

Planning and Zoning Committee  
Village Board Room  
September 30, 2025, 6:00 p.m.

**Present:** Alan Fink, (Chairman)  
Member Avakian  
Heidi Rudolph, Village President  
Ellen Baer, Village Manager  
Anne Skrodzki, Village Attorney  
Heather Valone, Community Development Director

**Call to Order:** Chairman Fink called the meeting to order at 6:00 pm. Member Avakian and Chairman Fink were in attendance.

**Approval of Minutes:** Chairman Fink made a motion to approve the meeting minutes from August 12, 2025. 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: Heritage Crossings Redevelopment and Maintenance Agreement Addendum and Updated Plat:** Community Director Valone provided a summary of the application and the current status. Director Valone highlighted that the Agreement placed certain conditions on the approvals and that the Developer is required to commence site improvement work not more than 180 calendar days after the Village Board's approval of the conditional use permit for a planned development. The Development Control Ordinance (DCO), Subsection 10-8-6 (Schedule of Construction), indicates that conditional use for a planned development expires after one year after the approval date, if the project work has not yet started.

Director Valone mentioned that while demolition of the former office building and parking lot is complete, site improvements have not started due to pending permits from the Cook County Department of Transportation and Highways (CCDOTH) and the Metropolitan Water Reclamation District (MWRD). The Developer has requested an extension of the 180-day deadline.

Chairman Fink asked why there was a delay in obtaining the necessary permits. Director Valone provided insight into the complication on this site regarding stormwater management and transportation requirements. She noted that the existing access does not meet requirements of current code, however the County is allowing the Developer to use the existing access since it is existing. Director Valone added that stormwater management at this site is challenging. Water from other locations, including unincorporated Cook County, enter this location therefore MWRD is involved in the review for stormwater management in addition to the Village.

Director Valone mentioned that the Developer is required to stabilize and maintain the site during the review process. Additionally, as part of the permitting process, CCDOTH has requested an update to the plat of resubdivision that was approved on February 10, 2025 via Ordinance No. 25-3243. CCDOTH has requested an additional public utility and drainage easement in their (CCDOTH) favor for the area adjacent to the culvert. A draft ordinance, resolution, and addendum to the Agreement will be presented to the Committee to review.

Chairman Fink made a motion to recommend approving the addendum and updated plat for the Heritage Crossing Development move forward to the Village Board for discussion on October 14, 2025. Member Avakian seconded the motion to approve. A voice vote was conducted and the approval to move forward was approved by both members voting aye.

### **New Business: 2026 Fiscal Year: Community Development Budget Proposal & Comprehensive Plan Update**

Community Director Valone gave a brief summary of the Department's activity over the past 9 months and how it compared to the Departments activity over previous years. She stated that the budget has been relatively static and the department is proposing two projects for 2026 fiscal year.

Director Valone stated that the Community Development Department is proposing a pilot project to begin replacing certain gateway signs and installing new wayfinding signage within, and directing customers to, the downtown area. Staff provided additional details related to sign types and locations.

Director Valone stated that the Village's current Comprehensive Plan was adopted in 2003. The plan provides a guide to future land use and development for a 20-year period and is now more than 20 years old. As such, staff is seeking to begin the process of updating the plan. The update would lay the foundation for reviewing and updating the Village's Development Control Ordinance. A consultant would be used to complete the update. This was originally a 2025 budgeted item; however, the project was not able to be started this year.

Director Valone noted that a recommendation is not needed at this time. The budget team will meet again and staff will bring the final budget request to the October 28<sup>th</sup> meeting.

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

**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 6:40 p.m.