



## AGENDA

### PLANNING AND ZONING COMMITTEE

Planning and Zoning Committee: May 4, 2026 at 6:00 PM  
Village Hall 740 Hillgrove Avenue, Western Springs, IL 60558

- A. **Call to Order**
- B. **Approval of Minutes**
  - 1. April 7, 2026
- C. **Public Comment**
- D. **Considerations**
  - 1. Amanda Sutter – Request for a Temporary Use Permit for the 2026 Jolie Fashion Show Special Event
- E. **New Business**
- F. **Other Business**
- G. **Adjournment**

Individuals with disabilities who plan to attend / participate in this meeting and who require accommodations to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, please email [accommodations@wsprings.com](mailto:accommodations@wsprings.com) or contact Jill Izzo at 708-246-1800, extension 127.

Planning and Zoning Committee  
Village Board Room  
April 7<sup>th</sup> 2026, 5:30 p.m.

**Present:** Alan Fink, (Chairman)  
Member Avakian  
Heather Valone, Community Development Director  
Heidi Rudolph, Village President  
Ellen Baer, Village Manager  
Bill and Molly Dvorak, developers

**Call to Order:** Chairman Fink called the meeting to order at 5:30 pm. Member Avakian and Chairman Fink were in attendance.

**Approval of Minutes:** Chairman Fink made a motion to approve the meeting minutes from March 3, 2026. Member Avakian seconded the motion to approve. A voice vote was conducted, and the minutes were approved with both Trustees voting aye.

**Public Comment:** There were no members of the public in attendance to speak or provide comments at this time in the meeting.

**Considerations: 2026 Official Zoning Map:** Community Development Director Valone informed the committee that publishing an updated zoning map is a general housekeeping item this time of year. She noted that every year the Village is required to publish an official zoning map by state statute. Director Valone highlighted that it reflects the changes that were already approved by the Village Board in calendar year 2025.

Chairman Fink made a motion to bring the map to the Village Board for consideration. Member Avakian seconded the motion. A voice vote was conducted and the approval to move forward was approved by both members voting aye.

**Acceptance of Public Improvements, 4300 Franklin Western Springs, LLC:** Director Valone provided a brief background on 4300 Howard Ave. also known as the former First United Methodist Church development. She commented that the Village approved the removal of the conditional use permit of the First United Methodist Church, the removal of the easement for public sidewalk, the removal of head in parking, reconstruction as a typical residential parkway, and the development agreement for the three existing lots to be developed as single family homes. She did highlight that there were no zoning changes other than the removal of the conditional use permit were approved.

Developers Molly and Bill Dvorak spoke on the status of the parcels. Ms. Dvorak stated that all three lots have been sold. Ms. Dvorak said they are excited to break ground and start the construction process of the homes. She also mentioned the parkway trees will be installed per the agreement.

Chairman Fink recommended approval and acceptance of the public improvements at 4300 Franklin Western Springs, LLC. Member Avakian seconded the motion. A voice vote was conducted, and the approval is slated for board discussion and review at the April 13<sup>th</sup> meeting.

**New Business:** There is no other business to discuss this evening.

**Other Business:** Director Valone provided an update related to Hillgrove Avenue. She provided an update to the Committee that the Village has achieved a grant application related to improvements to Hillgrove Avenue. Improvements include the following: watermain, street scape element from Wolf to Hampton, and the keystone area in front of Tower Green similar to a woonerf.

Director Valone said no action is required and this strictly an update. Chairman Fink inquired how the project will be financed. Director Valone said there are a number of funding sources including the grant application, funds from the Tiff and other funds the Village.

Village Manager Baer mentioned that the board prioritized this improvement when they met for strategic planning in the last two years and highlighted the importance of the project related to the tax increment finance (TIF) district . Manager Baer also mentioned that Hillgrove Avenue is a highly visible and busy area of our community and discussed the implications of the project.

Director Valone indicated that no action was need, this is just a report. Three other Committees were also reviewing the project.

**Adjournment:** Chairman Fink made a motion to adjourn the meeting. Member Avakian seconded the motion. A voice vote was conducted with both Trustees voting aye. Meeting is adjourned at 5:47 p.m.



## AGENDA ITEM SUMMARY

### PLANNING AND ZONING COMMITTEE

Planning and Zoning Committee: May 4, 2026

#### AGENDA ITEM D.1.

**To:** Planning and Zoning Committee

**From:** Heather Valone, AICP, Director of Community Development

**CC:** Ellen Baer, Village Manager, Casey Biernacki, Deputy Village Manager, Kelsey Fawell, Senior Planner, Jill Izzo, Deputy Village Clerk, Michael Jurusik, Village Attorney, Anne Skrodzki, Village Attorney

**RE:** Amanda Sutter – Request for a Temporary Use Permit for the 2026 Jolie Fashion Show Special Event

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#### Recommendation

Consider a recommendation to approve a Temporary Use Permit (TUP) for the 2026 Jolie Fashion Show special event.

#### Summary

Amanda Sutter, owner of Jolie, A Dress Boutique ("Jolie") located at 824 Hillgrove Avenue, has submitted a request for a temporary use permit (TUP) at the Tower Green (916 Hillgrove Ave.) for a fashion show event. The event will be conducted on Thursday, July 30, 2026, from 6:00 p.m. to 7:15 p.m. A request letter dated March 24, 2026, has been submitted by Mrs. Sutter discussing the event and the pertinent details related to the request, which are as follows:

- The event is proposed to showcase Jolie's Homecoming dress collection.
- The fashion show models are local high school students who will travel from Jolie to the Tower Green via Lawn Avenue. The models will walk the sidewalks/walkways along Hillgrove Avenue to the foot of the Tower and along the walkway back to Lawn Avenue before returning to Jolie. All activities will be held on the Tower Green and will not impede or block any sidewalks or streets other than the southeast portion of the Tower Green, as shown on the site plan. The site plan for the event is included in Attachment 1.
- The assistance of the Community Service Officer is requested to facilitate the models crossing Lawn Avenue.
- The event is anticipated to have up to 125 attendees, who will sit in chairs provided by Mrs. Sutter along the models' route.
- The event will include a DJ/moderator at the foot of the Tower.

The draft TUP with attachments will be presented at the Planning and Zoning Committee meeting for discussion and review.

Attachment

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1. Applicant Submittal Package

**Financial Impact**

None. Any cost for assistance at the crossings will be covered by the applicant.

**Recommended Motion**

I move to recommend to the Village Board the approval of a Temporary Use Permit (TUP) for the 2026 Jolie Fashion Show special event.

**Strategic Plan Alignment**

Economic Development.

**File Attachments**

1. Applicant Submittal Package



# Village of Western Springs Permit Application for Temporary Use

Applicant's Name Amanda Sutter  
Organization Jolie, A Dress Boutique  
Applicant's Phone \_\_\_\_\_ Mobile #815-955-3148  
Email yourspecialoccasionshop@gmail.com

Briefly describe the event requiring the temporary use: Fashion Show

### Type of Temporary Use

Trailer/Tent/Portable Lavatory/Shed \_\_\_\_\_  
Christmas Tree Lot \_\_\_\_\_  
Art, Craft and Book Sales \_\_\_\_\_  
Sidewalk Sales \_\_\_\_\_  
Vendor Cart or Food Concession \_\_\_\_\_  
Other \_\_\_\_\_

Location Tower Green

Dates of Use July 30<sup>th</sup> at 6pm

Comments I'm looking to host a fashion show that will require chairs on the Green closest to Lawn Ave. I'd like to have the models walk to the Green from Jolie which would require some traffic assistance for a short time as they walk across the street. No sales of food or beverages will be available but non-alcoholic drinks will be provided as part of their ticket price. Ideal capacity would be between 100-125 women and their daughters and the entire event should take no longer than 60-75 mins. There will be a DJ onsite to play music prior to the show and MC the event.

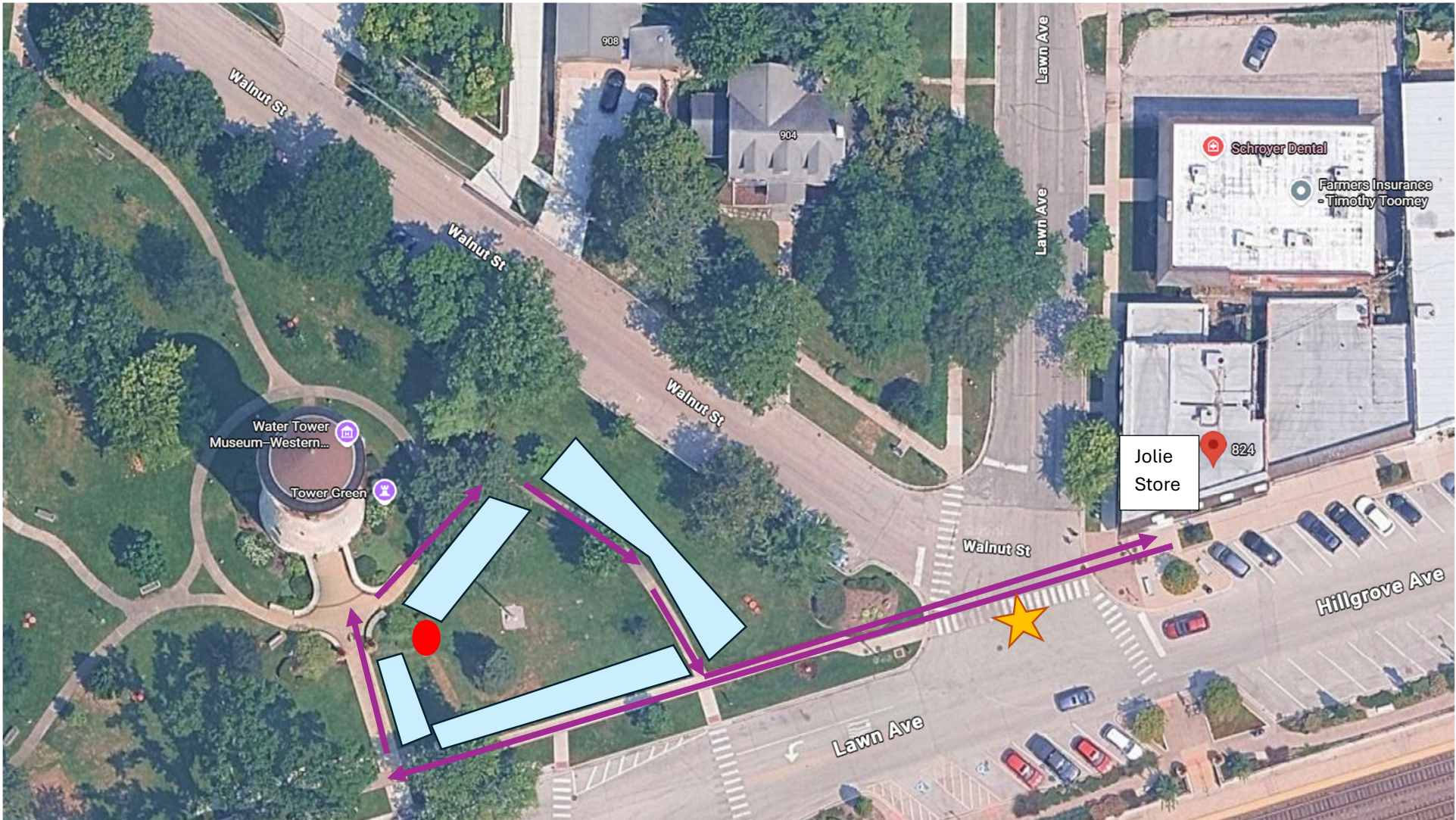
*Amanda Sutter* / Amanda Sutter

Signature of Applicant/ Printed Name

Date: 3/24/26

Approved \_\_\_\_\_ Denied \_\_\_\_\_

Permit Number \_\_\_\_\_



The purple arrows show the walking path of the models.

The blue polygons indicate seating areas.

The star indicates the requested community service officer.

The dot indicates the location of the DJ/ MC location.