



# Village of Westmont VILLAGE BOARD

31 West Quincy Street, Westmont, Illinois 60559

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

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

### 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 Szymski	<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.