



Village of Westmont COMMUNITY DEVELOPMENT

31 West Quincy Street, Westmont, Illinois 60559

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Village of Westmont Planning & Zoning Commission December 10, 2025 - Approved Minutes

The Village of Westmont Planning and Zoning Commission held its regular meeting on Wednesday, **December 10, 2025 at 6:00 p.m.**, at the Westmont Village Hall located at 31 W. Quincy Street, Westmont, Illinois 60559.

1. Call to Order

Chair Doug Carmichael called the meeting to order at **6:00 PM**.

2. Roll Call

Present: 6 - Chair Doug Carmichael, Secretary Jill Peterson, Commissioners Conor Donoghue, Michael Lynn, John F. Simpson IV, Craig Thomas

Absent: 0

Vacant: 1

A QUORUM WAS PRESENT TO TRANSACT BUSINESS

Staff: Scott Williams (Senior Planner), Adam Walsh (Planner), John Zemenak (Village Attorney)

3. Pledge of Allegiance

4. Swearing-in of testifying attendees

5. Reminder to silence all electronic devices

6. Reminder to sign-in for any public testimony

7. Approval of the Minutes of the November 12, 2025 regular meeting.

MOTION by **Simpson** to approve the regular meeting minutes from November 12, 2025.

Seconded by **Thomas**.

VOTING:

Ayes: 6 - Carmichael, Peterson, Lynn, Simpson, Thomas

Nays: 0

Abstain: 1 - Donoghue

Vacant: 1

Motion Passed

Discussion:

John Zemenak, Village Attorney, reminded the Commission that they can still vote to approve the meeting minutes even if they were absent for that meeting, as long as they have reviewed the document and appear it is correct.

8. Review of Public Hearing Procedures



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9. Old Business

None.

10. New Business

PUBLIC HEARING PZC 023-2025

Requests from the Village of Westmont for the property at 328 S Wilmette Avenue, Westmont, Illinois, 60559, for the following:

- 1) Map Amendment from the R-3 Single-Unit Residential District to the P/I Public and Institutional District.
- 2) Special Use Permit to operate a governmental use in the P/I Public and Institutional District.
- 3) Preliminary Plan of Subdivision to consolidate five (5) lots into one (1) lot.
- 4) Zoning Ordinance Variance to the minimum front yard setback.
- 5) Major Site Plan.

Presentation:

Amy Ries (Director of Public Works), Greg Ulreich (Village Engineer), and Jon Yeater (Forestry & Grounds Supervisor) presented the requests. Ries explained that the Public Works Department has used the site for decades, and has always intended for the property to be improved with additional buildings for storage. Ulreich and Yeater presented the site and landscaping plans.

Staff Comment:

Scott Williams, Senior Planner, presented the staff report. Williams explained the Village's process for rezoning Village-owned properties to the newly-created P/I district.

Chair Carmichael asked for clarification on the use of asphalt. Williams answered that the property has many different types of materials on-site, and that asphalt will be used instead of multiple different materials.

Carmichael asked about the site's access points and how cell providers will access their antennas on the water tower. Williams answered that the two access points on Wilmette Avenue will remain the only points of entry. Yeater explained the fencing and gates that allow cell providers to access their antennas and equipment, but not the rest of the site.

Williams explained that though the Fire Department anticipates using the subject property temporarily, they must first receive approval from the Village Board, which is outside of the scope of this Commission.

Public Comment:

Kevin Kozlowski inquired about the maximum height allowed in the P/I district. Williams answered that 45 feet is the maximum, but it can be increased to 75 feet if the setbacks are increased for each foot it is over 45 feet.

Commissioner Comments:

Thomas: Commissioner Thomas supported the requests, noting that he was impressed with how the



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Public Works Department worked to mitigate impacts on the neighboring residences.

Peterson: Secretary Peterson asked about the circulation pattern. Ries replied that the circulation pattern is to enter through the north and exit the site on the south and then turn on to 55th Street.

Peterson asked how the Fire Department would utilize the site. Ries showed a floor plan for the Fire Department's truck, ambulance, and trailers inside of the new storage building. Ries confirmed that Public Works will not begin using the site for storage until after the Fire Department returns to their new facility.

Lynn: Commissioner Lynn raised concerns about the emergency vehicles being able to safely exit the site. Williams explained that many of the details regarding the Fire Department's use of the property will be ironed out at the Village Board level.

Lynn asked if any utility equipment will be visible on the new buildings. Williams replied that since they are utilities, zoning does not always have the power to dictate location. Ries explained that the only utilities for the site are water and electricity, which should not be visible.

Lynn asked how tall the buildings will be. Ulreich replied that they will select a model below 45 feet and that the new storage building will be closer to 30 feet.

Lynn asked if it was considered to adjust the dimensions of the detention facility to avoid the setback variance. Ulreich replied that it could be possible to do so, but it would be very costly and could affect existing improvements Public Works wishes to retain.

Lynn questioned if the proposed fencing was the best design. Williams noted that a variance to the fence's height was approved in 2007, and the proposed fencing matches that approval. Yeater added that the black chain link fence with black privacy slats is durable and should look nice in comparison to other municipalities' Public Works facilities

Simpson: Commissioner Simpson asked for clarification on the trees being removed on the north side. Yeater responded that the neighbor to the north requested they be removed, which will allow for the new fence to be installed within a foot of the property line. Simpson asked if the property is all blacktop. Yeater explained that the existing blacktop is very deteriorated and is gravel in some places.

Donoghue: Commissioner Donoghue asked questions regarding access points and traffic, raising concerns about the intersection of 55th Street and Wilmette Avenue. Ries responded that Public Works' traffic has decreased since the subject property is no longer their main headquarters, and should not increase if the requests are approved.

Peterson asked for the Fire Department's timeline. Ries answered that they should be using the site temporarily for about 18 months, as they expect to be in their new facility by the end of 2027.

Zemenak explained that the Village can request that DuPage County evaluate the traffic conditions along 55th Street to see if additional traffic measures are warranted.



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Carmichael: Carmichael asked if the existing building would remain, because the salt dome could go there. Ries explained that the existing building provides valuable storage for the Department, and that the salt dome was optimally located for the flow of vehicles due to the large detention facility.

Peterson asked if the site is large enough for the trucks to easily move through the site. Ries replied yes.

Lynn asked for the height of the water tower. Ries replied that the water tower is over 100 feet tall, which is much shorter than the one on Oakwood Drive.

MOTION 1

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 328 South Wilmette Avenue, Westmont, Illinois, 60559, for a **Map Amendment from the R-3 Single-Unit Residential District to the P/I Public and Institutional District.**

Seconded by **Donoghue.**

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed

MOTION 2

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 328 South Wilmette Avenue, Westmont, Illinois, 60559, for a **Special Use Permit to operate a governmental use in the P/I Public and Institutional District.**

Seconded by **Donoghue.**

Discussion:

Lynn asked if it could be required that a traffic study be done. Williams explained that the Village's engineers determine when a study is warranted. Zemenak added that traffic studies are often required when new uses are introduced to the property, and that since this is a continuation of an existing use and traffic is anticipated to be the same, the engineers did not require one.

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed



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MOTION 3

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 328 South Wilmette Avenue, Westmont, Illinois, 60559, for a ***Preliminary Plan of Subdivision to consolidate five (5) lots into one (1) lot.***

Seconded by **Donoghue**.

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed

MOTION 4

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 328 South Wilmette Avenue, Westmont, Illinois, 60559, for a ***Zoning Ordinance Variance to the minimum front yard setback.***

Seconded by **Donoghue**.

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed

MOTION 5

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 328 South Wilmette Avenue, Westmont, Illinois, 60559, for a ***Major Site Plan.***

Seconded by **Thomas**.

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed



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PUBLIC HEARING PZC 024-2025

Request from the Village of Westmont for the property located at 31 West Quincy Street, Westmont, Illinois, 60559, for the following:

- 1) Map Amendment from the B-1 Downtown Edge District to the P/I Public and Institutional District.
- 2) Special Use Permit to operate a governmental use in the P/I District.

Presentation & Staff Comment:

Adam Walsh, Planner, presented the staff report.

Public Comment:

None.

Commissioner Comments:

The Commissioners did not have concerns or questions on the requests.

MOTION 1

Motion by **Donoghue** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 31 West Quincy Street, Westmont, Illinois, 60559, for a **Map Amendment from the B-1 Downtown Edge District to the P/I Public and Institutional District.**

Seconded by **Simpson.**

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed

MOTION 2

Motion by **Donoghue** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 31 West Quincy Street, Westmont, Illinois, 60559, for a **Special Use Permit to operate a governmental use in the P/I Public and Institutional District.**

Seconded by **Simpson.**

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed



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PUBLIC HEARING PZC 025-2025

Request from the Village of Westmont for the property located at 925 Oakwood Drive, Westmont, Illinois, 60559, for the following:

- 1) Map Amendment from the R-3 Single-Unit Residential District to the P/I Public and Institutional District.

Presentation & Staff Comment:

Adam Walsh, Planner, presented the staff report.

Public Comment:

None.

Commissioner Comments:

Lynn: Lynn asked if the school was compensated for the conversion of the tennis courts to the water facility. Zemenak replied yes. Lynn asked if there was a minimum lot size in the P/I district. Williams replied no.

Carmichael: Carmichael asked about the access easement through 701 Oakmont Lane. Williams explained that there are two easements for access through the lot.

Peterson: Peterson asked if the Westmont High School will have any signage on the tower. Ries explained that students designed the logo that will be placed on the football field side of the tower.

MOTION 1

Motion by **Simpson** to recommend to the Village Board of Trustees to approve a request from the Village of Westmont for the property at 925 Oakwood Drive, Westmont, Illinois, 60559, for a **Map Amendment from the R-3 Single-Unit Residential District to the P/I Public and Institutional District.**

Seconded by **Lynn**.

VOTING:

Ayes: 6 - Carmichael, Peterson, Donoghue, Lynn, Simpson, Thomas
Nays: 0
Vacant: 1

Motion Passed

Peterson asked when the rezonings will become effective. Walsh replied that all requests are on the December 11th Village Board agenda. If approved, the requests would become effective that day and be reflected on the 2026 Zoning Map.

11. Open Forum

Nobody spoke during the Open Forum.



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12. Miscellaneous Items

a. Next regular PZC on January 14, 2026

Williams said that at least one case is expected to be on the agenda.

b. Anti-Harrassment Training

Williams reminded the Commissioners to complete the Village's anti-harrassment training or provide proof of completion of similar training through their employment by next week, otherwise they would not be allowed to participate in future meetings.

c. Notice of Public Works Committee meeting on December 11, 2025

Williams notified the Commission that the Public Works Committee will be discussing stormwater regulations in the Land Development Code, which may be of interest to the Commissioners.

13. Adjourn

Motion by **Thomas** to adjourn the meeting.

Second by **Donoghue**.

The motion carried on a unanimous voice vote.

Meeting adjourned at 7:12 p.m.