

**VILLAGE OF WOODRIDGE  
PLAN COMMISSION MEETING  
Regular Meeting of November 4, 2013**

A regular meeting of the Plan Commission for the Village of Woodridge was held at 7:30 p.m. on Monday, November 4, 2013, in the Board Room of the Village Hall, Five Plaza Drive, Woodridge, Illinois.

**I. CALL TO ORDER**

Chairman Zawacki called the meeting to order at 7:30 p.m.

**II. ROLL CALL**

Upon roll call the following were:

Present: Balogh, Gaspar, Hendricks, Mast, Przepiorka, Zawacki

Absent: Page

Director of Community Development Michael Mays, Senior Planner Jenny Horn, Planner Jason Zawila, and Recording Secretary Peggy Halper were also present.

**III. APPROVAL OF MINUTES FOR THE OCTOBER 7, 2013 MEETING**

Commissioner Balogh made a motion, seconded by Commissioner Gaspar to approve the minutes of the October 7, 2013 meeting with no changes. A roll call vote was taken:

*Ayes: Balogh, Gaspar, Mast, Hendricks, Przepiorka, Zawacki*

*Nays: None*

*Motion passed*

**IV. PLAN COMMISSIONER TRAINING**

Mr. Mays, Director of Community Development, stated with the new Plan Commission members, staff thought it was a good opportunity to bring in some outside experts to give a broad overview of the Plan Commission's role as well as planning. He said the presentation would be interactive so if the Commission had questions or comments to please take advantage of this opportunity to ask questions or provide comments.

Mr. Mays then introduced Laurie Marston and stated she was a Land Use and Planning Specialist with Chaddick Institute for Metropolitan Development at DePaul University. He said she has been a consultant since 1997 and provides planning, zoning, urban design, economic development and consensus building services to municipalities and non-profits. Mr. Mays stated she has organized and moderated over 40 workshops with various Plan Commissions through the Chaddick Institute. He then listed her previous employments.

Mr. Mays said he would also like to introduce Michael Blue. He stated Mr. Blue is a principal with Teska Associates, which is a planning and consulting firm in the Chicago area. He said prior to Teska, Mr. Blue was Director of Community Development for the city of Highland Park for 11 years. Mr. Mays stated Mr. Blue started his career as a planning consultant which helped clients develop Comprehensive Plans, economic impact of development and public participation. He said Mr. Blue is actively involved with the local and national American Planning Association and is currently the Planning Official Development Officer for the local chapter APA. Mr. Mays stated that is a brief overview of the presenters and he will now turn it over to them.

Mr. Blue greeted the Commission and thanked them for giving up their time to serve on the Planning Commission. He said during the presentation if the Commission had any questions or comments to please speak up. Mr. Blue then went over the agenda of the presentation and then asked each of the Commissioners to state their name and what their day job is.

Mr. Blue gave a brief history of Planning and how it developed.

Commissioner Page arrived at the meeting at 7:50 p.m.

Mr. Blue then talked about the importance of the Comprehensive Plan. He stated the Plan states what the vision is for Woodridge and where it wants to be in the future. He said the Plan consists of statements of policies that are not law, but rather show what they want a certain area to be. Mr. Blue talked about what topics are covered in the Comprehensive Plan and what role the public has creating the Plan.

Mr. Blue proceeded to talk about the implementation of the Comprehensive Plan. He talked about how the Plan applies to the economic development of the Village. He then went over zoning ordinances and what role it has in regards to the Comprehensive Plan. He stated zoning ordinances regulate location, density and intensity of use of land. He said it also regulates size, height, setback of buildings, land coverage and open space. The zoning district map will specifically show where all the different zoning districts are located and help keep things separate. Mr. Blue went over the different types of zoning approvals, such as permitted uses, variations, special uses, planned unit developments and the conditions that can be set on each of these approvals.

Mr. Blue spoke about the appropriateness of placing conditions on special use and planned unit development requests. He indicated that any conditions placed on a development must have a rational nexus to project. Commissioner Przepiorka inquired as to what an appropriate condition would be. Mr. Blue responded by stating anything that is related to the project or goals or objectives of the community, such as adding sidewalks throughout the development, are appropriate. Asking for a generous donation to the local library, would not be a reasonable condition.

Mr. Blue continued his presentation covering annexation agreements and subdivision regulations. He stated regulating development is about identifying what is important to the community. He said this is different for every community. Mr. Blue stated this would conclude his portion of the presentation. He will now have Ms. Marston proceed with her portion of the presentation.

Ms. Marston covered what the roles are of a Plan Commissioner, Planner, elected Officials and some other commissions. She addressed the importance of other jurisdictions (school, library, fire, townships, etc.) and how they all need to work together. She talked about the relationship between Chicago Metropolitan Agency for Planning (CMAP) and municipalities.

Ms. Marston talked about the role of the petitioner/applicant, the public, Village staff's role, Plan Commissioners role and lastly the role of the Chairman. She covered the importance of making sure everyone has the opportunity to speak and the rules and procedures of the meeting.

Ms. Marston spoke about the Findings of Fact and the "LaSalle Factors". She talked about the standards that apply to a special use and variation. Lastly, Ms. Marston covered ex parte contacts, ethics, conflicts of interest and the Open Meetings Act.

Ms. Marston talked about other resources that the Commissioners can use to get further training or information. She asked the Commission if they had any questions or comments. She then thanked the Commission for their time.

The Commissioners thanked both Mr. Blue and Ms. Marston and stated it was a good overview of what they do.

**V. PUBLIC COMMENT (ITEMS NOT RELATED TO THE AGENDA)**

None

**VI. DISCUSSION ITEMS**

Mrs. Horn stated there will be a November 18<sup>th</sup> meeting.

**VII. UPDATE OF PREVIOUS PLAN COMMISSION CASES**

Mrs. Horn said the Village Board did approve the Little Kids Learning Center special use request on October 24<sup>th</sup> and also the comprehensive text amendments.

**VIII. ADJOURNMENT**

Chairman Zawacki asked if the Commissioners had any other questions. None responded. He then called for a motion to adjourn the meeting.

Commissioner Przepiorka made a motion, seconded by Commissioner Page to adjourn the meeting. A roll call vote was taken:

*Ayes: Przepiorka, Page, Balogh, Hendricks, Gaspar, Mast, Zawacki*

*Nays: None*

*Motion passed*

The meeting was adjourned at 9:30 PM.

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Donn Zawacki, Chairman

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Peggy Halper, Secretary