



## Village Board Meeting July 16, 2020 6:00 p.m.

**Note:** This meeting will be a blended meeting held remotely and with in person attendance to allow for social distancing requirements. For remote attendance, the meeting will be streaming live on the Village's youtube channel: <https://www.youtube.com/VillageofWestmont> A remote Open Forum is available for the community to participate in the meeting remotely if so desired, by submitting comments / questions by filling out the online public comment form by visiting <https://westmont.illinois.gov/meetinginfo> or by calling (630) 981-6195. If you are calling in a comment please do so 2 hours prior to the meeting time. If there are questions on how to submit a form please email [clerk@westmont.il.gov](mailto:clerk@westmont.il.gov)

1. Call To Order

2. Roll Call

3. Pledge Of Allegiance

4. Open Forum

Public Comment, both in person and remote, is subject to the public comment rules and procedures adopted by the Village.

Citizens choosing to participate remotely can submit public comments by filling out an online form or by phone call.

- The Online Public Comment Form can be found by visiting [HTTPS://WESTMONT.ILLINOIS.GOV/MEETINGINFO](https://westmont.illinois.gov/meetinginfo). A link to the form will be found here.
- By phone: Call 630-981-6195 and leave your full name, address, and comment. Comments made by phone must be submitted 2 hours prior to the Village Board Meeting.
- If there are any questions on how to make public comments, email [clerk@westmont.il.gov](mailto:clerk@westmont.il.gov)

*Background of  
Subject Matter*

\*

*Type*

Discussion Only

5. Reports

a. Board Reports

- Mayor
- Clerk
- Trustees

**Background Of Subject Matter** \*

**Type** Discussion Only

## 6. Public Hearing

### a. FY 2020-21 Appropriations Ordinance Public Hearing

Board to conduct a public hearing for the Fiscal Year 2020-2021 Appropriations Ordinance.

**Background Of Subject Matter** In accordance with state statute, the Village must adopt an appropriation ordinance during the first quarter of the fiscal year. The appropriation ordinance is the legal limit of the maximum amount that can be spent if sufficient funds are available.

**Additional Background** The appropriation ordinance should exceed the expected amount to be spent. The budget is the financial plan of what the Village intends to spend; this appropriation ordinance is the legal limit that can possibly be spent if changes are necessary.

**Type** Discussion Only

**Budgeted** Yes

**Documents:**

[2020-21 APPROPRIATION ORDINANCE - DRAFT.PDF](#)

## 7. Items To Be Removed From Consent Agenda

## 8. Consent Agenda (Omnibus Vote)

### a. Village Board Minutes

#### i. Board Meeting Minutes

Board to consider approving the minutes of the Village Board meeting held June 29, 2020.

**Background Of Subject Matter** Required parliamentary procedure

**Type** Motion

**Documents:**

[2020-06-29 VILLAGE BOARD MEETING MINUTES.PDF](#)

### b. Finance Ordinance

#### i. Finance Ordinance #5

Total to be announced at the meeting.

**Background Of Subject Matter** \*

**Type** Motion

## 9. Unfinished Business

## 10. New Business

### a. FY 2020-21 Appropriations Ordinance

Board to consider an ordinance adopting the Fiscal Year 2020-2021 Appropriations Ordinance.

**Background Of Subject Matter** In accordance with state statute, the Village must adopt an appropriation ordinance during the first quarter of the fiscal year. The appropriation ordinance is the legal limit of the maximum amount that can be spent if sufficient funds are available.

**Additional Background** The appropriation ordinance should exceed the expected amount to be spent. The budget is the financial plan of what the Village intends to spend; this appropriation ordinance is the legal limit that can possibly be spent if changes are necessary.

**Type** Ordinance

**Budgeted** Yes

**Documents:**

[2020-21 APPROPRIATION ORDINANCE - DRAFT.PDF](#)

### b. Nature's Best Parking Lot - 260 N Linden Avenue

Board to consider an ordinance granting the following approvals for a proposed surface parking lot at 260 North Linden Avenue in the R-3 Zoning District:

1. a special use permit
2. a variance to allow the parking lot to encroach into the required front yard setback
3. a waiver from parking stall minimum dimension requirements

**Background Of Subject Matter** Nature's Best considers this an opportunity to improve their parking accommodations for their customers. The special use is required per Zoning Code Section 6.02(B)(13)(b). The variance is from Zoning Code Section 6.04(F)(1)(a).

**Additional Background** The proposed parking stalls are smaller than Village standards and so they require a waiver from Chapter 22, Article V, Division 7, Section 22-493. The parking stalls will be primarily for employees, and therefore are for 'long term' parking.

**Recommendation** The Planning and Zoning Commission voted unanimously to recommend approval at the meeting of July 8, 2020.

**Type** Ordinance

**Documents:**

[260 N LINDEN PARKING LOT SUP BOARD MEMO.PDF](#)

[260 N LINDEN VILLAGE BOARD EXHIBITS.PDF](#)

### c. Preliminary Plat Of Subdivision - 700 Oakmont Lane

Board to consider an ordinance to approve a preliminary plat of subdivision for property located at 700 Oakmont Lane.

**Background Of** Ryan Companies requests consideration of a subdivision plat to

<b>Subject Matter</b>	create lot lines around two buildings on one approximately 12-acre lot having one address of 700 Oakmont Lane. The parent lot has frontage on two sides, Pasquinelli Drive and Oakmont Lane.
<b>Additional Background</b>	The lot is proposed to be split in half from north to south. The easterly lot will contain one building that is currently under redevelopment, with a stormwater pond, and the westerly lot will contain JLL and other offices, as well as the parking lots.
<b>Recommendation</b>	The Planning and Zoning Commission voted to recommend approval at the meeting of July 8, 2020.
<b>Type</b>	Ordinance

**Documents:**

[700 OAKMONT LANE PRELIMINARY PLAT BOARD MEMO.PDF](#)  
[PRELIMINARY PLAT FOR 700 OAKMONT LANE.PDF](#)

d. **Food And Beverage Retail Stores Text Amendment**

Board to consider an ordinance to amend the Zoning Code to allow food and beverage retail stores in the O/R Office Research Districts.

<b>Background Of Subject Matter</b>	The owner of 700 Oakmont Lane has proposed installing a deli with a commercial kitchen in the first-floor lobby of this building, to serve the office workers within the building.
<b>Additional Background</b>	The Village's zoning ordinance is silent regarding such accessory restaurant or deli uses. Therefore, the Zoning Code would indicate that these uses are currently not allowed, either as permitted or special uses.
<b>Recommendation</b>	The Planning and Zoning Commission voted approval at the Public Hearing of July 8, 2020.
<b>Type</b>	Ordinance

**Documents:**

[RETAIL FOOD AND BEVERAGE RETAIL STORES TEXT AMENDMENT BOARD MEMO.PDF](#)

e. **Andy Frain Services - Amendment To Service Agreement**

Board to consider an ordinance approving a second amendment to the service agreement with Andy Frain Services, Inc. for crossing guard services.

<b>Background Of Subject Matter</b>	This amendment extends the July 1, 2015 agreement, and the first amendment to services, through June 30, 2023.
<b>Recommendation</b>	Approval
<b>Type</b>	Ordinance

**Documents:**

[AMENDMENT TO SERVICE AGREEMENT - ANDY FRAIN SERVICES - VILLAGE OF WESTMONT - 2020-2023.PDF](#)

f. **Intergovernmental Agreement - DuPage County**

Board to consider an ordinance approving an intergovernmental agreement for participation in DuPage County Local Government COVID-19 Reimbursement

program.

**Background Of  
Subject Matter**

The CARES Act funds are assigned to DuPage County by the federal government. DuPage County will disburse funds to municipalities via a municipal reimbursement program for expenses related to the COVID- 19 public health emergency.

**Type**

Ordinance

**11. Miscellaneous**

**12. Executive Session**

This Board may adjourn to closed session to discuss matters so permitted and may act upon such matters upon returning to open session.

**13. 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 5:00 P.M. Monday through Friday, Village of Westmont, Illinois, 60559; or telephone (630) 981-6210 voice, within a reasonable time before the meeting.*

ORDINANCE NO.

An Ordinance Making Appropriations for Corporate Purposes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021

Be it ordained by the President and Board of Trustees of the Village of Westmont, DuPage County, Illinois as follows:

SECTION 1: That the following sums, or so much thereof as hereby may be authorized by law, and the same are hereby appropriated to pay all necessary expenses and liabilities of the Village of Westmont, DuPage County, Illinois, for the fiscal year beginning May 1, 2020; such appropriations are hereby made for the following objects and purposes:

<u>GENERAL CORPORATE FUND</u>	<u>FY 2021</u> <u>APPROPRIATED</u>
<u>General Government</u>	
<u>Legislation</u>	
Wages - Part Time	46,000
Professional Services	271,500
Telephone	2,000
Liability Insurance	410,500
Misc. Supplies	20,000
Postage	1,500
Expense Allowance	9,000
Advertising	5,500
Printing	15,500
Recording Fees	3,000
Training	2,000
Conferences	5,000
Dues & Subscriptions	78,000
Misc. Services	45,000
Health & Wellness	4,000
Grants	1,000,000
Contingency	1,000
<b>Total Legislation</b>	<b>1,919,500</b>
<u>Administration</u>	
Wages - Regular	546,000
Wages - Part Time	145,000
Employee Benefit Sick Time	1,000
Health Insurance	92,500
Unemployment Compensation	50,000
Professional Services	75,000
Telephone	1,000
Equipment Rental	3,500

Maint. Services Equip.	2,000
Municipal Garage	2,500
Office Supplies	2,500
Misc. Supplies	3,000
Office Support Equipment	25,000
Postage	20,000
Expense Allowance	3,500
Advertising	3,000
Printing	38,500
Training	13,000
Conferences	17,000
Dues & Subscriptions	8,000
Misc. Services	2,000
Health & Wellness	85,000
<b>Total Administration</b>	<b>1,139,000</b>

### **Voluntary Committees**

Miscellaneous Supplies	2,000
Postage	1,000
Advertising	1,500
Printing and Binding	1,500
Training	1,500
Conferences	1,500
Misc Services	25,000
Grants	10,000
<b>Total Voluntary Committees</b>	<b>44,000</b>

### **Fire & Police Commission**

Professional Services	253,500
Misc. Supplies	2,000
Postage	2,000
Expense Allowance	2,000
Advertising	2,000
Printing	5,000
Conferences	1,000
Dues & Subscriptions	2,000
Misc. Services	1,000
<b>Total Fire &amp; Police Commission</b>	<b>270,500</b>

### **Information Technology**

Wages - Regular	362,500
Wages - Overtime	2,000
Wages - Part-time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	74,500
Professional Services	198,500

Insurance	1,000
Telecommunication Services	115,000
Maint. Services Equip.	71,500
Municipal Garage	1,000
Uniforms/Clothing	1,500
Office Supplies	2,500
Maintenance Supplies - Equipment	5,000
Misc. Supplies	16,000
Mobile Support Equipment	1,000
Office Support Equipment	40,000
Other Equipment	10,000
Network Infrastructure	78,000
IT Grants - State	0
Postage	2,000
Expense Allowance	2,000
Training	12,500
Conferences	10,500
Dues & Subscriptions	6,000
Cloud Computing	261,500
Internal Software	465,500
<b>Total Information Technology</b>	<b>1,742,000</b>

**Finance**

Wages - Regular	444,040
Wages - Overtime	6,500
Wages - Part-time	133,500
Employee Benefit Sick Time	1,000
Health Insurance	80,000
Professional Services	52,500
Uniforms & Clothing	1,500
Office Supplies	8,500
Office Equipment	10,000
Postage	1,500
Expense Allowance	2,500
Advertising	5,000
Printing	7,500
Training	4,000
Conferences	9,000
Dues & Subscriptions	3,000
Misc. Services	2,500
Bank/Credit Card Fees	50,000
Fines & Penalties	100,000
Developer's Note - Principal	1,000
Developer's Note - Interest	1,000
Bad Debt Collection Exp	1,000
<b>Total Finance</b>	<b>925,540</b>

**Transfers**

Transfers to Other Funds	11,000,000
<b>Total Transfers</b>	<b>11,000,000</b>

**Community Development**

Wages - Regular	763,500
Wages - Overtime	17,500
Wages - Part-time	1,000
Employee Benefit Sick Time	2,000
Health Insurance	166,000
Professional Services	600,000
Telephone	7,000
Municipal Garage	14,500
Uniforms & Clothing	6,000
Office Supplies	6,500
Misc. Supplies	5,500
Other Equipment	1,000
Postage	1,500
Expense Allowance	3,000
Advertising	1,000
Printing	4,000
Training	9,000
Conference	14,000
Dues & Subscriptions	7,500
Misc. Services	2,000
Community Projects	60,000
<b>Total Community Development</b>	<b>1,692,500</b>

**Planning & Zoning Commission**

Professional Services	11,500
Misc. Supplies	1,500
Advertising	30,000
Printing	1,000
Misc. Services	1,000
<b>Total Planning &amp; Zoning Comm.</b>	<b>45,000</b>

<b><u>Total General Government</u></b>	<b>18,778,040</b>
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**Public Works**

**Public Works Administration**

Wages - Regular	300,000
Wages - Overtime	1,000
Wages - Part Time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	67,000
Professional Services	70,000
Telephone	25,000
Insurance	4,000
Public Utilities	1,000
Rental Equipment	1,000
Maint. Services Equip.	1,000
Municipal Garage	2,000
Uniforms	4,000
Office Supplies	2,000
Maint Supplies Building	1,000
Janitorial Supplies	1,000
Expense Allowance	1,000
Printing	1,000
Training	3,500
Conferences	6,000
Dues & Subscriptions	8,500
Misc. Services	1,000
<b>Total Public Works Administration</b>	<b>503,000</b>

**Streets Operations**

Wages - Regular	1,211,000
Wages - Overtime	180,000
Wages - Part Time	52,000
Wages - Part Time O/T	3,500
Employee Benefit Sick Time	1,000
Health Insurance	294,000
Professional Services	300,000
Telephone	1,000
Insurance	7,000
Public Utilities	155,500
Equipment Rental	10,000
Maint. Services Equip.	128,000
Maint. Services Building	2,500
Disposal Expense	1,000
Municipal Garage	109,000
Uniforms	16,000
Operating Supplies	210,000
Maint. Supplies Building	2,000
Maint. Supplies Equip.	150,500
Maint. Supplies Vehicles	1,000

Maint. Supplies Other	1,000
Janitorial Supplies	3,000
Misc. Supplies	3,500
Land Improvements	46,000
Bldg Purch Improvements	78,000
Street Improvements	2,500
Other Equipment	40,000
Street Signs, Posts & Paint	9,500
Training	5,000
Conferences	5,000
Dues & Subscriptions	6,500
Misc. Services	1,000
<b>Total Streets Operations</b>	<b>3,036,000</b>

**Fleet Maintenance**

Wages - Regular	257,500
Wages - Overtime	10,000
Employee Benefit Sick Time	1,000
Health Insurance	56,000
Professional Services	2,500
Insurance	16,000
Maint. Services Equip.	25,000
Maint. Services Vehicles	25,000
Uniforms	2,500
Operating Supplies	385,000
Maint. Supplies Building	1,000
Maint. Supplies Equip.	45,000
Maint. Supplies Vehicles	125,000
Maint. Materials Other	1,000
Janitorial Supplies	2,000
Other Equipment	7,000
Training	3,000
Conferences	1,000
Misc. Services	60,000
<b>Total Fleet Maintenance</b>	<b>1,025,500</b>

**Health & Sanitation**

Professional Services	1,203,500
<b>Total Health &amp; Sanitation</b>	<b>1,203,500</b>

**Facilities Maintenance**

Wages - Regular	206,500
Wages - Overtime	40,000
Wages - Part-time	100,000
Employee Benefit Sick Time	1,000
Health Insurance	56,000
Professional Services	180,000
Telephone	3,000
Public Utilities	19,000
Equipment Rental	20,000
Maint. Services Equip.	45,000
Maint. Services Bldgs.	50,000
Disposal Expense	1,000
Municipal Garage	11,000
Uniforms	3,500
Office Supplies	1,000
Maint. Supplies Bldg	25,000
Maint Supplies Equipment	3,000
Maint Supplies Other	12,000
Janitorial Supplies	9,000
Misc. Supplies	2,500
Bldg. Improvements	140,000
Other Equipment	5,000
Training	3,000
Dues & Subscriptions	1,000
Safety Program Expenses	4,500
<b>Total Facilities Maint.</b>	<b>942,000</b>

**Total Public Works**

**6,710,000**

**Fire Control**

**Fire Protection & Suppression**

2% Foreign Fire Tax Transfer	43,000
Wages - Regular	399,500
Wages - Overtime	1,000
Wages - Part Time	2,198,000
Employee Benefit Sick Time	1,000
Health Insurance	80,000
Professional Services	88,500
Telephone	10,000
Insurance	15,000
Public Utilities	13,500
Billilng Service Expense	35,000
Equipment Rental	1,000
Maint. Services Equip.	50,000
Maint. Services Vehicles	65,000
Maint. Services Bldg.	1,000

Municipal Garage	50,500
Uniforms	72,500
Office Supplies	6,000
Operating Supplies	7,000
Maint. Supplies Bldg.	5,000
Maint. Supplies Equip.	18,500
Maint. Supplies Vehicles	65,000
Janitorial Supplies	10,500
Misc. Supplies	16,000
Bldg. Purchase Improvements	1,000
Other Equipment	33,000
State Grant Expenses	60,000
Federal Grant Expenses	379,000
Postage	1,500
Expense Allowance	4,000
Printing	3,500
Training	35,000
Conferences	15,500
Dues & Subscriptions	25,000
Dispatch Consolidation	403,000
Bad Debt/Collections Exp	175,000
Contingency	1,000
<b>Total Fire Suppression</b>	<b>4,389,000</b>

**Ambulance & Paramedics**

Wages - Regular	134,500
Wages - Overtime	29,000
Wages - Part Time	1,756,500
Health Insurance	19,500
Professional Services	1,344,000
Telephone	3,500
Billing Services	60,500
Maint. Services Equip.	6,000
Maint. Services Vehicles	3,500
Municipal Garage	19,000
Uniforms	2,500
Operating Supplies	18,500
Maint. Supplies Equip.	9,500
Maint. Supplies Vehicles	5,500
Misc. Supplies	7,000
Other Equipment	1,000
Printing	2,000
Training	6,000
Dues & Subscriptions	1,500
Misc. Services	1,000
<b>Total Ambulance &amp; Paramedics</b>	<b>3,430,500</b>

## Emergency Management

Wages - Part Time	26,500
Telephone	1,000
Equipment Rental	1,000
Maint. Services Equip.	20,000
Maint. Services Vehicles	1,500
Municipal Garage	1,500
Uniforms	5,000
Office Supplies	1,500
Maint. Supplies Equip.	1,500
Maint. Supplies Other	1,500
Misc. Supplies	2,000
Expense Allowance	1,000
Other Equipment	1,000
Training	3,500
Conferences	1,000
Dues & Subscriptions	2,000
<b>Total Emergency Medical Services</b>	<b>71,500</b>

## Fire Pension

Fire Pension Contribution	200,000
<b>Total Fire Pension</b>	<b>200,000</b>

**Total Fire Control** **8,091,000**

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## Law Enforcement

### Police Administration

Wages - Regular	652,500
Wages - Overtime	2,000
Wages - Part-time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	111,000
Professional Services	145,000
Telephone	12,500
Insurance	1,000
Utilities	25,000
Equipment Rental	1,000
Maint. Services Equip.	30,000
Maint. Services Bldg.	37,500
Office Supplies	4,500
Maint. Supplies Bldg.	2,000
Maint. Supplies Equip.	3,000
Janitorial Supplies	5,500
Misc. Supplies	1,500
Bldg. Improvements	3,500
Office Equipment	4,000

Other Equipment	20,000
Grant Expenses	45,000
Expense Allowance	8,000
Advertising	1,000
Printing	5,000
Training	50,000
Conferences	16,000
Dues & Subscriptions	46,000
Misc. Services	12,500
Dispatch Consolidation	409,000
<b>Total Police Administration</b>	<b>1,656,000</b>

**Police Patrol**

Wages - Regular	4,113,500
Wages - Overtime	573,000
Wages - Part Time	1,000
Wages Extra Duty Work	25,000
Employee Benefit Sick Time	1,000
Health Insurance	605,000
Insurance	35,000
Maint. Services Vehicles	10,000
Municipal Garage	145,000
Uniforms	52,000
Operating Supplies	30,000
Maint. Supplies Vehicles	1,500
Misc. Supplies	5,500
Postage	1,500
Training	1,000
Conferences	1,000
Misc. Services	7,000
DUI TEC Expenses	7,000
Grant Expenses	7,000
<b>Total Police Patrol</b>	<b>5,622,000</b>

**Police Investigations**

Wages - Regular	811,000
Wages - Overtime	175,000
Employee Benefit Sick Time	1,000
Health Insurance	111,000
Training	1,000
Dues & Subscriptions	1,000
Federal Narcotics Expense	1,000
<b>Total Police Investigations</b>	<b>1,101,000</b>

**Police Pension**

Reduction of Actuarial Deficiency	3,500,000
<b>Total Police Pension</b>	<b>3,500,000</b>

<b><u>Total Law Enforcement</u></b>	<b>11,879,000</b>
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<b><u>TOTAL GENERAL CORPORATE FUND</u></b>	<b>45,458,040</b>
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**CONVENTION/TOURISM FUND**

**Convention & Tourism**

Wages - Regular	227,500
Wages Part Time	36,000
Professional Services	264,500
Miscellaneous Supplies	7,000
Land Improvements	127,000
Building Improvements	37,000
Other Equipment	361,000
Advertising	1,000
Dues & Subscriptions	53,000
Miscellaneous Services	235,000
Community Projects	1,000
Grants	123,000
Advances/Transfers to Other Funds	1,000
<b>Total Convention/Tourism</b>	<b>1,474,000</b>

**Westmont Centre**

Wages - Regular	18,000
Wages - Part Time	1,000
Overtime	5,500
Professional Services	50,000
Telephone	3,000
Insurance	7,500
Public Utilities	8,500
Rental Equipment	1,500
Maint. Services Equip.	7,500
Maint. Services Bldg.	20,000
Maint. Supplies Bldg.	6,000
Maint. Materials	2,000
Janitorial Supplies	1,000
Misc. Supplies	2,000
Building Purchase Improvements	75,500
Other Equipment	2,500
<b>Total Westmont Centre</b>	<b>211,500</b>

<b><u>TOTAL CONVENTION/TOURISM</u></b>	<b>1,685,500</b>
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**Downtown Parking**

Professional Services	1,000
Land Purchases & Improvements	19,000

**TOTAL DOWNTOWN PARKING**

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**20,000****Vehicle Replacement**

Replacements - Police	305,500
Replacements - Fire	1,046,500
Replacements - Public Works	1,163,500
Replacements - Other	50,000
Miscellaneous Services	5,000
Transfer to Capital	0

**TOTAL VEHICLE REPLACEMENT**

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**2,570,500****Capital Projects**

Professional Services	1,397,500
Equipment Rental	85,000
Maint Services Equipment	1,500
Land Purchases & Improvements	500,000
Bldg. Purchases & Improvements	1,060,000
Street Improvements	3,500,000
Automotive Equipment	1,000
Other Equipment	643,000
Computer Equipment	200,000
Fiscal Agent Fees	1,000
Transfer to Other Funds	500,000

**TOTAL CAPITAL PROJECTS**

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**7,889,000**

**Stormwater Infrastructure Fund**

Professional Services	1,900,000
Land Purchase Improvements	781,000
Stormwater Improvements	3,800,000
Transfer to Other Funds	797,500

**TOTAL STORMWATER INFRASTRUCTURE FUND** **7,278,500**

**Public Works Facility Bond Fund - Non-Water**

Professional Services	738,000
Building	9,000,000
Bond Issuance Costs	1,000

**TOTAL PUBLIC WORKS FACILITY BOND FUND - NON-WATER** **9,739,000**

**Public Works Facility Bond Fund -Water**

Professional Services	1,000
Building	6,000,000
Bond Issuance Costs	1,000

**TOTAL PUBLIC WORKS FACILITY BOND FUND - WATER** **6,002,000**

**Debt Service**

Debt Service Principal	1,605,500
Debt Service Interest	1,560,000
Fiscal Agent Fees	3,500

**TOTAL DEBT SERVICE** **3,169,000**

**Motor Fuel Tax**

Professional Services	650,000
Street Improvements	2,200,000
Transfers to Other Funds	500,000

**TOTAL MOTOR FUEL TAX** **3,350,000**

**IMRF/FICA**

Social Security	1,308,000
Illinois Municipal Retirement Fund	2,200,000

**TOTAL IMRF/FICA** **3,508,000**

**TIF 1 - SWBD**

Professional Services	75,000
Land Purchases & Improvements	750,000
Street Improvements	300,000
Stormwater Improvements	300,000
Developer's Note - Principal	200,000
Developer's Note - Interest	50,000
Payments to Developers	2,000,000

**TOTAL TIF 1 - SWBD** **3,675,000**

**TIF 2 - CBD**

Professional Services	750,000
Land Purchases & Improvements	2,935,000
Street Improvements	3,601,000
Payments to Developers	500,000

**TOTAL TIF 2 - CBD** **7,786,000**

**DEA PARTNERSHIP**

Wages - Regular	84,500
Maint Services Vehicle	1,000
Building Improvements	200,000
Land Purchase & Improvements	200,000
Other Equipment	500,000
Conferences	4,000
Training	10,000
Title 15-State Drug Expenses	20,000
Federal Drug Expenses	75,000

**TOTAL DEA PARTNERSHIP** **1,094,500**

**WATER DIVISION**

**Water - Operations**

Wages - Regular	851,500
Wages - Overtime	175,000
Wages - Part Time	110,000
Health Insurance	166,000
Pension Contributions	244,500
Professional Services	400,000
Telephone	9,500

Insurance	200,000
Public Utilities	60,500
Equipment Rental	2,500
Maint. Services Equip.	4,000
Maint. Services Vehicles	10,000
Maint. Services Building	30,000
Disposal Expense	85,000
Municipal Garage	31,000
Data Processing	15,500
Water Purchase-DWC	5,070,500
Uniforms	9,500
Office Supplies	3,500
Operating Supplies	10,000
Maint. Supplies Bldg.	2,500
Maint. Supplies Equip.	2,500
Maint. Supplies Vehicles	7,000
Maint. Supplies Other.	73,000
Janitorial Supplies	2,000
Misc. Supplies	5,500
Water Well Improvements	1,000
Office Equipment	2,500
Other Equipment	30,000
Postage	25,000
Advertising	5,000
Printing	10,000
Training	8,000
Conferences	4,500
Dues & Subscriptions	12,500
Miscellaneous Services	2,000
Credit Card Service Fees	95,000
Debt Payment	67,000
Road/Bridge Expense	20,000
New Installation	61,000
Payment In Lieu of Taxes	425,000
Bad Debt Expense	250,000
Collections Expense	2,000
Transfer to Other Funds	1,000
<b>Total Water - Operations</b>	<b>8,602,500</b>

**Water - Capital Projects**

Professional Services	600,000
Maint. Supplies Other.	80,000
Water Main Improvements	1,021,000
Land Purchase & Improvements	500,000
Bldg. Purchase & Improvements	400,000
Meter System Improvements	270,000
Water Plant Improvements	2,000,000
Automotive Equipment	97,000

Other Equipment	1,000
Transfer to Other Funds	662,500
<b>Total Water - Capital Projects</b>	<b>5,631,500</b>

**TOTAL WATER DIVISION** **14,234,000**

**Library Operations**

**Library Operations**

Wages	1,330,000
Benefits	415,000
Board & Staff Dev.	16,000
Materials	300,000
Automation & Technology	147,000
Supplies	65,000
Programs and Makery	26,728
Marketing & Advertising	27,000
Building & Grounds Maintenance	120,198
Equipment Maint	37,240
Utilities	13,580
Furniture & Equipment	46,800
Professional Services	37,662
Building Insurance	15,000
Transfer to Library Special Reserves	50,000
Miscellaneous	1,800
Special Reserve Fund/Capital Improvements	400,000
<b>Total Library Operations</b>	<b>3,049,008</b>

**TOTAL LIBRARY OPERATIONS** **3,049,008**

SECTION 2: That the Treasurer of the Village of Westmont shall place to the credit of the fund upon which an appropriation for the prior fiscal year has been made, all unexpended appropriations, if any, for the fiscal years preceding the current fiscal year, but which shall not include the amount required to liquidate contracts of liabilities entered into by virtue of authority of such appropriations which remain unpaid at the close of the year last preceding the current fiscal year provided that any unexpended appropriations for the preceding fiscal year which have been made from funds which by law are specific and under the direct control of officers especially appointed for their disbursement shall remain subject to the direct control of such officers and shall be disbursed in accordance with law, this ordinance notwithstanding.

SECTION 3: That all unexpended balances of any item or items of general appropriation for corporate purposes made by this Ordinance be expended in making up any deficiency in any other item in the same general appropriation made by this Ordinance.

SECTION 4: That any unexpended balance in any of the foregoing item or items of general appropriations may be used and applied toward the payment of any lawful corporate debt or charge of the Village of Westmont.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED AND APPROVED this 16th day of July, 2020.

ATTEST:

APPROVED:

\_\_\_\_\_  
Virginia Szymiski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor  
(Published in Pamphlet Form)



**Clerk's Office**  
**Village of Westmont**

MINUTES OF THE VIRTUAL BOARD MEETING HELD **Thursday, June 29, 2020.**

**Mayor Gunter** called the meeting to order at **6:00 P.M.**

**WESTMONT VIRTUAL VILLAGE BOARD MEETING ROLL CALL:**

**PRESENT:** Mayor Gunter P Clerk Szymski P

**TRUSTEES:** Addington P Barker P  
Barry P Guzzo P  
Liddle P Nero P

**STAFF:**

<b>May</b> <u>P</u> (Village Mgr)	<b>Parker</b> <u>P</u> (Finance Director)	<b>Sylvester</b> <u>A</u> (Community Dev. Director)
<b>Brainerd</b> <u>A</u> (HR Director)	<b>McIntyre</b> <u>P</u> (Communications Director)	<b>Liljeberg</b> <u>P</u> (I.T. Manager)
<b>Chief Gunther</b> <u>P</u> (Police Dept.)	<b>Dep Chief Thompson</b> <u>A</u> (Police Dept.)	<b>Dep Chief Gruen</b> <u>A</u> (Police Dept.)
<b>Chief Riley</b> <u>P</u> (Fire Dept.)	<b>Olsson</b> <u>A</u> (Assistant Finance Director))	<b>Richards</b> <u>A</u> (Deputy Clerk)
<b>Ramsey</b> <u>P</u> (P.W. Director)	<b>Mielcarski</b> <u>P</u> (Management Analyst)	<b>Mulhearn</b> <u>A</u> (Deputy Liquor Commissioner)

**ATTORNEY:** Zemenak P Carrara A

**A QUORUM WAS PRESENT TO TRANSACT BUSINESS.**

**PRESS:**

Bugle A

**CHAMBER OF COMMERCE DIRECTOR:** Forssberg - P

**THE PLEDGE OF ALLEGIANCE WAS WAIVED.**

**OPEN FORUM:**

Manager May reported that there are no submitted comments.



that will be held in Village Hall.

- Wished everyone a happy 4th of July.

#### Trustee Liddle

- The Communications department has had several meetings with Clara Joyce who is completing her master's degree. She has offered to work with Village Communications to provide research regarding the effectiveness of community engagement. That is going along quite well. More information will be forthcoming in the next week or so.
- Mayor Gunter asked Trustee Liddle if there was any update on community events.
  - Trustee Liddle said there will be another meeting held at the beginning of July to discuss the possibility of cruisin' nights. There would not be any street closures or volunteers. The onus would be on the participants if they choose to attend.

#### Trustee Johanik-Guzzo

- The next Public Safety Committee meeting will be held on August 27th at 4:30pm.
- Please remember to not use illegal fireworks. In 2018 there were almost 20,000 fires started by fireworks. Please be safe.
- Congratulations to the Police Department on their accreditation.
- Wished everyone a happy and safe 4th of July.

#### Trustee Barker

- The next Westmont First meeting will be July 20th at 6:00pm. This will be a virtual meeting.
- Westmont First will continue to work on the Census. We are nearly 70% complete with residents filling out the Census. If you have not filled out your Census form yet, please do so. It is a quick and easy process. Residents can go online at [www.my2020census.gov](http://www.my2020census.gov) to fill out the form.
- The Neighbors magazine gave out some additional information on the Hope Mural Project. It is turning out to be a very wonderful project and helps give support to people who need it.
- The Environmental Improvement Committee will be meeting on August 3rd at 6:00pm. Hopefully we will be able to have some fall events.
- Thanked the Morton Arboretum for their donation of plants to Richmond Gardens.
- If you want to receive an alert every time the community has a mosquito spraying, call 800-942-2555 to sign up.

#### Trustee Addington

- The next Community Development Committee is scheduled for July 16th, 2020. The meeting will take place virtually.
- The People's Resource Center continues to need donations. A press release regarding this was published yesterday.
- Gave a shout out to the Westmont Lions Club who donated 100 boxes of food and supplies to PRC last week.
- Wednesday, July 8th will be Planning & Zoning for July.
  - There will be a public hearing and 1 N. Cass will be discussed.
  - If people have comments this would be the place to relay those positive or

negative comments. All of the comments are recorded.

- 1 W Quincy is continuing to move forward.

**Trustee Barry**

- The next Economic Development Committee will be August 5, 2020.
- The Quincy Street project is moving along nicely and will be going vertical soon.
- Asked Larry Forssberg to give us some updates on Phase 4 and other business news.
  - \$17,000 was raised for the June 24th raffle that went to support the small business community. There were two winners.
  - Restore IL - Phase 4 means that restaurants are open and other non-essential businesses. They have to follow safety standards and guidelines during this time.
  - Video gaming is scheduled to open on July 1st.
  - Progress continues to be made as we move forward.

Mayor Gunter mentioned that the spray park at the Westmont Park District will be opening this Friday.

**ITEMS TO BE REMOVED FROM CONSENT AGENDA:**

No items to be removed from the consent agenda.

**(1) CONSENT AGENDA [Omnibus Vote]:**

**Village Manager May** addressed the Board on this agenda item.

Motion by **Trustee Nero** to approve the consent agenda.

**(A) BOARD MEETING MINUTES**

Board to consider approving the minutes of the Village Board meeting held June 18, 2020.

**(B) FINANCE ORDINANCE #4:** Dated **June 29, 2020** in the amount of **\$ 792,194.49.**

**(C) PURCHASE ORDERS**

21200131	Thomas Engineering Group, LLC	\$ 72,708.00
21200232	Thomas Engineering Group, LLC	79,938.00
	<b><u>PURCHASE ORDER TOTAL</u></b>	<b><u>\$ 152,646.00</u></b>
	<b><u>TOTAL OF PURCHASE ORDERS &amp; FINANCE ORDINANCE #4</u></b>	<b><u>\$ 944,840.49</u></b>

Seconded by **Trustee Liddle** and the motion passed.

**VOTE ON MOTION #1**

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

**UNFINISHED BUSINESS**

No unfinished business.

**NEW BUSINESS**

**(2) KAREN'S KORNER B1 PERMIT AT 4 WEST BURLINGTON**

**Village Manager May** addressed the Board on this item.

Village Manager May read a statement explaining the type of store that the applicant, Kelly Holmes, wishes to open. Explained that the store name will be changed to Karly's.

Motion by **Trustee Liddle** to consider an ordinance approving a B-1 Permit application from Kelly Holmes to operate a vintage home goods store called Karen's Korner Women's Boutique at 4 West Burlington Avenue.

Seconded by **Trustee Nero** and the motion passed.

**VOTE ON MOTION #2**

Ayes: Addington, Barry, Barker, Guzzo, Nero, Liddle

Nays: None

Absent: None

**(3) ENGINEERING AGREEMENT WITH ANTHONY BRYANT OF PRIMERA ENGINEERS**

**Public Works Director Ramsey** addressed the Board on this item.

Motion by **Trustee Nero** to consider an ordinance approving an agreement with Anthony Bryant to perform the duties of the Village Engineer and Stormwater Administrator for the Village of Westmont.

Seconded by **Trustee Liddle** and the motion passed.

**VOTE ON MOTION #3**

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

**(4) ECONOMIC RELIEF PROGRAM**

**Finance Director Parker** addressed the Board on this item.

Motion made by **Trustee Liddle** to consider an ordinance adopting a Westmont Economic Relief Program.

Seconded by **Trustee Nero** and the motion passed.

**VOTE ON MOTION #4**

Ayes: Addington, Barker, Barry, Guzzo, Liddle, Nero

Nays: None

Absent: None

**MISCELLANEOUS:**

- Trustee Barker is very happy that we are in a position to offer some economic relief to Westmont Businesses.
- Rep. Mazzachi was able to appropriate money for the community through the Bond Fund. The money will go towards general infrastructure improvements, land acquisition for the Westmont Park District, and equipment upgrades for the Police & Fire Department.
- Trustee Barry asked about the capital improvement projects. Are we moving forward for the alley that was started in the fall?
  - Manager May talked about the project. That was already awarded.
- Thanked and congratulated Marie Charlton. She resigned from the school board and she did many good things during her term. Joel Price is now the new president of the school board.

**(5) ADJOURNMENT**

Motion by **Trustee Liddle** to adjourn the meeting.

Seconded by **Trustee Nero** and the motion passed.

**VOTE ON MOTION #5**

Ayes: Addington, Barry, Barker, Guzzo, Liddle, Nero

Nays: None

Absent: None

**MEETING ADJOURNED AT 6:37 P.M.**



**Village Clerk's Office**

31 West Quincy Street • Westmont, Illinois 60559  
Tel: 630-981-6220 Fax: 630-829-4441

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Virginia Szymski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor

Dated this 16th day of July, 2020

ORDINANCE NO.

An Ordinance Making Appropriations for Corporate Purposes for the Fiscal Year Beginning May 1, 2020 and Ending April 30, 2021

Be it ordained by the President and Board of Trustees of the Village of Westmont, DuPage County, Illinois as follows:

SECTION 1: That the following sums, or so much thereof as hereby may be authorized by law, and the same are hereby appropriated to pay all necessary expenses and liabilities of the Village of Westmont, DuPage County, Illinois, for the fiscal year beginning May 1, 2020; such appropriations are hereby made for the following objects and purposes:

<u>GENERAL CORPORATE FUND</u>	<u>FY 2021</u> <u>APPROPRIATED</u>
<u>General Government</u>	
<u>Legislation</u>	
Wages - Part Time	46,000
Professional Services	271,500
Telephone	2,000
Liability Insurance	410,500
Misc. Supplies	20,000
Postage	1,500
Expense Allowance	9,000
Advertising	5,500
Printing	15,500
Recording Fees	3,000
Training	2,000
Conferences	5,000
Dues & Subscriptions	78,000
Misc. Services	45,000
Health & Wellness	4,000
Grants	1,000,000
Contingency	1,000
<b>Total Legislation</b>	<b>1,919,500</b>
<u>Administration</u>	
Wages - Regular	546,000
Wages - Part Time	145,000
Employee Benefit Sick Time	1,000
Health Insurance	92,500
Unemployment Compensation	50,000
Professional Services	75,000
Telephone	1,000
Equipment Rental	3,500

Maint. Services Equip.	2,000
Municipal Garage	2,500
Office Supplies	2,500
Misc. Supplies	3,000
Office Support Equipment	25,000
Postage	20,000
Expense Allowance	3,500
Advertising	3,000
Printing	38,500
Training	13,000
Conferences	17,000
Dues & Subscriptions	8,000
Misc. Services	2,000
Health & Wellness	85,000
<b>Total Administration</b>	<b>1,139,000</b>

### **Voluntary Committees**

Miscellaneous Supplies	2,000
Postage	1,000
Advertising	1,500
Printing and Binding	1,500
Training	1,500
Conferences	1,500
Misc Services	25,000
Grants	10,000
<b>Total Voluntary Committees</b>	<b>44,000</b>

### **Fire & Police Commission**

Professional Services	253,500
Misc. Supplies	2,000
Postage	2,000
Expense Allowance	2,000
Advertising	2,000
Printing	5,000
Conferences	1,000
Dues & Subscriptions	2,000
Misc. Services	1,000
<b>Total Fire &amp; Police Commission</b>	<b>270,500</b>

### **Information Technology**

Wages - Regular	362,500
Wages - Overtime	2,000
Wages - Part-time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	74,500
Professional Services	198,500

Insurance	1,000
Telecommunication Services	115,000
Maint. Services Equip.	71,500
Municipal Garage	1,000
Uniforms/Clothing	1,500
Office Supplies	2,500
Maintenance Supplies - Equipment	5,000
Misc. Supplies	16,000
Mobile Support Equipment	1,000
Office Support Equipment	40,000
Other Equipment	10,000
Network Infrastructure	78,000
IT Grants - State	0
Postage	2,000
Expense Allowance	2,000
Training	12,500
Conferences	10,500
Dues & Subscriptions	6,000
Cloud Computing	261,500
Internal Software	465,500
<b>Total Information Technology</b>	<b>1,742,000</b>

**Finance**

Wages - Regular	444,040
Wages - Overtime	6,500
Wages - Part-time	133,500
Employee Benefit Sick Time	1,000
Health Insurance	80,000
Professional Services	52,500
Uniforms & Clothing	1,500
Office Supplies	8,500
Office Equipment	10,000
Postage	1,500
Expense Allowance	2,500
Advertising	5,000
Printing	7,500
Training	4,000
Conferences	9,000
Dues & Subscriptions	3,000
Misc. Services	2,500
Bank/Credit Card Fees	50,000
Fines & Penalties	100,000
Developer's Note - Principal	1,000
Developer's Note - Interest	1,000
Bad Debt Collection Exp	1,000
<b>Total Finance</b>	<b>925,540</b>

**Transfers**

Transfers to Other Funds	11,000,000
<b>Total Transfers</b>	<b>11,000,000</b>

**Community Development**

Wages - Regular	763,500
Wages - Overtime	17,500
Wages - Part-time	1,000
Employee Benefit Sick Time	2,000
Health Insurance	166,000
Professional Services	600,000
Telephone	7,000
Municipal Garage	14,500
Uniforms & Clothing	6,000
Office Supplies	6,500
Misc. Supplies	5,500
Other Equipment	1,000
Postage	1,500
Expense Allowance	3,000
Advertising	1,000
Printing	4,000
Training	9,000
Conference	14,000
Dues & Subscriptions	7,500
Misc. Services	2,000
Community Projects	60,000
<b>Total Community Development</b>	<b>1,692,500</b>

**Planning & Zoning Commission**

Professional Services	11,500
Misc. Supplies	1,500
Advertising	30,000
Printing	1,000
Misc. Services	1,000
<b>Total Planning &amp; Zoning Comm.</b>	<b>45,000</b>

<b><u>Total General Government</u></b>	<b>18,778,040</b>
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**Public Works**

**Public Works Administration**

Wages - Regular	300,000
Wages - Overtime	1,000
Wages - Part Time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	67,000
Professional Services	70,000
Telephone	25,000
Insurance	4,000
Public Utilities	1,000
Rental Equipment	1,000
Maint. Services Equip.	1,000
Municipal Garage	2,000
Uniforms	4,000
Office Supplies	2,000
Maint Supplies Building	1,000
Janitorial Supplies	1,000
Expense Allowance	1,000
Printing	1,000
Training	3,500
Conferences	6,000
Dues & Subscriptions	8,500
Misc. Services	1,000
<b>Total Public Works Administration</b>	<b>503,000</b>

**Streets Operations**

Wages - Regular	1,211,000
Wages - Overtime	180,000
Wages - Part Time	52,000
Wages - Part Time O/T	3,500
Employee Benefit Sick Time	1,000
Health Insurance	294,000
Professional Services	300,000
Telephone	1,000
Insurance	7,000
Public Utilities	155,500
Equipment Rental	10,000
Maint. Services Equip.	128,000
Maint. Services Building	2,500
Disposal Expense	1,000
Municipal Garage	109,000
Uniforms	16,000
Operating Supplies	210,000
Maint. Supplies Building	2,000
Maint. Supplies Equip.	150,500
Maint. Supplies Vehicles	1,000

Maint. Supplies Other	1,000
Janitorial Supplies	3,000
Misc. Supplies	3,500
Land Improvements	46,000
Bldg Purch Improvements	78,000
Street Improvements	2,500
Other Equipment	40,000
Street Signs, Posts & Paint	9,500
Training	5,000
Conferences	5,000
Dues & Subscriptions	6,500
Misc. Services	1,000
<b>Total Streets Operations</b>	<b>3,036,000</b>

**Fleet Maintenance**

Wages - Regular	257,500
Wages - Overtime	10,000
Employee Benefit Sick Time	1,000
Health Insurance	56,000
Professional Services	2,500
Insurance	16,000
Maint. Services Equip.	25,000
Maint. Services Vehicles	25,000
Uniforms	2,500
Operating Supplies	385,000
Maint. Supplies Building	1,000
Maint. Supplies Equip.	45,000
Maint. Supplies Vehicles	125,000
Maint. Materials Other	1,000
Janitorial Supplies	2,000
Other Equipment	7,000
Training	3,000
Conferences	1,000
Misc. Services	60,000
<b>Total Fleet Maintenance</b>	<b>1,025,500</b>

**Health & Sanitation**

Professional Services	1,203,500
<b>Total Health &amp; Sanitation</b>	<b>1,203,500</b>

**Facilities Maintenance**

Wages - Regular	206,500
Wages - Overtime	40,000
Wages - Part-time	100,000
Employee Benefit Sick Time	1,000
Health Insurance	56,000
Professional Services	180,000
Telephone	3,000
Public Utilities	19,000
Equipment Rental	20,000
Maint. Services Equip.	45,000
Maint. Services Bldgs.	50,000
Disposal Expense	1,000
Municipal Garage	11,000
Uniforms	3,500
Office Supplies	1,000
Maint. Supplies Bldg	25,000
Maint Supplies Equipment	3,000
Maint Supplies Other	12,000
Janitorial Supplies	9,000
Misc. Supplies	2,500
Bldg. Improvements	140,000
Other Equipment	5,000
Training	3,000
Dues & Subscriptions	1,000
Safety Program Expenses	4,500
<b>Total Facilities Maint.</b>	<b>942,000</b>

**Total Public Works**

**6,710,000**

**Fire Control**

**Fire Protection & Suppression**

2% Foreign Fire Tax Transfer	43,000
Wages - Regular	399,500
Wages - Overtime	1,000
Wages - Part Time	2,198,000
Employee Benefit Sick Time	1,000
Health Insurance	80,000
Professional Services	88,500
Telephone	10,000
Insurance	15,000
Public Utilities	13,500
Billilng Service Expense	35,000
Equipment Rental	1,000
Maint. Services Equip.	50,000
Maint. Services Vehicles	65,000
Maint. Services Bldg.	1,000

Municipal Garage	50,500
Uniforms	72,500
Office Supplies	6,000
Operating Supplies	7,000
Maint. Supplies Bldg.	5,000
Maint. Supplies Equip.	18,500
Maint. Supplies Vehicles	65,000
Janitorial Supplies	10,500
Misc. Supplies	16,000
Bldg. Purchase Improvements	1,000
Other Equipment	33,000
State Grant Expenses	60,000
Federal Grant Expenses	379,000
Postage	1,500
Expense Allowance	4,000
Printing	3,500
Training	35,000
Conferences	15,500
Dues & Subscriptions	25,000
Dispatch Consolidation	403,000
Bad Debt/Collections Exp	175,000
Contingency	1,000
<b>Total Fire Suppression</b>	<b>4,389,000</b>

**Ambulance & Paramedics**

Wages - Regular	134,500
Wages - Overtime	29,000
Wages - Part Time	1,756,500
Health Insurance	19,500
Professional Services	1,344,000
Telephone	3,500
Billing Services	60,500
Maint. Services Equip.	6,000
Maint. Services Vehicles	3,500
Municipal Garage	19,000
Uniforms	2,500
Operating Supplies	18,500
Maint. Supplies Equip.	9,500
Maint. Supplies Vehicles	5,500
Misc. Supplies	7,000
Other Equipment	1,000
Printing	2,000
Training	6,000
Dues & Subscriptions	1,500
Misc. Services	1,000
<b>Total Ambulance &amp; Paramedics</b>	<b>3,430,500</b>

## **Emergency Management**

Wages - Part Time	26,500
Telephone	1,000
Equipment Rental	1,000
Maint. Services Equip.	20,000
Maint. Services Vehicles	1,500
Municipal Garage	1,500
Uniforms	5,000
Office Supplies	1,500
Maint. Supplies Equip.	1,500
Maint. Supplies Other	1,500
Misc. Supplies	2,000
Expense Allowance	1,000
Other Equipment	1,000
Training	3,500
Conferences	1,000
Dues & Subscriptions	2,000
<b>Total Emergency Medical Services</b>	<b>71,500</b>

## **Fire Pension**

Fire Pension Contribution	200,000
<b>Total Fire Pension</b>	<b>200,000</b>

**Total Fire Control** **8,091,000**

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## **Law Enforcement**

### **Police Administration**

Wages - Regular	652,500
Wages - Overtime	2,000
Wages - Part-time	1,000
Employee Benefit Sick Time	1,000
Health Insurance	111,000
Professional Services	145,000
Telephone	12,500
Insurance	1,000
Utilities	25,000
Equipment Rental	1,000
Maint. Services Equip.	30,000
Maint. Services Bldg.	37,500
Office Supplies	4,500
Maint. Supplies Bldg.	2,000
Maint. Supplies Equip.	3,000
Janitorial Supplies	5,500
Misc. Supplies	1,500
Bldg. Improvements	3,500
Office Equipment	4,000

Other Equipment	20,000
Grant Expenses	45,000
Expense Allowance	8,000
Advertising	1,000
Printing	5,000
Training	50,000
Conferences	16,000
Dues & Subscriptions	46,000
Misc. Services	12,500
Dispatch Consolidation	409,000
<b>Total Police Administration</b>	<b>1,656,000</b>

**Police Patrol**

Wages - Regular	4,113,500
Wages - Overtime	573,000
Wages - Part Time	1,000
Wages Extra Duty Work	25,000
Employee Benefit Sick Time	1,000
Health Insurance	605,000
Insurance	35,000
Maint. Services Vehicles	10,000
Municipal Garage	145,000
Uniforms	52,000
Operating Supplies	30,000
Maint. Supplies Vehicles	1,500
Misc. Supplies	5,500
Postage	1,500
Training	1,000
Conferences	1,000
Misc. Services	7,000
DUI TEC Expenses	7,000
Grant Expenses	7,000
<b>Total Police Patrol</b>	<b>5,622,000</b>

**Police Investigations**

Wages - Regular	811,000
Wages - Overtime	175,000
Employee Benefit Sick Time	1,000
Health Insurance	111,000
Training	1,000
Dues & Subscriptions	1,000
Federal Narcotics Expense	1,000
<b>Total Police Investigations</b>	<b>1,101,000</b>

**Police Pension**

Reduction of Actuarial Deficiency	3,500,000
<b>Total Police Pension</b>	<b>3,500,000</b>

<b><u>Total Law Enforcement</u></b>	<b>11,879,000</b>
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<b><u>TOTAL GENERAL CORPORATE FUND</u></b>	<b>45,458,040</b>
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**CONVENTION/TOURISM FUND**

**Convention & Tourism**

Wages - Regular	227,500
Wages Part Time	36,000
Professional Services	264,500
Miscellaneous Supplies	7,000
Land Improvements	127,000
Building Improvements	37,000
Other Equipment	361,000
Advertising	1,000
Dues & Subscriptions	53,000
Miscellaneous Services	235,000
Community Projects	1,000
Grants	123,000
Advances/Transfers to Other Funds	1,000
<b>Total Convention/Tourism</b>	<b>1,474,000</b>

**Westmont Centre**

Wages - Regular	18,000
Wages - Part Time	1,000
Overtime	5,500
Professional Services	50,000
Telephone	3,000
Insurance	7,500
Public Utilities	8,500
Rental Equipment	1,500
Maint. Services Equip.	7,500
Maint. Services Bldg.	20,000
Maint. Supplies Bldg.	6,000
Maint. Materials	2,000
Janitorial Supplies	1,000
Misc. Supplies	2,000
Building Purchase Improvements	75,500
Other Equipment	2,500
<b>Total Westmont Centre</b>	<b>211,500</b>

<b><u>TOTAL CONVENTION/TOURISM</u></b>	<b>1,685,500</b>
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**Downtown Parking**

Professional Services	1,000
Land Purchases & Improvements	19,000

**TOTAL DOWNTOWN PARKING**

**20,000**

**Vehicle Replacement**

Replacements - Police	305,500
Replacements - Fire	1,046,500
Replacements - Public Works	1,163,500
Replacements - Other	50,000
Miscellaneous Services	5,000
Transfer to Capital	0

**TOTAL VEHICLE REPLACEMENT**

**2,570,500**

**Capital Projects**

Professional Services	1,397,500
Equipment Rental	85,000
Maint Services Equipment	1,500
Land Purchases & Improvements	500,000
Bldg. Purchases & Improvements	1,060,000
Street Improvements	3,500,000
Automotive Equipment	1,000
Other Equipment	643,000
Computer Equipment	200,000
Fiscal Agent Fees	1,000
Transfer to Other Funds	500,000

**TOTAL CAPITAL PROJECTS**

**7,889,000**

**Stormwater Infrastructure Fund**

Professional Services	1,900,000
Land Purchase Improvements	781,000
Stormwater Improvements	3,800,000
Transfer to Other Funds	797,500

**TOTAL STORMWATER INFRASTRUCTURE FUND** **7,278,500**

**Public Works Facility Bond Fund - Non-Water**

Professional Services	738,000
Building	9,000,000
Bond Issuance Costs	1,000

**TOTAL PUBLIC WORKS FACILITY BOND FUND - NON-WATER** **9,739,000**

**Public Works Facility Bond Fund -Water**

Professional Services	1,000
Building	6,000,000
Bond Issuance Costs	1,000

**TOTAL PUBLIC WORKS FACILITY BOND FUND - WATER** **6,002,000**

**Debt Service**

Debt Service Principal	1,605,500
Debt Service Interest	1,560,000
Fiscal Agent Fees	3,500

**TOTAL DEBT SERVICE** **3,169,000**

**Motor Fuel Tax**

Professional Services	650,000
Street Improvements	2,200,000
Transfers to Other Funds	500,000

**TOTAL MOTOR FUEL TAX** **3,350,000**

**IMRF/FICA**

Social Security	1,308,000
Illinois Municipal Retirement Fund	2,200,000

**TOTAL IMRF/FICA** **3,508,000**

**TIF 1 - SWBD**

Professional Services	75,000
Land Purchases & Improvements	750,000
Street Improvements	300,000
Stormwater Improvements	300,000
Developer's Note - Principal	200,000
Developer's Note - Interest	50,000
Payments to Developers	2,000,000

**TOTAL TIF 1 - SWBD** **3,675,000**

**TIF 2 - CBD**

Professional Services	750,000
Land Purchases & Improvements	2,935,000
Street Improvements	3,601,000
Payments to Developers	500,000

**TOTAL TIF 2 - CBD** **7,786,000**

**DEA PARTNERSHIP**

Wages - Regular	84,500
Maint Services Vehicle	1,000
Building Improvements	200,000
Land Purchase & Improvements	200,000
Other Equipment	500,000
Conferences	4,000
Training	10,000
Title 15-State Drug Expenses	20,000
Federal Drug Expenses	75,000

**TOTAL DEA PARTNERSHIP** **1,094,500**

**WATER DIVISION**

**Water - Operations**

Wages - Regular	851,500
Wages - Overtime	175,000
Wages - Part Time	110,000
Health Insurance	166,000
Pension Contributions	244,500
Professional Services	400,000
Telephone	9,500

Insurance	200,000
Public Utilities	60,500
Equipment Rental	2,500
Maint. Services Equip.	4,000
Maint. Services Vehicles	10,000
Maint. Services Building	30,000
Disposal Expense	85,000
Municipal Garage	31,000
Data Processing	15,500
Water Purchase-DWC	5,070,500
Uniforms	9,500
Office Supplies	3,500
Operating Supplies	10,000
Maint. Supplies Bldg.	2,500
Maint. Supplies Equip.	2,500
Maint. Supplies Vehicles	7,000
Maint. Supplies Other.	73,000
Janitorial Supplies	2,000
Misc. Supplies	5,500
Water Well Improvements	1,000
Office Equipment	2,500
Other Equipment	30,000
Postage	25,000
Advertising	5,000
Printing	10,000
Training	8,000
Conferences	4,500
Dues & Subscriptions	12,500
Miscellaneous Services	2,000
Credit Card Service Fees	95,000
Debt Payment	67,000
Road/Bridge Expense	20,000
New Installation	61,000
Payment In Lieu of Taxes	425,000
Bad Debt Expense	250,000
Collections Expense	2,000
Transfer to Other Funds	1,000
<b>Total Water - Operations</b>	<b>8,602,500</b>

**Water - Capital Projects**

Professional Services	600,000
Maint. Supplies Other.	80,000
Water Main Improvements	1,021,000
Land Purchase & Improvements	500,000
Bldg. Purchase & Improvements	400,000
Meter System Improvements	270,000
Water Plant Improvements	2,000,000
Automotive Equipment	97,000

Other Equipment	1,000
Transfer to Other Funds	662,500
<b>Total Water - Capital Projects</b>	<b>5,631,500</b>

**TOTAL WATER DIVISION** **14,234,000**

**Library Operations**

**Library Operations**

Wages	1,330,000
Benefits	415,000
Board & Staff Dev.	16,000
Materials	300,000
Automation & Technology	147,000
Supplies	65,000
Programs and Makery	26,728
Marketing & Advertising	27,000
Building & Grounds Maintenance	120,198
Equipment Maint	37,240
Utilities	13,580
Furniture & Equipment	46,800
Professional Services	37,662
Building Insurance	15,000
Transfer to Library Special Reserves	50,000
Miscellaneous	1,800
Special Reserve Fund/Capital Improvements	400,000
<b>Total Library Operations</b>	<b>3,049,008</b>

**TOTAL LIBRARY OPERATIONS** **3,049,008**

SECTION 2: That the Treasurer of the Village of Westmont shall place to the credit of the fund upon which an appropriation for the prior fiscal year has been made, all unexpended appropriations, if any, for the fiscal years preceding the current fiscal year, but which shall not include the amount required to liquidate contracts of liabilities entered into by virtue of authority of such appropriations which remain unpaid at the close of the year last preceding the current fiscal year provided that any unexpended appropriations for the preceding fiscal year which have been made from funds which by law are specific and under the direct control of officers especially appointed for their disbursement shall remain subject to the direct control of such officers and shall be disbursed in accordance with law, this ordinance notwithstanding.

SECTION 3: That all unexpended balances of any item or items of general appropriation for corporate purposes made by this Ordinance be expended in making up any deficiency in any other item in the same general appropriation made by this Ordinance.

SECTION 4: That any unexpended balance in any of the foregoing item or items of general appropriations may be used and applied toward the payment of any lawful corporate debt or charge of the Village of Westmont.

SECTION 5: This Ordinance shall be in full force and effect from and after its passage, approval and publication as required by law.

PASSED AND APPROVED this 16th day of July, 2020.

ATTEST:

APPROVED:

\_\_\_\_\_  
Virginia Szymiski, Village Clerk

\_\_\_\_\_  
Ronald J. Gunter, Mayor  
(Published in Pamphlet Form)

CASE NUMBER: PZC 24-2020  
TYPE: SPECIAL USE  
PERMIT  
VARIANCE



Village of Westmont  
Board of Trustees  
Memorandum  
July 16, 2020

**Item for Board of Trustees Consideration:**

A request from Nature's Best regarding the property located at 260 N. Linden Ave., Westmont, IL 60559 for the following:

- A. A Special Use permit to allow the construction of a surface parking lot for off-street parking accessory to a nonresidential use, in the R-3 Single Family Detached Residence District.
- B. A Zoning Code variance to allow a surface parking lot in the required front yard in the R-3 Single Family Detached Residence District.

Waivers Requested:

- 1. Waiver of the Municipal Code requirements related to the replacement of Heritage Trees.
- 2. Waiver of the Engineering Standards to reduce the required stall size from 10'x20' to 9'x18.5'.

**Planning and Zoning Commission Recommendation:**

The Planning and Zoning Commission recommended approval.

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## **CASE SUMMARY**

TITLE: Nature's Best Foods regarding the property located at 260 N. Linden, Westmont, IL 60559 for the following:

- A. A Special Use permit to allow the construction of a surface parking lot for off-street parking accessory to a nonresidential use, in the R-3 Single Family Detached Residence District.
- B. A Zoning variance to allow a surface parking lot in the required front yard in the R-3 Single Family Detached Residence District.

Waiver Requests:

The applicant is also requesting a waiver of the requirement to provide 126 inches of trees for each 42-inch Heritage tree identified on the lot. The applicant is also requesting to reduce the parking stall requirements for employee parking stalls.

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A. Background

The subject lot is located south of Naperville and Chicago, and east of Cass Avenue. The parcel is surrounded on the north and east by commercial uses and to the east and south by residential uses.



**Aerial Map of the Subject Property showing a vacant long among nearby developments.**

The applicant seeks approval of a Special Use permit in order to operate an off-street parking facility serving an adjacent business.

The applicant submitted the following description of the project:

Natures Best has been running their successful business in Westmont, at their current location, for over 30 years. Parking has been a concern for Natures Best. When the house at 260 North Linden was removed and the property became available the owners of Nature's Best considered this an opportunity to improve their parking accommodations for their customers.

Advantage Consulting Engineers prepared a site plan with 26 parking spaces which would connect to the alley located directly to the east from the Nature's Best grocery store lot. The property is currently in the R-3 single family detached residence district. The intent is to obtain a Special Use to allow parking to accommodate the additional 26 parking spaces. These spaces would be for employees and to accommodate the parking overflow from the existing Nature's Best parking lot to the west.

### **ZONING ANALYSIS and SPECIAL USE REQUIREMENTS**

The applicant has acknowledged that under Section 6.03 – Special Conditions, off-street parking is permitted if the lot is contiguous to a lot in the business district and is intended to serve the business use to the west. The applicant has agreed to install dense landscaping between the parking lot and the existing residence to the south and that the required front yard will be maintained and landscaped with grass, shrubs and trees.

Based on the current Westmont parking requirements 40 parking stalls are required as a base number, plus an additional optional number of stalls for employees of 10 stalls, for a total of 50 parking stalls required to accommodate the grocery store use. The existing building is approximately 7,860 square feet. With a requirement of 1 space per 200 square feet and 1 space for each employee, Nature's Best will require 50 spaces (40 spaces [7,860 SF/200] + 10 employees).

The existing parking lot at 257 N. Cass, serving the principal use, has 32 spaces. With the addition of 26 spaces on the subject lot, the entire store will have 58 parking spaces and therefore exceed Westmont's parking requirements of 40-50 parking stalls by 8-18 spaces.

The applicant proposes access to be limited to the alley west of the site, between the principal structure at 257 N. Cass and the proposed parking lot. For this reason, the applicant further requests that a Traffic Study be waived, stating that since the parking lot expansion is to accommodate Nature's Best's customers, a driveway access to Linden will not be provided. This should help keep excess traffic along Linden to a minimum, and is not expected to increase traffic. Two engineering firms have provided comments for this project, and their comments are in the technical staff review section of this report.

A tree survey will be provided along with a tree preservation plan and a Landscape Plan. One heritage tree has been found on the property, and the applicant has been requested to modify the plans accordingly.

The applicant indicates that no monument signs are being proposed. However, they expressed an interest in installing signs identifying that the parking lot is to be used by "Nature Best Customers Only" at several locations. The review of this application does not include signage and the applicant has been advised that

the project signage must comply with the Sign Code and be submitted as a separate application, and that no variances will be considered.

Appendix “A”, Section 6.02(B)(6) allows an off-street private parking lot as an accessory use, when on a lot contiguous to a lot in a nonresidential district, as long as it’s within 600 feet walking distance of the building it is intended to serve (Section 10.06 (I)) and must comply with Section 10.05, as this report explores in Subheading D III below.

## B. Critical Issues

### Comprehensive Plan:

The subject lot is part of the Residential Areas Plan in the Comprehensive Plan because it is located within a 10-minute walk from the Westmont Metra station. The subject lot is shown on this “areas plan” as a single family detached residential. A Special Use for a parking lot at this location will not preclude future redevelopment of the site as single family detached residential, as the parking lot does not call for a commercial structure to be built on the site. The proposed lot also provides for preservation of the heritage tree on the site as well as landscaping and buffering that is compatible with single family residential neighborhoods. From a more fine-tuned planning analysis yields that this lot is a transitional type lot for which a low impact parking lot is consistent.

The subject lot is also adjacent to the Naperville and Cass Subarea, and is proposed to be used to enhance the “Commercial Node”, which includes the 257 North Cass Avenue property. This property is suitable for a “prominent commercial development” for an area containing a significant number of local retailers that benefit from the visibility of being at this intersection. The plan calls for increased accessibility on foot or on bicycle from the surrounding neighborhoods. For this reason, pedestrian access to the accessory parking lot is a suitable goal and is supported by the goals outlined in the Comprehensive Plan.

### Economic Development Committee:

The applicant met with the Economic Development Committee (EDC) to review the concept plan, prior to submitting the application on May 1, 2020. On March 4, 2020, the EDC listened to the presentation, asked questions about details of the proposed parking lot, and made a positive recommendation. Below are highlights of the discussion related to zoning matters.

*Nature’s Best Market Proposed Parking Lot at 260 North Linden Avenue (Currently Zoned R-3) - Bill Zalewski with Advantage Engineers presented to the committee a proposed site plan for an additional parking lot for Nature’s Best Market. Zalewski discussed access points, buffering, detention requirements, and heritage tree preservation.*

#### *EDC Comments:*

- *A retaining wall would not be a safe option for the detention considering the lot is so close to a school.*

- *Request for clarification on if the parking lot would be utilized by surrounding commercial businesses. Zalewski replied that the lot would be for Nature's Best employees and customers only.*
- *The parking lot is "a good fit" considering he couldn't see the lot being developed for new residential or commercial construction.*
- *Concern regarding access points and lighting requirements.*
- *Observation that there are still good opportunities for green space and parks in the community.*
- *A nearby resident expressed opposition to the parking lot and felt it would change the dynamic of the neighborhood.*
- *Many of the committee members were opposed to having access onto Linden Avenue. There was discussion about eliminating the access onto Linden which would then alter the site configuration, buffering and require additional variances.*

### C. Site Plan

See Attached Sheet.

### D. Parking Analysis

A variance is requested for the following, Per Appendix A, Article X, Section 10.06(G):

*In yards. Off-street parking spaces, including vehicles displayed in connection with the operation of a new or used car dealership, open to the sky, may be located in any yard except a front yard, a side yard adjoining a street, or in front of any setback (building) line established by code or recorded plat of subdivision. An exception shall be that in single-family residence districts the parking of vehicles which are otherwise permitted in the district is permitted in the front yard in a private residential driveway.*

The project must otherwise comply with all the Village of Westmont Codes, with specific reference to the following, which is made a part of the building/permitting review. Where staff and/or consultants have identified that the plans differ from these requirements, the applicant has been asked to make the required revisions to the plans:

- I. Per Appendix A, Article X, Section 10.06(F): *Access. Each required off-street parking space shall open directly upon an aisle or driveway of a width and design in accordance with Westmont standards of design. All off-street parking facilities shall be provided with appropriate means of vehicular access to a street or alley.*
- II. Per Appendix A, Article X, Section 10.06(H)(3): *Screening and landscaping. All off-street parking areas containing more than four parking spaces and nonresidential driveways adjacent to lot lines shall be suitably screened on each side and rear lot line by a screen fence or wall not less than four feet in height plus a planting strip of four feet minimum width in accordance with the following, or on an alternate arrangement as approved by the village board. Suitable landscaping and ground*

cover shall be provided and maintained on a continuing basis within the planting strip. On the street lot line, a planting screen not less than three feet in height shall be installed.

Such planting screen shall be adjacent to the parking area. Suitable landscaping and ground cover shall be provided and maintained on a continuing basis between the screen fence and the curbline. At least one tree of not less than three-inch diameter size class shall be provided for every 1,500 square feet of pavement area up to 6,000 square feet. At least one tree of not less than three-inch diameter size class shall be provided for every 3,000 square feet of pavement area over 6,000 square feet.

Tree placement shall be within the pavement area as opposed to perimeter planting. The selection of trees, hedges, shrubs, ground cover and other planting materials shall be approved by the economic development director, and all planting shall be performed in accordance with the standard specifications for the Village of Westmont.

(a) Walls, fences and screens.

(1) Planting screens, or hedges, fences or walls shall not exceed two feet in height where location is such that sight lines are necessary for vehicular movement across pedestrian ways.

(2) Fences or walls may be constructed with any of the materials listed below and shall receive the same architectural treatment on both sides. Materials other than those listed below shall be subject to approval by the economic development director.

a. Fences.

- Wood: Board, panel or picket concrete panel.
- Metal: Wrought iron or panel.

b. Walls.

- Concrete: Plain or textured.
- Brick: Plain or glazed tile or architectural block.
- Stone: Natural, block stone or rubble stone.

III. Article X - Off-Street Parking and Off-Street Loading. Sec. 10.05. - Control of off-site parking facilities. States that *(i)n cases where parking facilities are permitted on land other than the lot on which the building or use served is located, such facilities shall be on a lot in the same possession of the title holder of record as the lot occupied by the building or use to which the parking facilities are accessory. A covenant running with the land must be recorded in the office of the recorder of deeds of DuPage County, Illinois, on the lot upon which the accessory off-street parking is located, which prohibits any other use on that lot, and a certified copy of the recorder of deeds of DuPage County, Illinois, of the recorded covenant is deposited with the building inspector* (i.e. the Community Development Department). Subsection (I) of this section indicates that the proposed lot must be located within 600 feet walking distance of the building. In this particular case, the front entrance to Nature's Best is located within 250 feet of the easterly lot line of the proposed parking lot, and is well within the requirements outlined in this section.

IV. (J)

V. Per Appendix A, Article X, Section 10.06(J) *Employee parking. Parking spaces required on an employee basis shall be based on the maximum number of employees on duty or residing, or both, on the premises at any one time.*

VI. Per Appendix A, Article X, Section 10.06(K)(4)(a)(7): Required spaces for Business, commercial and industrial uses:

(a) *High volume commercial uses. The following business establishments having a relatively high volume of customer activity relative to their area shall provide one off-street parking space for each 200 square feet of floor area: ... Food stores.*

E. Access

Proposed access to the new parking lot will exclusively from the alley to the west. There will be no access proposed for automobile traffic from the east. However, pedestrian and bicycle access is suggested from Linden for residents who travel on foot or bicycle from the east or along Linden, which has been identified as a bicycle route in the Comprehensive Plan.

F. Landscaping

See project sheets.

G. Building Details

Not applicable.

H. Policy

*Zoning: R-3 Single Family Detached Residence District. No zoning change is proposed. The transition use proposed is consistent with the Proposed Land Use Plan of the Comprehensive Plan.*

*Existing Land Use: Vacant lot.*

*Proposed Land Use: Accessory parking lot for contiguous lot in the B-1 District, for which only one variance is required and a Special Use is applied for.*

*Comprehensive Plan: Single Family Detached Residential use abutting a General Commercial designation. The proposed use is a parking lot that will serve an existing business use that is consistent with the Comprehensive Plan.*

SUMMARY

A special use permit is required for an accessory parking lot, open to the sky, located within 600 feet walking distance of the principal structure on an adjoining non-residential district. Only one variance is requested, for parking uses in the required front yard. All other codes of the Village of Westmont are required to be adhered to. No other waivers are requested. The proposal is consistent with the codes and ordinances reviewed and with the Comprehensive Plan.

I. Attachments and References

1. *Final Engineering dated June 30, 2020*
  2. *Landscaping Plan dated June 30, 2020*
  3. *Preliminary Plat of Easement dated June 30, 2020*
  4. *Restriping Plan for the existing Natures Best dated June 30, 2020*
- 

J. Legal

Notification: *Westmont Village codes require the proposal to be advertised with a Class Two Legal Notices and to be considered by the Planning and Zoning Commission at a public hearing. Public notice was provided in the Westmont Suburban Life on June 18, 2020.*

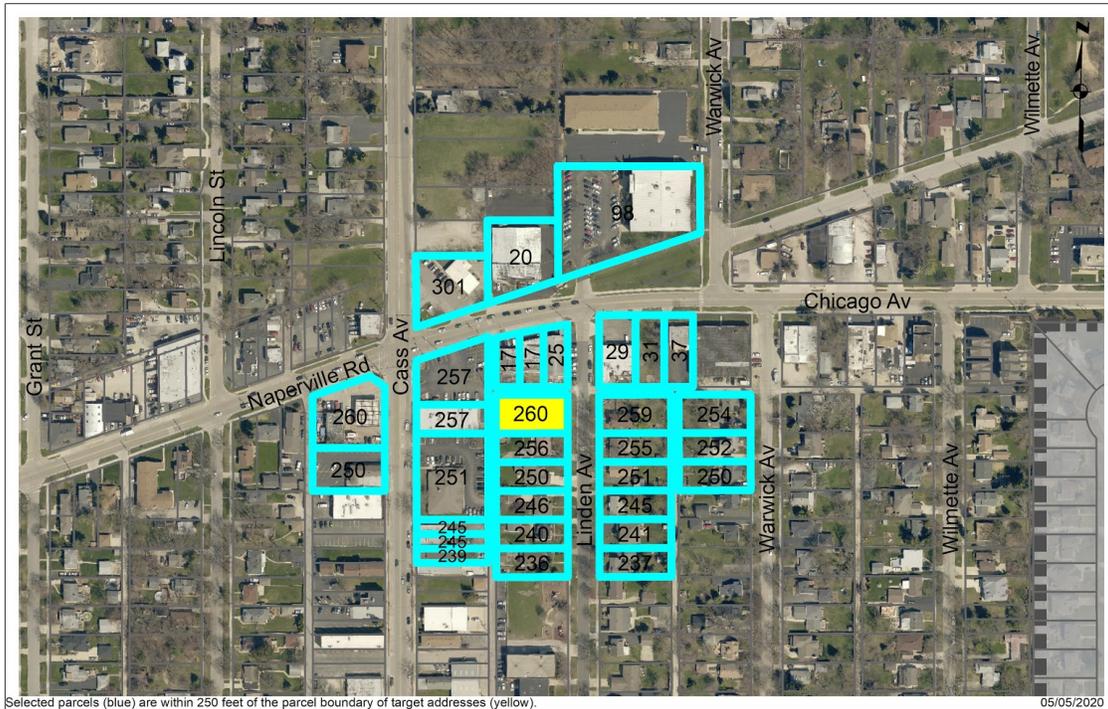
Other Required Actions: *Village Board action is required for these proposed Ordinance Amendments. After the Planning and Zoning Commission has made a recommendation, the Special Use Permit and Variance requests will be taken to the Village Board of Trustees for review and a final decision on July 16, 2020, subject to any revisions that might be requested by the Planning and Zoning Commission.*

Code Reference: *Village Code Sections 13.07 and 13.09 specify the requirements to follow for Special Use Permit and Variance requests, respectively.*

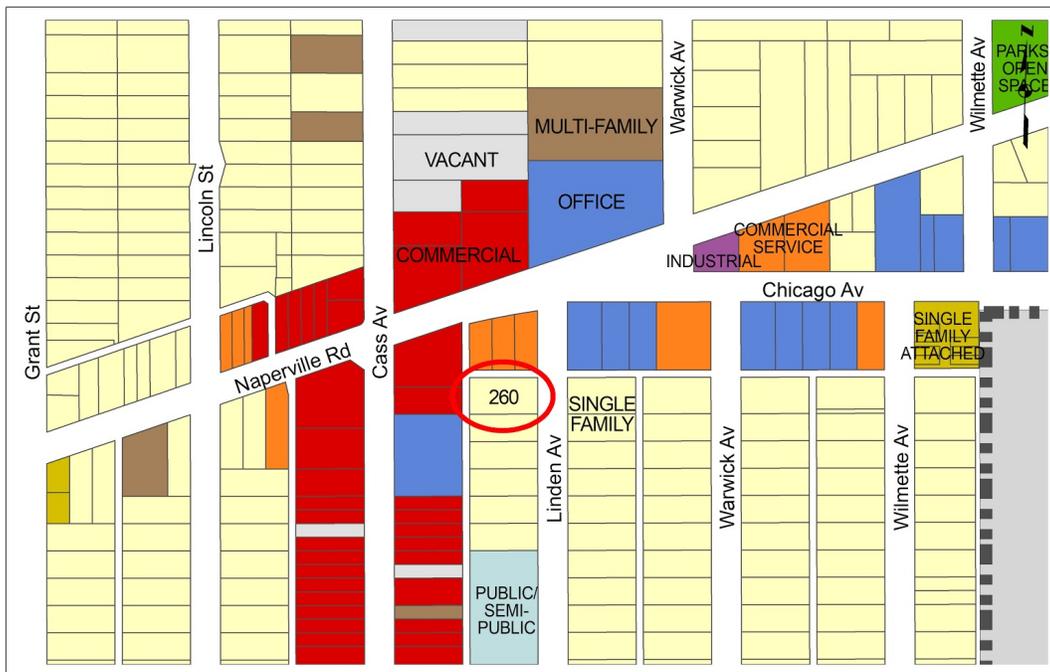
K. Principal Parties at the Planning and Zoning Commission Meeting

1. William J Zalewski, PE, Advantage Consulting Engineers, agent
2. Joe Rossi, Property Owner and Proprietor of Nature's Best Foods.

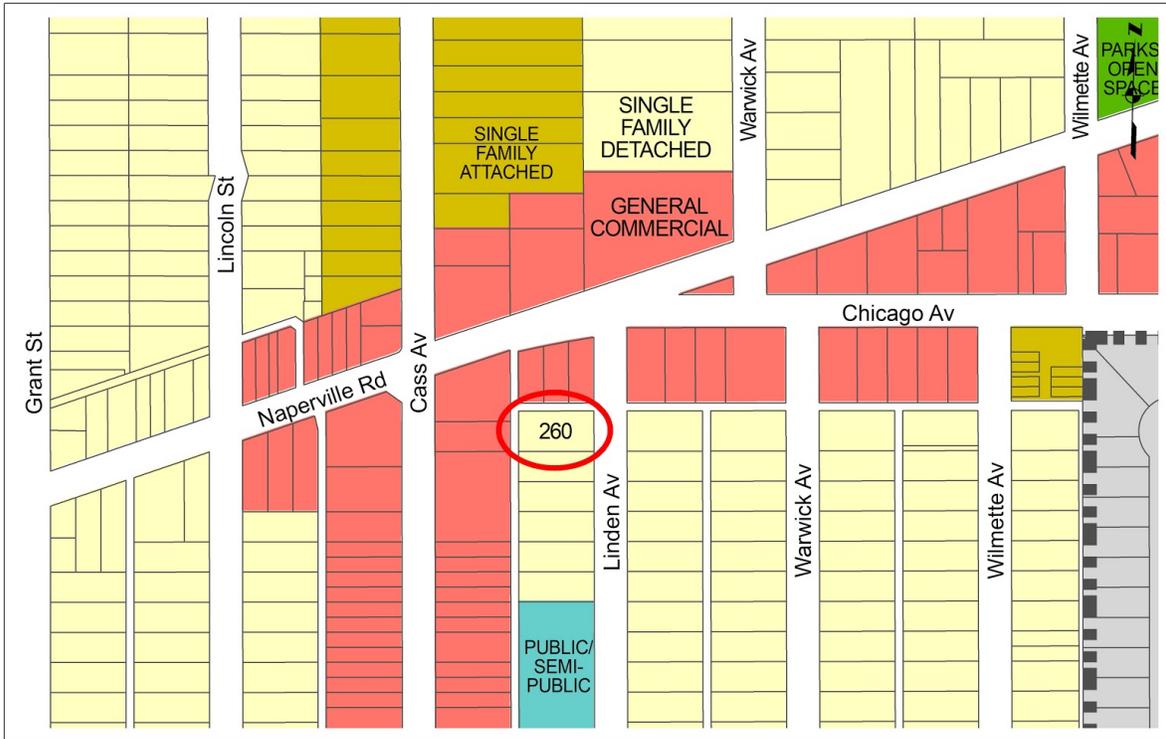
## MAP SERIES



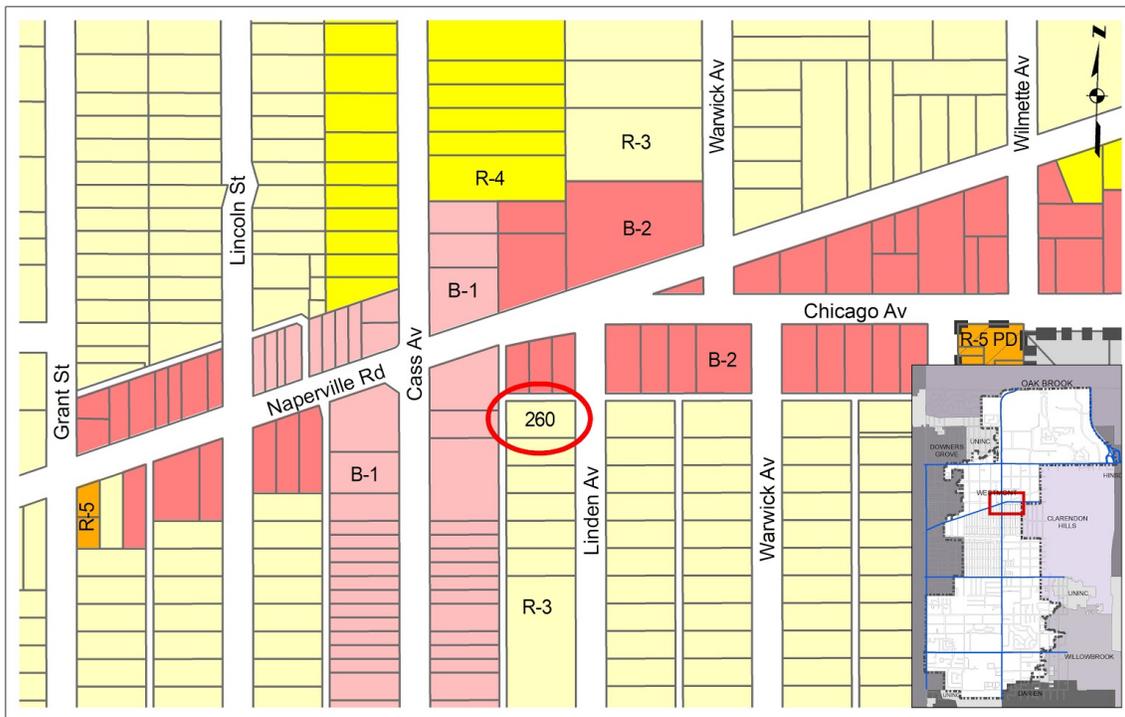
**Aerial Image of Subject Property at 260 North Linden Avenue showing the notification area.**



**The Existing Land Use Map shows 260 North Linden Avenue as “Single Family Detached Residential” Designation. The proposed use of an off-site commercial parking lot is compatible with the properties to the North (kitchen and tile retailers) and West (Grocery store).**



**The Proposed Land Use Map (2013) shows the subject property as “Single Family Detached Designation” and is surrounded to the south and east by the same designation.**



**The Zoning Map shows the subject property as R-3 Single Family Detached Residence District, and surrounded to the east and south by the same zoning district, but to the north and west by B-1 Limited Business District, consistent with the proposed transitional use.**

**STIPULATIONS RECOMMENDED BY PLANNING AND ZONING COMMISSION FOR  
PZC # 24-2020**

**Conditions of Approval:**

1. Submit Plat of Easement where 5' side yard Public Utility and Drainage Easements and Stormwater Detention Easement are provided.
  
2. Applicant will bring all existing stalls on the Principal lot, at 257 N. Cass, as well as proposed stalls on the subject property, into compliance with the Village of Westmont Engineering Standards.

## CONCURRENCY SUMMARY REPORT

**Project Name:** Nature's Best Off-Site Parking Lot - PZC Case # 24-2020

**Report Date:** July 16, 2020

The proposal is generally consistent with the Comprehensive Plan, the Proposed Land Use Plan, and the Codes and Ordinances for the Village of Westmont.

**FINDINGS OF FACT FOR PZC CASE NO. 24-2020**

**VILLAGE OF WESTMONT PLANNING AND ZONING COMMISSION**  
**FINDINGS OF FACT**

**PUBLIC HEARING OF JULY 8, 2020**

**P/Z 24-2020: Nature's Best, 260 N. Linden Avenue, Westmont**

Request for a special use to allow a surface parking lot in the R-3 Residential Single-Family Detached Residence District.

***CRITERIA NO. 1: That the establishment, maintenance or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.***

**FINDINGS OF FACT:** The proposed parking lot is adjacent to existing commercial uses on two sides and is consistent with those commercial uses. The proposed parking lot is located in close proximity to Cass Avenue and Naperville Road, two well-trafficked roadways. The hours of operation of the parking lot will be limited by the hours of operation of Applicant's grocery store. This proposed use at this location is not expected to be detrimental to the public health, safety or welfare.

***CRITERIA NO. 2: That the special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish or impair property values within the neighborhood.***

**FINDINGS OF FACT:** The proposed parking lot will be well-screened from surrounding residential properties. The hours of operation will be limited to the Applicant's grocery store's hours of operation. Any lighting will comply with the Village's lighting standards. Vehicle lights are not expected to shine onto surrounding residential properties. Stormwater is being adequately retained and is not expected to runoff onto neighboring properties. The proposed use generally is not expected to be injurious to surrounding properties and is not expected to substantially impair property values.

***CRITERIA NO. 3: That the establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.***

**FINDINGS OF FACT:** Surrounding properties are fully-developed, and it is not certain whether this property would ever redevelop with a single-family use.

***CRITERIA NO. 4: That adequate utilities, access ways, drainage and/or other necessary facilities have been or are being provided.***

**FINDINGS OF FACT:** The property is already served by adequate utilities, and the Applicant is

providing all required storm water management on site. Access to the public alley will be provided by the Applicant, and there will be no access to and from Linden Avenue.

***CRITERIA NO. 5: That adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public streets.***

**FINDINGS OF FACT:** Access to and from the site will be limited to the public alley. There will be no access onto Linden Avenue. This is an overflow lot that is not expected to generate significant parking and traffic concerns.

***CRITERIA NO. 6: That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the village board pursuant to the recommendation of the plan commission.***

**FINDINGS OF FACT:** Except for a variance sought for a front yard setback encroachment, the proposed use meets all other regulations of the R-3 District.

***CRITERIA NO. 7: The proposed use meets the special conditions of Special Condition 1.***

**FINDINGS OF FACT:** The proposed use meets the special conditions of Special Condition 1, in that the property is contiguous to a lot in a business district, the Applicant is provided a dense landscape screen along all exterior lines adjoining a residence district, and the front yard will be maintained with grass, shrubs, and trees.

**VILLAGE OF WESTMONT PLANNING AND ZONING COMMISSION**  
**FINDINGS OF FACT**

**PUBLIC HEARING OF JULY 8, 2019**

**P/Z 24-2020 – Nature’s Best, 260 N. Linden Avenue, Westmont**

Request for a variance to allow a surface parking lot to encroach into the required front yard setback in the R-3 Single-Family Detached Residence District.

***CRITERIA NO. 1:** The property in question cannot yield a reasonable return if permitted to be used only under the conditions allowed by the regulations in the district in which it is located.*

**FINDINGS OF FACT:** In order to provide a sufficient number of parking spaces and Code-compliant drive aisles, and in order to meet all other setbacks and stormwater management requirements, an encroachment into the front yard setback is required. Without this variance, the property cannot be economically utilized as a parking lot and therefore cannot yield a reasonable return.

***CRITERIA NO. 2:** The plight of the owner is due to unique circumstances.*

**FINDINGS OF FACT:** In order to have access onto the public alley and avoid an access onto Linden Avenue, a residential side street, it is necessary for the Applicant to encroach into the front yard setback.

***CRITERIA NO. 3:** The variation, if granted, will not alter the essential character of the locality.*

**FINDINGS OF FACT:** The surrounding area is partially commercial, and the property at issue is located in close proximity to Cass Avenue and Naperville Road, which are both two well-traveled thoroughfares. Due to the dense landscaping and screening of the proposed parking lot, and due to the limited nighttime hours of operation, and due to the limited lighting on the property, it is not expected that this use with this variation will alter the essential character of the neighborhood.

**PREVIOUS PZC CASES FILES / OTHER APPLICABLE REGULATIONS**

**None**

None for 260 N. Linden

**Related Cases for 257 N. Cass - Principal Use**

**Ordinance 86-61**

Ordinance granting variance. (257 N. Cass) July 7, 1986.

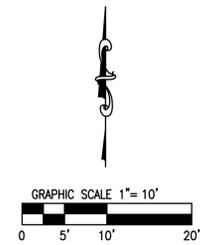
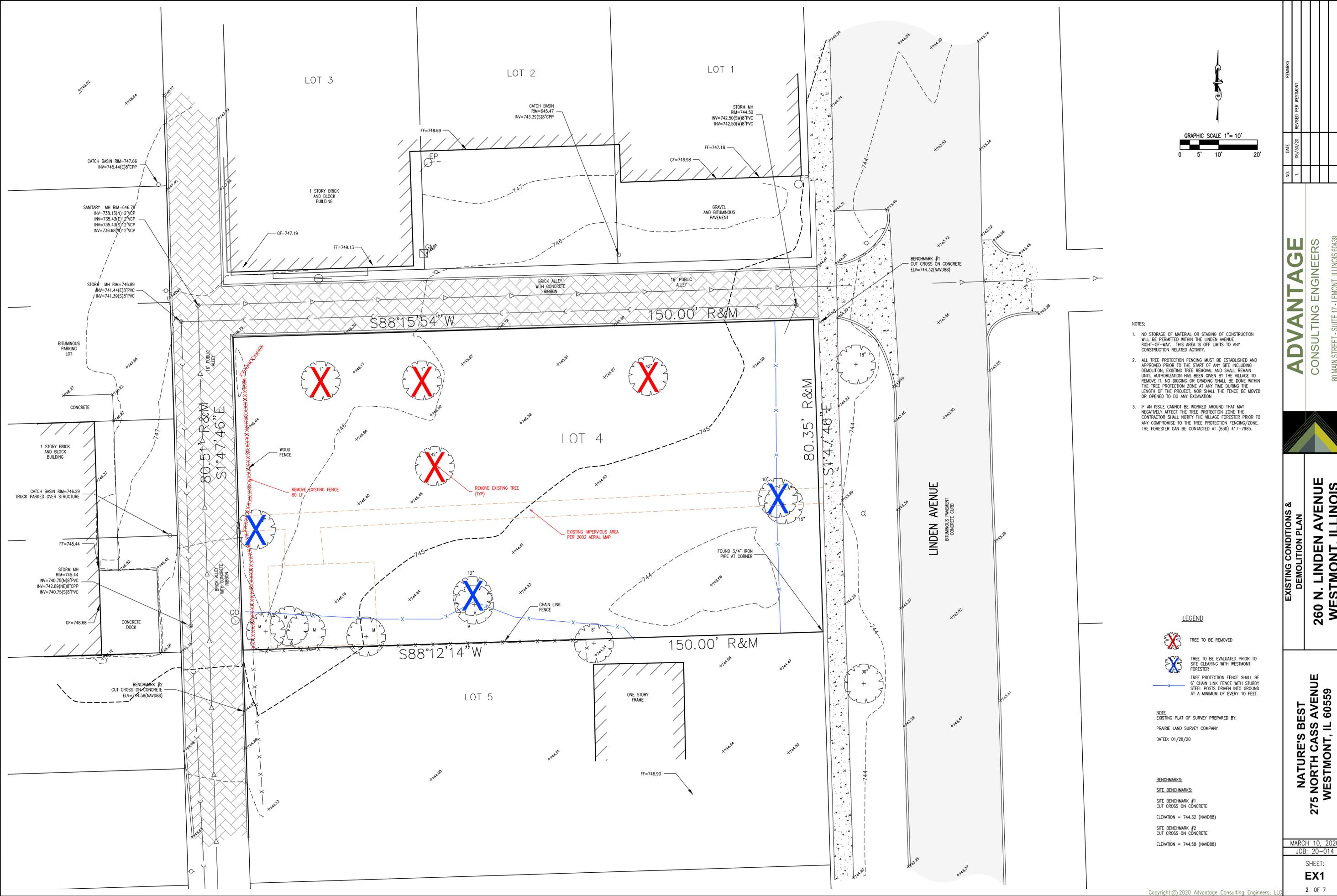
**Resolution R86-78**

Resolution approving site plan. (257 N. Cass) August 18, 1986.

**Ordinance 02-08**

An Ordinance Rezoning Property Located At 257 North Cass Avenue, Westmont  
From B-2 To B-1. February 4, 2002





- NOTES:
1. NO STORAGE OF MATERIAL OR STAGING OF CONSTRUCTION WILL BE PERMITTED WITHIN THE LINDEN AVENUE RIGHT-OF-WAY. THIS AREA IS OFF LIMITS TO ANY CONSTRUCTION RELATED ACTIVITY.
  2. ALL TREE PROTECTION FENCING MUST BE ESTABLISHED AND APPROVED PRIOR TO THE START OF ANY SITE INCLUDING DEMOLITION, EXISTING TREE REMOVAL AND SHALL REMAIN UNTIL AUTHORIZATION HAS BEEN GIVEN BY THE VILLAGE TO REMOVE IT. NO DIGGING OR GRADING SHALL BE DONE WITHIN THE TREE PROTECTION ZONE AT ANY TIME DURING THE LENGTH OF THE PROJECT, NOR SHALL THE FENCE BE MOVED OR OPENED TO DO ANY EXCAVATION.
  3. IF AN ISSUE CANNOT BE WORKED AROUND THAT MAY NEGATIVELY AFFECT THE TREE PROTECTION ZONE THE CONTRACTOR SHALL NOTIFY THE VILLAGE FORESTER PRIOR TO ANY COMPROMISE TO THE TREE PROTECTION FENCING/ZONE. THE FORESTER CAN BE CONTACTED AT (630) 417-7965.

- LEGEND
- TREE TO BE REMOVED
  - TREE TO BE EVALUATED PRIOR TO SITE CLEARING WITH WESTMONT FORESTER
  - TREE PROTECTION FENCE SHALL BE 6" CHAIN LINK FENCE WITH STURDY STEEL POSTS DRIVEN INTO GROUND AT A MINIMUM OF EVERY 10 FEET.

NOTE  
EXISTING PLAT OF SURVEY PREPARED BY:  
PRAIRIE LAND SURVEY COMPANY  
DATED: 01/28/20

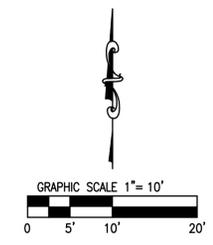
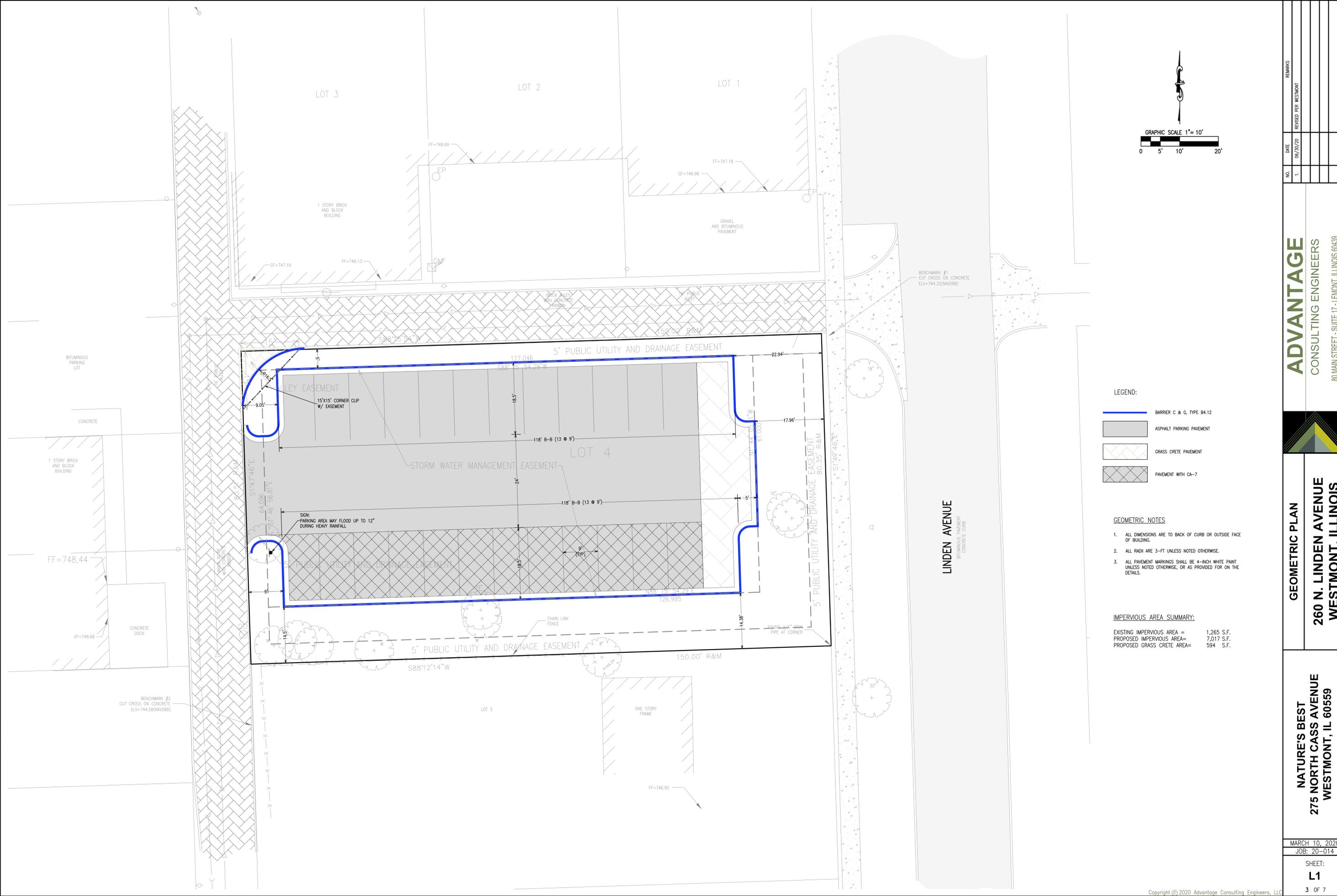
BENCHMARKS:  
SITE BENCHMARKS:  
SITE BENCHMARK #1  
CUT CROSS ON CONCRETE  
ELEVATION = 744.32 (NAVDB88)  
SITE BENCHMARK #2  
CUT CROSS ON CONCRETE  
ELEVATION = 744.58 (NAVDB88)

NO.	DATE	REVISIONS
1.	06/20/20	REVISED PER WESTMONT

**ADVANTAGE**  
CONSULTING ENGINEERS  
80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439  
631-260-4758  
WWW.ADVANTAGEILL.COM

EXISTING CONDITIONS & DEMOLITION PLAN  
**260 N. LINDEN AVENUE**  
WESTMONT, ILLINOIS

**NATURE'S BEST**  
275 NORTH CASS AVENUE  
WESTMONT, IL 60559



**LEGEND:**

- BARRIER C & G, TYPE B4.12
- ASPHALT PARKING PAVEMENT
- GRASS CRETE PAVEMENT
- PAVEMENT WITH CA-7

**GEOMETRIC NOTES**

1. ALL DIMENSIONS ARE TO BACK OF CURB OR OUTSIDE FACE OF BUILDING.
2. ALL RADII ARE 3-FT UNLESS NOTED OTHERWISE.
3. ALL PAVEMENT MARKINGS SHALL BE 4-INCH WHITE PAINT UNLESS NOTED OTHERWISE, OR AS PROVIDED FOR ON THE DETAILS.

**IMPERVIOUS AREA SUMMARY:**

EXISTING IMPERVIOUS AREA =	1,265 S.F.
PROPOSED IMPERVIOUS AREA=	7,017 S.F.
PROPOSED GRASS CRETE AREA=	594 S.F.

REMARKS	
DATE	REVISED PER WESTMONT
06/20/20	
NO.	1.

**ADVANTAGE**  
CONSULTING ENGINEERS

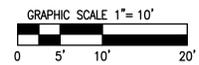
80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439  
847-260-4758 WWW.ACEBOLUS.COM

**GEOMETRIC PLAN**

**260 N. LINDEN AVENUE**  
**WESTMONT, ILLINOIS**

**NATURE'S BEST**  
**275 NORTH CASS AVENUE**  
**WESTMONT, IL 60559**

MARCH 10, 2020	
JOB: 20-014	
SHEET:	1
3 OF 7	



**EROSION CONTROL LEGEND**

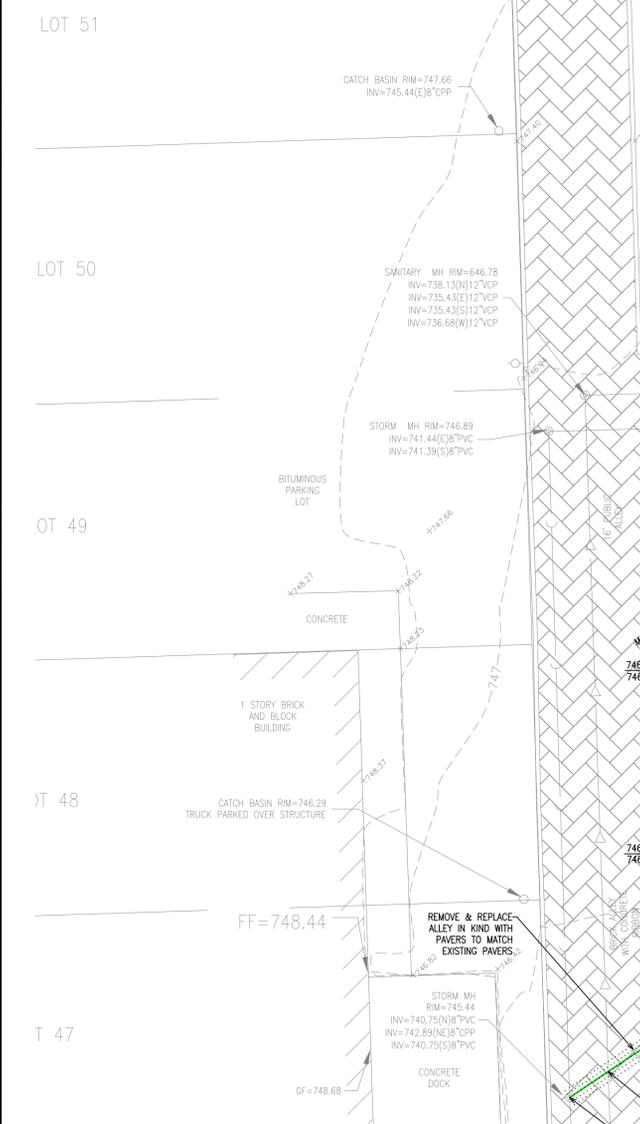
- SE STABILIZED CONSTRUCTION ENTRANCE
- DC DUST CONTROL
- PV PAVING
- PS PERMANENT SEEDING
- CW CONCRETE WASHOUT
- FF INLET PROTECTION
- XX SILT FENCE OR SILTWORM

**GRADING NOTES**

1. ALL SPOT ELEVATIONS SHOWN AT CURB ARE TOP OF CURB ELEVATIONS.
2. ALL ELEVATIONS SHOWN ON PLANS ARE FINISHED GRADE ELEVATIONS.
3. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IN PLACE PRIOR TO START OF CONSTRUCTION.
4. CONTRACTOR SHALL MAINTAIN POSITIVE SITE DRAINAGE DURING CONSTRUCTION.
5. ALL PROPOSED GRADES SHALL MATCH EXISTING GRADES AT THE PROPERTY LINE.
6. SEE SPECIFICATIONS FOR SUBGRADE AND STRUCTURAL FILL COMPACTION REQUIREMENTS.

**UTILITY NOTES:**

1. ALL STORM SEWERS SHALL BE PVC SDR 26.
2. THE UNDERDRAIN SHALL BE PERFORATED PVC SDR 26 OR ADS N-12.
3. THE FRAME & GRATE/LID FOR STORM STRUCTURES SHALL BE AS FOLLOWS:  
1P: NEENAH R-1712, TYPE D OPEN GRATE
4. UTILITY STRUCTURE SYMBOL LEGEND:  
M36: MANHOLE, STRUCTURE # 36  
I: INLET  
CB: CATCH BASIN  
M: MANHOLE  
E: FLARED END SECTION WITH RIP RAP  
S: SANITARY MANHOLE  
NP: NYLOPLAST  
FH: FIRE HYDRANT  
W: VALVE VAULT  
PC: PRESSURE CONNECTION  
UD: PERFORATED UNDERDRAIN  
A40:IP: TYPE A 4" DIA. TYPE OF FRAME AND GRATE/LID.
5. CONTRACTOR TO FIELD VERIFY LOCATION OF EXISTING UTILITIES FOR CONNECTION OF PROPOSED UTILITIES.
6. CONTRACTOR SHALL COORDINATE ANY ROAD CLOSURES FOR OPEN CUT UTILITY WORK WITH THE APPROPRIATE AUTHORITIES.
7. LONG SERVICES INCLUDE TRENCH BACKFILL CA-6 CRUSHED AGGREGATE.
8. = TRENCH BACKFILL
9. 1-6" PVC SCH 40 CONDUIT FOR GAS
10. 3-4" PVC SCH 40 CONDUITS FOR COMED, AMERITECH, CABLE
11. ALL CONDUITS SHALL BE 30" BELOW FINISHED GRADE.
12. PIPE CROSSING



**PCBMP VOLUME REQUIRED**

TOTAL IMPERVIOUS AREA	7017 S.F.
VCBMP RATE REQUIRED	1.25 INCH
VCBMP VOLUME REQUIRED	731 C.F.
VCBMP VOLUME REQUIRED	0.017 AC FT

**PCBMP VOLUME PROVIDED**

AREA OF PAVEMENT (SOUTH STALLS)	1,823 S.F.
DEPTH OF CA-7 STONE BASE COURSE	0.83 FT
VOLUME OF CA-7 STONE	1,519 C.F.
LENGTH OF TRENCH	123
AREA OF TRENCH	4.70
VOLUME OF STONE IN TRENCH	578
TOTAL STONE VOLUME	2,097
VOID RATIO	0.360
PCBMP VOLUME PROVIDED =	755 C.F.

**PARKING LOT DETENTION POND**

SECTION	AREA (SF)	DIST (FT)	VOL. (CF)
A	7.50		
B	37.00	18	401
C	33.00	21	735
D	37.00	21	735
E	33.00	21	735
F	37.00	21	735
G	18.00	13	358
H	4.00	5	55
<b>TOTAL</b>			<b>3,753</b>

**DETENTION SUMMARY**

DETENTION VOL. REQUIRED =	3,723	C.F.
DETENTION VOL. PROVIDED =	3,753	C.F.
DEPRESSIONAL VOLUME REQUIRED =	106	C.F.
DEPRESSIONAL VOLUME PROVIDED =	108	C.F.

**ADVANTAGE CONSULTING ENGINEERS**  
80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439  
847-260-4758  
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**ENGINEERING PLAN**  
**260 N. LINDEN AVENUE**  
**WESTMONT, ILLINOIS**

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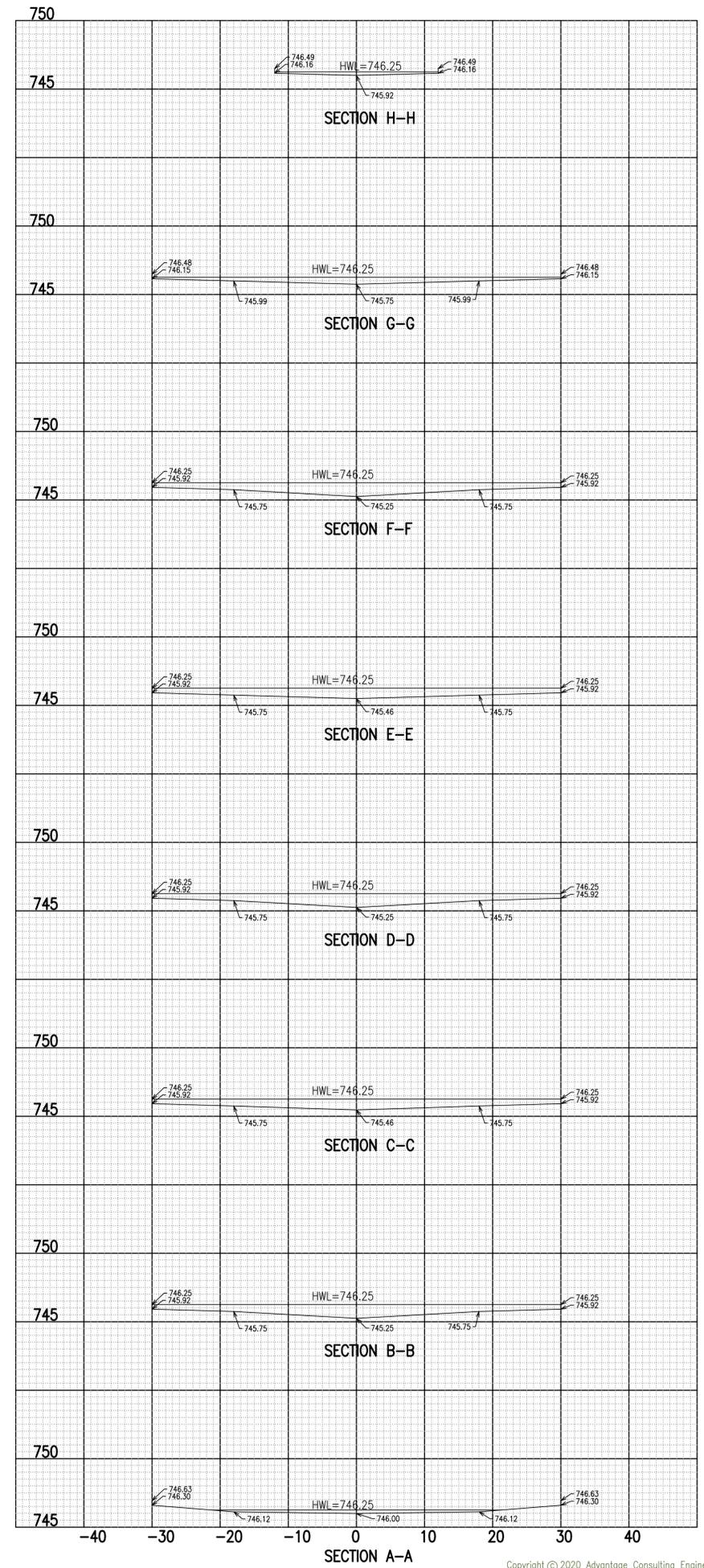
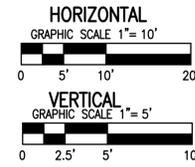
**NATURE'S BEST**  
**275 NORTH CASS AVENUE**  
**WESTMONT, IL 60559**

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MARCH 10, 2020  
JOB: 20-014  
SHEET:  
**E1**  
4 OF 7







REMARKS	
DATE	06/30/20
NO.	1

**ADVANTAGE**  
CONSULTING ENGINEERS  
80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439  
847-260-4758  
WWW.ACEENR.US

**CROSS SECTIONS**  
260 N. LINDEN AVENUE  
WESTMONT, ILLINOIS

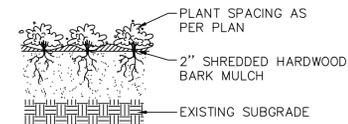
NATURE'S BEST  
275 NORTH CASS AVENUE  
WESTMONT, IL 60559

MARCH 10, 2020  
JOB: 20-014  
SHEET:  
**XS1**  
7 OF 7

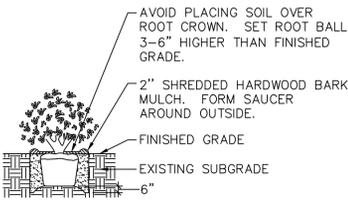
# GENERAL NOTES

- Contractor shall verify underground utility lines and is responsible for any damage.
- Contractor shall verify all existing conditions in the field prior to construction and shall notify landscape architect of any variance.
- Material quantities shown are for contractors convenience only. The Contractor must verify all material and supply sufficient materials to complete the job per plan.
- The engineer reserves the right to inspect trees and shrubs either at place of growth or at site before planting, for compliance with requirements of variety, size and quality.
- Work shall conform to American Standard for Nursery Stock, State of Illinois Horticultural Standards, and Local Municipal requirements.
- Contractor shall secure and pay for all permits, fees, and inspections necessary for the proper execution of this work and comply with all codes applicable to this work.
- See General Conditions and Specifications for landscape work for additional requirements.

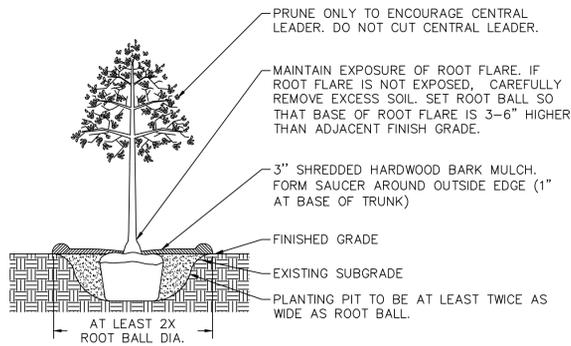
# PLANTING DETAILS



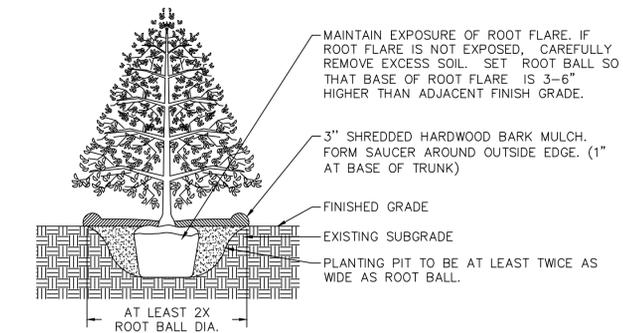
# PERENNIALS AND GROUNDCOVERS NOT TO SCALE



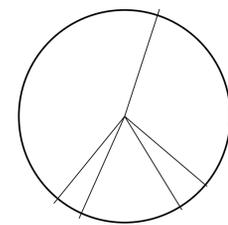
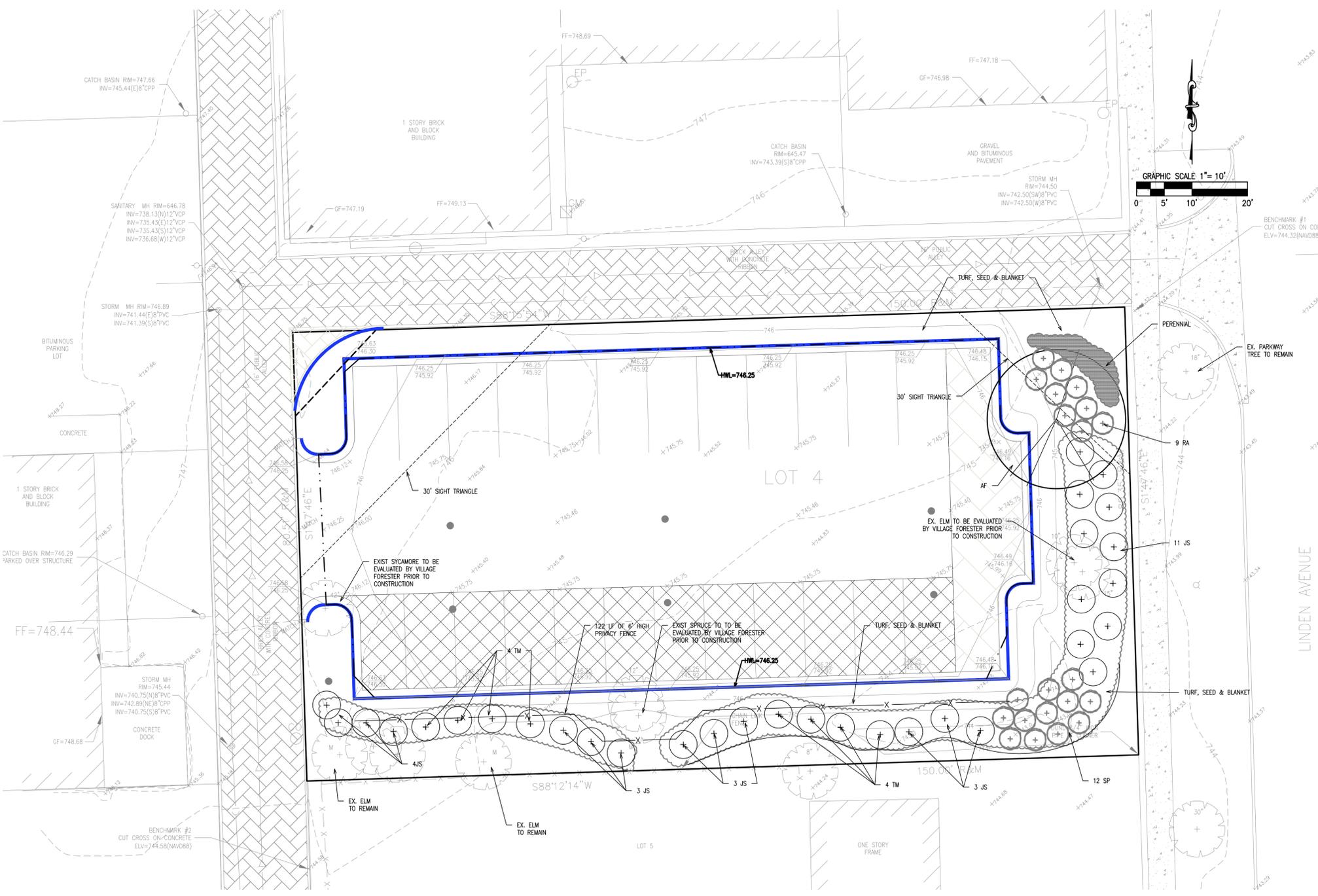
# DECIDUOUS AND EVERGREEN SHRUBS NOT TO SCALE



# DECIDUOUS TREES NOT TO SCALE



# EVERGREEN TREES NOT TO SCALE



# SHADE TREE



# EVERGREEN SHRUBS



# DECIDUOUS TREES



# PERENNIAL

### LANDSCAPE PLANTINGS

Key	Quantity	Botanical Name	Common Name	Size	Remarks
AF	1	SHADE TREES <i>Acer x freemanii</i> 'Jeffers' Red'	AUTUMN BLAZE MAPLE	2 1/2" Cal	
RA	9	DECIDUOUS SHRUBS <i>Rhus aromatica</i> 'Gro-Low'	GRO-LOW FRAGRANT SUMAC	24" Wide	3.5' O.C.
SP	12	<i>Syringa patula</i> 'Miss Kim'	MISS KIM LILAC	30" Tall	4' O.C.
JS	24	EVERGREEN SHRUBS <i>Juniperus chinensis</i> 'Sea Green'	SEA GREEN JUNIPER	30" Wide	5' O.C.
TM	8	<i>Taxus x media</i> 'Densiformis'	DENSE YEW	30" Wide	4' O.C.
HH	25	ORNAMENTAL GRASSES <i>Hemerocallis</i> 'Happy Returns'	HAPPY RETURNS DAYLILY	#1	18" O.C.
	4	MISC. MATERIALS Shredded Hardwood Mulch		C.Y.	
	375	Turf Seed & Blanket		S.Y.	

**ADVANTAGE**  
CONSULTING ENGINEERS

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LANDSCAPE PLAN - 1  
260 N. LINDEN AVENUE  
WESTMONT, ILLINOIS

NATURE'S BEST  
275 NORTH CASS AVENUE  
WESTMONT, IL 60559

MARCH 10, 2020  
JOB: 20-014

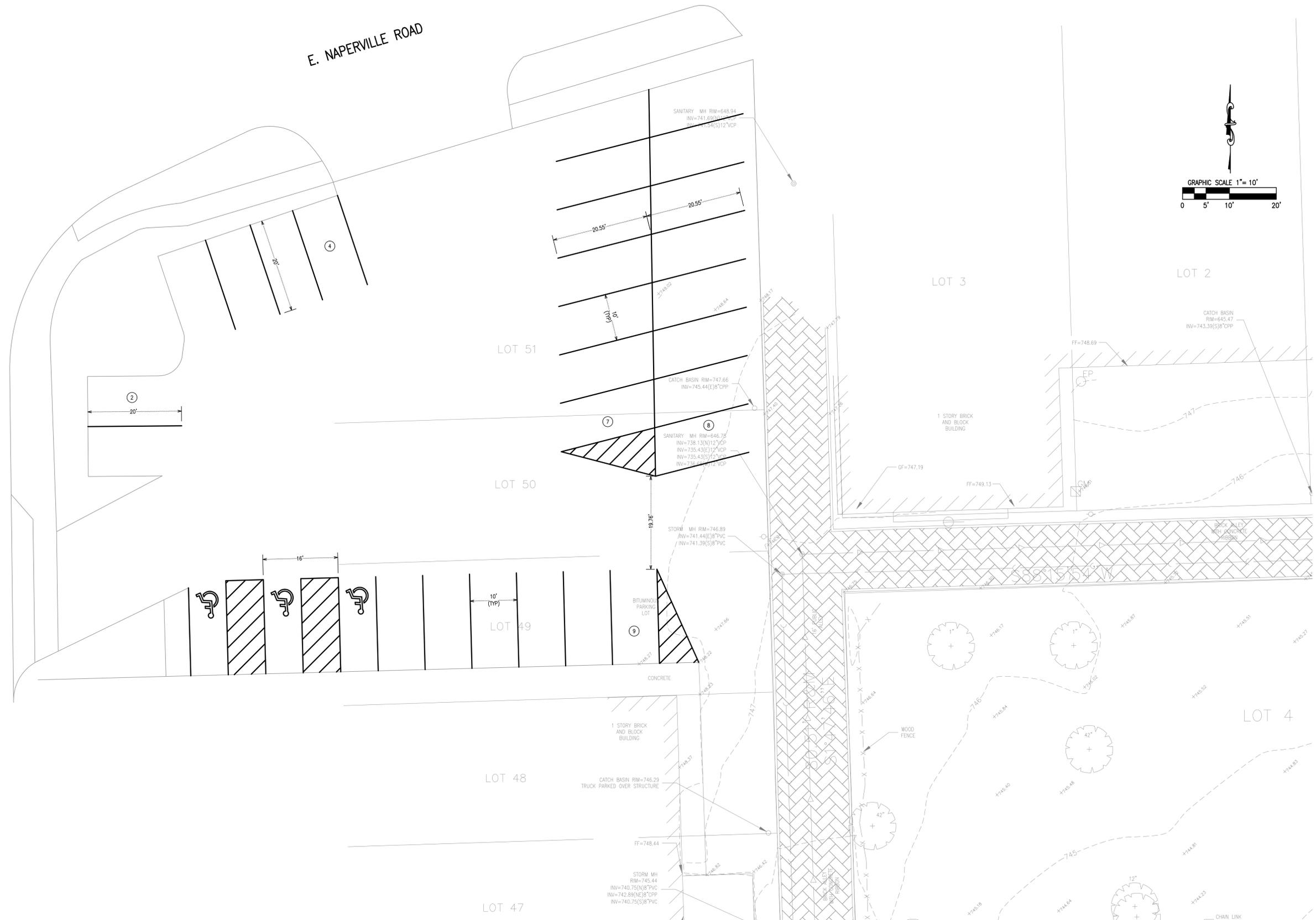
SHEET:  
**LS1**

1 OF 7



N. CASS AVENUE

E. NAPERVILLE ROAD



NO.	DATE	REMARKS

**ADVANTAGE**  
 CONSULTING ENGINEERS  
 80 MAIN STREET - SUITE 17 - LEMONT, ILLINOIS 60439  
 847-260-4758  
 WWW.ACEENR.US



**PARKING RESTRIPING EXHIBIT**  
**260 N. LINDEN AVENUE**  
**WESTMONT, ILLINOIS**

**NATURE'S BEST**  
**275 NORTH CASS**  
**WESTMONT, IL 60559**

JANUARY 31, 2020  
 JOB: 20-014  
 SHEET:  
**1**  
 1 OF 1

CASE NUMBER: PZC #20-2020  
TYPE: PRELIMINARY  
PLAT OF  
SUBDIVISION



Village of Westmont  
Board of Trustees  
Memorandum  
July 16, 2020

**Item for Board of Trustees Consideration:**

The petitioner, Ryan Companies, requests approval of their plan to subdivide one lot located at 700 Oakmont Lane into two lots. This request requires that the petitioner consult with the Planning and Zoning Commission:

(A) Preliminary Plat of Subdivision to subdivide one lot into two lots.

**Recommended Action:**

Approve the proposed plat of subdivision to remove nonconformities and reconcile easements for two buildings that are currently on one lot. The approval shall be subject to the following conditions:

1. Engineering approval by the Village prior to Final Plat approval by the Village Board.

**I. Basis of Recommendation**

A. Background

Ryan Companies requests consideration of a subdivision plat to create lot lines around two buildings on one approximately 12-acre lot having one address of 700 Oakmont Lane. The parent lot has frontage on two sides, Pasquinelli Drive and Oakmont Lane. The lot is proposed to be split in half from north to south. The easterly lot will contain one building that is currently under redevelopment, along with a stormwater pond serving the two proposed lots, and the westerly lot will contain the recently renovated and opened building housing JLL and other offices, as well as the bulk of the parking lots currently serving both lots.



Aerial Map - Subject Properties

As a result, access and other easements must be granted as part of the preliminary plat. Our Consulting Engineer has reviewed the preliminary plat and has approved it as to form and compliance with the Village Code and the various plat acts that apply. Any recommendation to approve will be contingent on final plat approval by a final engineering review prior to scheduling with the Village Board.

In their cover letter, the applicant indicates that the intent of the plat is as follows:

*Ryan purchased the property at 700 Oakmont in 2016 with the intent to redevelop the existing facility into two new, market Class A office buildings. We have been successful in leasing, and will complete construction of the eastern building by the end of 2020.*

The applicant has received a permit to finish construction of the building and requires the plat of subdivision to bring the building into closer conformance with Village Codes.

#### B. Critical Issues

Currently, there are two buildings with two principal uses as office buildings on the lot. Each principal use needs to be on one lot, and therefore, a plat of subdivision to divide the lot into two is an appropriate action.

However, there are concerns regarding the lots in relation to what is currently constructed on the lot and the components within the lots.

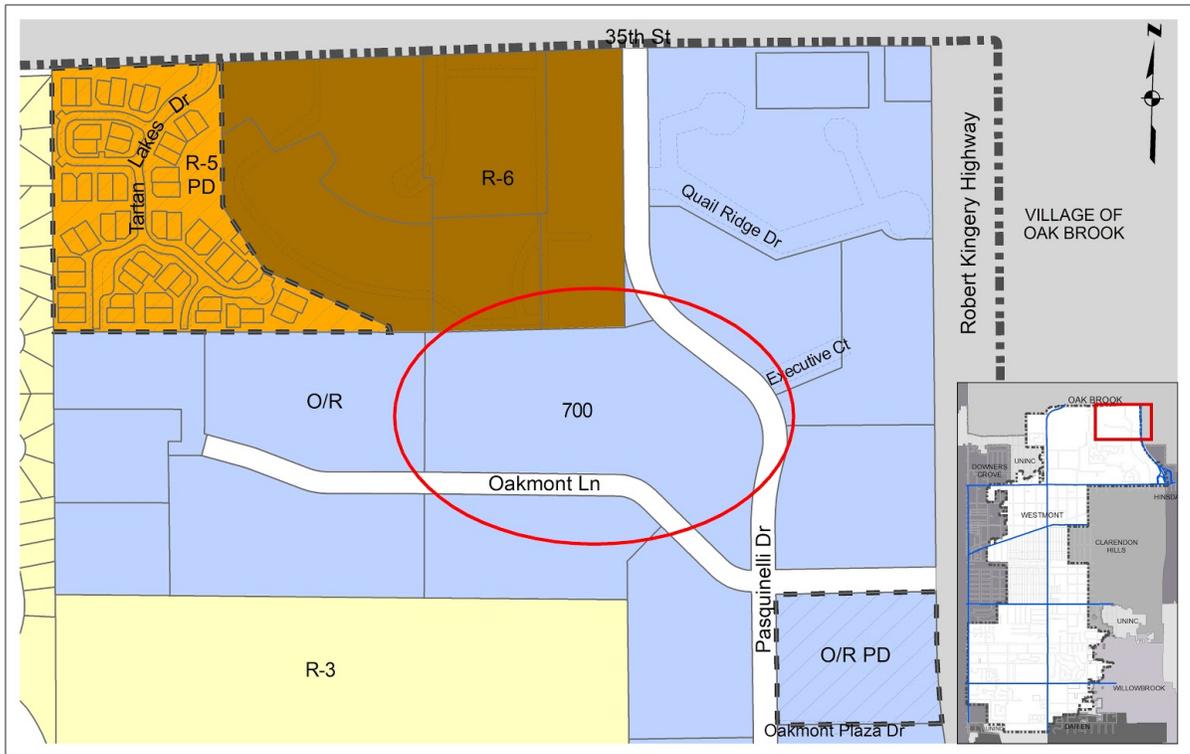
The site plan needs to be the basis for the plat of subdivision. Through the permitting process, the site plan was approved. The step in the process now requires the preliminary plat to be approved per Platting requirements in order to proceed with the implementation of the project.

The order for the entitlements process needs to be:

1. Plat of Subdivision to implement the approved site plan per Ordinance 18-163;
2. Amended Site and Landscape Plan Approval;
3. Variances to implement the amended site plan;
4. Access, utility, stormwater etc., easements and parking and stormwater agreements;
5. Property Address Assignment.

### Zoning Analysis

The lot is zoned O/R Office Research. The minimum lot size in the O/R district is 20,000 square feet, and the minimum width is 100 feet. The maximum height is 75 feet and the minimum F.A.R. is .80. Variances will be required for the proposed lots as there are legal nonconforming uses already on the lot. However, in order to seek to obtain these variances, the lot requires to go through the plat of the subdivision process.



Zoning and Location Map - 700 Oakmont

The site plan was approved on October 11, 2018 through Ordinance 18-163: An Ordinance approving a variance to allow parking in the front yard setback , a variance to increase the maximum number of wall signs, and approving a site plan and landscaping plan for property located at 700 Oakmont Lane, Westmont.

Compliance with Zoning Standards:

- **Use:** O/R Office Research District allows one principal building on a lot for office research uses.
- **Building Setbacks:** Not applicable at this time.
- **Required Minimum Lot area and Width:** 20,000 square feet. Complies.
- **Maximum FAR:** Not applicable at this time.
- **Building Height:** Not applicable at this time.

1. Economic Analysis

The subdivided lot will provide two legal standard lots for the continuation of the two principal uses on the current lot and will enable the applicant to sell one or both lots according to their business plans. This action will provide benefits to the property and to the surrounding areas and enhance the economic base of the Village.

2. Architecture Review and Signage

Not applicable at this time.

3. Lot Subdivision

**Site Access:** The lot is an irregularly shaped lot in the Village, with a large stormwater feature. It is part of an established office and business corridor along Pasquinelli, and fronts on Pasquinelli and Oakmont. The subdivided lot will create two lots, one of which will front on Pasquinelli and one of which will front on Oakmont Lane.

**Plat of Subdivision:**

The subdivision plat is required to eliminate easement irregularities, provide two lots for two principal uses and buildings, and facilitate the economic activity of the lots by enabling the property owner to sell one or both lots. The plat of subdivision generally complies with Village requirements and any comments that need to be addressed will be required to be completed prior to final plat approval by the Village Board.

Parking Requirements and Waiver Request

Not applicable at this time. However, there will be a forthcoming case that will involve the two newly created lots, which will likely involve obtaining variances to bring the existing buildings into compliance with any zoning issues that might be created through the

subdivision process. A cursory review of these variances will not provide additional hardships or increase the nonconformities of the existing uses.

C. Legal

Notification: Public notice was not required as this is a plat of subdivision only.

Code Reference: Appendix B - Land Development (Subdivision Standards)

D. Other Actions: The recommendation of the Planning and Zoning Commission will be referred to the Village Board for a final decision.

II. **Recommended Conditions, Stipulations, or Other Requirements**

1. Compliance with all requirements and conditions from Village Staff and Consultants.

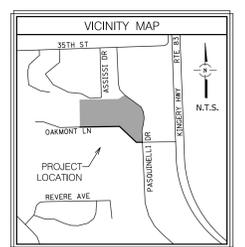
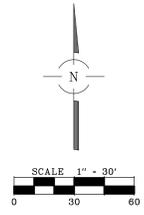
III. **Attachments and References**

1. Preliminary Plat of Resubdivision, dated June 24, 2020

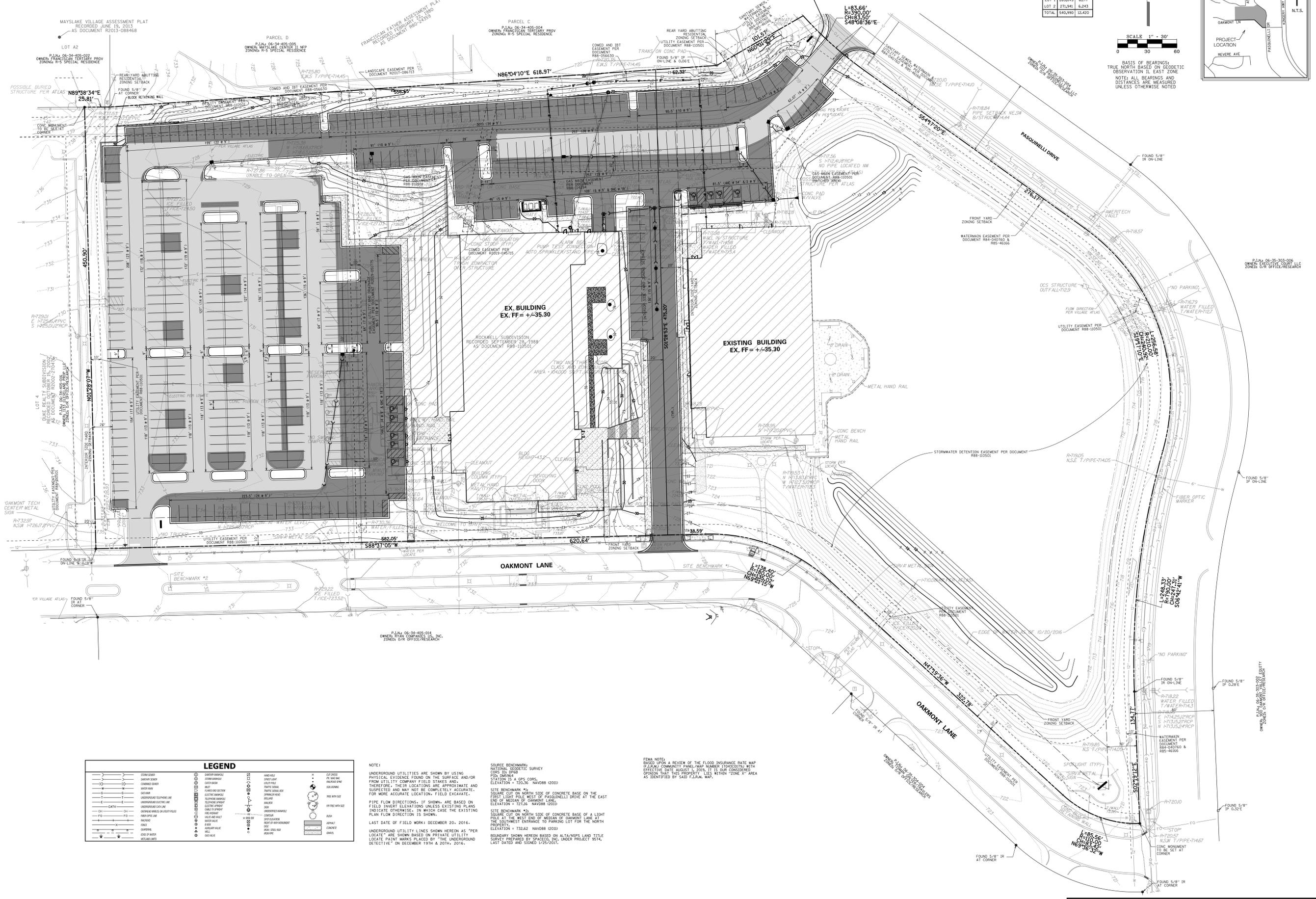
# PRELIMINARY PLAT OF SUBDIVISION ROCKWELL FIRST RESUBDIVISION

BEING A RESUBDIVISION OF LOT 1 IN ROCKWELL SUBDIVISION IN THE SOUTHWEST QUARTER OF SECTION 35 AND IN THE SOUTHEAST QUARTER OF SECTION 34, TOWNSHIP 39 NORTH, RANGE 11, EAST OF THE THIRD PRINCIPAL MERIDIAN, DUPAGE COUNTY, ILLINOIS.

AREA TABLE	
LOT	SQ. FT. ACRES
LOT 1	268,049 6.177
LOT 2	271,941 6.243
TOTAL	540,990 12.420



BASIS OF BEARINGS:  
TRUE NORTH BASED ON GEODETIC OBSERVATION IN EAST ZONE  
NOTE: ALL BEARINGS AND DISTANCES ARE MEASURED UNLESS OTHERWISE NOTED



LEGEND	
	Survey Boundary
	Easement
	Utility Line
	Spot Elevation
	Benchmark
	Building Footprint
	Parking Space
	Tree
	Fence
	Wall
	Window
	Door
	Staircase
	Mechanical Equipment
	Electrical Equipment
	Plumbing Equipment
	Fire Equipment
	Other Equipment

**NOTE:**  
UNDERGROUND UTILITIES ARE SHOWN BY USING PHYSICAL EVIDENCE FOUND ON THE SURFACE AND/OR FROM UTILITY COMPANY FIELD STAKES AND, THEREFORE, THEIR LOCATIONS ARE APPROXIMATE AND SUSPECTED AND MAY NOT BE COMPLETELY ACCURATE. FOR MORE ACCURATE LOCATION, FIELD EXCAVATE.  
PIPE FLOW DIRECTIONS, IF SHOWN, ARE BASED ON FIELD INVERT ELEVATIONS UNLESS EXISTING PLANS INDICATE OTHERWISE. IN WHICH CASE THE EXISTING PLAN FLOW DIRECTION IS SHOWN.  
LAST DATE OF FIELD WORK: DECEMBER 20, 2016.  
UNDERGROUND UTILITY LINES SHOWN HEREON AS "PER LOCATE" ARE SHOWN BASED ON PRIVATE UTILITY LOCATE PAINT MARKS PLACED BY THE UNDERGROUND DETECTIVE™ ON DECEMBER 19TH & 20TH, 2016.

**SOURCE BENCHMARK:**  
NATIONAL GEODETIC SURVEY  
P10, IMPR-88  
STATION 54, QPS CORN.  
ELEVATION = 720.36 NAVD88 (2011)

**SITE BENCHMARK #1:**  
SQUARE CUT ON NORTH SIDE OF CONCRETE BASE ON THE FIRST LIGHT POLE WEST OF PASQUINELLI DRIVE AT THE EAST END OF MEDIAN OF OAKMONT LANE.  
ELEVATION = 727.16 NAVD88 (2011)

**SITE BENCHMARK #2:**  
SQUARE CUT ON NORTH SIDE OF CONCRETE BASE OF A LIGHT POLE AT THE WEST END OF MEDIAN OF OAKMONT LANE AT THE SOUTHWEST ENTRANCE TO PARKING LOT FOR THE NORTH PROPERTY.  
ELEVATION = 732.62 NAVD88 (2011)

**BOUNDARY SHOWN HEREON BASED ON ALTAIR/PLS LAND TITLE SURVEY PREPARED BY SPANCO, INC. UNDER PROJECT 9574, LAST DATED AND SIGNED 1/25/2017.**

**FEMA NOTE:**  
BASED UPON A REVIEW OF THE FLOOD INSURANCE RATE MAP (FIRM) COMMUNITY PANEL/AMP NUMBER 2103020121 WITH EFFECTIVE DATE AUGUST 14, 2018, IT IS OUR CONSIDERED OPINION THAT THIS PROPERTY LIES WITHIN "ZONE X" AREA AS IDENTIFIED BY SAID FIRM MAP.

SUBDIVIDER/OWNER:  
RYAN COMPANIES US, INC.  
111 SHAWM BOULEVARDE, SUITE 400  
NAPERVILLE, ILLINOIS 60563

REVISIONS:	DATE: 04/27/2020
06/24/2020	JOB NO: 9754
	FILENAME:
	PREPLAT
	SHEET:
	1 OF 1

**CONSULTING ENGINEERS**  
**SITE DEVELOPMENT ENGINEERS**  
**LAND SURVEYORS**

**SPANCO, INC.**

9575 W. Higgins Road, Suite 700  
Rosemont, Illinois 60018  
Phone: (847) 696-4060 Fax: (847) 696-4063

CASE NUMBER: PZC # 42-2020  
TYPE: TEXT  
AMENDMENT



Village of Westmont  
Board of Trustees  
Memorandum  
July 16, 2020

**Item for Board of Trustees Consideration:**

A request from the Village of Westmont regarding a Zoning Code text amendment as follows:

(A) Amend Appendix A: Article VIII - Manufacturing and Office/Research Districts, Section 8.12. - allowing eating establishments and food retail uses as permitted accessory uses in the O/R office/research district, including definitions.

**Planning and Zoning Commission Recommendation:**

The Planning and Zoning Commission recommended approval at the July 8, 2020 Public Hearing.

## I. Summary

### A. Background

In the last year, the owner of the office building at 700 Oakmont (Oakmont Point) has renovated that building by removing portions of the original building, leaving two separate buildings. See Staff Report for PZC #18-017 for details about that renovation project.

The resulting two buildings are now addressed as 700 and 750 Oakmont Lane. The owner has renovated most of 700 Oakmont Lane, including offices for JLL on the second and third floors.

The owner of 700 Oakmont Lane has proposed installing a deli with a commercial kitchen in the first-floor lobby of this building, to serve the office workers within the building. This arrangement would be similar to what currently exists at “The Deli at 601” at 601 Oakmont Lane, and at Cafe De Jenola at 999 Oakmont Point.

Current Community Development Department staff can find no record of any zoning approvals for these 2 existing deli/commercial kitchens within office buildings in our files, and the Village’s zoning ordinance is silent regarding such accessory restaurant or deli uses. Therefore, the Zoning Code would indicate that these uses are currently not allowed, either as permitted or special uses.

The interior remodel building permit request for the deli and large seating area at 700 Oakmont Lane has prompted staff to recommend this proposed text amendment to clarify how such deli-restaurant uses within office buildings are regulated.

### B. Critical Issues

Staff is proposing the following changes to the zoning code:

There is no ‘Use Table’ for the O/R district. Modify Section 8.08 and 8.13 in the O/R districts to add the following, as accessory uses:

1. Food and Beverage retail uses as accessory uses to listed permitted uses in mixed-use buildings;
2. Indoor eating areas as accessory uses to listed permitted uses in mixed-use buildings;
3. Outdoor Eating Areas Accessory to Food and Beverage Uses.
  - a. (a) Primary access to the area shall be from within the establishment.
  - b. (b) Hours of operation may be restricted and noise and lighting limits imposed as part of the conditional use approval.
  - c. (c) Where the use is conditional, an appropriate transition area between the use and adjacent property may be required, using landscaping, screening,

and other site improvements consistent with the character of the neighborhood.

C. Policy

The proposed Zoning Text Amendments will provide more services for the employees of office spaces.

D. Legal

Notification: Westmont Village codes and Illinois State statutes require proposed Zoning Text Amendments to be advertised with a Class Two Legal Notices and to be considered by the Plan Commission at a public hearing. Public notice was provided in the Westmont Suburban Life on June 18, 2020.

Other Required Actions: Village Board action is required for these proposed Ordinance Amendments. After the Planning and Zoning Commission has made a recommendation, the appropriately-worded Text Amendments will be taken to the Village Board for review and a final decision on July 16, 2020.

Code Reference: Village Zoning Code Section 8.12 specifies permitted and special uses in the O/R district and Section 13-11 specifies the requirements to follow when making Zoning Code Text Amendments.

**II. Recommended Conditions, Stipulations, or Other Requirements**

None

**III. Attachments and References**

1. Attachment 1—Proposed new ordinance language.

## Attachment 1

### Proposed revisions to the Village of Westmont Code of Ordinances:

1. Modifying permitted and special uses in the office/research district, as follows:

#### A. Section 8.12 and 8.13 of the Code of Ordinances are MODIFIED to read:

Uses permitted in the O/R office/research district shall include the following:

- (A) Offices for administrative, business, executive, professional, research or similar organizations.
- (B) Research (and design) laboratories.
- (C) Religious institutions.
- (C1) Daycare centers.
- (D) Accessory uses to the above uses, including, but not limited to:
  - (1) Off-street parking and loading as required in article X.
  - (2) Signs as regulated in article XI.
  - (3) Reserved.
  - (4) Antennas attached to any building or structure which is four or more stories in height, not to exceed ten percent of the height of the building or structure.
  - (5) Video gaming. (See definition)
  - (6) Food and Beverage retail stores
  - (7) Indoor eating areas.
- (E) Special uses.
  - (1) Full service stand-alone restaurants seating no less than 200 persons, and offering no drive-through service.
  - (2) Hotels.
  - (3) Freestanding antennas and towers of any kind, as a primary or accessory use, subject to the restrictions set forth in section 4.05(E)(31).
  - (4) Outdoor Eating Areas Accessory to Food and Beverage Uses.
    - (a) Primary access to the area shall be from within the establishment.
    - (b) Hours of operation may be restricted and noise and lighting limits imposed as part of the special use approval.
    - (c) An appropriate transition area between the use and adjacent property may be required, using landscaping, screening, and other site improvements consistent with the character of the neighborhood.

**B. Article XIV: Definitions. of the Code of Ordinances is MODIFIED to read:**

...

Floor area ratio: The numerical value obtained by dividing the floor area within a building or buildings on a lot by the area of such lot. The floor area ratio as designated for each district, when multiplied by the lot area in square feet, shall determine the maximum permissible floor area for the building or buildings on the lot.

Food and beverage retail stores: Includes delis, restaurants, and other businesses that sell foods prepared on-site. Excludes catering establishments.

Footcandle: A unit of illumination, equivalent to the illumination at all points which are one foot distant from a uniform point source of one candlepower.

...

## **SECOND AMENDMENT TO SERVICE AGREEMENT**

Effective July 1, 2020 (“Effective Date”), this Second Amendment (“Amendment”) amends certain terms and conditions of the Service Agreement made by and between Andy Frain Services, Inc. (“Contractor”) and Village of Westmont (“Customer”) dated July 1, 2015, as follows:

**WHEREAS**, Customer and Contractor entered into that Service Agreement effective July 1, 2015 (the “**Agreement**”) setting forth the terms and conditions under which Contractor provides Customer certain security services personnel for the purpose of performing certain security services (as defined in the Agreement);

**WHEREAS**, Customer and Contractor now wish to amend the Agreement by entering into this Amendment with such amended terms to commence as of the Effective Date; and

**WHEREAS**, any term not defined in this Amendment shall have the same meaning ascribed thereto in the Agreement.

**NOW, THEREFORE**, in consideration of the mutual agreements and promises contained herein, Customer and Contractor hereby agree to amend the Agreement as delineated below commencing as of the Effective Date:

1. Rates. The Parties agree that Contractor shall perform its Services during the extended Term year effective from July 1, 2020 through June 30, 2023 at the following hourly bill rates:

<b>Term Year</b>	<b>Service Personnel</b>	<b>Bill Rate</b>	<b>OT/Holiday</b>
7/1/2020 – 6/30/2021	Crossing Guard/ Field Supervisor	\$20.98	\$31.47
7/1/2021 – 6/30/2022	Crossing Guard/ Field Supervisor	\$22.46	\$33.69
7/1/2022 – 6/30/2023	Crossing Guard/ Field Supervisor	\$23.71	\$35.57

**Field Supervisor shall provide 1 hour of support per school day**

2. Term. The Parties hereby amend Paragraph 12 of the Agreement and extend the Term of the Agreement to June 30, 2023. Therefore, this Amendment amends Paragraph 12 of the Agreement by deleting Paragraph 12 of the Agreement in its entirety and replacing Paragraph 12 with the following:

“This Agreement shall commence on the Effective Date and shall continue until June 30, 2023, unless terminated earlier pursuant to the terms and conditions of this Agreement. After the initial term of this Agreement, unless otherwise terminated as set forth herein, this Agreement shall automatically renew and shall continue in effect on a month to month basis and may be terminated thereafter upon thirty (30) days written notice.”

3. The Parties agree that this Amendment shall be incorporated by reference into and shall be made part of the Agreement. The Services as contemplated under this Amendment shall remain subject to all other terms and conditions contained in the Agreement. All other provisions of the Agreement not expressly modified herein this Amendment shall remain in full force and effect, it being understood that, in the event of a conflict between the terms of this Amendment and the Agreement, the terms of this Amendment will take precedence. For the convenience of the Parties, this Amendment may be executed in any number of counterparts, including by facsimile, electronic signature or portable document format (i.e., .PDF), each of which shall be deemed to be an original and all of which taken together shall constitute but one and the same instrument. The execution of a counterpart of the signature page of this Amendment shall be deemed to be the execution of a counterpart of this Amendment.

**IN WITNESS WHEREOF**, the parties hereto as of the day and year first written above have duly executed this Agreement.

**ANDY FRAIN SERVICES, INC., an Illinois Corporation**

By: \_\_\_\_\_

Laura Grund

Executive Vice President

Date: \_\_\_\_\_

**VILLAGE OF WESTMONT**

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_