

Village of Lombard

*Village Hall
255 East Wilson Ave.
Lombard, IL 60148
villageoflombard.org*



Meeting Minutes

Monday, October 19, 2009

7:30 PM

Village Hall

Plan Commission

*Donald F. Ryan, Chairperson
Commissioners: Martin Burke,
Stephen Flint, Ronald Olbrysh,
Ruth Sweetser, Andrea Cooper and Richard Nelson
Staff Liaison: Christopher Stilling*

Call to Order

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Chairperson Ryan called the meeting to order at 7:30 p.m.

Roll Call of Members

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Present: Chairperson Donald F. Ryan, Commissioner Ruth Sweetser, Commissioner Martin Burke, Commissioner Richard Nelson and Commissioner Andrea Cooper

Absent: Commissioner Stephen Flint and Commissioner Ronald Olbrysh

Also present: Christopher Stilling, Assistant Director of Community Development; Stuart Moynihan, Associate Planner; and George Wagner, legal counsel to the Plan Commission.

Chairperson Ryan called the order of the agenda.

Christopher Stilling read the Rules of Procedures as written in the Plan Commission By-Laws.

Public Hearings

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[090665](#)

PC 09-28: Text Amendments to the Lombard Sign, Subdivision and Development, and Zoning Ordinances

The Village of Lombard requests text amendments to the following relevant chapters and definition of the Lombard Code of Ordinances: Chapter 153: Signs, Chapter 154: Subdivisions and Development, and Chapter 155: Zoning Code. These text amendments are intended to: address the proper roles and responsibilities of Lombard staff, correct references pertaining to the Illinois Compiled Statutes, and update definitions for clarity and consistency. (DISTRICTS - ALL)

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Chairperson Ryan reread the public hearing request and indicated to staff that the word compiled in the public hearing agenda should be compiled.

Stuart Moynihan, Associate Planner, presented the petition. The text amendments are intended to address the proper roles and responsibilities of Lombard staff, correct references pertaining to the Illinois Compiled Statutes and update definitions for clarity and consistency.

The Department of Community Development has reviewed the above indicated ordinances, along with Chapter 151: Flood Control and Chapter 152: Planning, as a result of the recent movement of the Building Division, formerly the Bureau of Inspectional Services (BIS), into the Department of Community Development. Staff has specifically looked for references to BIS and for now obsolete references relating to administrative procedures and personnel responsibilities. Staff has also looked for references to the Illinois Compiled Statutes for necessary corrections. For instances in which there were references to procedures and staff responsibilities that were unclear or incorrect, the Director of Community Development has determined how such procedures and responsibilities will be performed and by whom. Companion changes to Chapter 150: Building were adopted by the Village Board in September, 2009. Edits to

Chapters 151: Flood Control and 152: Planning are not reviewed by the Plan Commission but will be transmitted concurrently with the other text amendments to Board of Trustees.

On August 23, 2009, the Bureau of Inspectional Services (BIS) was moved from the Fire Department into the Department of Community Development. The Bureau of Inspectional Services (BIS) is now referred to as the Building Division of the Department of Community Development. As a result, a number of references within the Lombard Code of Ordinances have become incorrect or obsolete. These references most often pertain to the roles and responsibilities of Lombard staff within the Fire Department and the Department of Community Development. Also, direct references to BIS are proposed to be revised to refer to the Building Division.

Staff has reviewed Chapter 153: Signs, Chapter 154: Subdivisions and Development, and Chapter 155: Zoning Code for such references relating to administrative procedures and personnel responsibilities. Staff has also looked for references to the Illinois Revised Statutes/ Illinois Compiled Statutes for necessary corrections. Further, staff is proposing text amendments to the definitional sections of these Chapters as necessary for clarity and consistency. Staff is proposing to add definitions for specific staff positions in the definitional section of the Zoning Ordinance and Sign Ordinance.

Staff read from the Standards for Text Amendments. The proposed amendments are not intended to benefit any specific property but would correct and/or clarify the responsibilities of Village staff. These amendments are being proposed in order to allow for proper functioning of Village staff and the proper application of Village codes. The zoning district regulations will only be affected with regard to application and enforcement. The proposed amendment would not create any non-conforming situations. The proposed amendments would not make Village codes more or less permissive. Staff believes that the proposed text amendments are consistent with the Comprehensive Plan. The amendment is intended to ensure that Village staff can apply Village codes in a manner consistent with the Plan. The amendments are consistent with the staffing directives set forth by the Village Manager and previously approved by the Village Board.

Mr. Moynihan stated that staff recommends that the Plan Commission approve the changes as proposed.

Chairperson Ryan then opened the meeting for public comment. No one spoke for or against the petition.

Chairperson Ryan opened the meeting for comments from the Plan Commission.

The Commissioners had no comments.

It was moved by Commissioner Sweetser, seconded by Commissioner Nelson, that this matter be recommended to the Board of Trustees for approval. The motion carried by the following vote:

Aye: 4 - Sweetser, Burke, Nelson and Cooper

Absent: 2 - Flint and Olbrysh

Business Meeting

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The business meeting convened at 7:40 p.m.

Approval of Minutes

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On a motion by Burke and seconded by Nelson the minutes of the September 21, 2009 meeting were unanimously approved by the members present.

Public Participation

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There was no public participation.

DuPage County Hearings

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There were no DuPage County hearings.

Chairperson's Report

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The Chairperson deferred to the Assistant Director of Community Development.

Planner's Report

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Assistant Director Stilling noted that there might not be a quorum for the November 16 meeting so he was contemplating changing the date to November 23. He requested that the Commissioners look at their calendars and advise him of their availability.

Unfinished Business

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There was no unfinished business.

New Business

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There was no new business.

[090599](#)

Annexation Strategies Plan Update - 2009

Request to review and refer the Plan to the Economic and Community Development Committee and the Plan Commission for their review and recommendation.

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Stuart Moynihan, Associate Planner, provided the Commissioners with background on the report. This update was presented to the Village Board of Trustees on September 17, 2009 and was subsequently referred to the Economic and Community Development Committee (ECDC) and the Plan Commission. The report was presented to the ECDC at their October 7, 2009 meeting. The ECDC reviewed the fiscal aspects of the report and voted to concur with its findings.

Mr. Moynihan stated that the report is intended to provide an overview of past actions and direction for the Village Board and staff relative to the annexation of unincorporated properties into the corporate limits of the Village. This report follows a similar format to previously distributed reports provided to the Village Board in 2000, 2003, and 2005 and

summarizes past Village Board annexation actions.

Mr. Moynihan explained that the report has three (3) categories: disconnection areas, involuntary annexation areas and voluntary annexation areas. He then stated that the report also provides statistical and fiscal analysis.

Mr. Moynihan stated the recommendations included within this report are intended to provide direction to both staff as well as property owners regarding the Village's future annexation plans. Combined with other Village documents such as the Comprehensive Plan, the Village Code, and the Capital Improvements Plan, this document serves as a valuable planning tool in the annexation decision making process. He explained that the Plan Commission is asked to look at the following aspects of the report: long-range/comprehensive planning, land use, development and zoning issues. The Plan Commission is then asked to provide its recommendations and/or concurrence with the findings of the report.

Chairperson Ryan then opened the meeting for comments among the Commissioners.

Commissioner Burke and Commissioner Sweetser asked for some clarification regarding the fiscal analysis. The Commissioners recommended that another column be added to the fiscal analysis showing the total net impact of annexation, following public improvements.

Commissioner Sweetser inquired about the disconnection areas and what happens to them if the Board approves the disconnection. Mr. Stilling stated that they would go back as unincorporated parcels in DuPage County.

At the request of Village Attorney Wagner, Mr. Moynihan stated every recommendation within the report.

Commissioner Cooper asked for clarification regarding Voluntary and Involuntary areas. She also recommended that an additional table be provided summarizing the recommendations for each area.

It was moved by Commissioner Burke, seconded by Commissioner Sweetser, that this matter be recommended to the Board of Trustees for approval with a few formatting changes. The motion carried by the following vote:

Aye: 4 - Sweetser, Burke, Nelson and Cooper

Absent: 2 - Flint and Olbrysh

1. Add another column to the fiscal analysis showing the total net impact of annexation, following public improvements; and

2. Provide an additional table summarizing the recommendations for each area.

Subdivision Reports

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There were no subdivision reports.

Site Plan Approvals

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There were no site plan approvals.

Workshops

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There were no workshops.

Adjournment

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The meeting adjourned at 8:16 p.m.

*Donald F. Ryan, Chairperson
Lombard Plan Commission*

*Christopher Stilling, Secretary
Lombard Plan Commission*