

Planning and Zoning Committee
Village Board Room
February 3, 2026, 6:00 p.m.

Present: Alan Fink, (Chairman)
Member Amy Avakian
Heather Valone, AICP, Community Development Director

Call to Order: Chairman Fink called the meeting to order at 6:02 p.m. Member Avakian and Chairman Fink were in attendance.

Approval of Minutes: Chairman Fink made a motion to approve the meeting minutes from January 7, 2026. Member Avakian 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 provided an overview of the proposed administrative chapter and current policies and procedures.

Member Avakian and Chair Fink discussed the potential changes in context with the State requirements for Non-Home Rule communities.

Director Valone summarized the proposed modifications to fees related to permitting and zoning. Director Valone noted the categories of change related to market adjustment, operational costs, costs based on an agreement, and comparison of neighboring communities' fees.

Chair Fink and Member Avakian discussed the proposed changes in relation to the listed categories.

Director Valone answered questions from the Committee members regarding the proposed updates.

Chairman Fink made a motion to recommend approval of the proposed updates to Title 9 Building Regulations and fees 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 6:25 p.m.

A handwritten signature in cursive script that reads "Heather Valone". The signature is written in black ink and is positioned above a horizontal line.

Heather Valone, AICP, Director of Community Development