



City of Oakbrook Terrace
DRAFT Minutes of the Planning & Zoning Commission Meeting
Tuesday, December 5, 2023

I. CALL TO ORDER

The Planning and Zoning Commission meeting was called to order by Chairperson Walberg at 6:01 P.M.

Chairperson Walberg asked Planning and Zoning Secretary Cavazos to take roll call.

Present: Commissioners Ventura, Sarallo, Donoval, Berkshire, Jackson, Vice Chairperson Freda, Chairperson Walberg all present.

Absent: None

Also Present: Melissa Headley, Community Development Director; Sarah Cavazos, Planning and Zoning Secretary; Mim Evans, Senior Research Associate, Northern Illinois University; Todd Vanadilok, Principal Planner, Egret + Ox Planning;

II. WORKSHOP DISCUSSION

1. Why are we here?

Community Development Director Headley introduced everyone to Mim Evans from Northern Illinois University and Todd Vanadilok from Egret+Ox Planning. The City is updating the 2007 Comprehensive Plan. The updated plan is a major investment in time and funds and will guide the community for years to come.

2. Roles

Senior Research Associate Mim Evans explained the roles of the Planning and Zoning Commission, Comprehensive Plan Task Force, City Staff and the City Council. A comprehensive plan is an essential element of long-term planning. It will create a broad, long-term vision for future land uses and the built environment. A Comprehensive Plan contains a map of the future land uses for an entire planning jurisdiction, addressing all physical elements in the area, for a long time period (usually around 20 years). She stated that the City has created a task force which is composed of eight to ten volunteers within the community who are interested in comprehensive planning. They are meeting next week and they will work on developing the various components in the plan including the vision, goals and objectives.

**3. Mapping Ideas &
4. Comments**

Principal Planner Todd Vanadilok facilitated mapping ideas with the Commission. The comment map was displayed on the monitors and the Commission was asked for their thoughts and ideas. Their feedback was added to the interactive map as the Commissioners made their comments.

5. Next Steps

Senior Research Associate Mim Evans stated the next step will be starting work with the task force. They will be completing a bulk of the work in drafting the Comprehensive Plan. They'll be reviewing all of the data from the surveys, the comment map and workshops. Once there is a draft of the plan, the Planning & Zoning Commission will hold a public hearing to review the draft Comprehensive Plan and make recommendations to City Council. It is anticipated that a draft of the plan will be available in Spring 2024.

III. PUBLIC COMMENTS:

None.

IV. ADJOURN:

Chairperson Walberg asked for a motion to adjourn the meeting.

MOTION Vice Chairperson Freda moved to adjourn the meeting. Commissioner Sarallo seconded the motion.

Ayes: Chairperson Walberg, Vice Chairperson Freda, Commissioners Berkshire, Donoval, Sarallo, Jackson and Ventura.

Nays: None

Abstain: None

Absent: None

MOTION APPROVED WITH A 7-0 VOTE

Chairperson Walberg adjourned the meeting at 7:20 P.M.

Respectfully submitted by,

Sarah Cavazos
Planning and Zoning Secretary