

Planning and Zoning Committee
Village Board Room
January 7, 2026, 8:00 p.m.

Present: Alan Fink, (Chairman)
Member Amy Avakian
Heidi Rudolph, Village President
Casey Biernacki, Deputy Village Manager
Heather Valone, AICP, Community Development Director
Daisy Chavez, Assistant to the Village Manager

Call to Order: Chairman Fink called the meeting to order at 8:11 p.m. Member Avakian and Chairman Fink were in attendance.

Approval of Minutes: Member Avakian made a motion to approve the meeting minutes from November 18, 2025. Chairman Fink seconded the motion. A voice vote was conducted, and the minutes were approved with both Trustees voting aye.

Public Comment: Chairman Fink invited anyone from the public to speak. There were no public comments.

Considerations: Title 9 Building Code Update and Modifications to Fees

Director Valone provided a summary of the Community Development Department's process to update Title 9 of the Village Code related to Building Regulations. She provided an overview of the existing codes and the proposed update. Director Valone also mentioned the proposed modifications to fees related to permitting and zoning.

Director Valone answered questions from the Committee members regarding the proposed updates. Chairman Fink stated he agreed it was prudent to update the regulations to comply with new State requirements.

Director Valone stated that this item was brought before the Committee for a preliminary discussion. The item will be brought back at the next meeting with draft ordinances for review and consideration.

Considerations: Professional Services Agreement for the Update of the Village Comprehensive Plan

Director Valone stated that, in accordance with the Strategic Plan, the Village published a request for proposals (RFP) for the update of the Village's 2003 Comprehensive Plan. Director Valone discussed the responses received and the interviews conducted. Staff and the Plan Commission Chair are recommending that the Village engage with Teska Associates, Inc. (Teska) to assist the Village in updating the Comprehensive Plan. Director Valone stated that the Teska

project lead and project manager are the same personnel who assisted the Village with the Downtown Market Assessment that was adopted in February 2025.

Chairman Fink made a motion to recommend approval of the agreement to the Village Board. Member Avakian seconded the motion. A voice vote was conducted, with both Trustees voting aye.

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.

The meeting was adjourned at 8:30 p.m.

A handwritten signature in black ink, reading "Heather Valone". The signature is written in a cursive style with a horizontal line underneath.

Heather Valone, AICP, Director of Community Development