



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, October 30, 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 July 24, 2025 regular meeting minutes
6. Unfinished Business
 - A. Comprehensive Plan Request for Proposals (RFP)
7. New Business
 - A. Downtown Rezoning Proposal
 - B. Stormwater Regulations (Public Works)
8. Reports
 - A. Committee Chair
 - B. Department Director
 - C. Division(s) Reports
 1. Planning and Zoning
 2. Permitting
 3. Code Enforcement
9. Miscellaneous

10. Adjourn

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 VILLAGE BOARD

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Community Development Committee Meeting Thursday, July 24, 2025 at 4:30 PM Minutes - Draft

1. Call to Order

Trustee Scales called the meeting to order at **4:30 P.M.**

2. Community Development Committee Meeting Roll Call :

PRESENT :	Mayor Nero	<u>P</u>	Clerk Szymiski	<u>P</u>
TRUSTEES:	Scales (Chair)	<u>P</u>	Plowman	<u>P</u>
	Barker	<u>A</u>	Guzzo	<u>P</u>
	Liddle	<u>P</u>	Parrilli	<u>P</u>

Staff Present : Director of Community Development Joseph Hennerfeind, Deputy Director of Community Development Jason Vitell, Senior Planner Scott Williams, Planner Adam Walsh, Village Manager Jim Gunther, Assistant Village Manager Spencer Parker, Director of Human Resources Renee Brainerd, Human Resources Generalist Megan Williams, Communications Director Larry McIntyre, Public Works Director Amy Ries, Police Chief Gruen, Director of Governmental Services Patti Mielcarski, and Community Development Specialist Jaime Hofmann

3. Pledge of Allegiance

4. Public Comment - None

5. Approval of Minutes: Trustee Liddle made a motion to approve the minutes from the April 17, 2025 Regular Meeting and Trustee Plowman seconded the motion. Motion passed on a voice vote.

6. UNFINISHED BUSINESS

A. Zoning Ordinance Update - Senior Planner Scott Williams updated the board reporting that after several public meetings, the Planning and Zoning Commission recommended approval for the Zoning Ordinance updates. The updates would now be moving forward for Board approval in the coming weeks. Williams reiterated several key takeaways for the board. A discussion arose regarding medical offices and personal improvement

services in downtown areas. While personal improvement services such as salons would be permitted uses downtown, they would remain special uses on the first floor of the downtown core. There was additional discussion regarding imposing the same special use requirement for medical offices on the first floor, but nothing was officially decided as this could require additional public hearings. It was noted that market-driven factors should not be the sole criteria for denying special uses due to potential legal challenges, as zoning aims to treat uses fairly. The changes to downtown zoning, including allowing taller buildings in the Downtown Core, aim to increase residential density and foot traffic, thereby creating a market for more retail and restaurants on ground floors. Trustee Plowman supported holding prime retail space for "prime retailers" on the first floor while allowing other services on upper floors. Director Hennerfeind stated that the amended zoning ordinance is intended to incite good development by reducing red tape and providing certainty for developers. Trustee Liddle made a point that although the Board may not be approving all new developments, they will still be informed through the committee updates.

- B.** Comprehensive Plan - Planner Adam Walsh introduced the Comprehensive Plan, describing it as the community's vision for the village's future over 10-20 years, analyzing existing conditions, and setting goals, objectives, and recommendations on how to achieve them. This plan differs from the Strategic Plan by focusing on growth and development rather than Village operations. The current plan from 2013 has been influential in implementing design guidelines and incentive programs but is now considered outdated due to online shopping, COVID-19, and telecommuting. The updated comprehensive plan will address inconsistencies between zoning maps and land use plans, and explore the future of office buildings and potential new sub-area plans beyond downtown. The process is budgeted for the current fiscal year and will involve a steering committee, potentially including planning and zoning commission members, business community members, and residents. The goal is to involve new faces and a diverse group for a robust plan.
- C.** New Home Construction - Planner Walsh continued the discussion from the previous committee meeting addressing factors inhibiting housing starts in Westmont. It was noted that the Village lags behind neighboring communities. Factors included restrictive lot coverage compared to other towns, public improvement requirements, stringent stormwater regulations, and tree fees and restrictions. Mayor Nero commented that the restrictive lot coverage really puts the Village at a competitive disadvantage. Director

Hennerfeind added that the tree ordinance had been revised in the last year or so, and that some of the fees and regulations had been relaxed. Easements were also cited as an issue impacting lot usability. The committee is considering reviewing lot coverage and stormwater requirements, as well as processes for minor subdivisions to encourage development. Director Hennerfeind mentioned several ongoing initiatives, including progress with online permitting, pending the e-reviews piece. They also highlighted community image efforts through marketing and branding, and the use of code enforcement to address historically neglected and unmaintained older homes. Appendix B, the subdivision ordinance, is expected to be reviewed in the fall or winter. Further details can be found in the [New Home Construction Staff Memo](#).

7. NEW BUSINESS

- A. None.**

8. REPORTS

- A. Committee Chair - None**

- B. Department Director** - Hennerfeind provided an overview of the department's second quarter, highlighting the Downtown Incentive Program and how much has been awarded. It was noted that there is still \$145,000 budgeted and available. They emphasized the need to promote the program to motivate property owners and businesses, with most grants to date going to property owners, although tenants are eligible with landlord permission

- C. Division(s) Reports**

- 1. Planning and Zoning** - See Quarterly [Report](#) included in agenda packet.
- 2. Permitting** - Deputy Director Jason Vitell noted that the online permitting is moving forward, including new accessory structure permit types that simplify the process. Vitell also mentioned several new large projects and businesses that have moved into town. See Quarterly [Report](#) included in agenda packet for additional information.
- 3. Code Enforcement** - Vitell mentioned some new tracking measures for open and ongoing cases, see Quarterly [Report](#) included in agenda packet for further details.

9. MISCELLANEOUS - None

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



Village of Westmont COMMUNITY DEVELOPMENT

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TO: Community Development Committee
FROM: Planning & Zoning Division
DATE: October 30, 2025
RE: **6 (A) Comprehensive Plan Request for Proposals**

I. Background on the Comprehensive Plan

Village staff have been in the process of preparing the request for proposals (RFP) for a new Comprehensive Plan. The Comprehensive Plan is the community's vision for the Village's future, as it analyzes the existing conditions of the Village, identifies goals and objectives, and contains recommendations on how to achieve them. Plans and recommendations are developed in a joint and open effort with Village staff, residents, businesses, and institutional organizations, and can be designed to last 10 to 20 years. They are then implemented by Village staff, elected, and appointed officials to ensure that growth and redevelopment are consistent with the community's vision. The current plan is ready for an update to reflect new goals, changing conditions, and new development opportunities.

II. STAFF: Scope of requested Services

Closely modeled after the Comprehensive Plan from 2013, staff has set expectations for the following to be addressed:

- Public Engagement Plan: Outline the selection and duties of a steering committee, stakeholder interviews, visioning charrettes, and the creation of an engagement website. Additional considerations for public input should take place at the many special events held throughout the year.
- Existing Conditions Report: Analyze the existing demographic, economic, land use, and transportation trends, and identify the goals from the 2013 plan that have not been addressed and create recommendations on how to achieve them.
- Downtown Streetscape Master Plan: Develop new streetscape standards including a maintenance and rehabilitation plan. Special treatments should consider:
 - Downtown gateway features
 - Wayfinding signage/indications
 - Parklets
 - Public art locations
 - Benches, stopping points, and gathering areas
 - Mid-block features with additional dedications, bump outs, raised crosswalks, etc.
 - Additional right-of-way dedications such as corner clips, additional width, etc.
 - Good, better, best scenarios should be developed for strategic locations



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- Future Land Use Plan: Propose a future land use plan that represents the vision of the Village as a whole and is informed by market, demographic, and economic trends.
- Expected Subarea Plans [see attached map]: The unique character of the subareas listed below warrant more specific recommendations than the future land use plan:

- Downtown and Surrounding Areas: [map #8]

- Downtown Commercial:

Recent Zoning Ordinance amendments laid the framework for splitting the Downtown into a Downtown Core (B-1(A)) and Downtown Edge (B-1). The Village is seeking guidance on how to attract a more diverse business environment and economic development strategies to decrease the number of vacant units.

The Village owns a handful of properties along Cass Avenue that could be sold for redevelopment (currently they are either a parking lot, temporary park, or vacant). Recommendations should be made for the future of these properties, and consider the most appropriate place for new public parking facilities.

The plan should also explore the appropriateness of expanding the Downtown into adjacent commercial and/or residential subareas. It is vital that if the plan concludes that the Downtown should be expanded, that the recommendations are consistent throughout the plan and associated maps.

- Downtown Residential:

The amended Zoning Ordinance created the R-7 Downtown Residential District along Burlington Avenue and West Quincy Street. The plan should investigate if other properties adjacent to Downtown commercial properties are appropriate for a rezoning to R-7 to better transition into the established single-family district.

- Commercial Areas:

- Ogden Avenue [map #5]
- Naperville Road and Chicago Avenue [map #7]
- North Cass Avenue: (between Naperville Road and Ogden Avenue) [map #6]
- South Westmont Business District (SWBD) [map #9]
- South Cass Avenue (south of the SWBD:) [map #10]



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- Office and Manufacturing Areas:
 - Pasquinelli Drive and Oakmont Lane [map #2]
 - West side of Cass Avenue between Ogden Avenue and 39th Street [map #3]
 - Manufacturing zoning district surrounding Ty Warner Park [map #4]
- Residential Areas:
 - Highview Estates Subdivision: mix of R-1, R-1(A), R-2 and R-3 districts scattered throughout the subdivision [map #11]
 - Multi-Unit Residences: Recommendations on how to regenerate or redevelop older properties.
- Golf Courses:
 - Willow Crest Golf Club [map #1]
 - Green Meadows Golf Course [map #12]
- Economic Development Plan: Identify strategies, policies, and funding sources to enhance economic development throughout the Village's commercial areas.
- Implementation Procedures: Rank the goals and recommendations of the plan by priority.

III. COMMITTEE: Scope of Requested Services

Discussion: Are there any additional services, expectations or deliverables the CDC would like added to the scope of services?

IV. Attachments

1. Exhibit A - Map of Subareas

Exhibit A - Map of Subareas

R-1	R-2	R-4	R-6	B-2	C-1	M-1	O/R-1
R-1A	R-3	R-5	B-1	B-3	M	O/R	PD

- Subarea List**
- 1 - Willow Crest Golf Course
 - 2 - Office Park
 - 3 - Limited Office Area
 - 4 - Industrial Park
 - 5 - Ogden Avenue (2 parts)

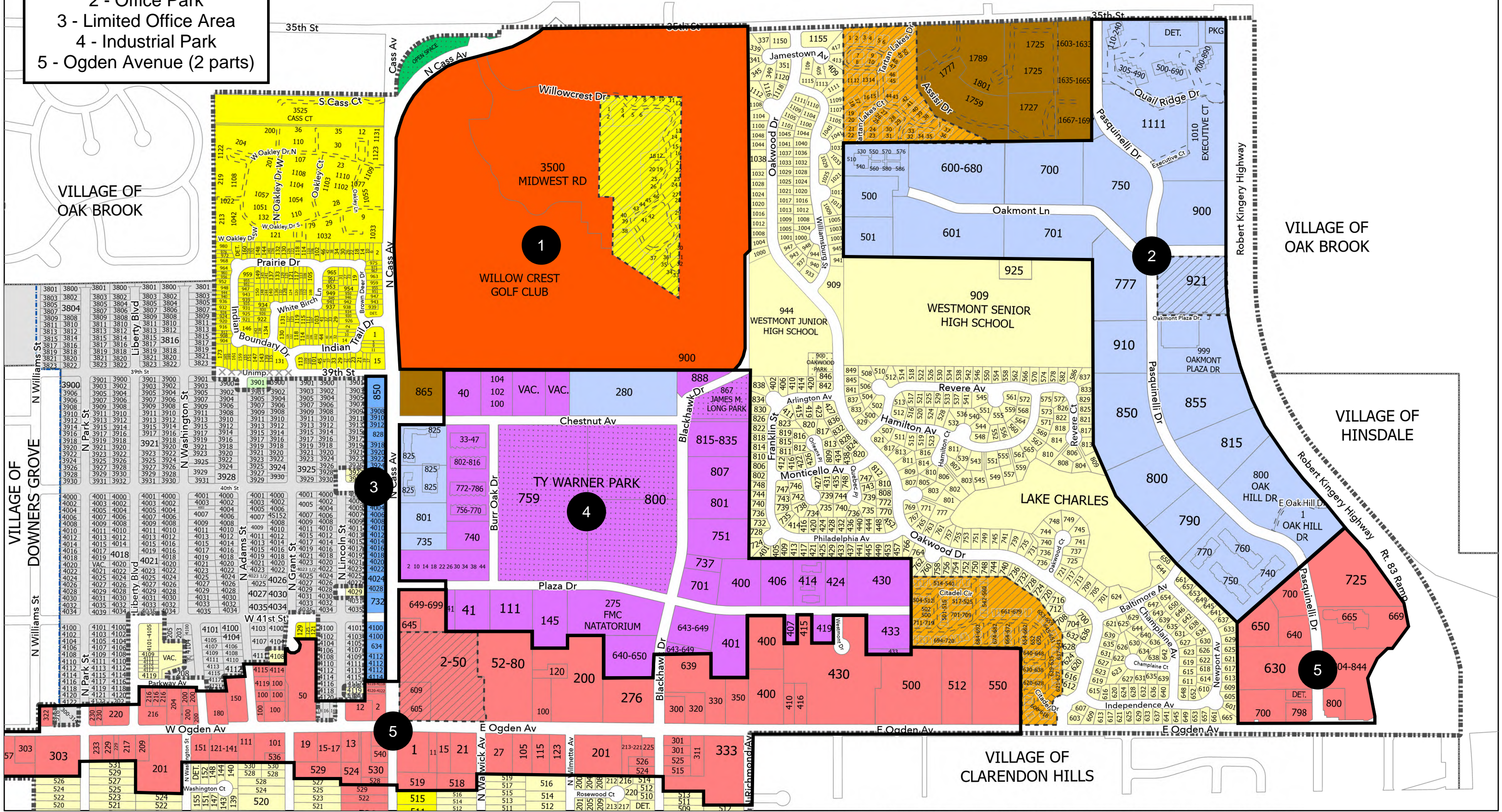


Exhibit A - Map of Subareas

R-1	R-2	R-4	R-6	B-2	C-1	M-1	O/R-1
R-1A	R-3	R-5	B-1	B-3	M	O/R	PD

Subarea List
 5 - Ogden Avenue (partial)
 6 - North Cass Avenue
 7 - Naperville/Chicago (2 parts)
 8 - Downtown (partial)

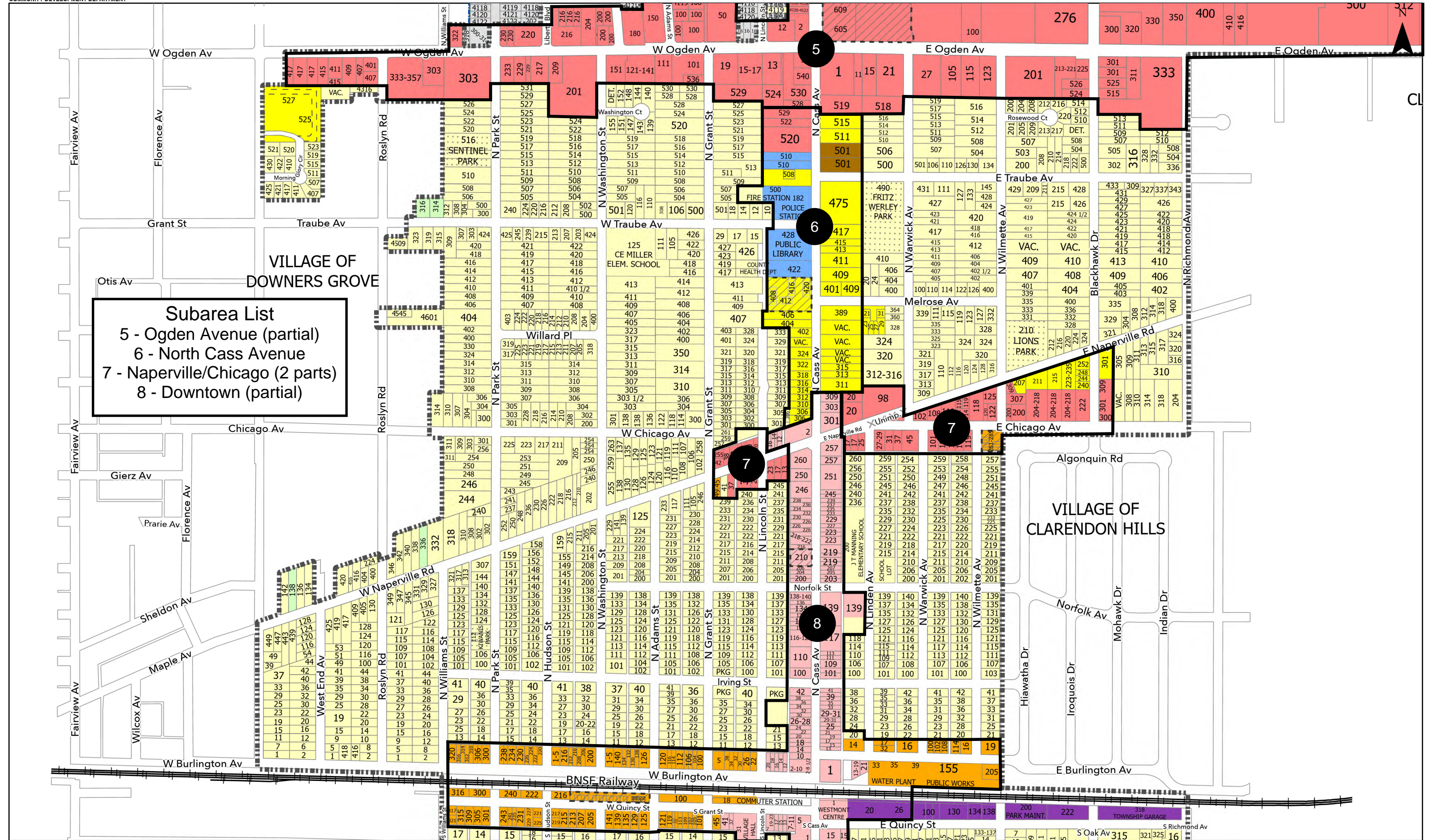
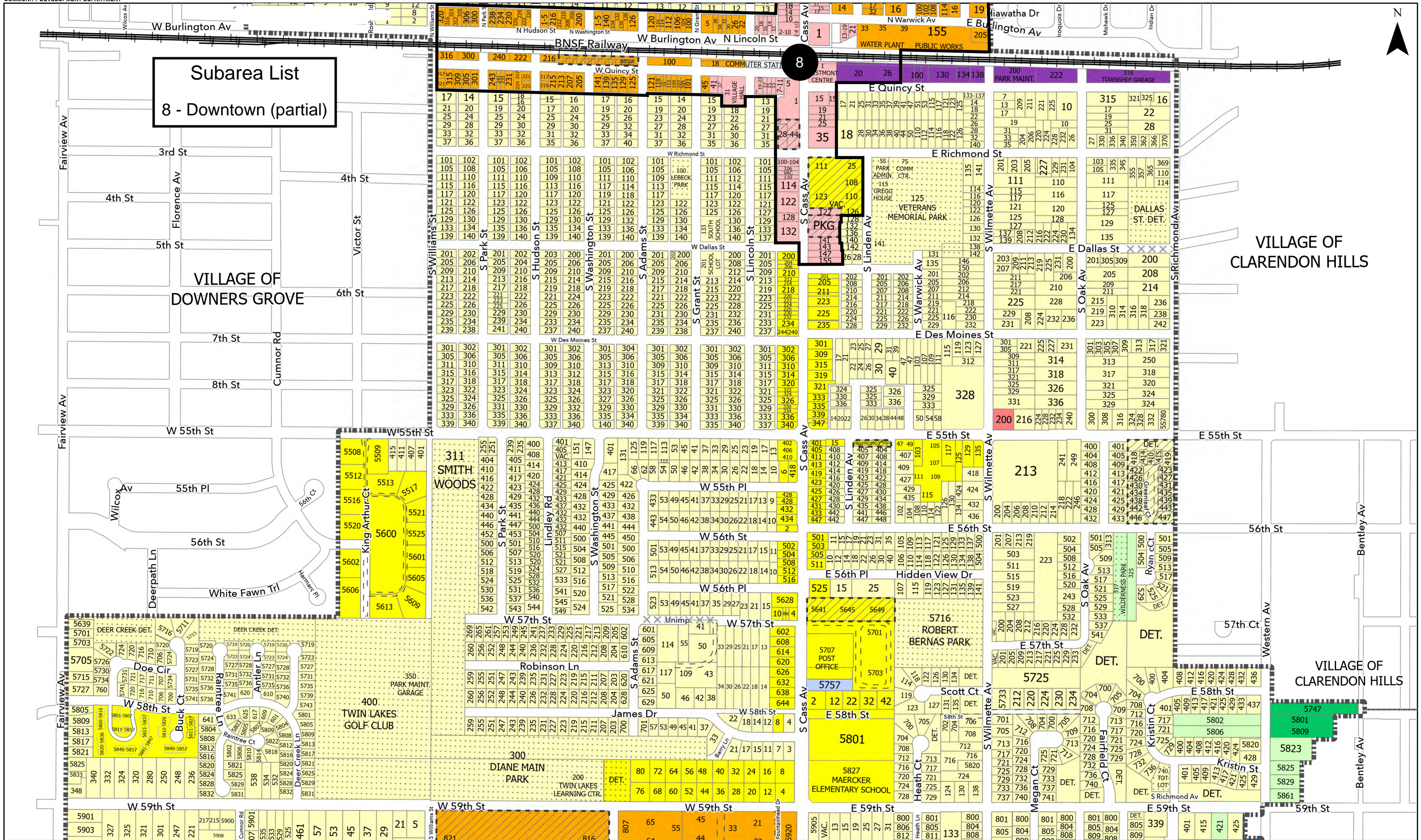




Exhibit A - Map of Subareas

R-1	R-2	R-4	R-6	B-2	C-1	M-1	O/R-1
R-1A	R-3	R-5	B-1	B-3	M	O/R	PD

Subarea List
8 - Downtown (partial)



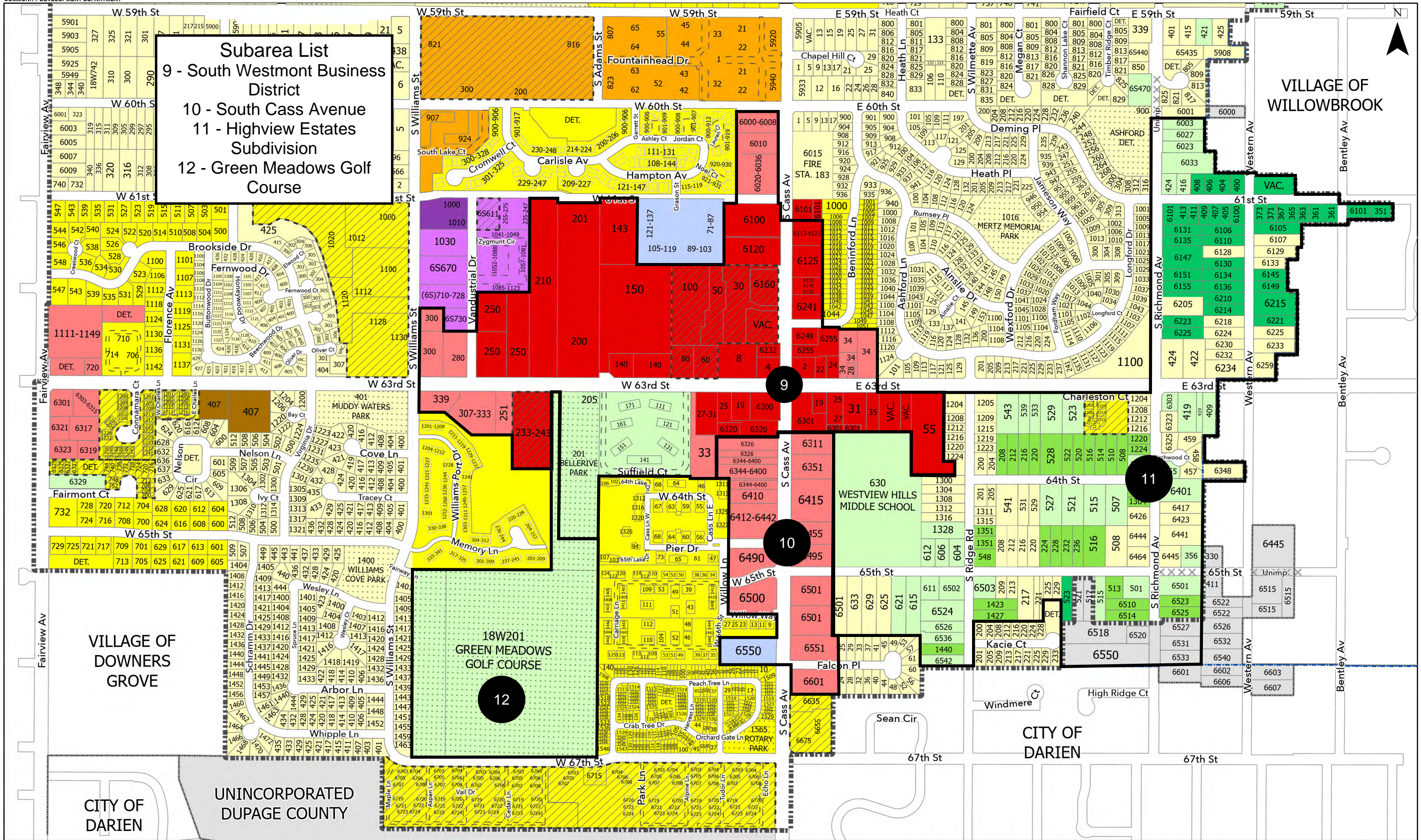


COMMUNITY DEVELOPMENT DEPARTMENT

Exhibit A - Map of Subareas

R-1	R-2	R-4	R-6	B-2	C-1	M-1	O/R-1
R-1A	R-3	R-5	B-1	B-3	M	O/R	PD

Subarea List
 9 - South Westmont Business District
 10 - South Cass Avenue
 11 - Highview Estates Subdivision
 12 - Green Meadows Golf Course





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TO: Community Development Committee
FROM: Planning & Zoning Division
DATE: October 30, 2025
RE: **7 (A) Downtown Rezoning Proposal**

I. Background on the Downtown Districts

When the comprehensive amendments to the zoning ordinance were adopted, two new zoning districts were created: B-1(A) Downtown Core and the R-7 Downtown Residential. The bulk regulations of the B-1 Limited Business District were also comprehensively amended, and the district was retitled “Downtown Edge” instead of “Limited Business.” No map amendments (rezonings) were done, so all B-1 properties are still B-1, but follow the amended regulations of the Downtown Edge district.

Name	Symbol	Purpose Statement
Downtown Core	B-1(A)	The B-1(A) district is intended to maintain and enhance vibrant, main-street, storefront development pattern within the central business district.
Downtown Edge	B-1	The B-1 district is intended to be more flexible, allowing a wider mix of supporting uses in the downtown area, while still maintaining a high level of walkability.
Downtown Residential	R-7	The R-7 district is primarily intended to accommodate residential uses in a variety of building forms and is further intended to accommodate the transition from the downtown area into low-density residential neighborhoods bordering downtown.

With the amendments in effect, Planning & Zoning Division staff are preparing to start the Village-initiated rezonings for these districts. Staff’s rezoning proposal is highly-influenced by the 2013 Comprehensive Plan’s Future Land Use Plan and subarea plans, as well as the Commercial Design Guidelines from 2015.

It should be noted that this is the first step in rezoning. When the new comprehensive plan is adopted, it could be revealed that more properties should be rezoned to one of the downtown districts. The purpose of rezoning these properties now is to accomplish the goals of the current comprehensive plan and lay the foundation/framework to build upon. Ideally, some development will take advantage of the new zoning districts’ regulations before the new comprehensive plan is finished, which could take 2 years to complete.



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II. Staff Proposal for Rezoning

B-1(A) Downtown Core

Downtown Core	B-1(A)	The B-1(A) district is intended to maintain and enhance vibrant, main-street, storefront development pattern within the central business district.
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The proposed B-1(A) boundaries largely follow the Future Land Use and Downtown Subarea Plans, being within one block of the Westmont Metra Station, except for on the north side where the boundary goes up to Norfolk Street. Though the Commercial Design Guidelines say the Core should be in one block, previous committee discussions agreed that rezoning two blocks to the north is appropriate. In this scenario, four properties are proposed to be rezoned from a non-downtown zoning district to B-1(A); the south half of Bank of America’s parcel facing Linden Avenue (currently split-zoned between B-1 and R-3), 14 & 20 North Linden Avenue to be redeveloped with the 1 North Cass properties (R-5 and R-3, respectively); and Bales Lumber and Supply at 20-26 East Quincy Street (currently zoned M-1 Limited Manufacturing)

B-1 Downtown Edge

Downtown Edge	B-1	The B-1 district is intended to be more flexible, allowing a wider mix of supporting uses in the downtown area, while still maintaining a high level of walkability.
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Though the B-1 is not a new district, there are 8 lots proposed to be rezoned from R-5 General Residential to B-1. These properties are along West Burlington and West Quincy, between Lincoln and Grant Streets. The advantage to rezoning them to B-1 is that it creates a transitional buffer between the B-1(A) properties to the east and the R-7 to the west. The Comprehensive Plan supports this rezoning, as Downtown Mixed-Use is the future land use of these properties. Specifically on Burlington, the dentist’s office and the office building are nonconforming (offices are not allowed in the R-5). The B-1 allows for both offices and multi-unit residential buildings, so the entire block becomes conforming.

R-7 Downtown Residential

Downtown Residential	R-7	The R-7 district is primarily intended to accommodate residential uses in a variety of building forms and is further intended to accommodate the transition from the downtown area into low-density residential neighborhoods bordering downtown.
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The current Comprehensive Plan recommended single-family attached residences (row buildings) as an appropriate land use for most properties on Burlington Avenue and Quincy Street. The bulk regulations of the R-7 district were designed to incentivize the construction of row buildings. All properties currently zoned R-5 General Residence (except for a few proposed to be rezoned B-1) are anticipated to be rezoned R-7.



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Nonconformity Analysis

In this proposal, there are 11 known legal nonconforming uses. Legal nonconforming uses are land uses that were once allowed in a zoning district and were lawfully established, but because of the adoption of amended regulations, are no longer allowed in the same district. Of the 11 nonconformities, 8 were already nonconforming. 3 new nonconformities are created:

- ❖ Cappetta's Funeral Home (39 North Cass Avenue)
- ❖ L & J Auto Repair (100 North Cass Avenue)
- ❖ Renew Church (117 North Cass Avenue)

This proposal also eliminated 6 nonconformities. As discussed in the B-1 section, two commercial properties rezoned to B-1 become compliant. Additionally, multi-unit residential properties in the 100 block of South Cass Avenue and at 227 North Cass Avenue become conforming since the B-1 allows for fully-residential general buildings.

III. Conclusion

Planning & Zoning Division staff are asking this committee for direction regarding the rezoning proposal. Should the committee accept the proposal as presented, staff anticipates taking a phased approach to the rezonings over the winter/spring, likely one public hearing for one district per Planning & Zoning Commission meeting. Ideally, all rezonings will be approved prior to the adoption of the 2026 Zoning Map, as required by the State of Illinois.

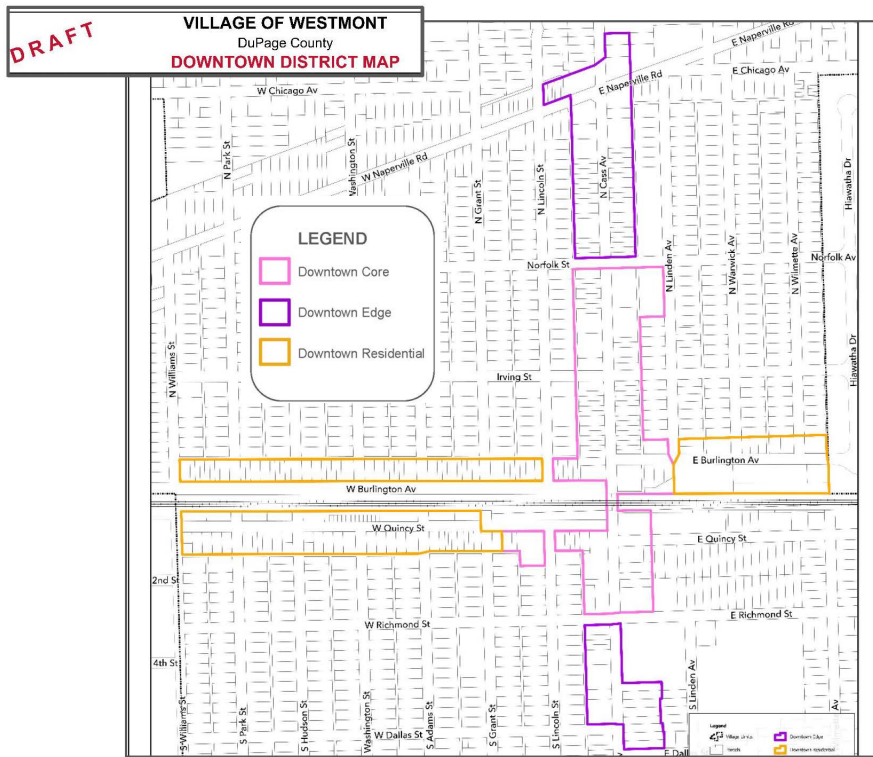
IV. Attachments

- 1) DRAFT Downtown Rezoning - Proposal #1 (staff proposal)
- 2) Downtown Zoning District Guiding Maps
 - a) DRAFT Downtown District Map
 - b) Commercial Design Guidelines Map (adopted 2015)
 - c) Comprehensive Plan Proposed Land Use Map (adopted 2013)
 - d) Downtown Subarea Plan from the Comprehensive Plan (adopted 2013)

Downtown Zoning District Guiding Maps

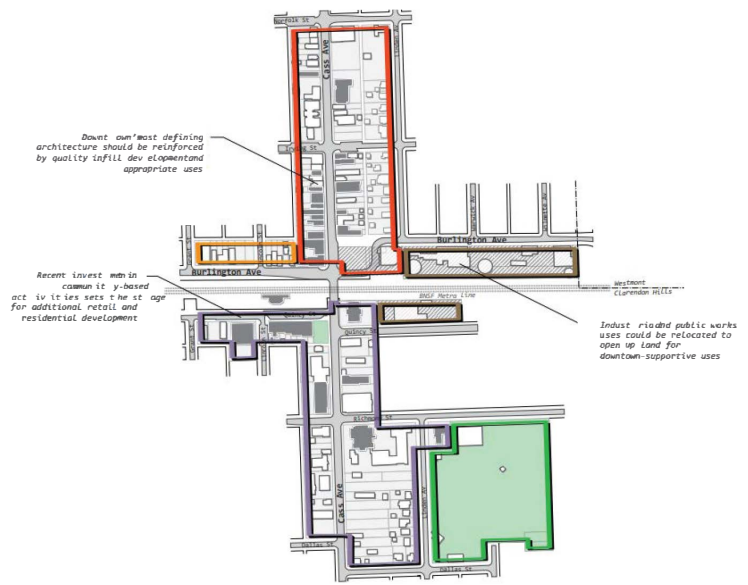
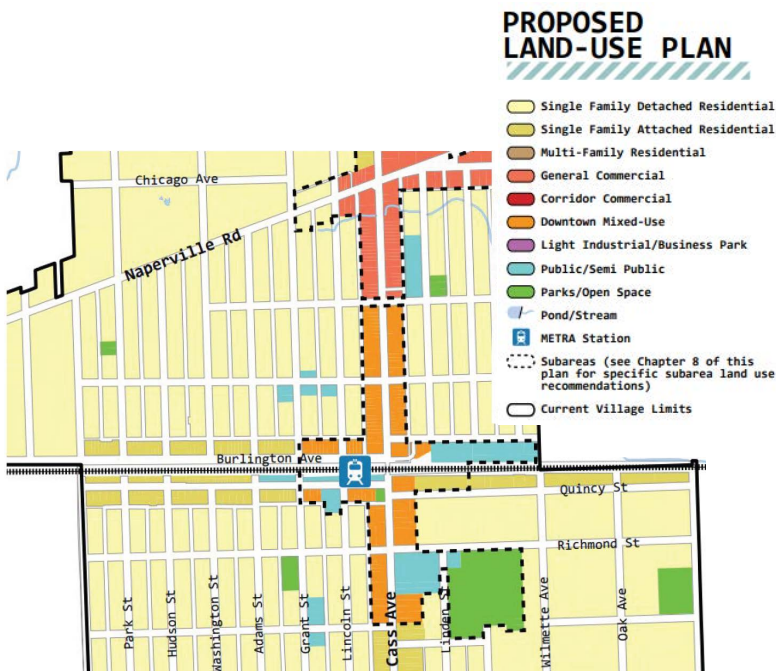
DRAFT Downtown District Map

Commercial Design Guidelines Map (2015)



Future Land Use Plan (2013 Comprehensive Plan)

Downtown Subarea Plan (2013 Comprehensive Plan)



Downtown Land Use Framework

- Mixed Use Core
- Civic Core
- Burlington West
- Burlington East
- Community Open Space
- Opportunity Sites
- Distinct Architecture

Downtown Rezoning Proposal Discussion

October 30, 2025 - CDC Special Meeting



Downtown Westmont Zoning Map



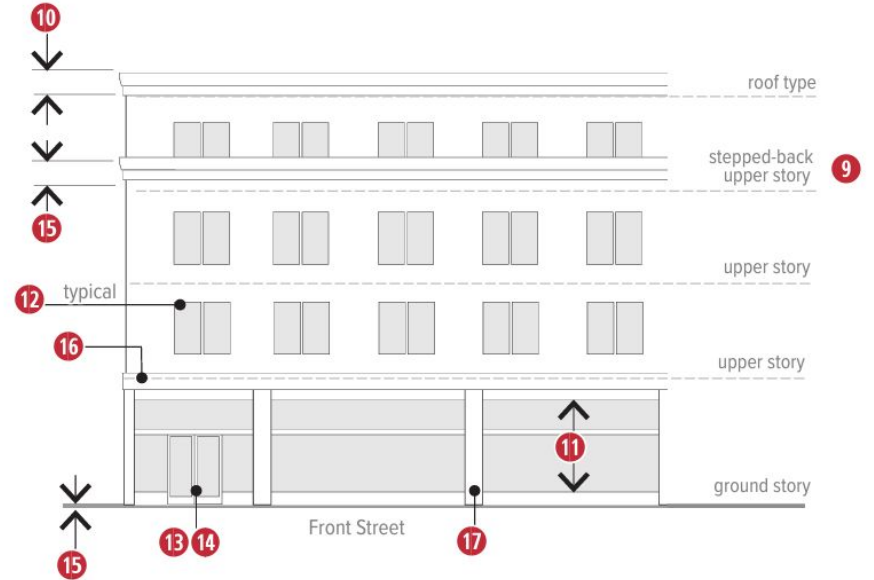
- B-1 LIMITED BUSINESS
- R-5 GENERAL RESIDENCE

Name	Map Symbol	Purpose Statement
Downtown Core	B-1(A)	The B-1(A) district is intended to maintain and enhance vibrant, main-street, storefront development pattern within the central business district.
Downtown Edge	B-1	The B-1 district is intended to be more flexible, allowing a wider mix of supporting uses in the downtown area, while still maintaining a high level of walkability.
Downtown Residential	R-7	The R-7 district is primarily intended to accommodate residential uses in a variety of building forms and is further intended to accommodate the transition from the downtown area into low-density residential neighborhoods bordering downtown.

Building Type	Downtown Core B-1(A)	Downtown Edge B-1	Downtown Residential R-7
Storefront Building	Permitted	Permitted	Prohibited
General Building	Prohibited	Permitted	Permitted
Row Building	Prohibited	Prohibited	Permitted
Detached House (Existing)	Prohibited	Prohibited	Permitted
Detached House (NEW)	Prohibited	Prohibited	Special Use

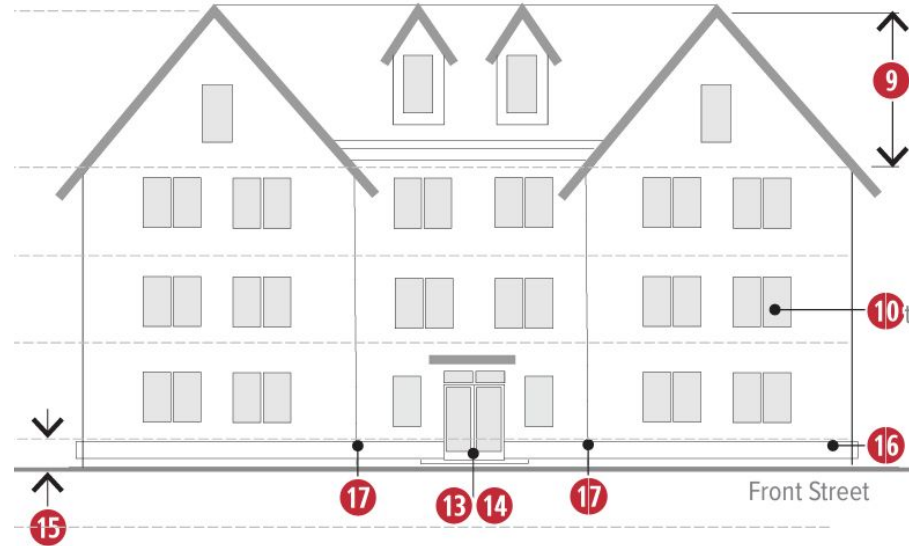
Store Front Buildings

Downtown Core B-1(A)	Downtown Edge B-1
Up to 5 stories	Up to 3 stories



General Buildings

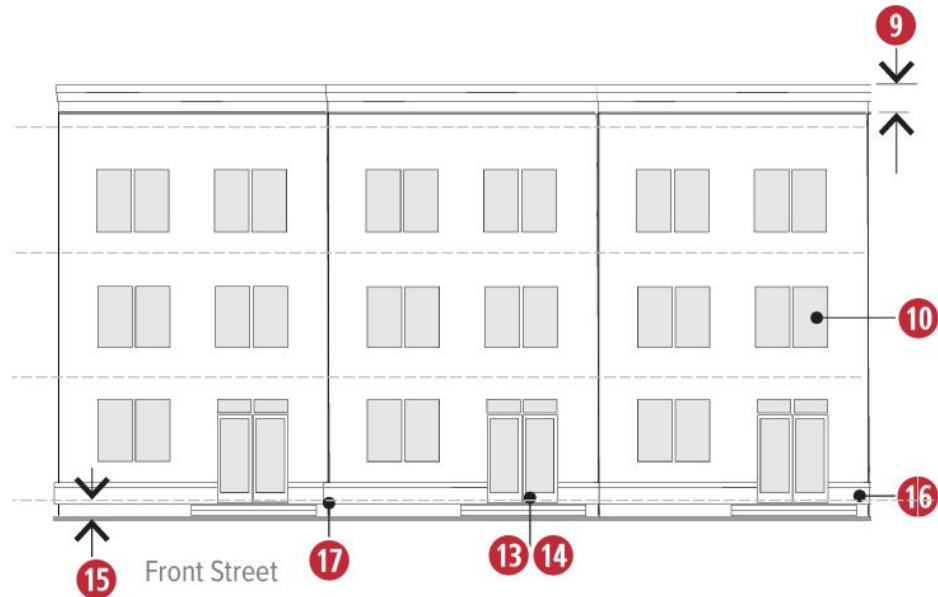
Downtown Edge B-1	Downtown Residential R-7
Up to 3 stories	Up to 3 stories



Row Buildings

Downtown
Residential
R-7

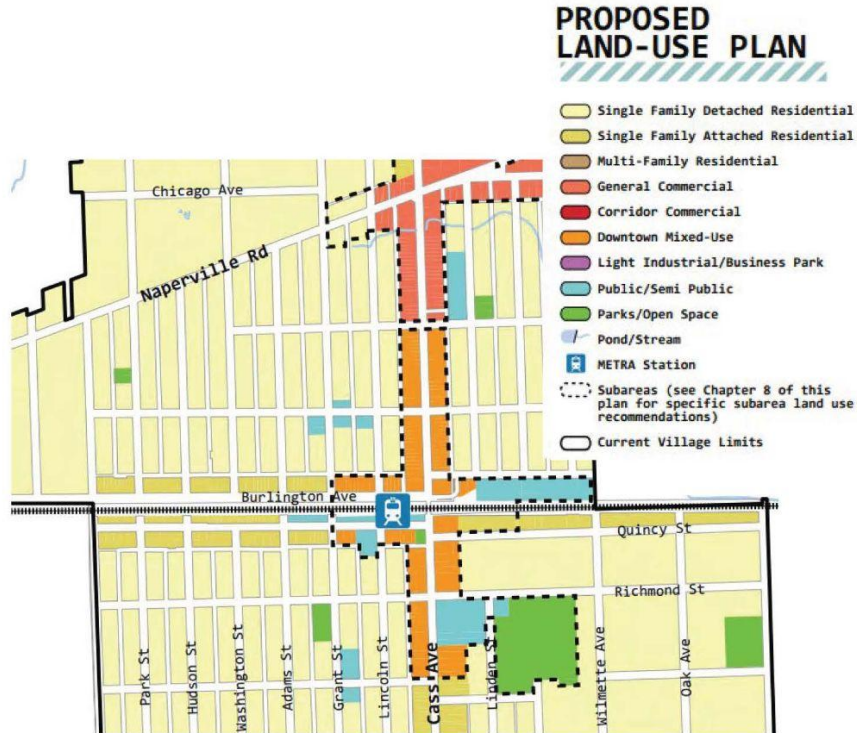
Up to 3 stories



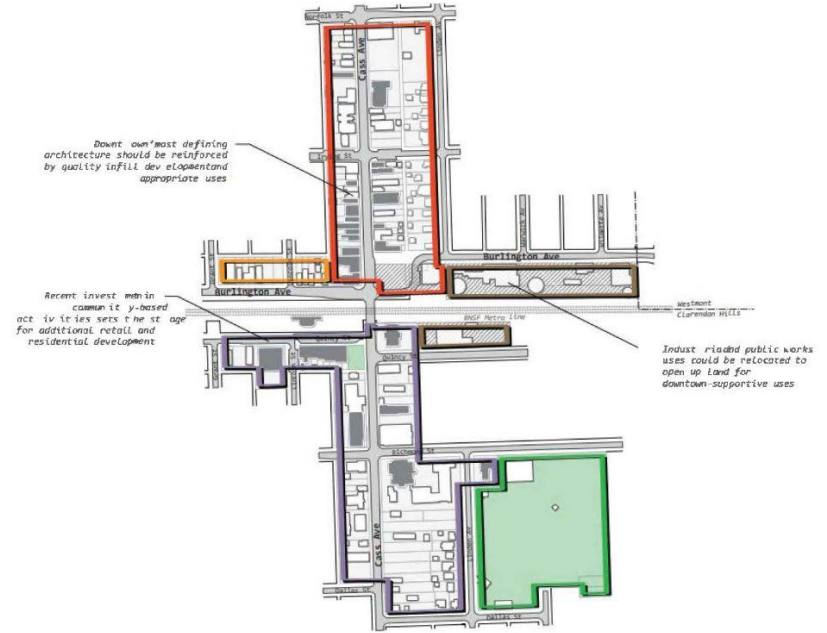
Guiding Maps/Documents



Future Land Use Plan (2013 Comprehensive Plan)



Downtown Subarea Plan (2013 Comprehensive Plan)



Downtown Land Use Framework

- Mixed Use Core
- Community Open Space
- Civic Core
- Opportunity Sites
- Burlington West
- Distinct Architecture
- Burlington East

Downtown Rezoning Proposal



Appendix:

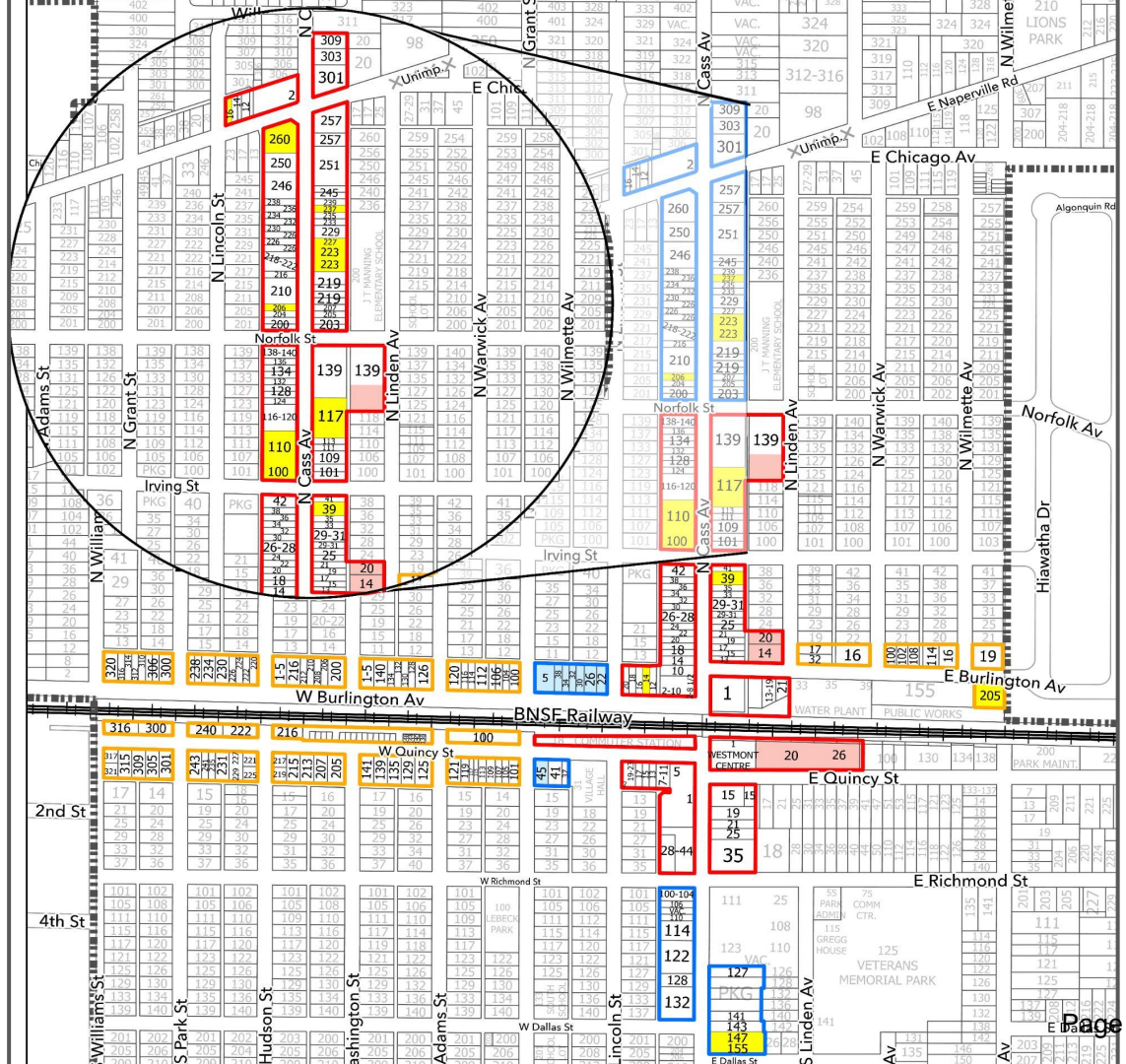


Alternative Downtown Rezoning Proposal



PROPOSED ZONING DISTRICTS

-  B-1 Downtown Edge
-  B-1(A) Downtown Core
-  R-7 Downtown Residential
-  NONCONFORMING PROPERTIES (14)
-  Change from R-5 to B-1
-  Change to from a Non-Downtown District to B-1(A)



Use Classification Analysis

Use	Proposed Districts		Existing
	B-1(A) Downtown Core	B-1 Downtown Edge	B-1 Limited Business
Personal Improvement Services	Special on first floor	Permitted	Special on first floor
Instructional Services	Special Use	Permitted	Special Use
Day Care Centers	Special Use	Permitted	Permitted
Funeral & Mortuary Services	Prohibited	Special Use	Special Use
Lodging	Special Use	Permitted	Special Use
Fueling Station	Prohibited	Special Use	Special Use
Minor Repair and Maintenance (vehicles)	Prohibited	Special Use	Special Use
Business and Professional Offices	Permitted	Permitted	Special on first floor
Medical Office	Permitted	Permitted	Permitted

Nonconformity Analysis

Address	Pre-Comprehensive Amendments			Proposal			Alternative Proposal		
	Zoning District	Use Classification	Use Permission	Zoning District	Use Classification	Use Permission	Zoning District	Use Classification	Use Permission
39 N Cass Ave	B-1 LB	Funeral home		B-1(A)	Funeral & Mortuary Service	NCF	B-1(A)	Funeral & Mortuary Service	NCF
100 N Cass Ave	B-1 LB	Public garage (no fender)	SUP	B-1(A)	Vehicle Minor Repair	NCF	B-1(A)	Vehicle Minor Repair	NCF
110 N Cass Ave	B-1 LB	Multi-unit	NCF	B-1(A)	Multi-unit building	NCF	B-1(A)	Multi-unit building	NCF
117 N Cass Ave	B-1 LB	Religious institution	SUP	B-1(A)	Religious Assembly	NCF	B-1(A)	Religious Assembly	NCF
206 N Cass Ave	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF
223 N Cass Ave	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF
227 N Cass Ave	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1(A)	Multi-unit building	NCF
237 N Cass Ave	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF
260 N Cass Ave	B-1 LB	Auto service station	SUP	B-1 DE	Fueling Station	SUP	B-1(A)	Fueling Station	NCF
16 W Naperville Rd	B-1 LB	Auto service station	SUP	B-1 DE	Fueling Station	SUP	B-1(A)	Fueling Station	NCF
14 W Burlington Ave	B-1 LB	Detached house	NCF	B-1(A)	Detached house	NCF	B-1(A)	Detached house	NCF
32-34 W Burlington Ave	R-5	Offices	NCF	B-1 DE	Offices	P	B-1 DE	Offices	P
38 W Burlington Ave	R-5	Medical office	NCF	B-1 DE	Medical office	P	B-1 DE	Medical office	P
114 S Cass Ave	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P
122 S Cass Ave	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P
127 S Cass Ave	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P
147 S Cass Ave	B-1 LB	Detached house	NCF	B-1 DE	Detached house	NCF	B-1 DE	Detached house	NCF
155 S Cass Ave	B-1 LB	Detached house	NCF	B-1 DE	Detached house	NCF	B-1 DE	Detached house	NCF
205 E Burlington Ave	R-5	Warehouse	NCF	R-7	Warehouse	NCF	R-7	Warehouse	NCF
20-26 E Quincy St	M-1	Hardware Store	P	B-1(A)	Outdoor Retail	SUP	B-1(A)	Outdoor Retail	SUP
		Nonconformities: 11			Nonconformities: 11			Nonconformities: 14	

Nonconformity Analysis w/ Business Names

Address	Business	Pre-Comprehensive Amendments			Proposal			Alternative Proposal			
		Zoning District	Use Classification	Use Permission	Zoning District	Use Classification	Use Permission	Zoning District	Use Classification	Use Permission	
39 N Cass Ave	Cappetta's Funeral Home	B-1 LB	Funeral home		B-1(A)	Funeral & Mortuary Service	NCF	B-1(A)	Funeral & Mortuary Service	NCF	
100 N Cass Ave	L&J Auto Repair	B-1 LB	Public garage (no fender)	SUP	B-1(A)	Vehicle Minor Repair	NCF	B-1(A)	Vehicle Minor Repair	NCF	
110 N Cass Ave	Apartment Building	B-1 LB	Multi-unit	NCF	B-1(A)	Multi-unit building	NCF	B-1(A)	Multi-unit building	NCF	
117 N Cass Ave	Church	B-1 LB	Religious institution	SUP	B-1(A)	Religious Assembly	NCF	B-1(A)	Religious Assembly	NCF	
206 N Cass Ave	Arco Plumbing	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF	
223 N Cass Ave	Dilworth Windows & Doors	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF	
227 N Cass Ave	Apartment Building	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1(A)	Multi-unit building	NCF	
237 N Cass Ave	Oakwood Generator and Electric	B-1 LB	Contractors Retail Shop	P	B-1 DE	Building Service	NCF	B-1(A)	Building Service	NCF	
260 N Cass Ave	Mobil Gas	B-1 LB	Auto service station	SUP	B-1 DE	Fueling Station	SUP	B-1(A)	Fueling Station	NCF	
16 W Naperville Rd	Marathon Gas	B-1 LB	Auto service station	SUP	B-1 DE	Fueling Station	SUP	B-1(A)	Fueling Station	NCF	
14 W Burlington Ave	Residence	B-1 LB	Detached house	NCF	B-1(A)	Detached house	NCF	B-1(A)	Detached house	NCF	
32-34 W Burlington Ave	Offices	R-5	Offices	NCF	B-1 DE	Offices	P	B-1 DE	Offices	P	
38 W Burlington Ave	Heniades Dental Care	R-5	Medical office	NCF	B-1 DE	Medical office	P	B-1 DE	Medical office	P	
114 S Cass Ave	Apartment Building	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P	
122 S Cass Ave	Apartment Building	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P	
127 S Cass Ave	Apartment Building	B-1 LB	Multi-unit building	NCF	B-1 DE	Multi-unit building	P	B-1 DE	Multi-unit building	P	
147 S Cass Ave	Residence	B-1 LB	Detached house	NCF	B-1 DE	Detached house	NCF	B-1 DE	Detached house	NCF	
155 S Cass Ave	Residence	B-1 LB	Detached house	NCF	B-1 DE	Detached house	NCF	B-1 DE	Detached house	NCF	
205 E Burlington Ave	CIS Materials Handling	R-5	Warehouse	NCF	R-7	Warehouse	NCF	R-7	Warehouse	NCF	
20-26 E Quincy St	Bale's Lumber & Supply	M-1	Hardware Store	P	B-1(A)	Outdoor Retail	SUP	B-1(A)	Outdoor Retail	SUP	
Nonconformities: 11				Nonconformities: 11				Nonconformities: 14			



Community Development Department

2025: 3rd Quarter Report

Section One: Department Overview for 2025 3rd Quarter

Section Two: Planning & Zoning Division Report

Section Three: Permitting Division Report

Section Four: Code Enforcement Division Report

1 Department Overview: Third Quarter Highlights

Building and Code Enforcement Divisions

- Online Permitting:
 - A substantial portion of all permits - 469 out of 1,225 (nearly 38.3%) have been applied for online so far this year;
 - Currently 70% of residential permit types, and 41% of commercial permit types are available online. Overall, 57% of all permits can be applied for and issued online;
 - Based on that availability and looking back at the permits received in 2024, 96% of residential and 54% of 2024 permits could have been submitted online. (82% combined)
- Staffing:
 - The Building Commissioner position has been vacant since the beginning of September and will be posted soon. In the interim, Don Morris Architects has stepped up activity to fill the void;
 - A Code Enforcement Officer position has also been vacant since August. We will look to fill the position after a new building supervisor is selected. In the interim, a part-time temporary officer has joined the team;
 - Pat Winters has been promoted from a Permit Coordinator to the new position of Permit Technician. Pat is certified as a technician and will assist in finding efficiencies in permit reviews and online processes.

Planning and Zoning Division

- The Zoning Ordinance updates were approved in August 2025 after almost two years of effort;
- Comprehensive Plan update is in the planning stages;
- One seat on the Planning and Zoning Commission remains vacant.

Downtown Incentive Program (DIP)

- DIP program applications for Tiers 1, 2 and 3 continue to be accepted;
- Two \$50,000 Tier 2 grants for sprinkler installations in the downtown are nearing completion;
- The \$105,000 Tier 3 award for Primrose School is in the permitting stages;
- Currently, there is still the \$145,000 budgeted and available.

2 Planning & Zoning Division

Special Project Updates

Zoning Ordinance Update: The comprehensive amendments to the Zoning Ordinance have been approved and in effect for two months. Staff has seen positive results, most notably in the approval of many residential fence permits and the administrative approval of a site and landscaping plan. Commercial sign permits have also taken advantage of the new area measurement method and cabinet component allowance.

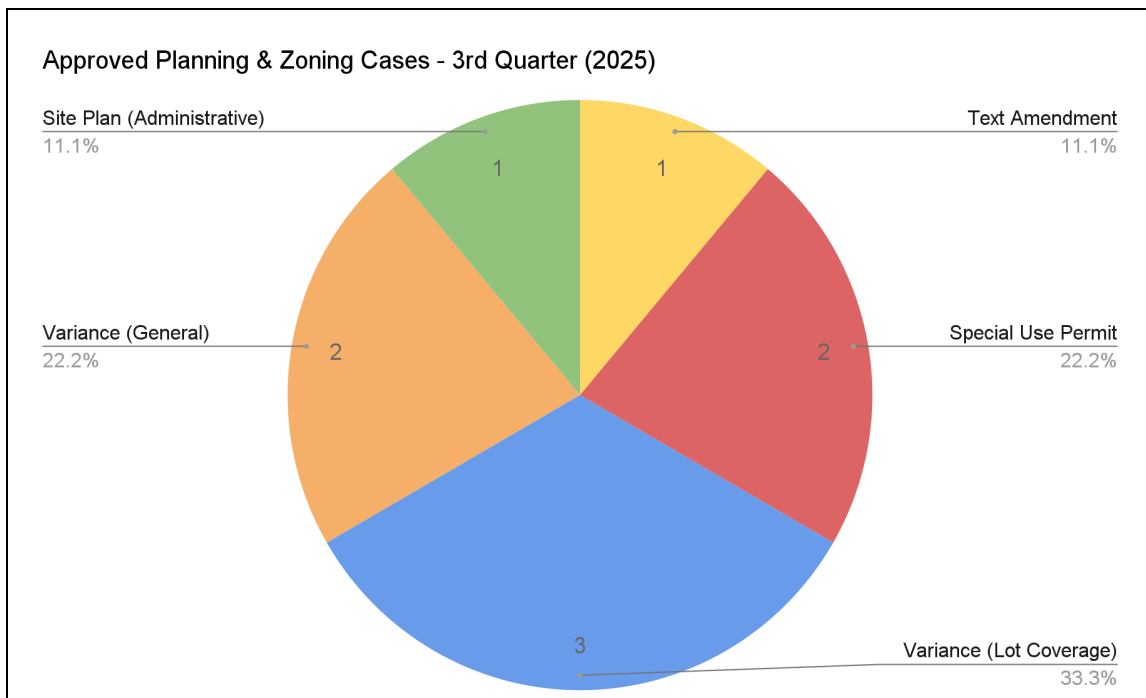
Comprehensive Plan: The Request for Proposals (RFP) is close to completion, pending review by this committee and the Village Attorney. Once final minor edits are made, it is anticipated that the RFP will be posted in November.

Downtown Rezoning: Staff has also been working on rezoning proposals for the newly-created downtown zoning districts (B-1(A) and R-7, plus rezoning some properties to the amended B-1). Staff's proposal will be presented at this meeting.

Boundary Line Agreement: Staff is working with the Village of Downers Grove in re-establishing a boundary line agreement between the two Villages. Per Illinois State Statutes, these agreements can last up to 20 years. The previous one expired in 2011.

Approved Planning & Zoning Cases

The third quarter saw nine Planning & Zoning cases receive approvals. Of that nine, three were lot coverage variances. The third quarter also saw the approval of the first administrative site plan, for a parking lot expansion for Magnet-Schultz at 401 Plaza Drive.



Upcoming Planning & Zoning Cases

There are four large residential projects in various stages of review. The most notable is the mixed-use development at 1 North Cass Avenue. 306 North Cass Avenue, just north of Mrs. T's, is in review for a three-story apartment building. At the August PZC meeting, a concept plan was presented for an eight-unit townhouse development at the corner of 55th Street and Wilmette Avenue. Finally, a townhouse development at 5628 South Cass Avenue is currently being reviewed.

Business Updates

Advocate Outpatient Center (639 Blackhawk Drive): After receiving approvals for variances to directional signs in the third quarter, AOC is on track to receive a Certificate of Occupancy and ideally begin operating by the end of the year.



AOC construction progress (view of northwest corner) - October 2025

Primrose School of Westmont (98 East Naperville Road): With a site and landscaping plan and variances approved in the second quarter, Primrose is in the permitting process for both interior and exterior work. Both permits have passed the zoning review, but are working on revisions for other divisions/departments.

Indoor Playground (1147-1149 Fairview Avenue): The owner initially requested a Special Use Permit & Variance for their business, but withdrew it prior to the PZC meeting. In the amended Zoning Ordinance, their business is now classified as a permitted use without the distance requirement. A business registration application and interior remodel permits are expected to be submitted in the near future.

3 Permitting Division

Building Division Highlights

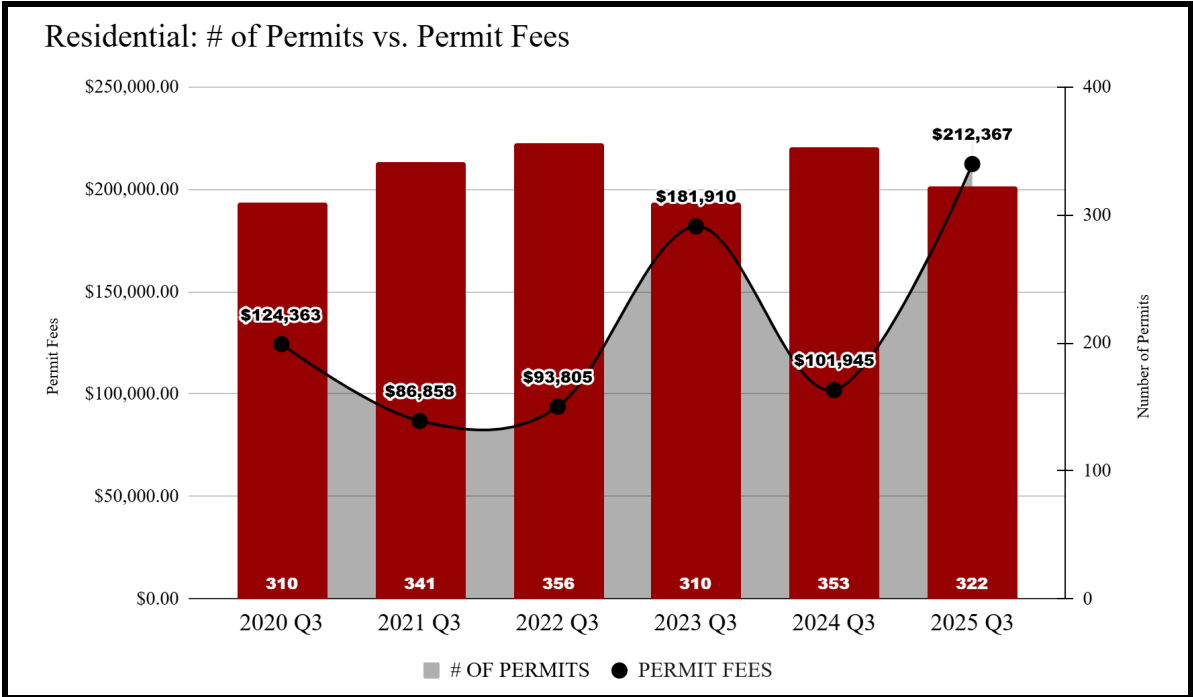
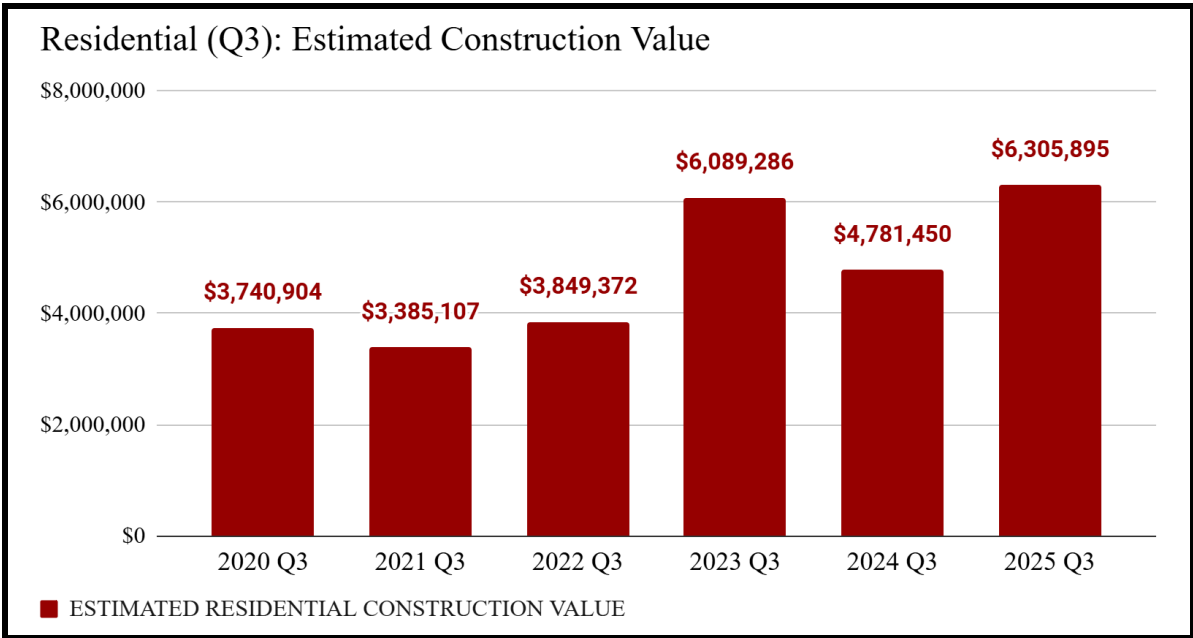
- Holy Trinity has almost obtained occupancy of the new Parish Center at 123 S. Cass Avenue;
- The Advocate Outpatient Center at 639 Blackhawk Drive hopes to be open by December 8;
- New Home Starts:
 - **10** new single-family homes are under construction;
 - **1** 2-unit duplex under construction;
 - **8** new single-family homes are in review for permits.

RESIDENTIAL PERMITTING OVERVIEW

RESIDENTIAL	# OF PERMITS (ALL TYPES)	PERMIT FEES	ESTIMATED CONSTRUCTION VALUE
July (Q3)	100	\$82,116.11	\$1,885,144
August (Q3)	113	\$88,440.75	\$2,791,227
September (Q3)	109	\$41,810.01	\$1,629,524
TOTALS:	322	\$212,366.87	\$6,305,895

NEW SINGLE FAMILY RESIDENCES - TOTAL 2025 TO DATE

	ISSUED	ADDRESS	IMP. VALUE	PERMIT FEES*
1	1/10/2025	404 N. Park Street	\$1,418,000	\$43,425.00
2	3/17/2025	212 65th St. (Willowbrook)	\$629,093	\$28,662.36
3	3/17/2025	529 64th St. (Willowbrook)	\$610,000	\$38,177.74
4	6/20/2025	548 65th St. (Willowbrook)	\$400,000	\$23,769.00
5	7/3/2025	303 1/2 N. Washington St.	\$478,905	\$48,351.63
6	8/25/2025	4119 N. Lincoln St.	\$700,000	\$36,320.00
7	10/6/25	505 Blackhawk Dr.	\$648,900	\$32,135.25
		YTD TOTAL	\$4,7884,898	\$250,840.98



COMMERCIAL PERMITTING OVERVIEW

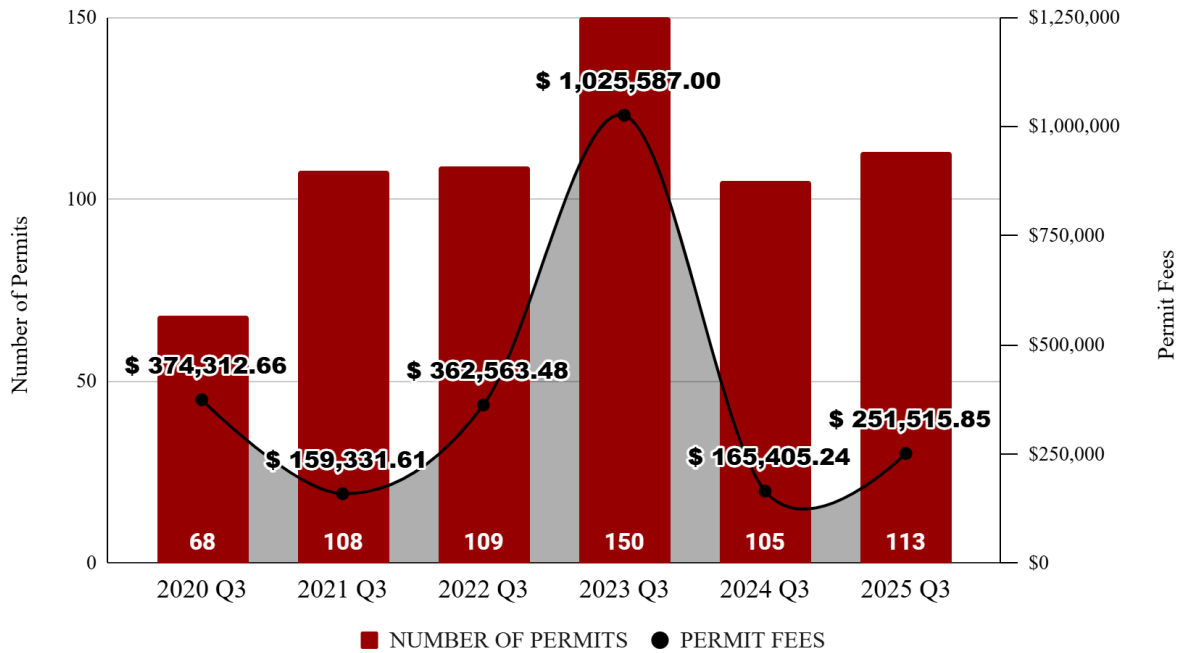
COMMERCIAL	# OF PERMITS (ALL TYPES)	PERMIT FEES	IMPROVEMENT VALUE
July (Q3)	35	\$39,165.03	\$1,998,320
August (Q3)	36	\$139,655.10	\$5,149,287
September (Q3)	42	\$72,695.72	\$2,511,707
TOTALS:	113	\$251,515.85	\$9,659,313

New Commercial Building Permits Issued in 2025 - None

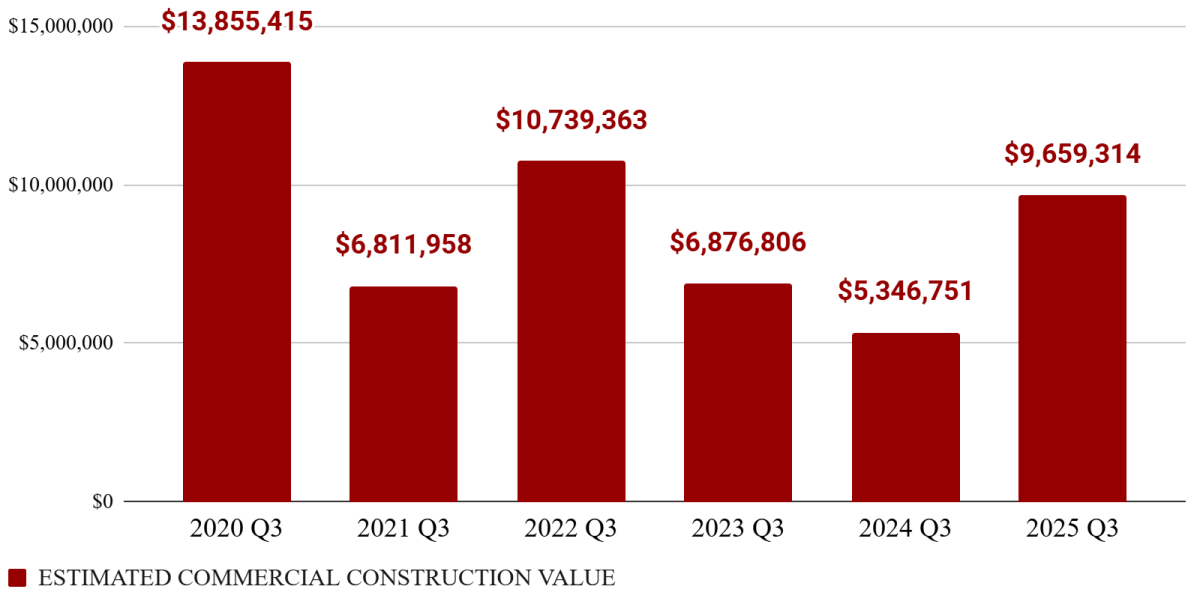
COMMERCIAL INTERIOR ALTERATIONS 2025 HIGHLIGHTS

DATE	ADDRESS	IMPROVEMENT VALUE
1/16/2025	33 W. Naperville Rd.	\$242,989.00
1/27/2025	822 E. Ogden Ave. - Animal Grooming Shop	\$218,030.00
3/28/2025	113 N. Cass Ave. - Bldg shell improvements	\$155,297.22
6/10/2025	750 Pasquinelli Dr. - Expression Dance	\$933,634.80
6/26/2025	1010 Executive Ct. - Illinois Bone & Joint	\$3,441,999.00
7/31/2025	999 Oakmont Plaza Dr #550 - iLOAN	\$703,225.00

Commercial: # of Permits vs. Permit Fees



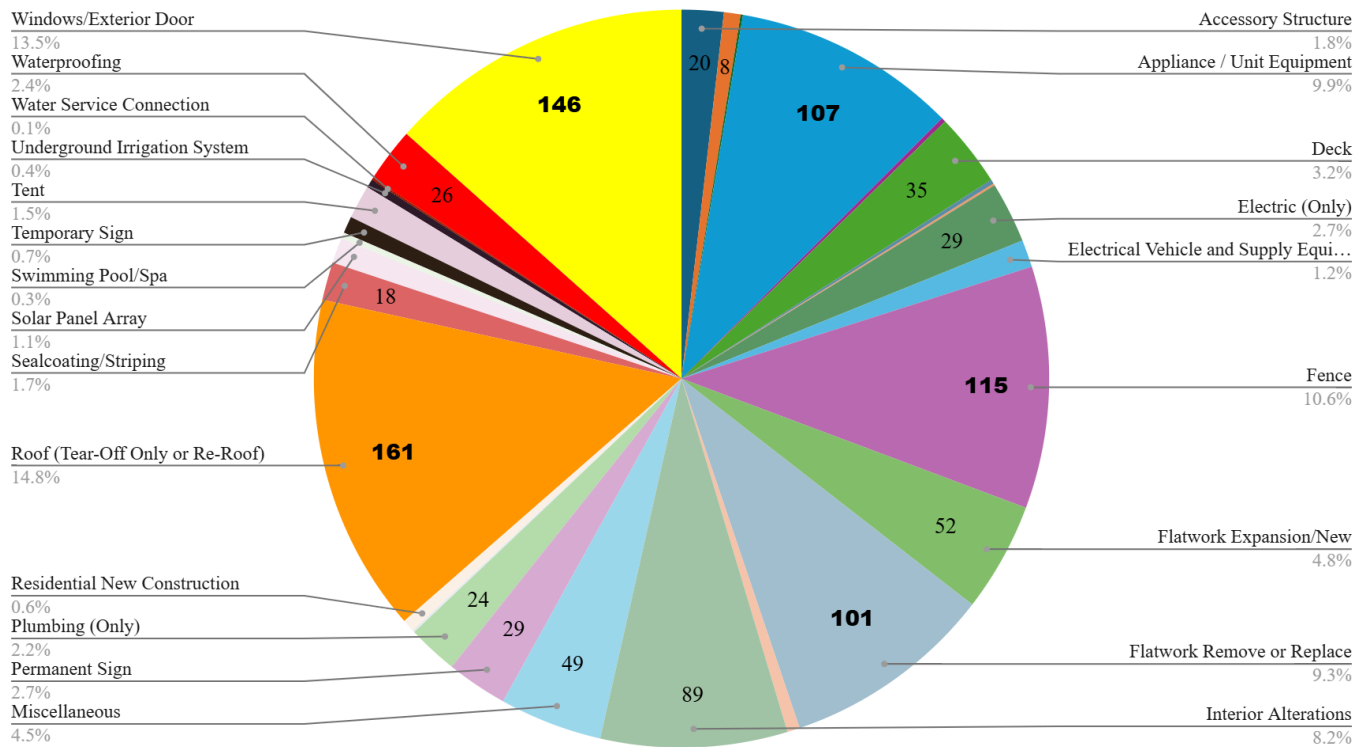
Commercial (Q3): Estimated Construction Value



**COMPARISON OF YEARLY PERMIT FEES
(Commercial and Residential Combined)**

	2025	2024	2023	2022	2021	2020
July	\$121,281	\$102,644	\$174,272	\$182,486	\$72,641	\$32,853
August	\$228,096	\$58,669	\$137,428	\$97,986	\$99,053	\$247,079
September	\$114,506	\$106,037	\$67,938	\$175,895	\$74,497	\$218,744

Permit Work Class Count (1/1/25-9/30/25)

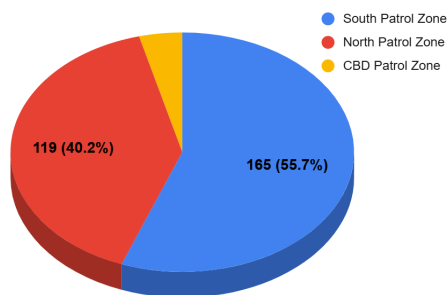
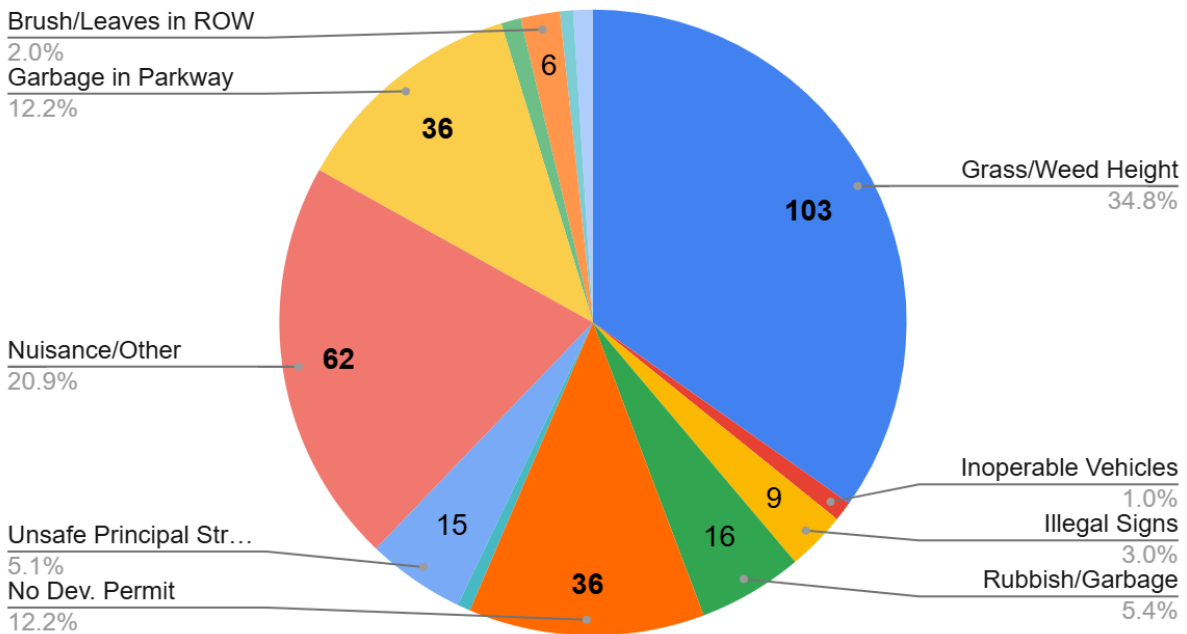


4 Code Enforcement Division

3rd Quarter 07/01/25-09/30/25

Q3 2025 Code Stats		
311 reported concerns received (reactive)	101 (34.1%)	Total 296
Staff cases (proactive)	195 (65.9%)	
Total Cases Closed	325	
NOV Letters	30	
Citations Issued	21	
Administrative Adjudication Cases Heard	21	

Q3 Code Case Types



Q3 2025 Code Cases by Patrol Zone	
South Patrol Zone	165 (55.7%)
North Patrol Zone	119 (40.2%)
Central Business District Patrol Zone	12 (4.1%)