

**VILLAGE OF OSWEGO
MINUTES OF THE PLANNING & ZONING COMMISSION MEETING
100 PARKERS MILL
OSWEGO, ILLINOIS**

June 10, 2021

1. CALL TO ORDER

Chairman Pajor called the Oswego Planning & Zoning Commission Meeting to order at 7:00 p.m.

2. ROLL CALL

Present: Brook Henschen, Jason Kapus, Andrew McCallum, Charlie Pajor
Absent: Dominick Cirone, Rick Kuhn

There was a quorum.

Oswego community representatives in attendance were:

Present: Rod Zenner, Development Services Director; Natalie Zine, Planner; Chad Feldotto, Oswegoland Park District; Mary Ellen Bliss, Recording Secretary

3. MINUTES

Motion: Commissioner Kapus, second Commissioner McCallum to accept the minutes of the May 13, 2021 Planning & Zoning Commission Special Meeting
Ayes: Commissioners Henschen, Kapus, McCallum, Pajor
Nays: None
Absent: Commissioners Cirone, Kuhn
Motion carried

4. PUBLIC HEARINGS

None.

5. NEW BUSINESS

CMAP Unified Development Ordinance Presentation

Director Zenner stated the Village utilizes two main sets of requirements, the Zoning Ordinance and the Subdivision and Development Regulations, for the development of property within the Village of Oswego. Director Zenner stated the Zoning Ordinance lists permitted and special uses within each of the various zoning districts and establishes bulk regulations, such as height and setback requirements. Director Zenner stated this Ordinance has existed for several decades and has been amended from time to time to address specific issues that come before the Village that either the Ordinance did not address or to change the regulations within the Ordinance. Director Zenner stated the Subdivision and Development Regulations, last updated in 2008, provides the technical aspects for development, including right-of-way design, engineering requirements, and various construction detail specifications.

Director Zenner stated the Village is looking to update these regulations and received a grant from the Chicago Metropolitan Agency (CMAP) in 2020 through their Local Technical

Assistance Program to develop a Unified Development Ordinance (UDO) which will provide a single source for the Village and Development Community to reference in the future for issues including but not limited to zoning, land uses, subdivision standards, stormwater requirements, parking, landscaping, and definitions. Director Zenner stated this is a \$130,000 project; the cost to the Village is \$30,000 with the CMAP grant funding the balance.

Jake Seid, CMAP Senior Planner, gave an overview of the project and reviewed the timeline, including the project's four phases: 1) review existing conditions; 2) assess regulations; 3) draft the ordinance; and 4) public review and adoption. Mr. Seid stated there will be community events this summer during which the public will be able to see the plan's progress, ask questions, and give input.

Jared Patton, CMAP Associate Planner, stated the goal of the UDO is to make regulations user-friendly for residents, staff and developers, utilizing easy-to-read flow-charts, tables, and step-by-step instructions. Mr. Patton stated the UDO will provide standardization and uniformity of the rules and regulations, thus reducing the need for a Planned Unit Development for every new development. Mr Patton stated the UDO is a continual improvement process and therefore must be monitored and revisited regularly to make sure it remains current with trends and new types of land uses. Ms. Zine stated it could be brought to the PZC annually or bi-annually for review.

Mr. Seid stated the next steps are: 1) recommendations memo – June 2021; 2) project website launch (June 2021); 3) community outreach – summer 2021 and beyond; and 4) ordinance drafting – summer/fall 2021. Chairman Pajor stated the Planning and Zoning Commission may need to schedule special meetings to focus on the UDO project to give it the due diligence it deserves.

6. OLD BUSINESS

None.

7. PUBLIC FORUM

None.

8. CHAIRMAN'S REPORT

None.

9. COMMISSIONERS REPORT

None.

10. HISTORIC PRESERVATION COMMISSIONER REPORT

No report.

11. ECO COMMISSION REPORT

No report.

12. DEVELOPMENT SERVICES DEPARTMENT REPORT

None.

13. OSWEGOLAND PARK DISTRICT REPORT

None.

14. NEXT MEETING - July 8, 2021

15. ADJOURNMENT

Motion: Commissioner Kapus, second Commissioner Henschen to adjourn the Planning and Zoning Commission Meeting.

Ayes: Commissioners Henschen, Kapus, McCallum, Pajor

Nays: None

Absent: Commissioners Cirone, Kuhn

Motion carried

Chairman Pajor adjourned the Planning & Zoning Commission Meeting at 7:50 p.m.