$100,000		
Repayment/Clawback	Guarantee of Improvements (over \$50K)		
Funded Activities	Type	% Base Funded	% Cap Match*
Facade Improvements	Any	20%	50%
Signage	Any	10%	30%
ADA (exterior)	Exterior Entry Accessibility	25%	
Fire Life Safety	Any (excluding water line exception below)	40%	50%
<i>New or Upgraded Water Line Installation when required for sprinkler system</i>	<i>Costs limited to materials and labor for properties on the East Side of Cass Avenue</i>	75%	
ADA (interior)	Bathrooms	20%	
Code Compliance Update	Electric / Plumbing	10%	
Parking Lot	Any	20%	50%
Stormwater	Any	50%	
Rear Entry Facade Improvements	Any	20%	40%
Restaurant and other Food Service or Sales Equipment and Fixtures	Plumbing, HVAC, Refrigeration, and other fixtures that remain with building	50%	
Other Business Equipment	Any	10%	15%
Incentive Bonus *	Type	Add % Match	
Facade Improvements	Exterior Lighting	5%	
	Brick / Stone	10%	
	Architectural Detailing (improvements that contribute to a creative design, and higher quality interest in the building façade)	15%	
Signage	Backlit Wall	10%	
	Projecting	10%	
Fire Life Safety	Water Line / East Side of Cass	10%	
Parking Lot	Landscape Areas	10%	
	Lighting	10%	
	Screening	10%	
Rear Entry Improvements	200' to Public Lot	10%	
	Architectural Facade Detail	10%	
Business Equipment	Remains w/Building	5%	

EXHIBIT A

Sample Tier 1 Scorecard

PROJECT SCORE			
BUSINESS TYPE			
New Restaurant / Retail	5	<input type="checkbox"/>	CHECK ONE
Restaurant / Retail Retention	4	<input type="checkbox"/>	
Vanilla Box Vacant Space	3	<input type="checkbox"/>	
Office	2	<input type="checkbox"/>	
Service	2	<input type="checkbox"/>	
<i>Fills historically vacant space (vacant more than 1 year)</i>	1 <small>BONUS</small>	<input type="checkbox"/>	
BUSINESS TYPE SUBTOTAL			
CORE ACTIVITIES			
Facade Improvements	5	<input type="checkbox"/>	MARK ALL APPLICABLE
<i>Exterior Lighting*</i>	0.5	<input type="checkbox"/>	
<i>Brick / Stone*</i>	1	<input type="checkbox"/>	
<i>Architectural Detailing*</i>	1.5	<input type="checkbox"/>	
Fire Life Safety	4	<input type="checkbox"/>	
<i>Includes water line installation to east side of Cass*</i>	1	<input type="checkbox"/>	
ADA	3	<input type="checkbox"/>	
CORE ACTIVITIES SUBTOTAL			
<i>add subtotals</i>			
PROJECT SCORE TOTAL			
<small>*Incentive activities must be verified to meet minimum standards.</small>			



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TO: Community Development Committee
FROM: Scott Williams, Senior Planner
DATE: January 23, 2025
RE: **Zoning Ordinance Update Request to Proceed**

Staff has received and reviewed two full first drafts of the zoning ordinance, the second full draft is currently pending legal review by the Village Attorney with a handful of minor comments that must still be addressed by the consultant. However, based on staff's perceived timelines the second full draft of the zoning ordinance update has been provided to the Community Development Commission. Once all comments provided by staff and the Village Attorney have been addressed a final draft will be produced and posted on the Village's website prior to the scheduling of a public hearing.

The estimated timeline regarding implementation of the zoning ordinance update is as follows:

- Pending legal review, the proposed Planning and Zoning Public Hearing to take place in March of 2025. Subsequent meetings at the Planning and Zoning Commission may be needed based on feedback from the commission.
- After receiving a recommendation from the Planning and Zoning Commission (pending and any revisions) the Update would be placed on a Village Board Agenda for final approval. Depending on the number of Planning and Zoning Commission meetings needed the update could be placed on a Village Board Agenda as early as April of 2025.
- Immediately following the adoption of the Update, staff would begin the process of rezoning the necessary properties.

Procedure and Processes

To allow for greater flexibility and more accommodating procedure process staff has tasked the consultant with revamping the Village's Planning and Zoning entitlement process. Currently, staff does not believe that the existing Zoning Ordinance accommodates minor changes to development projects well enough to give residents or developers a streamlined process when minor hindrances arise such as unknown utilities and the like. Other processes are largely staying the same, but with more transparent approval criteria. Staff discussed the proposed changes to the procedure and processes at the August 8, 2024 Planning and Zoning Commission meeting. A summary of the proposed Zoning entitlement process can be found below:

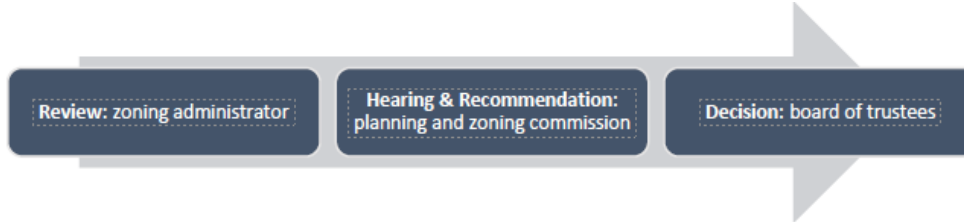


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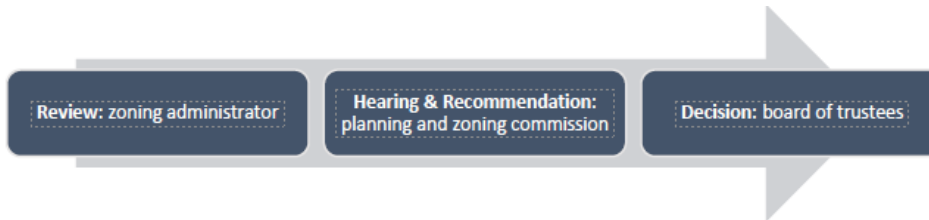
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Zoning Ordinance Text and Map Amendment Process



The two amendment processes include Map and Text Amendments, the amendment process will largely be staying the same. However, staff will be proposing changes to the evaluation criteria to provide better transparency on decisions in regards to Zoning Map Amendment and Zoning Ordinance Text Amendments. Additionally, Map Amendments for Planned Unit Development (PUD) overlays or a rezoning from the B-3 District are required to be processed as a Development Plans as detailed later in this memo.

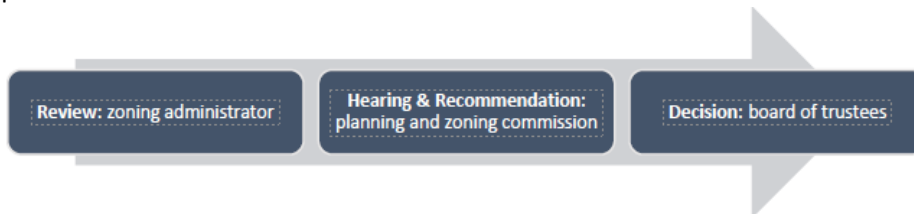
Special Use Permit Process



The Special Use Process itself will not change however, the grouping of uses that require a Special Use Permit will change to provide better clarity for staff and applicants. Additionally, applicants may amend their Special Use Permit, if minor changes to an accessory use or structure and any minor changes to their site that were not foreseen at the time of the original approval. These minor changes would be processed only through the Zoning Administrator; however, the Zoning Administrator would also have the authority to require the applicant to process a new Special Use Permit request if the changes are significant enough.

Variances

The Variance request process will largely be staying the same. However, staff will be proposing changes to the standards and review criteria to provide better transparency on decisions. The general Variance process is outlined below.





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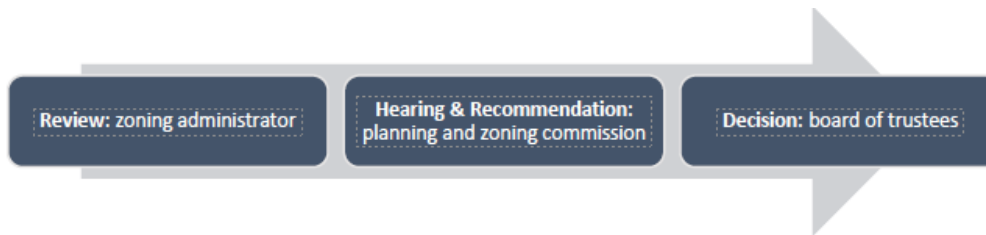
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Site Plan Process

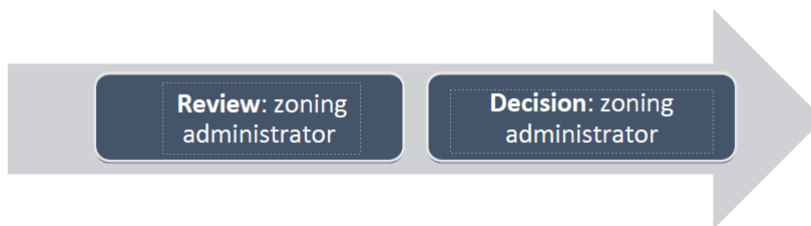
Significant changes to the Site Plan approval process are being proposed to aid in facilitating minor modification to approved site plans, reliance on staff to approve fully compliant site plans, and aid in efficiently processing applications in a timely manner. Site plans are generally required when a commercial property, when a principal building is enlarged or when an increase of 1,000 square feet of impervious surface is proposed or the replacement of more than 50% of the facade in the Downtown. Additionally, the Site Plan process is broken into two (2) processes depending on the requests: Major Site Plans and Administrative Site Plans. The specific process for each are details below.

Major Site Plans



Major site plans require review and recommendation by the Planning and Zoning Commission and final decision by the Village Board. A site plan is required to be processed as a Major site plan if the plan includes the following: construction of any new building that includes 10,000 square feet of gross floor area or expansion of 10,000 square feet of gross floor area.

Administrative Site Plans (Process Change)



Any site plan that is not classified as a major site plan is eligible to be processed as an administrative site plan. The administrative site plan approval criteria is dependent on compliance with all Zoning regulations. However, the Zoning Administrator may refer an eligible administrative site plan to be processed as a major site plan if significant changes are proposed. Much like other municipalities, when a proposed development or improvement to a property that meets all of the zoning ordinance's requirements may be processed without approval by the board or planning and zoning. This allows developments that do not request other entitlements such as a special use permit or variances and that are meeting all code requirements to be processed quicker and to continue review of their permits..

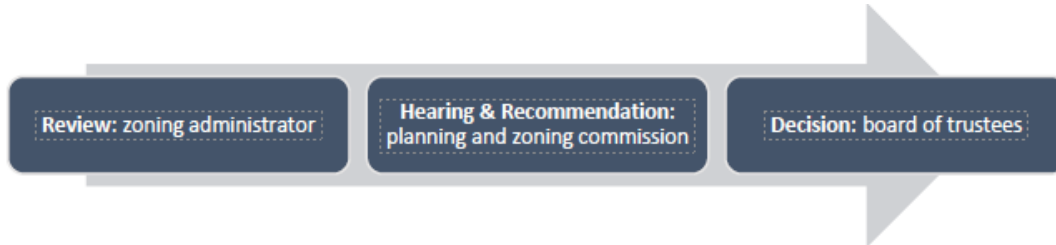


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Development Plans

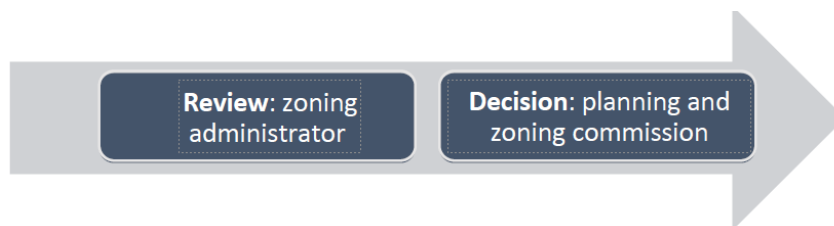


Development plans are a new set of approvals and processes that take the place of the current PD and B-3 District approval processes. The purpose of a Development Plan is to depict a property owner's generalized plan for the type, amount, and physical character of a proposed development of a piece of property. Development plans are mandatory for Planned Unit Developments (PUD) and the B-3 zoning District map amendments. They are optional for other development projects and rezonings. Additionally, a concept presentation may be authorized for either at a Community Development Committee or Planning and Zoning Commission meeting prior to a development plan and zoning map amendment request. The process for Development Plans is as follows:

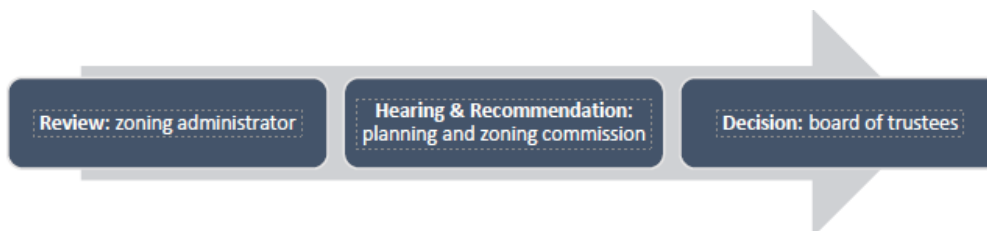
Amendments

Additionally, Development Plans may be amended as either a Minor Amendment or a Major Amendment. Minor Amendments would be decided by the Planning and Zoning Commission while Major Amendments would need to be processed as a new Development Plan with the Village Board having the final decision.

Development Plans - Minor Amendments (Process Change)



Development Plans - Major Amendments





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Public/Institutional (P/I)

In the current Zoning Ordinance, institutions like government facilities, schools, places of worship and the like are typically special uses in residential and commercial districts. As such, they must comply with the bulk regulations of the district. This can be troublesome because the bulk regulations and uses for these districts did not have institutions in mind. Since institutional uses may be greatly restricted by residential and commercial rules, our consultant drafted regulations for a new district called P/I, Public and Institutional District. This new district has bulk regulations that reflect institutional structures and allows only institutional uses as permitted or special uses. Together, this should reduce the number of approvals needed for institutions, specifically for new developments. However, site and landscaping plans will be required, as needed.

Creation of the P/I district also presents the opportunity to allow more uses as permitted instead of as special uses. For example, parks are special uses in the residential districts. The P/I district is drafted to split parks into two categories: neighborhood parks (limited programming) and community parks (destination programming). Splitting parks into two categories can mean that neighborhood parks could be permitted uses and community parks stay as special uses. For some neighborhood parks, rezoning to the P/I district could reduce the number of zoning approvals required.

The consultant has proposed classifying the following uses as either permitted or special:

Use	P/I District (proposed)
Other Group Living	Special
Parking, Off-site Nonresidential	Special
College or University	Special
Community Garden	Permitted
Governmental	Special
Hospital	Special
Library or Cultural Exhibit	Special
Neighborhood Parks and Recreation	Permitted
Community Parks and Recreation	Special
Religious Assembly	Special



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Safety Service	Permitted
School	Permitted
Infrastructure or Utility, Major	Special
Infrastructure or Utility, Minor	Permitted
Cell Tower	Special
Building-Mounted Cell Antenna	Permitted
Tower-Mounted Cell Antenna	Permitted

Downtown Districts and Zoning Ordinance Update

At the Community Development Committee meetings held on May 2, 2024 and May 30, 2024, Staff and our consultant, Duncan Associates, presented changes to the Village’s Downtown zoning districts. These changes include restructuring of the zoning districts, new bulk standards, design integration, and elimination of the B-1 Development Permit. The CDC was generally in favor of pursuing the proposed changes. On September 12, 2024 Staff also met with the Downtown Westmont Business Alliance and presented similar material, which received favorable feedback by those in attendance. Additionally on October 09, 2024, staff discussed the proposed changes with the Planning and Zoning Commission and received generally positive feedback.

The Village’s current B-1 zoning district is proposed to be altered, as is the existing downtown development permit process. The new zoning district proposal would create a downtown core (B-1A) district which would extend along Cass Avenue from Richmond Street to Norfolk Avenue. The downtown edge (B-1) district would extend from Norfolk Avenue to Naperville Road to the north; to the south it would extend from Richmond Street to Dallas Street . Additionally, a new zoning district along Burlington Avenue and Quincy Street, which is currently zoned R-5, would be rezoned to a new downtown residential (R-7) District.

Downtown Core	Downtown Edge	Downtown Residential
B-1A	B-1	R-7

These three new downtown districts are intended to recognize the unique physical character



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of the downtown and train station areas of the Village. The updated bulk regulations promote walkable, mixed-use development patterns appropriate within downtown and more closely match traditional building patterns in the area. The new bulk regulations would provide greater clarity for new and existing development throughout the downtown and recognize the character of the existing downtown. The draft regulations also reflect recommendations from the Comprehensive Plan and follow the general framework of the Village's existing Downtown Design Guidelines.

The new proposed Downtown zoning districts include clear, objective regulations rather than the sometimes vague and subjective language included in the existing design guidelines. This approach will result in a more streamlined approval process for downtown redevelopment projects as well as more predictable outcomes for residents, business owners, property owners, and investors.

General Changes and Use Classifications

As a part of the update process, the Zoning Ordinance will be reorganized into five main sections: zoning district information, use regulations, applicable regulations (parking, landscaping, signs), administration of the ordinance, and interpretation of the ordinance. The document will be web-ready, meaning that it will be hyper-linked with accurate cross-references to other sections within the zoning ordinance and municipal code. The ordinance will be written in legally defensible, plain language that is easy for any reader to understand. There will also be dozens of useful tables and illustrations that help describe regulations better than text alone.

An example of a useful table is Table VI-1: Table of Allowed Uses. This table clearly lists out every allowed use in every district. In the current zoning ordinance, uses are scattered across nine sections. Some uses are organized by a table, while others are listed out in text. The Table of Allowed Uses consolidates these sections into one table, which is far more user-friendly.

Additionally, uses are organized into buckets and are broken down by subcategories. For example, service uses are in the consumer service bucket. This bucket includes business support, maintenance and repair, personal improvement, health and fitness, instructional, business training, and other consumer service subcategories. This organization style further condenses the use table instead of listing out every allowable service use (as the current ordinance does).

Accessory Uses and Structures

Residential

Residential accessory structures received a major overhaul as a part of the update process. Some of the most notable changes include allowing up to two detached accessory buildings (excluding one detached garage). This means that a property with an attached garage can have two accessory buildings, while a property with a detached garage can have two more accessory buildings, for a total of three altogether.



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Residential properties have a 1,250 square foot maximum for all accessory structures. This maximum includes a detached garage, sheds, patios, etc. The 35% lot coverage maximum will not be changed, and will likely prevent most properties from using all 1,250 square feet.

Another new feature is the exemption of up to two accessory buildings that are no more than 12 square feet each. This small building exemption allows for small sheds that one would typically buy from a store like Home Depot to be placed on one lot. These kinds of buildings are exempt from lot coverage, the two building maximum, and distance requirements from other structures.

Accessory Dwelling Units (ADUs)

Allowing accessory dwelling units (ADUs) is one of the largest changes being made to the Zoning Ordinance. ADUs will be allowed only on lots occupied by a detached, semi-detached, or attached home. They can be attached or detached to the principal structure, or can be internal (e.g. basement conversion). ADUs will be subject to the following bulk regulations:

Maximum Area	May not exceed the floor area of the principal dwelling or 850 sq ft, whichever is less
Height	Must follow the zoning district's height limit or the height of the principal structure, whichever is LESS. If detached, 18 ft
Location	Must follow the underlying zoning districts bulk requirements. If detached, must observe side yard setbacks, must be behind the front wall of the principal structure, and may encroach into the rear yard. Must be located 10 ft from the principal structure <u>and 10 ft from the rear lot line.</u>
Design Standards	Retain the appearance of a single-family home, entrance to the ADU must appear secondary and not face a public streets Must also be constructed of materials like the principal structure's
Parking	No additional spaces required

If a proposed ADU can meet all of the applicable zoning regulations, then a building permit can be issued. No special zoning approvals are required.

Renewable Energy

The updated Zoning Ordinance will have clearer regulations for electric vehicle charging stations (public and private), geothermal heat exchange stations, solar energy systems, and wind energy conversion



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systems. These structures are allowed in all zoning districts as accessory uses and are subject to setbacks and height limits.

Outdoor Lighting

The Village's Zoning Ordinance currently has a very limited amount of regulations regarding outdoor lighting. The proposed changes to the lighting standards provide attainable minimum standards for commercial properties. For example all new lighting fixtures must either be downcasted or shielded to reduce light spillage. Additionally, the proposed changes allow staff to utilize other measurement methods other than a photometric study which can be cost prohibitive for many developers.

Off-street Parking

Currently, the Villages parking specifications (stall sizes), exist as a specification sheet within the engineering division of community development. Additionally, parking counts and parking lot design standards live within the zoning ordinance and Chapter 80 of the municipal code. It is general practice to have all regulations relating to parking in a single accessible place. The proposed zoning ordinance adds the parking specification, designs, and count into a single section. Changes to the minimum parking stall width from 10'x20' is proposed to be reduced to 9'x18' as it is more common today and an abundance of waiver requests have been approved by the Village to accommodate smaller spaces. However, this change still allows developers to incorporate larger spaces into their design. Additionally, to accommodate smaller parcels of land with existing buildings (largely located in the village's downtown), the proposed zoning ordinance a reduction of minimum design standards for parking areas that have less than three (3) do not to be designed in accordance with specific dimensional standards or design.

The minimum parking requirements have also been revised based on the building or use of a property as previous regulations were skewed compared to surrounding municipalities. Additionally, for new drive-thrus (drive-ins) buildings the proposed zoning ordinance will incorporate minimum stacking requirements for certain uses to reduce instances of overflow onto public right-of-ways.

Landscaping

Currently, the Village's landscape regulations are in Chapter 80 of the municipal code. Much of the landscape requirements are administered by the planning and zoning division through permitting review or planning and zoning cases. With the proposed changes to the zoning ordinance staff and the consultant have determined that moving the landscape regulations into the zoning ordinance is best practice and provides ease of use to developers. Additionally, staff has proposed significant updates to the landscape regulations to better enhance the Village's appearance, mitigate adverse impacts, reduce noise and glare, protect surface water quality and retention, mitigate heat island effects, and encourage preservation of existing natural areas. These updates include changes to definitions of landscape



Village of Westmont COMMUNITY DEVELOPMENT

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minimums for commercial properties such as requiring 50% of unimproved ground areas on a site to be landscaped with trees, shrubs, or ground cover. A greater emphasis on street facing facades and maintenance of approved landscape plans are being proposed to enhance the Village's appearance. A list of recommended landscaping material will now be provided within the appendix of zoning ordinance as current regulations are too vague to enforce properly. All changes to the proposed landscaping requirements would only affect new developments through approval of a landscape plan for property.

Attachments:

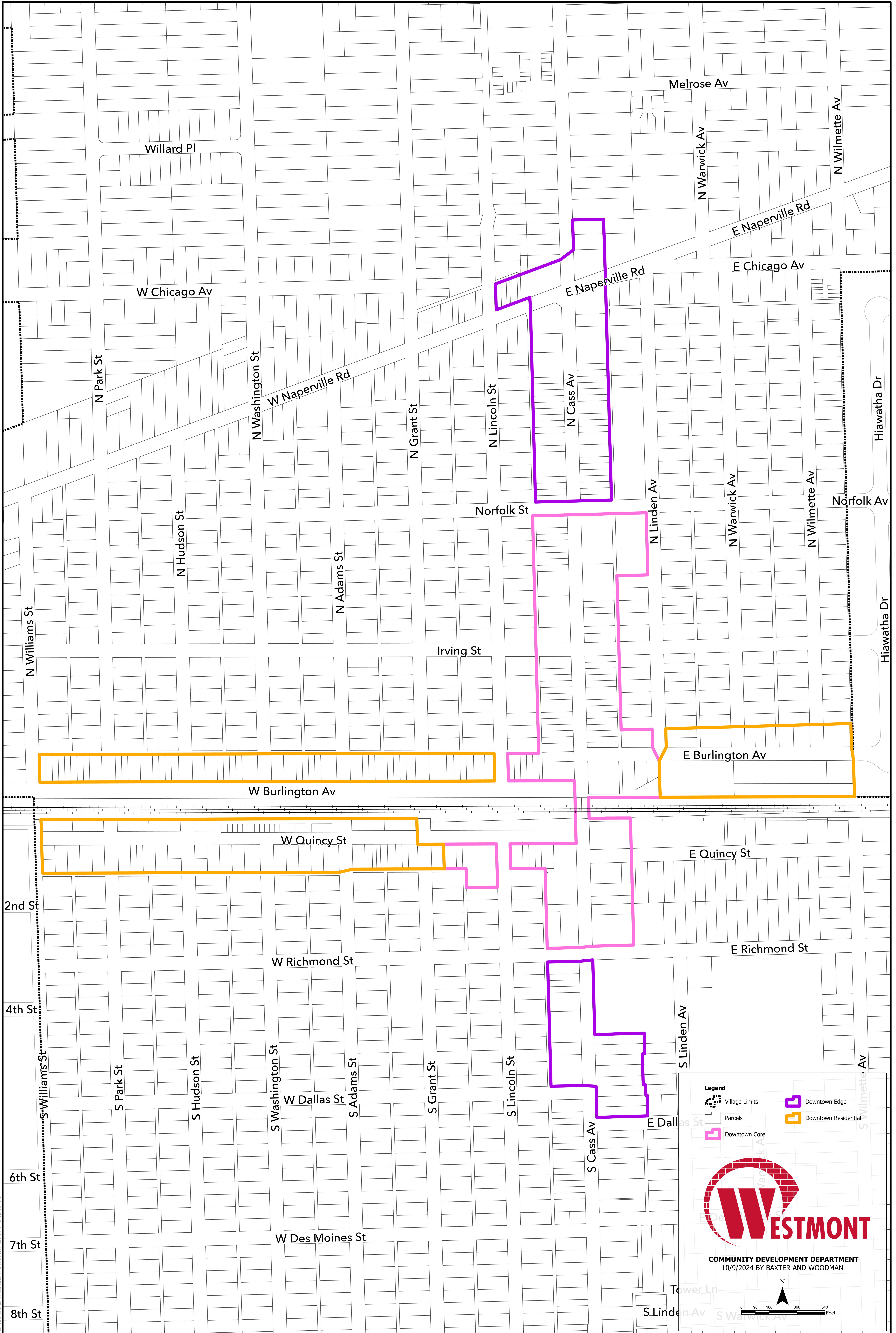
- 1. Zoning Ordinance Draft dated January 2025**
- 2. Draft Downtown Zoning Map**
- 3. Zoning Ordinance Update briefing #3 Presentation**

DRAFT

VILLAGE OF WESTMONT

DuPage County

DOWNTOWN DISTRICT MAP



Zoning Ordinance Update

Request to Proceed
January 23, 2025

Timeline



General Changes (Organization/Format)

- Reorganized
- Introduction Tables and Illustrations
- Accurate cross-references
- Web-ready and hyper-linked
- Legally defensible, plain language

Organization
districts
uses
applicable regulations
administration
interpretation

General Contents	
Article I Introductory Provisions.....	I-1
Article II Residential Districts.....	II-1
Article III Business and Employment Districts.....	III-1
Article IV Downtown Zoning Districts.....	IV-1
Article V Special Purpose Districts.....	V-1
Article VI Principal Uses.....	VI-1
Article VII Accessory and Temporary Uses.....	VII-1
Article VIII Wireless Telecommunications Facilities.....	VIII-1
Article IX Parking.....	IX-1
Article X Tree Preservation and Landscaping.....	X-1
Article XI Signs.....	XI-1
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Article XIII Nonconformities.....	XIII-1
Article XIV Review and Approval Procedures.....	XIV-1
Article XV Administration and Enforcement.....	XV-1
Article XVI Measurements.....	XVI-1
Article XVII Definitions.....	XVII-1

Procedures/Processes

Table XIV-1: Review and Decision-making Authority Summary Table

Procedure	Staff	Planning and Zoning Commission	Board of Trustees
Zoning Ordinance Text & Map Amendments	<input type="checkbox"/>	< <input checked="" type="checkbox"/> >	■
Planned Unit Developments			
PUD Development Plans	<input type="checkbox"/>	< <input checked="" type="checkbox"/> >	■
PUD Site Plans	■	—	—
Special Uses	<input type="checkbox"/>	< <input checked="" type="checkbox"/> >	■
Site Plans			
Major Site Plans	<input type="checkbox"/>	< <input checked="" type="checkbox"/> >	■
Administrative Site Plans	■	—	—
Variances	<input type="checkbox"/>	< <input checked="" type="checkbox"/> >	■
Zoning Certificates	■	—	—
Zoning Verification Letters	■	—	—
Certificates of Occupancy	■	—	—
Appeals of Administrative Decisions	<input type="checkbox"/>	< ■ >	—

= Review | = Recommendation | ■ = Final Decision | < > = Public hearing

Notable Changes

- Staff has some administrative ability regarding Site Plans and Landscape Plans
- PUD has a more formalized process
- Variances, Special Uses, Text & Map Amendments, Verification Letters, and Appeals are processes are not changing.

Use Classification System

- Current use classification system is inconsistent between districts, primarily in terms of formatting
- Table is grouped by district type
- Organizes uses into buckets (e.g. Animal Service, Consumer Service, etc), which are broken into subcategories
- Special conditions and supplemental regulations are included, as needed

DRAFT

Table VI-t: Table of Allowed Uses

Uses	Districts														Supplemental Regulations		
	USE GROUP																
	R-1	R-1(A)	R-2	R-3	R-4	R-5	R-7	R-1(A)	B-1	B-2	C-1	OR-1	OR	M-1		M	P1
P = Permitted Use S = Special Use Approval Required - = Prohibited Use																	
RESIDENTIAL																	
Household Living																	
Detached House	P	P	P	P	P	P	S	-	-	-	S	-	-	-	-	-	Sec. 6.03(A)(1)
Semi-detached House	-	-	-	-	P	P	-	-	-	-	S	-	-	-	-	-	-
Attached House	-	-	-	-	P	P	P	-	S	-	-	-	-	-	-	-	-
Two-unit House	-	-	-	-	P	P	-	-	-	S	-	-	-	-	-	-	-
Mixed-Use Residential	-	-	-	-	-	-	-	P12	P	-	S	-	-	-	-	-	-
Multi-Unit Building	-	-	-	-	P	P	-	-	P	-	S	-	-	-	-	-	-
Assisted Living Residence	-	-	-	-	-	P	-	-	-	-	-	-	-	-	-	-	-
Group Living																	
Community Residence, Family	P11	P11	P11	P11	P11	P11	P11	-	-	-	-	-	-	-	-	-	-
Community Residence, Group	S11	S11	S11	S11	S11	S11	S11	-	-	-	-	-	-	-	-	-	-
Nursing Home	-	-	-	-	S12	S12	S12	-	-	-	-	-	-	-	-	-	-
Other Group Living	-	-	-	-	-	-	-	-	-	-	S	S	-	-	S	-	S
COMMERCIAL																	
Animal Service																	
Boarding or Shelter	-	-	-	-	-	-	-	-	-	S14	S	S	-	-	S	P	-
Veterinary	-	-	-	-	-	-	-	-	-	S15	S15	S14	-	-	S	P	-
Other Animal Service	-	-	-	-	-	-	-	-	-	-	S	S	S	-	-	P	P
Consumer Service																	
Business Support Service	-	-	-	-	-	-	-	-	P	P	P	-	P	-	-	-	P
Maintenance and Repair Service	-	-	-	-	-	-	-	-	S	P	P	-	P	-	-	-	P
Personal Improvement Service	-	-	-	-	-	-	-	-	S12	P	P	P	P	-	-	-	P
Health and Fitness Service	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	P
Instructional Service	-	-	-	-	-	-	-	-	-	P	P	P	-	-	-	-	P
Business Training	-	-	-	-	-	-	-	-	-	-	S	S	-	S	-	-	P
Other Consumer Service	-	-	-	-	-	-	-	-	-	S	S	S	S	-	-	-	P
Day Care Center																	
Daycare Home	P16	P16	P16	P16	P16	P16	P16	P16	P16	-	-	-	-	-	-	-	-
Eating and Drinking Place																	
Bar or Tavern	-	-	-	-	-	-	-	-	S19	S19	-	-	-	-	-	-	-
Craft Alcoholic Beverage Distributor	-	-	-	-	-	-	-	-	S19	S19	S19	-	S19	-	-	-	-
Restaurant	-	-	-	-	-	-	-	-	-	P	-	-	-	-	S19	-	-
Tobacco or Vape Lounge	-	-	-	-	-	-	-	-	-	S19	-	-	-	-	-	-	-
Other Eating and Drinking Place	-	-	-	-	-	-	-	-	-	S	-	-	-	-	S	-	-
Entertainment, Spectator																	
Arcade (non-video gaminal)	-	-	-	-	-	-	-	-	-	S10	-	S	-	-	-	-	-
Video Gaming, Accessory	-	-	-	-	-	-	-	-	-	P10	-	P	-	-	P	-	-
Video Gaming Cafe	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	Sec. 6.04(F)(2)(a) Sec. 6.04(F)(2)(b)
Other Participant Ent., Indoor	-	-	-	-	-	-	-	-	-	-	P	-	-	-	-	-	-
Participant Ent., Outdoor	-	-	-	-	-	-	-	-	-	-	S	-	S	-	-	-	-
Entertainment, Spectator																	
Indoor	-	-	-	-	-	-	-	-	S	S	S	-	-	-	-	-	-
Outdoor	-	-	-	-	-	-	-	-	-	S10	-	-	-	-	-	-	-
Financial Service																	
Bank, Credit Union or Savings & Loan	-	-	-	-	-	-	-	-	S	S	S	P	-	S11	S	-	-
Alternative Financial Service Est.	-	-	-	-	-	-	-	-	-	-	S	-	-	-	-	-	-
Funeral and Mortuary Service																	
Lodging	-	-	-	-	-	-	-	-	S	P	P	P	-	-	S	-	-
Office																	
Business or Professional Office	-	-	-	-	-	-	-	-	P12	P	P	P	-	P	P	P	-
Medical Office	-	-	-	-	-	-	-	-	-	P	P	P	-	P	P	-	-

Accessory Structures & Uses

Renewable Energy Systems - allowed in all zoning districts

- Electric vehicle charging stations
- Geothermal heat exchange stations
- Solar energy systems
- Wind energy conversion systems

Residential

- Maximum of two (2) detached accessory buildings (excluding a detached garage)
- Maximum 1,250 sq ft footprint of all accessory structures
- No change to 35% lot coverage maximum
- Exempting up to two (2) 12 sq ft small buildings
- Accessory Dwelling Units (ADUs)

Nonresidential

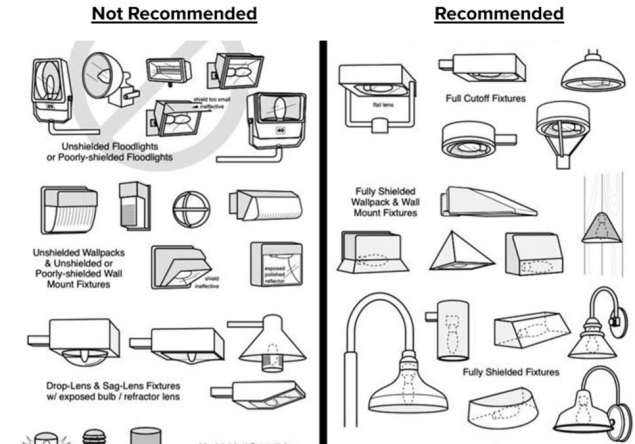
- Only one is allowed, unless a special use approval allows for more
- Can encroach into interior side and rear yards

Lighting

- More stringent lighting regulations that reduce “light spillage”

Parking

- Reduction of the minimum parking stall size to 9' X 18'



Public/Institutional District (P/I) - New Specialized District

- Designed to accommodate public and institutional structures that are not well addressed in other districts
- District relaxes bulk regulations
- Allows safety service and neighborhood parks as permitted uses
- Existing public and institutional uses can elect to rezone to the P/I district
- PZC indicated support for the creation of the district

Table V-2: P/I Lot and Building Regulations **DRAFT**

Lot and Building Regulations	District
	P/I
Minimum Lot Area (square feet)	7,800
Minimum Lot Width (feet)	50
Minimum Building Setbacks (feet)	
Front/Street Side	25
Interior Side	
Abutting R District	10
Abutting Non-R District	5
Rear	20
Minimum Separation of Buildings on Same Lot (feet)	20
Maximum Building Height (feet)	45

Downtown Zoning Districts

B-1(A): Downtown Core

- Allows Storefront & General Buildings

B-1: Downtown Edge

- Allows General & Row Buildings

R-7: Downtown Residential

- Allows General & Row Buildings
- Allows existing single-family homes to continue
- Allows for new single-family homes as a special use

Storefront Building



General Building

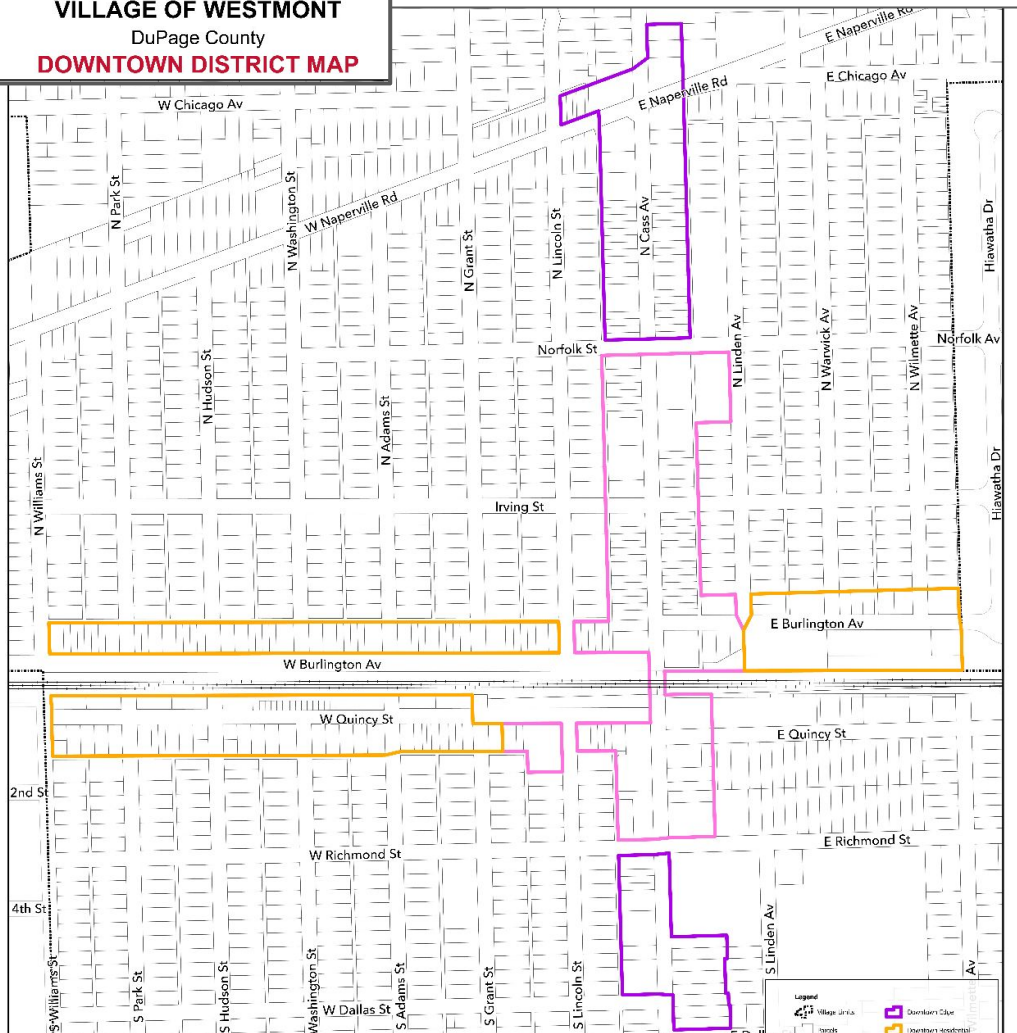


Row Building






DRAFT

VILLAGE OF WESTMONT
DuPage County
DOWNTOWN DISTRICT MAP



LEGEND

-  Downtown Core
-  Downtown Edge
-  Downtown Residential

Landscape

- Landscape regulation absorbed into the zoning ordinance
- Introduction of specific landscape minimums
 - 50% of the unimproved ground area on a site must be landscaped with trees, shrubs, or ground cover. (non-residential)
- Emphasis on street facing facades and screening
- New maintenance requirements
- List of approved landscaping





**Village of Westmont
COMMUNITY DEVELOPMENT**

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Community Development Department 2024 4th-Quarter and Year End Report

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Section One

Community Development Department

2024 4th Quarter Overview / End of Year

Fourth Quarter Summary/ 2024 In Review

- Permitting:
 - Staff has focused on moving towards online permitting and made great strides, opening the portal for submission of select permit types.
 - Permit counts increased from last year by 200, and construction values have trended up.
- Code Enforcement:
 - Code cases have climbed to over 700 for the year with 24 proceeding to local adjudication.
- Planning and Zoning:
 - In addition to the efforts made in the zoning ordinance rewrite, 23 cases were processed, including the redevelopment of the Bakersfield/Bohemian Crystal properties.
 - 3 new commissioners have joined the PZC.

Departmental Staffing

- Planner/Senior Planner
- Building Inspector
- CDD is now fully staffed

Downtown Incentive Program (DIP)

- 2024 Wrap-up
 - Three Tier 1 grants were approved in FY25(A) and totalled \$12,104
 - Two Tier 2 grants were awarded for a total of \$101,258
 - Total of \$113,362 obligated
- 2025(B) - Tier 3
 - Tier 1: \$50,000 allocated
 - Tiers 2 and 3: \$250,000 allocated
 - First year for Tier 3 (minimum projects of \$50,000; grants up to \$100,000 (plus incentives)

Zoning Ordinance Update

Planning Staff is in the eighteenth month of the zoning ordinance complete rewrite. It has included numerous interactions with the PZC and CDC for feedback on topics such as accessory dwelling units, new approval processes, and density. This project is moving into the final stages of presenting a draft to the public, and will be an intensive discussion topic at the CDC. (*under new business*)

Design Review Group/Committee

The concept of a Technical Review Committee was recently introduced for consideration. CDD staff has found several good examples to model after and are looking at best methods to integrate into ongoing processes, including participants, committee or group structure, and information dissemination.

Section Two

Planning & Zoning Division

2024 4th Quarter Activity Report

- **Special Project Updates**
 - Zoning Ordinance Update Full Draft Completed (pending Legal Review)
 - Anticipated 1st Public Hearing (Planning and Zoning Commission) in March of 2025.
 - Anticipated Village Board Meeting in Mayor June of 2025. (Dependant on number of PZC meetings)
- **Approved Planning & Zoning Cases - 2024**
 - A total of 23 approved Planning and Zoning Cases in 2024

Address (Project)	Requested Approvals
Residential Projects (4 Total)	
246 North Washington Street	Variences to Lot Width, Lot Area, and Setbacks
329 East 56th Street	Plat of Subdivision, Rezoning, Variences to Lot Depth and Front Yard Setback
22 and 26 West Burlington Avenue	Variences to Setbacks, Density, Site & Landscaping Plan, Plat of Subdivision
10 West Traube Avenue	Rezoning
Commercial Projects (9 Total)	
136 North Cass Avenue	Special Use Permit
34 North Cass Avenue	Site and Landscaping Plan
330 East Ogden Avenue and 639 Blackhawk Drive (Advocate Medical Center)	Lighting Variance, Site and Landscaping Plan, Plat of Subdivision
522 North Cass Avenue (BAM Theatre)	Rezoning
520 North Cass Avenue (BAM Theatre)	Rezoning and Special Use Permit
101 and 107 West Ogden Avenue (Starbuds)	Special Use Permit, Site and Landscaping Plan, Plat of Subdivision
600 Oakmont Lane, Suite LL (1440 Event Design)	Special Use Permit and Variance

822 East Ogden Avenue (Bowie Barker)	Special Use Permit
750 Pasquinelli Drive (Expression Dance Studio)	Special Use Permit
Public/Institutional Projects (8 Total)	
314 and 350 North Grant Street	Plat of Subdivision and Special Use Permit
490 North Warwick Avenue (Fritz Werley Park)	Special Use Permit
867 and 888 Blackhawk Drive (James M. Long Park)	Variance to Rear Yard Setback and Site & Landscaping Plan
300 West 59th Street (Diane Main Park)	Special Use Permit
201 West 63rd Street (Bellerive Park)	Special Use Permit
109 North Cass Avenue (Village Park)	Site & Landscaping Plan
888 Blackhawk Drive (James M. Long Park)	Variance to Rear Yard Setback and Amended Site & Landscaping Plan
1 North Cass Avenue (Blue Village Subdivision)	Plat of Subdivision, Land Development Code Variance
Text Amendments (2 Total)	
Performing Arts Studio as a Special Use	O/R Office/Research District
Minimum Lot Area for Multiple-Family Dwellings	R-4 and R-5 General Residence Districts

- **Approved B-1 Development Permits**
 - A total of 8 approved B-1 Development Permits in 2024
 - 136 North Cass Avenue - Animal Grooming
 - 109 North Cass Avenue - Temporary Public Park
 - 13 West Quincy Street - Ice Cream Shop
 - 104 South Cass Avenue - Beauty Salon
 - 42 North Cass Avenue - Restaurant
 - 111 North Cass Avenue - Photography Studio
 - 21 West Quincy Street - Clothing Store
 - 19 South Cass Avenue - Ice Cream Shop
- **Planning and Zoning Commission**
 - Three (3) newly appointed commissioners
 - Two (2) commissioner re-appointments

Section Three

Permitting Division - 2024

Building Division Highlights

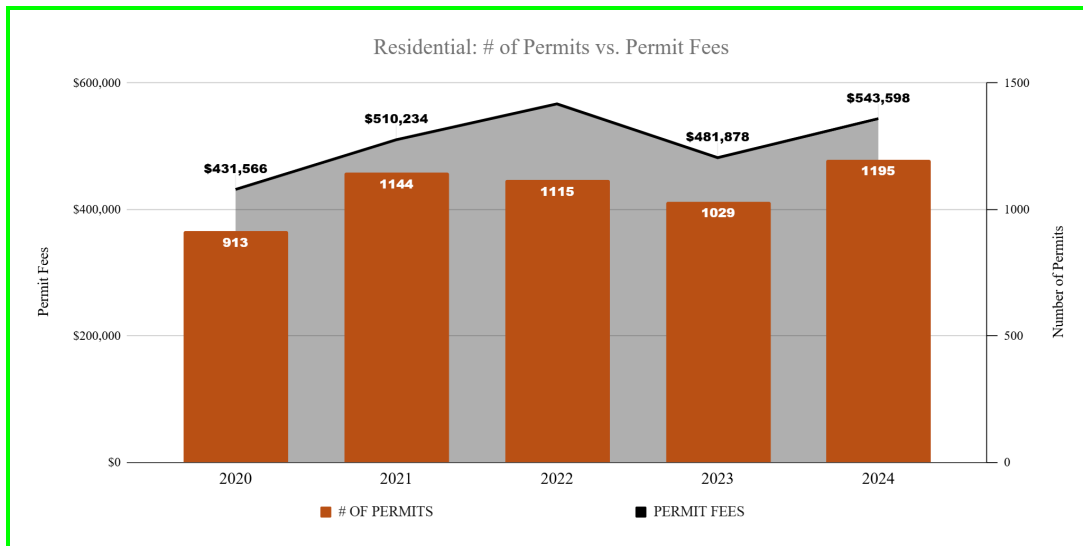
- Please see expanded monthly, annual, and comparative annual building, permitting, and fee related statistics or data.
- Status of Online Permit Submissions:
 - To date, CD Staff has received approximately 140 online submissions through the CA portal. These permit types are “Express” in nature.
 - IT Staff has been working with CD Staff on meeting deadlines for a wider selection of permit types eligible for online submission. The next permit types on the schedule are the remaining “Flat Fee” permit types (beyond Express types) which include the Fence and the Flatwork Remove & Replace permit types to be CA portal viable by end of 2024 Quarter 4 (12-31-2024). We have run into a Tyler issue that has forced us to be creative with our work around - at this point, we are accepting *email* submissions (in a hybrid format) for these permit types upon request and CD staff is manually entering and uploading all information with the goal of minimal impact on applicants.
 - Concurrently, CD Staff and Communications Staff have been updating, streamlining, and revising sections of the CD landing pages from the Village website so as to emphasize and facilitate “online” permit submission as an option. (This work is not complete, but the information being conveyed is more clear and easier to navigate.)
 - POSSIBLE REVISED TIMELINE: Just to recap, per Village Board request, we had an original goal of total CA portal viability for all permit types by end of 2025 Quarter 1 (March 31, 2025). Due to shifting priorities for IT to help other departments in addition to CD and a requested retooling of the online processes to better facilitate applicant experience, our refining process is ongoing. As indicated in the bullet points above, CD staff is working with Communications to provide a more streamlined and concise experience for the applicants, residents, developers, and contractors - changes have already occurred, these include: less drop down options for CD links which is less confusing to first time visitors. New language and streamlining of information emphasizes the online option and will provide a better experience for the user. (Please note that Permit Guides, Applications, and Specification Sheets are part of the ongoing retooling process so these items are not finalized - the goal is less signatures and easier uploading requirements.) While we will endeavor to meet the original timeline, the reality is that there are also outside forces at play with our vendor so the new timeline for total CA portal viability may be closer to the end of 2025 Quarter 2 (June-July 2025).

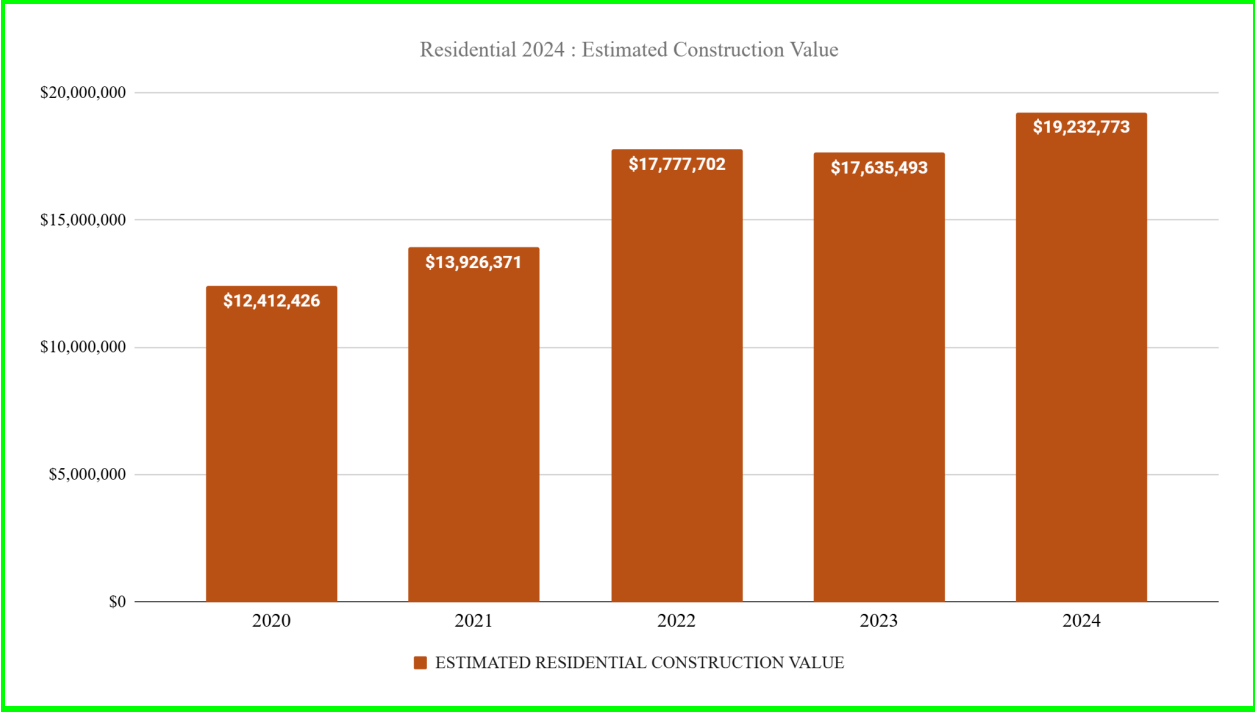
Recent Large Projects Update

- 123 S. Cass Ave. - Holy Trinity Parish Center
 - Almost completely “dried-in” from the elements
- 639 Blackhawk Dr. - Advocate Outpatient Center
 - Structural framework underway (almost complete)
- 925 Oakwood Dr. - Westmont Water Tower
 - Permit issued and fully under the direction of the Public Works Department for all site operations, construction, and inspections.
- 101 W. Ogden Ave. -Starbuds
 - Multiple building revisions by ownership have slowed the process, but much exterior and interior work has commenced. Staff is working diligently with ownership and general contractor to facilitate completion of the project where able and appropriate to do so.
- 520 N. Cass Ave. - BAMtheatre
 - Currently in the “Rough” construction phase of the project for interior build out.

RESIDENTIAL PERMITTING OVERVIEW

RESIDENTIAL	# OF PERMITS RESIDENTIAL (ALL TYPES)	RESIDENTIAL PERMIT FEES	ESTIMATED RESIDENTIAL CONSTRUCTION VALUE
January	37	\$25,695.06	\$730,355
February	42	\$16,536.87	\$588,937
March	145	\$36,716.03	\$1,286,741
April	124	\$80,122.17	\$2,645,746
May	116	\$111,430.55	\$3,138,442
June	102	\$29,889.31	\$1,595,742
July	138	\$41,845.54	\$2,158,212
August	120	\$33,399.69	\$1,425,614
September	95	\$26,699.76	\$1,197,624
October (Q4)	147	\$61,671.14	\$2,463,706
November (Q4)	88	\$27,902.96	\$1,121,809
December (Q4)	41	\$51,689.09	\$879,846
TOTALS:	1195	\$543,598	\$19,232,773





NEW SINGLE FAMILY RESIDENCES - 2024

	ISSUED	ADDRESS	EST. CONSTRUCTION VALUE	PERMIT FEES
1	4/16/2024	5820 Western Ave.	\$825,000	\$30,057.90
2	5/9/2024	335 E. Richmond St.	\$439,961	\$19,932.03
3	5/10/2024	234 E. 58th Pl.	\$650,000	\$38,836.47
4	10/8/2024	19 S. Wilmette Ave.	\$653,315	\$25,969.87
5	12/19/2024	301 N. Grant St.	\$350,000	\$35,990.50
		YTD TOTAL	\$2,918,276	\$150,786.77

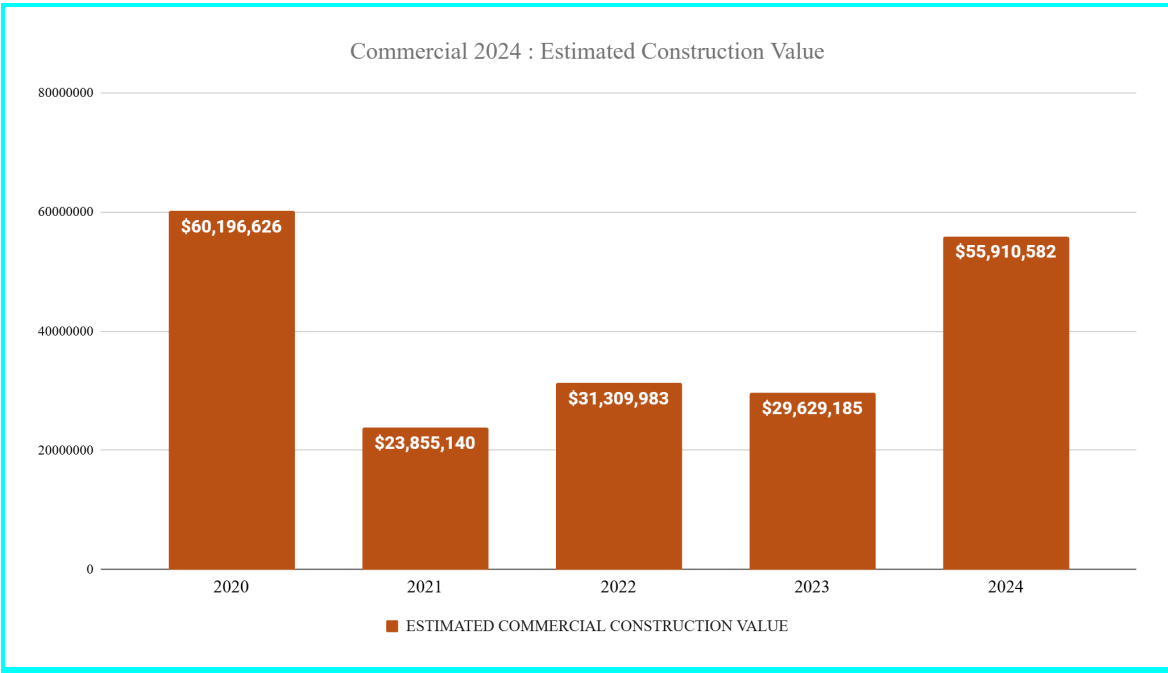
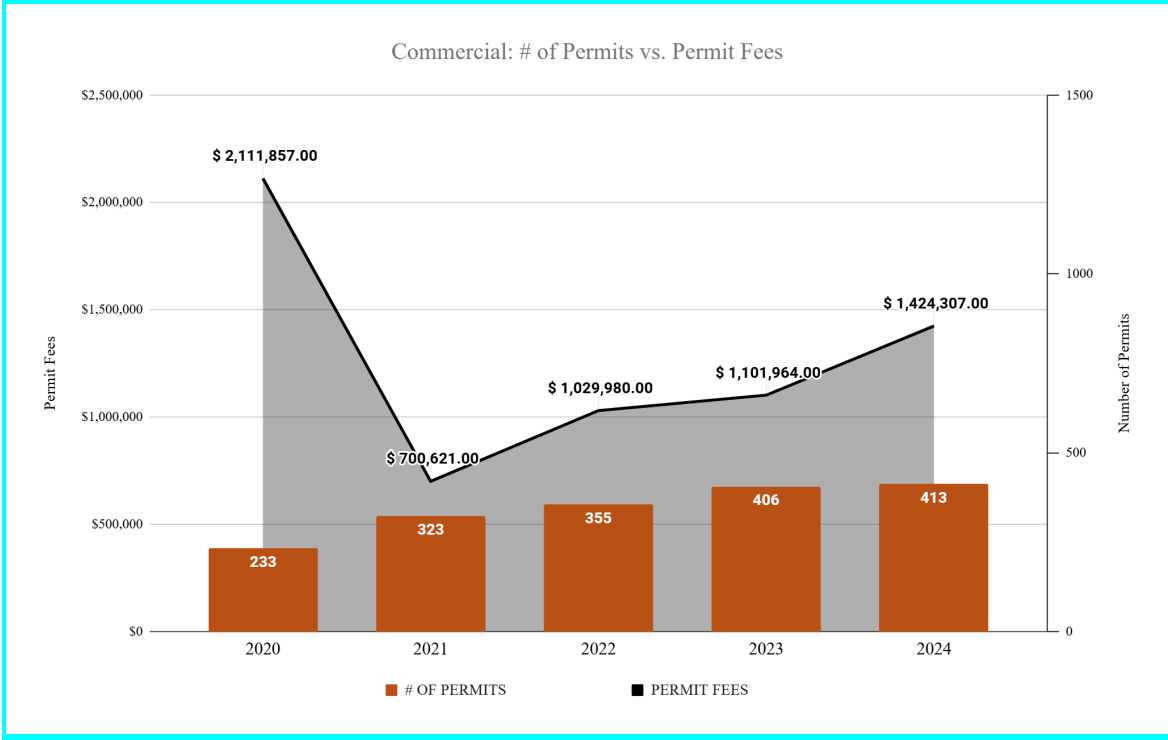
*Permit Fees include reviews, inspections, building and engineering cash bonds(which are refundable), as well as public works fees (tree removal/planting and water services).

COMMERCIAL PERMITTING OVERVIEW

<u>COMMERCIAL</u>	# OF PERMITS RESIDENTIAL (ALL TYPES)	RESIDENTIAL PERMIT FEES	ESTIMATED RESIDENTIAL CONSTRUCTION VALUE
January	57	\$240,790.65	\$5,819,786
February	27	\$34,992.05	\$1,026,889
March	22	\$18,119.58	\$832,537
April	30	\$48,080.12	\$1,519,284
May	34	\$76,375.65	\$3,034,121
June	33	\$105,162.85	\$3,929,485
July	38	\$60,798.78	\$1,852,328
August	26	\$25,268.97	\$725,860
September	41	\$79,337.49	\$2,768,563
October (Q4)	47	\$616,436.19	\$26,763,766
November (Q4)	39	\$29,291.50	\$1,263,180
December (Q4)	19	\$89,653.27	\$6,374,783
TOTALS:	413	\$1,424,307	\$55,910,582

New Commercial Building Permits Issued in 2024

- 123 S. Cass Ave. - Holy Trinity Parish Center
- 639 Blackhawk Dr. - Advocate Outpatient Center
- 925 Oakwood Dr. - Westmont Water Tower

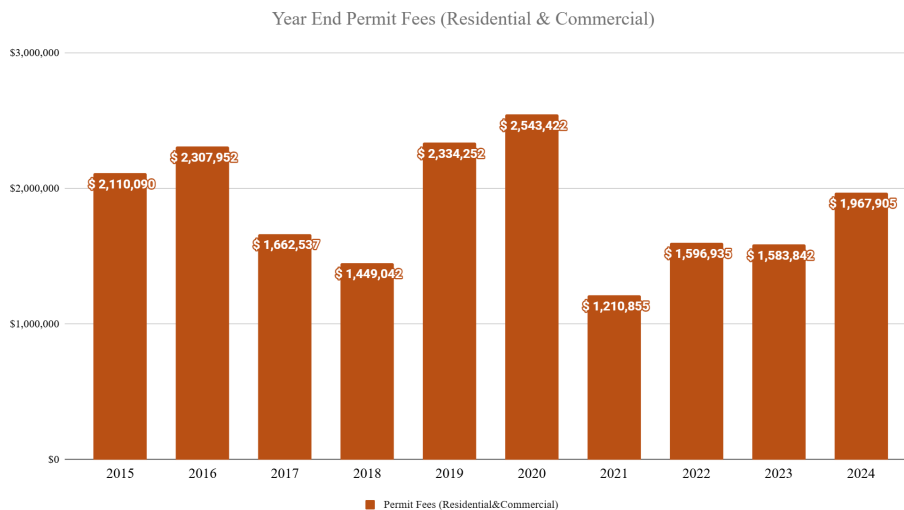


COMMERCIAL INTERIOR ALTERATIONS 2024 HIGHLIGHTS

DATE	ADDRESS	ESTIMATED CONSTR. VALUE
5/14/2024	52 E. Ogden Ave. - Skyzone	\$1,266,458.70
6/6/2024	700 Oakmont Ln. - Gamma Technologies	\$656,581.00
6/7/2024	30 W. 63rd St. - Amazon Remodel (Phase II)	\$543,328.00
7/10/2024	806 E. Ogden Ave. - The Now - Massage Boutique	\$401,000.00
9/18/2024	101 W. Ogden Ave. -Starbuds	\$441,000.00
Q4		
10/24/2024	520 N. Cass Ave. - BAMtheatre	\$1,268,406.00
12/23/2024	865 N. Cass Ave. - Cordia Senior Residence Pub	\$599,099.00

COMPARISON OF YEARLY PERMIT FEES (Commercial and Residential Combined)

	2024	2023	2022	2021	2020	2019
January	\$266,485.71	\$30,021.91	\$47,037.57	\$24,830.94	\$219,771.32	\$41,226.14
February	\$51,528.92	\$131,207.24	\$25,998.10	\$89,094.65	\$78,582.73	\$254,467.07
March	\$54,835.61	\$227,432.70	\$100,472.62	\$199,059.89	\$369,741.19	\$139,081.35
April	\$128,202.29	\$126,817.56	\$177,805.36	\$152,392.45	\$255,418.93	\$616,010.05
May	\$187,806.20	\$192,381.40	\$344,676.38	\$115,030.48	\$145,047.32	\$202,480.60
June	\$135,052.16	\$124,248.10	\$55,461.99	\$135,749.88	\$775,708.88	\$152,627.73
July	\$102,644.32	\$174,272.19	\$182,486.88	\$72,640.64	\$32,852.56	\$79,069.65
August	\$58,668.66	\$137,428.14	\$97,986.23	\$99,052.60	\$247,079.31	\$255,470.16
September	\$106,037.25	\$67,938.51	\$175,895.22	\$74,496.59	\$218,744.14	\$142,289.80
October	\$678,107.33	\$159,682.68	\$102,257.59	\$44,820.08	\$67,922.24	\$85,938.99
November	\$57,194.46	\$106,289.21	\$174,826.48	\$122,179.35	\$73,903.35	\$72,811.01
December	\$141,342.36	\$106,122.49	\$112,030.78	\$81,507.32	\$58,650.52	\$292,779.28
YEARLY TOTALS	\$1,967,905.27	\$1,583,842.13	\$1,596,935.20	\$1,210,854.87	\$2,543,422.49	\$2,334,251.83



Section Four

Code Enforcement Division

Code Case Statistics

4th Quarter 10/01/24-12/31/24

Q4 2024 Code Stats		
311 reported concerns received/investigated (reactive)	53	Total 120
Staff cases (proactive)	67	
NOV Letters		15
Citations Issued		13

2024 Year End Totals

2024 Year End Code Stats		
311 reported concerns received/investigated (reactive)	389	Total 701
Staff cases (proactive)	312	
NOV Letters		82
Citations Issued		47
Citations withdrawn prior to court		24
Total Local <i>Heard</i> Adjudication Cases		24

Code Case Types Tracking

Nuisance/Other Violations

No Development Permit

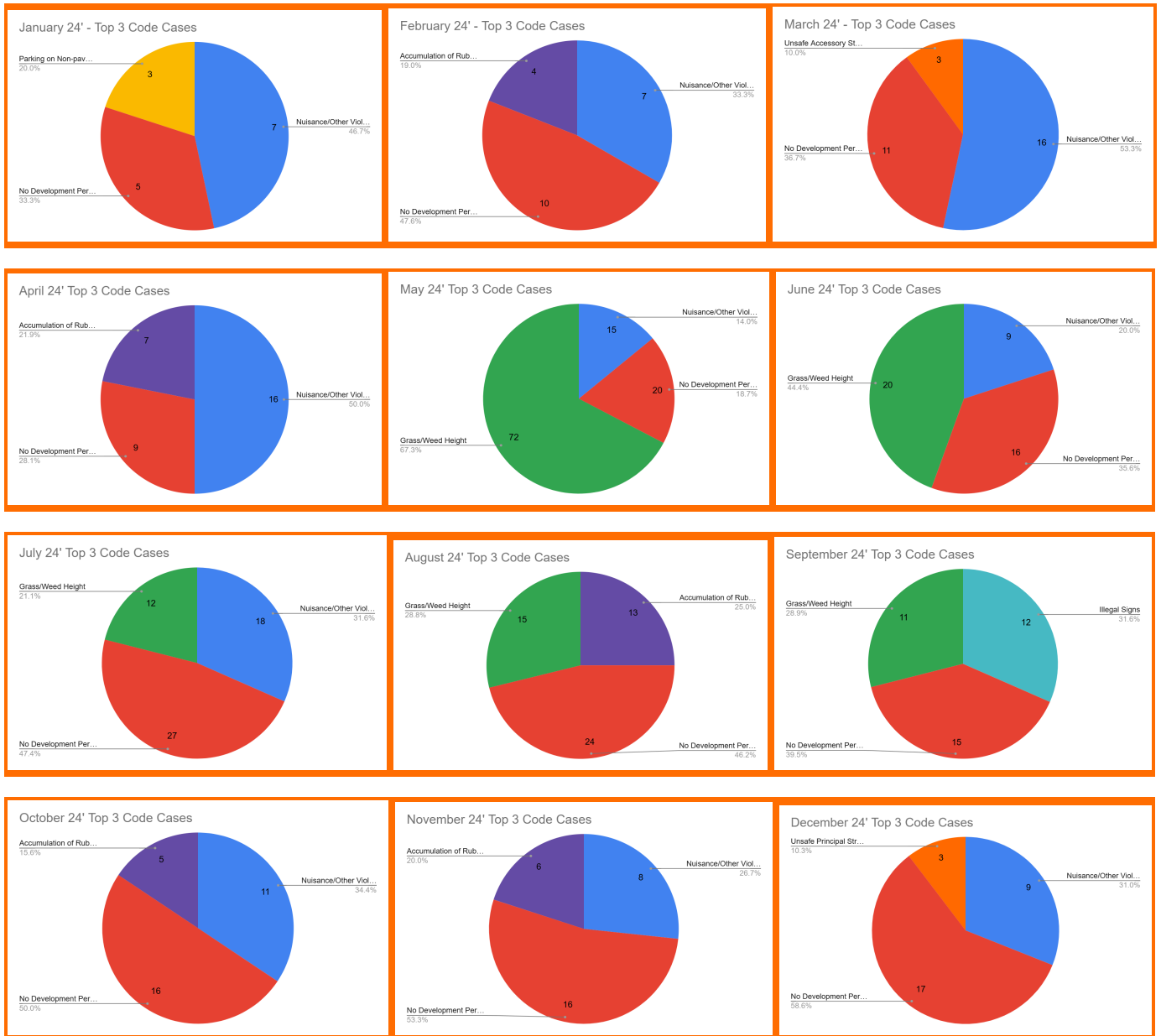
Parking on Non-paved Areas

Accumulation of Rubbish/Garbage

Grass/Weed Height

Illegal Signs

Unsafe Principal Structure



CODE ENFORCEMENT

Division Statistics/Highlights:

- REVISED and NEW Code Case Statistics and Types Tracking information
 - Please see the revised Code Case Statistics tables streamlining the pertinent raw number information. (Note: “Citations withdrawn prior to court” and “Total Local Heard Adjudication Cases” categories will not feature in the Quarterly table due to the fact that these statistics are calculated on a “lagging basis” and may not necessarily correspond to “quarterly figures”.)
 - Please see the new Code Case Types Tracking with easy / at-a-glance pie chart information tracking the top three violation types on a monthly basis.
- Code Staff has three distinct Patrol Zones (North of traintracks, South of train tracks, and Central Business District) that are fully driven at least once a week by the assigned code personnel.