

MINUTES OF THE JOINT MEETING OF THE MAYOR AND BOARD OF TRUSTEES AND PLAN COMMISSION OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JULY 12, 2022, AT 6:30 P.M. AT THE WILLOWBROOK POLICE DEPARTMENT TRAINING ROOM, 7760 QUINCY STREET, WILLOWBROOK, DUPAGE COUNTY, ILLINOIS .

DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A ZOOM CONFERENCE CALL FOR THIS MEETING.

1. CALL TO ORDER

The meeting was called to order at 6:30 p.m. by Mayor Frank Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Clerk Deborah Hahn, Village Trustees Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, and Greg Ruffolo, Village Administrator Brian Pabst, Assistant Village Administrator Sean Halloran, and Director of Community Development Michael Krol.

Members of the Plan Commission physically present: Chairman Daniel Kopp, Vice-Chairman John Wagner and Commissioners Zoltan Baksay, Cathy Kaczmarek, Leonard Kaucky, Ron Kanaverskis and Mike Walec.

Also present were Reuben Shell, Planner and Jackie Wells, Project Manager, from Houseal Lavigne.

Present via conference call, due to the COVID-19 pandemic - None.

Absent: Trustee Mark Astrella

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Chairman Kopp to lead everyone in saying the pledge of allegiance.

4. VISITOR'S BUSINESS

None present and no written comments were received.

5. DISCUSSION - Zoning Code Update

Assistant Administrator Halloran introduced the topic and provided a recap of the progress to date as of this the third joint meeting. This meeting is to review the actual language to be used in the new zoning code. This is a review of four chapters of eleven total. The expectation is to return 3-4 more times to review language. Staff is again asking the Board and Commissioners for feedback and direction from the Trustees and

Commissioners. He then turned the floor over to Ms. Wells from Houseal Lavigne.

Ms. Wells indicated that tonight they would be presenting the revisions to the first four chapters, an overview of the main changes being proposed, and go into more detail on the topics of discussion in previous meetings.

#### Chapter 1: General Provisions

- No major changes proposed
- Language to be simplified and made clearer and easier to understand

#### Chapter 2: Establishment of Districts

Three main sections

- Establishing districts in line with zoning remap, to minimize non-conformity and encourage redevelopment
- Purpose and intent of districts - focus on form and external impact rather than use
- Unclassified and annexed territory, vacations and boundaries

Trustee Neal pointed out for the benefit of the other Trustees that this update has a slightly different format than current ordinances. In other ordinances, Chapter 2 is generally reserved for definitions. In the zoning update, these will be placed at the end of the ordinance as a reference section. Ms. Wells added that this change is totally at the discretion of the Board; it would be an easy change to return them to the Chapter 2 position.

Ms. Wells then offered an overview of the revised districts:

- R1 - single-family, detached homes, low density
- R2 -single-family, detached residences, moderate density, north of 67<sup>th</sup> Street, west of Clarendon Hills Road
- R3 - single-family, detached homes, high density
- R4 - single-family, attached duplex/townhomes, moderate density
- R5 - multi-family and senior housing, medium to large, moderate to high density
- B - community shopping: Kingery, Plainfield Road, 63<sup>rd</sup> Street and other major thoroughfares. No religious uses in this district, proposed for a designated I (Institutional) district. This allows Village to retain the business district for those revenue producing entities.
- LOR - limited office and resource district, professional offices and scientific research facilities, wholly indoors with minimal noise or limited nuisance impact.

- M1 – light manufacturing, manufacturing, distribution and storage, minimal noise and nuisance impact on the surrounding areas.
- I – new district, institutional for government use, municipal, non-commercial places of assembly, and other institutional uses, includes all parks in residential areas

Clarification was requested and provided throughout the description of the districts, including a thorough discussion of the new Institutional District.

### Chapter 3: District Specific Standards

The recommended ordinance includes sections for:

- Bulk and Dimensional Standards
- Calculating Dimensional Standards
- Exceptions to Bulk and Dimensional Standards
- Permitted, Special and Temporary Uses

Standards were developed based on previous variance study as well as feedback and input from previous meetings. A discussion was had regarding existing structures that do not conform; whether they would be grandfathered into current zoning. Ms. Wells indicated that any structures currently in those districts that do not meet the new standards would be considered legally non-conforming. Additional discussion was had regarding renovation, rebuilding in the event of natural disaster or new construction and how each is affected by the new code. Overall, any new construction, whether a tear down or natural disaster, the new building must meet current zoning standards.

Director Krol added that there is another portion of the code that applies to some Willowbrook neighborhoods, where an average setback is maintained based on the existing setbacks in the neighborhood. On a new construction, the permitted setback would be based on an average of the setback on all of the on the same block and that would be the "permitted" setback. Ms. Wells added that because this variance is part of the code, this would not be considered legally non-conforming, but rather would be conforming, and not a variance.

In the section Calculating Dimensional Standards, questions were raised on the calculation of building height. The proposed method was discussed as were other methods and the pros and cons of. All agreed that the base measurement point needed to be standardized with a fixed, unchangeable point. Two options were discussed: 1) from the curb or sidewalk with specific language to account for sloping lots, or 2) measuring from the midpoint of the home.

One commissioner explained the method used by Hinsdale to determine maximum building height; an average grade is taken using the four corners of the lot *before* excavation begins. There was general agreement that this option was worth looking into. Ms. Wells indicated she would check the information with the Village of Hinsdale.

The section Exceptions to Bulk and Dimensional Standards includes allowable yard encroachments and includes a table to make things more user friendly. The only edits made to this table were for clarification and consistency of terminology.

Permitted, Special and Temporary Uses was created to consolidate all of the special uses previously listed in various sections of the code. Ms. Wells reviewed the table and the codes used within it. Uses are divided by type of use, then by use within a specific zoning district and finally by type of use: P - permitted, S - special, T - temporary and "blank" - prohibited. If a use is not listed, the Director of Community Development will determine if it is similar to another use, then treated in the same manner. If not, then use will be regarded as prohibited.

A discussion was had regarding permitted uses versus special uses. The feeling was there should be more permitted uses than special uses. A note was made that special uses allows for more control. Ms. Wells indicated that the table reflected the current code and feedback received to date. The data could certainly be reviewed and adjusted.

Additional general discussion was had regarding various specific uses including group homes, Air B&B versus bed and breakfast versus short term rental, accessory dwellings, financial institutions, hotel versus motel, the differences between child-, home- and adult-care, food trucks, vehicle parking/storage, and firearms retailers.

Ms. Wells continued the presentation with Chapter 4, Use Specific Standards, which aligns with the previous chapter uses and provides more specific details on each. The consultants have concerns and questions regarding usage on specific items.

Artisan manufacturing: Designed to regulate small scale industrial use. Limited to 5,000 square feet of area. Larger scale would be light manufacturing and subject to different regulations as it would have a greater impact on surrounding properties.

The section on Accessory Uses does not appear to align with the Village's intentions so will be reviewed and revised and brought back before the Trustees and Commissioners.

For drive-through facilities, there is concern for the impact on residential areas. The standards include physical separation, structural elements, screening walls and stacking requirements.

Ms. Wells reviewed the next section covering Home Occupations. The section includes a list of prohibited home occupations. This is a change from the current code which lists "allowed" occupations. There was some discussion on the restrictions in the code which would additionally restrict a large number of home occupations. The consensus was to eliminate or re-word some of this section.

In the section on Food Trucks, the regulations cover several uses, permanent, accessory use and special use, including set back regulations, parking regulations, and permitting. The Mayor expressed his overall sentiments toward food trucks and indicated he preferred to support and protect existing Village business who pay taxes and support the community. His feeling is that the community should support the local businesses instead of food trucks. The Trustees and Commissioners agreed with his sentiments.

6. ADJOURNMENT

MOTION: Made by Trustee Neal and seconded by Trustee Berglund to adjourn the Joint Meeting at the hour of 9:20 p.m.

ROLL CALL VOTE: AYES: Trustees Berglund, Davi, Mistele, Neal and Ruffolo.  
NAYS: None. ABSENT: Astrella.

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

, 2022.

Frank A. Trilla, Mayor

Minutes transcribed by Deputy Clerk Christine Mardegan.