

**VILLAGE OF DOWNERS GROVE  
REPORT FOR THE VILLAGE COUNCIL WORKSHOP  
JANUARY 12, 2010 AGENDA**

<b>SUBJECT:</b>	<b>TYPE:</b>	<b>SUBMITTED BY:</b>
Comprehensive Planning Ad Hoc Committee	✓ Resolution Ordinance Motion Discussion Only	Dave Fieldman Village Manager

**SYNOPSIS**

A resolution has been prepared for the following items:

- Establish the Comprehensive Planning Committee
- Appoint members to the Comprehensive Planning Committee

**STRATEGIC PLAN ALIGNMENT**

The 2010 Strategic Plan identifies *Comprehensive Plan Process* as an action agenda item for FY10.

**FISCAL IMPACT**

N/A.

**RECOMMENDATION**

Approval on the January 19, 2010 consent agenda.

**BACKGROUND**

The Village and its consultant continue to work cooperatively on the Comprehensive Plan. The public portion of the Comprehensive Plan process will begin in early 2010. As part of the public process, staff proposes that a Comprehensive Planning Ad Hoc Committee be established. The role of the Committee would be to provide oversight of the Comprehensive Plan process as work proceeds and recommend a draft Comprehensive Plan for Village Council consideration. The Committee would consist of three Plan Commission members, two Zoning Board of Appeals members, one Architectural Design Review Board member, one Transportation and Parking Commission member and two at-large resident members. The proposed roster for the Comprehensive Planning Committee would be as follows:

- Bill White, Chair (ZBA)
- Marge Earl (ZBA)
- Alan Jirik (PC)
- Audra Hamernik (PC)
- Greg Beggs (PC)
- Mike Davenport (ADRB)
- John Wendt (TAP)
- Mark Thoman (At-Large)
- Paul Jacobs (At-Large)

Preparation of comprehensive plans for communities like Downers Grove traditionally depends on monthly meetings conducted by a Comprehensive Plan Committee. A consultant funnels, directly or via municipal staff, all work through that single appointed body. At the conclusion, the Committee recommends a new comprehensive plan to the Council for adoption. Their meetings usually involve four components: (1) wrapping up any discussion from a previous meeting, (2) introduction of a new topic, (3)

listening to residents and other interested parties, and (4) member discussion and direction to the consultant.

A Comprehensive Plan Committee with broad membership is valuable when diverse community and user interests are at stake. The committee approach often results in a document which is acceptable to a broad range of users. Staff proposes the creation of a Comprehensive Planning Ad Hoc Committee due to the age of the Village's current Comprehensive Plan and the diverse interests raised during the Total Community Development 3 process.

**ATTACHMENTS**

Resolution

**A RESOLUTION ESTABLISHING THE DOWNERS GROVE  
COMPREHENSIVE PLANNING AD HOC COMMITTEE  
AND APPOINTMENT OF MEMBERS THERETO**

**WHEREAS**, the Village Council has determined the need to convene a Comprehensive Planning Ad Hoc Committee to provide oversight of the Comprehensive Plan for the Village of Downers Grove; and

**WHEREAS**, the Village Council of the Village of Downers Grove has determined that it is in the best interest of the Village and its residents to work cooperatively on the Comprehensive Plan; and

**WHEREAS**, the Village Council of the Village of Downers Grove has determined that it is necessary and desirable to establish a Comprehensive Planning Ad Hoc Committee to provide oversight of the Comprehensive Plan process as work proceeds.

**NOW, THEREFORE, BE IT RESOLVED BY** the Village Council of the Village of Downers Grove as follows:

**SECTION 1. Comprehensive Planning Ad Hoc Committee, established.**

- (a) A Comprehensive Planning Ad Hoc Committee (hereinafter referred to as the “Committee”) is hereby created. The Committee shall automatically dissolve May 31, 2011 unless otherwise extended by the Village Council.
- (b) The Committee shall consist of nine (9) members as follows: three (3) members shall be residents of the Village of Downers Grove who serve on the Plan Commission; two (2) members shall be residents of the Village of Downers Grove who serve on the Zoning Board of Appeals; one (1) member shall be a resident of the Village of Downers Grove who serves on the Architectural Design Review Board; one (1) member shall be a resident of the Village of Downers Grove who serves on the Transportation and Parking Commission; and two (2) members shall be residents of the Village of Downers Grove at large. The Mayor shall appoint the members of the Committee, subject to confirmation by the Village Council. All members shall be appointed for the term of the Committee, unless otherwise removed.

**SECTION 2. Conduct of Meetings; records.**

- (a) The Committee may establish rules concerning the procedure, meeting and operation of the Committee, which rules shall be consistent with the codes, ordinances and resolutions of the Village and other applicable laws.
- (b) All meetings of the Committee shall be open to the public and conform to the Illinois Open Meetings Act.

- (c) The Committee shall keep written records of all of its meetings and proceedings. Copies of all minutes shall be forwarded to the Village Clerk.

**SECTION 3. Powers and Duties.**

The general purpose and duty of the Committee shall be to:

1. Hold regular meetings to discuss the essential components which comprise a draft Comprehensive Plan;
2. The components shall include Economic Development, Housing and Neighborhoods, Open Space and Natural Features, Transportation, Utilities and Community Facilities, Future Land Use, Downtown and Corridor Existing Conditions and Trends and Subarea Studies;
3. The document shall include recommended policies and actions and regulatory concepts to implement the draft plan, along with suggested time frames;
4. Recommend to the Village Council, by simple majority, a draft Comprehensive Plan no later than May 31, 2011;
5. Perform any additional duties and tasks as the Village Council may from time to time direct.

**SECTION 4. Appointment.**

- (a) Mayor Sandack has made the following appointments to the Comprehensive Planning Ad Hoc Committee;

Bill White, Chair  
Paul Jacobs  
Alan Jirik  
Audra Hamernik  
Greg Beggs  
Marge Earl  
Mike Davenport  
John Wendt  
Mark Thoman

- (b) The Village Council of the Village of Downers Grove does hereby confirm the aforementioned appointments.

**SECTION 5. General Provisions.**

- (a) All resolutions or parts of resolutions in conflict with the provisions of this Resolution are hereby repealed

- (b) This resolution shall be in full force and effect from and after its passage and publication.

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Mayor

Passed:

Published:

Attest: \_\_\_\_\_

Village Clerk