

**TRANSPORTATION AND PARKING COMMISSION**  
**Minutes – April 13, 2022**  
**Council Chambers – Village Hall**  
**801 Burlington Avenue, Downers Grove**

Commissioner Novak called the April 13, 2022 meeting of the Transportation and Parking Commission to order at 7:00 P.M. and led the recitation of the Pledge of Allegiance.

**ROLL CALL**

**Present:** Commissioners Novak, Heverin, Lincoln, McDonough, O’Malley, Shiliga

**Absent:** Chairman Carter

**Staff:** Public Works Director Andy Sikich, Transportation Manager Mike Tuman, and CSO Supervisor Jim Hartleb

**Visitor Roster:** Guy Thacher, Mr & Mrs Paul Czech, Willis & Shirley Johnson, Bill Rzaska, Ellen Pesch, Meghan Landers, Lenore Koca, Janet Medhat, George Koca, Dave Grondy, Nathan Geers, Stephanie Lucas, Ian Wolf, Collin Wolf, John Miller, Sara Swieca, Nancy & Howard vonDyke, Mike Mantucca

A quorum was established.

Commissioner Novak reviewed the procedures to be followed for the meeting, explaining that the Commission will forward a recommendation to the Village Council for approval.

**APPROVAL OF JANUARY 12, 2022 MINUTES**

**COMMISSIONER SHILIGA MOVED TO ACCEPT MEETING MINUTES AS PRESENTED. COMMISSIONER MCDONOUGH SECONDED THE MOTION.**

**ALL IN FAVOR. THE MOTION PASSED UNANIMOUSLY BY VOICE VOTE 6:0.**

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

No public comment on non-agenda items.

**File #2-22 Summit St at Blodgett Ave - Intersection Control**

Public Works Transportation Manager Mike Tuman presented information regarding this item. Summit at Blodgett is a T-intersection with a yield sign for eastbound traffic. Residents petitioned for a stop sign to replace the existing yield sign due to visibility concerns of the traffic traveling north-south on Blodgett.

Staff Recommendation

- Replacement of existing yield sign with a stop sign for eastbound traffic on Summit Street at the intersection of Blodgett Ave. The Commission is asked to provide a recommendation to the Village Council.

### **COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

#### **PUBLIC COMMENT ON FILE #2-22**

John Miller of 5509 Blodgett

- Requests less traffic control on Blodgett and for Village to follow existing traffic control rules.

### **COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

#### **COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner Lincoln: Request clarification on the visibility for Blodgett traffic. Mr. Tuman confirmed the longer pause for a stop sign than a yield is necessary for visibility.

Commissioner O'Malley: In support of stop sign.

Commissioner Novak: Asked if Village follows MUTD compliance. Mr. Tuman confirmed it does.

Mr. Novak called for a motion.

**WITH RESPECT TO FILE #2-22, MR. SHILIGA MOVED TO MAKE A MOTION TO FOLLOW STAFF RECOMMENDATION FOR INSTALLATION OF A STOP SIGN ON SUMMIT ST AT BLODGETT AVE. SECONDED BY MS. HEVERIN.**

**IN FAVOR: COMMISSIONERS: HEVERIN, LINCOLN, MCDONOUGH, NOVAK, O'MALLEY, SHILIGA**

**NOT IN FAVOR:**

**THE MOTION PASSED 6:0.**

#### **File #3-22 Cross St Corridor - Weight Limit**

Public Works Transportation Manager Mike Tuman presented information regarding this item. A traffic calming petition was received requesting a limitation or prohibition on semi trucks on Cross Street between Ogden Ave and Burlington Ave. This roadway was annexed by the Village with an existing six ton weight limit in place due to pavement and geometric considerations which do not allow for heavy trucks to operate in this corridor. There is a single sign noting the weight limit south of Ogden Ave and no signage for northbound traffic. The weight limit is currently not included in Section 14.164.1 Twelve Thousand Pound Weight Limit on Certain Streets of the Municipal Code.

Staff Recommendation

- Include Cross Street from Ogden Avenue to Burlington Avenue to Section 14.164.1 of the Municipal Code. The Commission is asked to provide a recommendation to the Village Council.

Staff received one response prior to the meeting that is in favor of this recommendation.

### **COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

#### **PUBLIC COMMENT ON FILE #3-22**

Dave Grondy of 4801 Cross St at the S Curve

- Originated the petition. In favor of keeping semi trucks and tractor trailers off the roadway.

Guy Thacher of 4521 Cross St

- In favor of a length limit rather than a weight limit. Concerned about his ability to drive his RV to his home as it is over the proposed weight limit.

### **COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

#### **COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner McDonough: Reported that the current sign reads “except local deliveries”.

Asked if Mr. Thacher’s vehicle would be excluded from the weight limit due to being a local delivery. Staff confirmed that it was correct.

Commissioner Shiliga: Questioned if the code could be more about length or type of vehicle rather than weight. Also concerned that signage placement would be so that trucks would not go down the street and get stuck. Staff stated that weight is what is in the code and is the typical restriction that is used. Staff confirmed that once this is approved by Council and in the code, the signage will be visible to east-west traffic on Ogden Ave, Burlington, and Haddow.

Commissioner Heverin: Requested clarification that the recommendation is to include this in the Municipal Code allowing additional signage to be placed. Staff confirmed this is correct.

Commissioner Lincoln: Requested clarification about signage visibility and other possible counter methods. Staff confirmed enhanced visibility of signage would occur and no other counter measures are being considered at this time.

Commissioner O’Malley: Requested clarification that once this is passed, overweight vehicles on the roadway would be ticketed by PD. Officer Hartleb confirmed that is correct.

Commissioner Novak: Stated that the goal of adding this to the Municipal Code and enhancing signage and enforcement is to eliminate tractor trailer use on this roadway. Staff confirmed that is the goal of this recommendation.

Mr. Novak called for a motion.

**WITH RESPECT TO FILE #3-22, MR. MCDONOUGH MOVED TO MAKE A MOTION TO RECOMMEND TO FOLLOW STAFF RECOMMENDATION FOR WEIGHT LIMITS ON THE CROSS STREET CORRIDOR. SECONDED BY MR. LINCOLN.**

**IN FAVOR: COMMISSIONERS: HEVERIN, LINCOLN, MCDONOUGH, NOVAK, O'MALLEY, SHILIGA.**

**NOT IN FAVOR:**

**THE MOTION PASSED 6:0.**

**File #4-22 Rogers St at Highland Ave - Intersection Control**

Public Works Transportation Manager Mike Tuman presented information regarding this item. Residents have requested this location be converted to an all-way stop. Intersection is currently a two-way stop only north-south on Highland Ave. Confusion at this intersection regarding interaction between pedestrians and vehicles as to right-of-way. This area was previously studied in neighborhood traffic study 4 in 2014. Staff reviewed current operations and crash reports. The crashes at the intersection typically include failure to stop or confusion of right-of-way.

Staff Recommendation

- Change to an All-Way stop at the intersection of Rogers Street at Highland Avenue. The Commission is asked to provide a recommendation to the Village Council.

Staff received three responses prior to the meeting with two in favor and one opposed to this recommendation.

**COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

**PUBLIC COMMENT ON FILE #4-22**

Stephanie Lucas of 4925 Highland Ave

- In favor of change for pedestrian safety.

Bill Rzasa of 965 Rogers St

- Not in favor of a stop sign due to condo driveway impact.
- In favor of enhanced pedestrian safety through warning signs.
- If passed, requests "Do Not Block Drive" signs

Willis Johnson of 4506 Lee & Owner of Tivoli Building

- Not in favor based upon concerns of congestion and impacts to condo building driveway.
- In favor of keeping it as it currently is.

**COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

**COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner Lincoln: Asked how far from the corner of proposed stop the condo driveway is and what crash data is from nearby intersections. Staff confirmed the spacing is less than 20 feet and that they did not have crash data available at this time for surrounding intersections.

Commissioner Shiliga: Asked if Do Not Block Drive signage is possible. Staff confirmed this has been used in other places.

Commissioner McDonough: In favor of all-way stop if it includes Do Not Block Drive signage.

Mr. Novak called for a motion to approve staff recommendation with an amendment to include Do Not Block signage.

**WITH RESPECT TO FILE #4-22, MR. SHILIGA MOVED TO MAKE A MOTION TO FOLLOW STAFF RECOMMENDATION FOR AN ALL-WAY STOP AT ROGERS ST AND HIGHLAND AVE WITH DO NOT BLOCK SIGNAGE FOR DRIVEWAYS. SECONDED BY MS. HEVERIN.**

**IN FAVOR: COMMISSIONERS: HEVERIN, MCDONOUGH, NOVAK, SHILIGA.**

**NOT IN FAVOR: COMMISSIONERS: LINCOLN, O'MALLEY**

**THE MOTION PASSED 4:2.**

**File #5-22 Victor St at 4th St - Crosswalk Striping and Signage**

Public Works Transportation Manager Mike Tuman presented information regarding this item. Public Works received inquiries related to concerns of traffic and speed on Victor from 2nd to 55th and a request for a new sidewalk on the east side of Victor Street. Victor St is a 2 lane road with parking allowed on both sides. There is sidewalk on the west side of Victor from 2nd to 55th. The neighborhood was studied in neighborhood traffic study number 3 in 2013. There have been 2 crashes on this segment in the last 5 years. One crash was at Victor and 7th which was a failure to stop at the existing stop sign. The other was a possible DUI involving a parked vehicle. Traffic counts were taken in March 2022 to determine if any substantial change had occurred since the neighborhood traffic study. Traffic volumes have remained relatively low: ADT of 300 vehicles; average speed of 26 mph; and 85% speed of 31 mph.

The installation of new sidewalk to facilitate access to elementary schools is based upon the approved District 58 School Sidewalk Plan which does not include any recommendation for additional sidewalk along Victor Street.

Staff Recommendation

- Installation of a marked crosswalk and warning signage for the south leg of the intersection of Victor Street at 4<sup>th</sup> Street. The Commission is asked to provide a recommendation to the Village Council.

Staff received one response prior to the meeting that is in favor of this recommendation.

## **COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

### **PUBLIC COMMENT ON FILE #5-22**

Meghan Landers of 5307 Victor

- Requesting additional sidewalk on east side of Victor St.

A new petition for the installation of a sidewalk was submitted at the meeting.

## **COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

### **COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner McDonough: Requested clarification of direction of image of provided photo. Confirmed by Meghan Landers to be looking southbound.

Commissioner Shiliga: Asked why location is not recommended for an all-way stop. Staff confirmed location did not meet volume or crash levels to change the previous recommendation from neighborhood traffic study #3.

Asked for clarification of the staff report which appears to have a typo related to the D58 sidewalk construction plan. Staff confirmed that Victor Street is not included in the current plan and the staff report would be updated to reflect this change.

Asked about typical sidewalk installation around the Village. Staff discussed the development of the D58 sidewalk construction plan and history of having sidewalks on at least one side of the street within the Village.

Commissioner O'Malley: Asked for clarification regarding typical route of children to Whittier School and location of existing sidewalk. Staff confirmed that sidewalk exists only on the west side of Victor Street.

Commissioner Heverin: Asked for clarification that the studies conducted were not only based upon 2013 values. Staff confirmed that the neighborhood traffic study #3 in 2013 was supplemented by additional counts and observations in 2022, confirming that volume and speeds have not changed over the subsequent years.

Commissioner: Lincoln: Asked if pedestrian traffic signals may be installed to stop traffic for pedestrians only and if volume levels on Victor Street warrant any additional measures. Staff confirmed this location and intersection at Victor St and 4th St does not meet required levels as previously noted in neighborhood traffic study #3.

Commissioner: Shiliga: Asked for clarification if this location would receive in-road signage. Staff confirmed that this location would not be a candidate for in-road signage due to traffic volume.

Commissioner Novak: Asked for clarification that volume levels have not substantially changed between 2013 and 2022 and do not meet levels for an all-way stop. Staff confirmed that volume levels have remained consistent and are below levels for an all-way stop.

Commissioner Lincoln: Asked for clarification about sidewalk network on 4th St to access Whittier School. Mr. Novak allowed Ms. Landers to answer this question and provide additional comments related to the need for sidewalks on both sides of the street to complete the sidewalk network.

Mr. Novak called for a motion to approve staff recommendation.

**WITH RESPECT TO FILE #5-22, MR. LINCOLN MOVED TO MAKE A MOTION TO FOLLOW STAFF RECOMMENDATION FOR THE ADDITION OF MARKED CROSSWALKS AND WARNING SIGNS AT VICTOR ST AND 4TH ST. SECONDED BY MR. SHILIGA.**

**IN FAVOR: COMMISSIONERS: LINCOLN, MCDONOUGH, NOVAK, O'MALLEY, SHILIGA**

**NOT IN FAVOR: COMMISSIONER HEVERIN**

**THE MOTION PASSED 5:1.**

**File #6-22 Fairmount Ave at 68t St and at Oxford St - Intersection Control**

Public Works Transportation Manager Mike Tuman presented information regarding this item. Staff received a traffic calming petition to study Fairmount and Oxford from 75th to Main. At previous meetings in 2021, the Commission reviewed and approved intersection control revisions for Fairmount between 63rd and 65th and at the two intersections of Fairmount at 72nd Street.

The intersection of Fairmount and 68th is a T-intersection with yield control for west bound traffic on 68th St and is located adjacent to El Sierra School. Fairmount and Oxford St is a T-intersection with a stop sign for southbound Fairmount Ave.

Staff reviewed operations, traffic volumes, and concerns related to traffic operations on a neighborhood basis.

Staff Recommendation:

- Convert both intersections to all-way stops.

Staff received four responses prior to the meeting with two in favor and two opposed to this recommendation.

**COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

**PUBLIC COMMENT ON FILE #6-22**

Nathan Geers of 6806 Fairmount Ave

- In favor of all-way stop and additional measures such as speed humps

Mike Mantucca of 6900 Fairmount across from El Sierra School

- In favor of all-way stops to increase safety for children.

### **COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

### **COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner Lincoln: Surprised no stop signs existed in this entire stretch near school.

Commissioner O'Malley: Supports installation of all-way stops.

Commissioner Shiliga: Asked if a school speed zone exists for El Sierra School. Staff confirmed that it does exist.

Mr. Novak called for a motion to approve staff recommendation.

**WITH RESPECT TO FILE #6-22, MR. NOVAK MOVED TO MAKE A MOTION TO FOLLOW STAFF RECOMMENDATION FOR ALL-WAY STOPS AT FAIRMOUNT AVE AT 68TH AND AT OXFORD ST. SECONDED BY MR. MCDONOUGH.**

**IN FAVOR: COMMISSIONERS: HEVERIN, LINCOLN, MCDONOUGH, NOVAK, O'MALLEY, SHILIGA**

**NOT IN FAVOR:**

**THE MOTION PASSED 6:0.**

### **File #7-22 72nd Street at Blackburn Ave - Intersection Control**

Public Works Transportation Manager Mike Tuman presented information regarding this item. Public Works received resident inquiries regarding confusion of right-of-way and sight distance due to the curve on Blackburn Ave.

At previous TaP meetings in 2021, the Commission reviewed and approved intersection control revisions at the two intersections of Fairmount at 72nd St which are located to the west of the Blackburn Ave and 72nd St intersection. 72nd at Blackburn is a T-intersection which is uncontrolled without any signage denoting right-of-way.

Staff reviewed operations, traffic volumes, and concerns related to traffic operations on a neighborhood basis.

Staff Recommendation:

- Convert this intersection to an all-way stop.

Staff received one response prior to the meeting that is in favor of this recommendation.

### **COMMISSIONER NOVAK OPENED UP THE PUBLIC COMMENT PERIOD**

### **PUBLIC COMMENT ON FILE #7-22**

Ellen Peschh of 7140 Blackburn at intersection of 72nd and Blackburn



- In favor of all-way stop.

George Koca of 7145 Blackburn Ave at 72nd and Blackburn

- In favor of all-way stop.

### **COMMISSIONER NOVAK CLOSED THE PUBLIC COMMENT**

### **COMMISSIONER NOVAK OPENED DISCUSSION AMONGST THE COMMISSION**

Commissioner McDonough: Asked for clarification of traffic counts on Blackburn. Staff confirmed that volumes reflect traffic on Blackburn in the segments north and south of 72nd and reflect turning vehicles to explain the difference between the values.

Commissioner Lincoln: Asked about thresholds for stop sign installations and how locations are considered. Staff confirmed that the preferred approach is to use neighborhood traffic studies.

Asked about the recommendation of an all-way stop vs just a stop for eastbound 72nd St. Staff confirmed that based upon volume levels on both the west and south legs of the intersection and the sight distance concerns on Blackburn, the recommendation is for an all-way stop.

Asked about the cost difference between signage and the installation of a roundabout. Staff confirmed that the cost is substantially different.

Mr. Novak called for a motion to approve staff recommendation.

**WITH RESPECT TO FILE #7-22, MR. SHILIGA MOVED TO MAKE A MOTION TO FOLLOW STAFF RECOMMENDATION FOR AN ALL-WAY STOP AT 72ND ST AT BLACKBURN AVE. SECONDED BY MS. O'MALLEY.**

**IN FAVOR: COMMISSIONERS: HEVERIN, LINCOLN, MCDONOUGH, NOVAK, O'MALLEY, SHILIGA**

**NOT IN FAVOR:**

**THE MOTION PASSED 6:0.**

### **DISCUSSION OF OLD BUSINESS**

No old business at this time.

### **COMMUNICATIONS**

No communications at this time.

**MR SHILIGA MOVED TO ADJOURN THE MEETING. MR. MCDONOUGH SECONDED THE MOTION. ALL IN FAVOR.**

**Commissioner Novak adjourned the meeting at 8:30 P.M.**

Respectfully submitted,

/s/ Andrea Banke  
Recording Secretary

**BOARD OF FIRE AND POLICE COMMISSIONERS**  
**MINUTES OF OPEN MEETING**  
**April 25, 2022**  
**Fire Station 2**  
**Conference Room 2**  
**4:30 PM**

**PRESENT:** Commissioner Tom Bondi  
Commissioner Bradley Bloom  
Human Resources Director Lauren Linares  
Fire Chief Scott Spinazola  
Management Analyst Amanda Pazdan

**ABSENT:** Commissioner Jillian Mikrut

The meeting of the Downers Grove Board of Fire and Police Commissioners was called to order at 4:35 PM in Conference Room 2 at Fire Station 2. Director Linares conducted roll call: Commissioner Bondi and Commissioner Bloom were present, along with Fire Chief Spinazola and Management Analyst Amanda Pazdan.

The next order of business at 4:35 PM was to approve the minutes from the Board meeting on April 21, 2022. A motion was made by Commissioner Bondi to approve the minutes, which was seconded by Commissioner Bloom.

**VOTE:**     **Yea:** Commissioner Bloom and Commissioner Bondi.  
              **Nay:** None.  
              **Motion passed.**

The next order of business at 4:36 PM was a motion by Commissioner Bondi to go into executive session pursuant to Section 2 (c) (1) of the Open Meetings Act to conduct oral interviews for Firefighter Paramedics for the purpose of determining hiring. The motion was seconded by Commissioner Bloom.

**VOTE:**     **Yea:** Commissioner Bloom and Commissioner Bondi.  
              **Nay:** None.  
              **Motion passed.**

**The meeting returned to open session at 7:05 PM.**

There being no further business, or public comment, a motion was moved at 7:05 PM by Commissioner Bondi to adjourn, and Commissioner Bloom seconded the motion.

**VOTE:**     **Yea:** Commissioner Bloom and Commissioner Bondi.  
**Nay:** None.  
              **Motion passed.**

**Village of Downers Grove  
Human Service Commission**

Village Hall  
801 Burlington Avenue  
April 26, 2022  
Meeting Minutes

Chair Aycock called the meeting to order at 7:04 pm and asked for a roll call.

Members Present

Chair Aycock  
Member Drabik  
Member Loftus  
Member Nicholson  
Member Skerjan

Members Absent

Member Galvez  
Member Silvester

Chair Aycock declared that a quorum was present.

Chair Aycock asked for a motion to approve the minutes of the March 22, 2022 meeting.  
Motion to approve the minutes by Nicholson; seconded by Drabik  
Motion carried unanimously by voice vote.

Chair Aycock called on staff to provide an overview of the Village's Social Services Referral Program March Monthly Highlights. Ms. Lippe summarized the performance data included in the staff report.

Member Nicholson asked if an objective or a measurable target has been established. Ms. Lippe said that specific measurable goals have not been created. Manager Fieldman said that the goals and objectives are to connect individuals in need of services with agencies that provide services, to increase public awareness about these services and to increase access to resources and opportunities. He stated that one measurable goal could be to achieve a 100% referral acceptance rate. Fieldman noted that the establishment of measurable targets and goals could be included in the social services gap analysis report.

Member Skerjan said that in a few months we will have enough data to help establish measurable goals.

Aycock said that the Village should compare itself to other communities.

Member Drabik asked why other municipalities have social workers in their police departments.

Ms. Lippe said that most municipalities have a social worker in their police departments to support the work of the police officers and to provide counseling sessions related to incidents first identified by the police.

Chair Aycock asked if any other municipalities operate like Downers Grove. Ms. Lippe said Wheaton may have a similar operation and that she surveyed other municipalities on this topic when she started in her position at the Village. Manager Fieldman explained that the Social Workers traditionally work in the Police Department. The Village of Downers Grove established the program by asking broader, more fundamental questions of the Human Service Ad Hoc Committee. The Committee found that there are significant social service needs throughout the community and that services are available from many service agencies throughout the County. Based on this, the Village Council directed that a social services referral program be created. The Village's social worker would support all departments and have a broader scope than the typical social worker employed in a police department.

Chair Aycock said that she appreciates how the Village established the social services referral program and that is working very well to date.

Ms. Lippe explained that she has been working with several area not for profit groups including faith based organizations as part of the referral program.

Chair Aycock called on staff to discuss the scope of the social services gap analysis report. Manager Fieldman said that the Village Council identified the following scope of the report.

- Identify and quantify gaps in social services determined by the Village through the operation of the social services referral program
- Recommend strategies to address the identified gaps
- A "Gap in Service" is defined as: *The inability of the Village to successfully refer a resident to a social service agency which provides the requested service*
- A Gap in Service exists when:
  - A resident is not aware of the availability of the social service provider or the Village's social service referral program (Awareness Gap)
  - A resident does not accept a valid social service referral provided by the Village (Acceptance Gap)
  - The Village is unable to identify and contact an agency that provides the requested service in a timely manner (Availability Gap)

Chair Aycock noted that the awareness gap is the most significant. Member Nicholson said that residents are not aware of services and that this is the most important issue.

Chair Aycock asked if the Village has experienced an availability gap. Ms. Lippe said that she has not encountered this type of gap yet and that the acceptance gap exists and will be more difficult to address. She said that some residents were non-responsive to her phone calls.

Ms. Lippe said that she is tracking awareness of the program. It appears that many residents are not aware of the services that exist or that the Village operates a referral program. She explained that the acceptance rate is higher in cases where the police officer tells the resident that the Village's social worker will be contacting them to assist them.

Member Drabik stated he thinks the awareness gap is the key. This gap should be addressed by marketing the program in a proactive manner. Once more people are aware of the program and take advantage of its services, additional data and information will be available.

Member Skerjan asked if the Village is tracking the data about non-acceptance. Ms. Lippe said that she is tracking this information. Ms. Lippe explained that she interacts with members of the public in a way to make them feel as comfortable as possible in an effort to increase the acceptance rate.

Member Skerjan said that we should learn more about what reasons for why referrals are accepted and that this information should be categorized to develop a better understanding of the issues and to help increase the acceptance rate.

Manager Fieldman asked if the members of the Commission understood the scope. Chair Aycock indicated that it appears all members do.

Member Skerjan asked if there are services that residents are hesitant to discuss. Ms. Lippe indicated that there are likely to be residents who are not comfortable discussing all types of social service needs.

Member Drabik asked about the creation and development of strategies to address the gaps. Chair Aycock said that the HSC will be developing these as the report is prepared.

Chair Aycock and all members presented discussed several ideas that could be explored to increase awareness of the program. This included using a variety of marketing techniques and platforms and partnering with other governments and service agencies. Manager Fieldman explained that staff would provide data on the awareness gap at the next meeting to assist the Commission in developing strategies to address the gap.

Member Skerjan explained that City of Chicago is launching a social services referral program

Member Loftus noted that the acceptance gap is likely to always be present.

Chair Aycock asked for any public comments.

David Rose asked how the social services referrals were handled by the police and fire departments prior to the establishment of the referral program, asked for a summary of a typical referral from start to finish and for a discussion of the scope of services that were included in the referral program.

Ms. Lippe said that when a referral is provided or residents contact the social worker directly, the social worker will have conversations with the individual. The conversations will include a series of questions to help understand the service needs. Based on the conversation and needs, the social worker will provide the resources to help address the needs.

Manager Fieldman explained that the public safety department responses to social service related calls have evolved over time. In the past several years, the police and fire departments have trained their personnel to improve responses to these types of calls and have developed the programs that were discussed in detail at the March meeting of the Human Service Commission. The public safety departments continue to provide these services and programs and now work together with the social worker to provide referrals to other social service agencies.

Chair Aycock asked how staff knows about the interaction between the resident and the service provider and whether the service was accepted. Ms. Lippe indicated that it is not always known and she makes attempts to contact the individual after the original referral to determine if additional assistance may be necessary.

David Rose asked what the definition of a completed referral is. Ms. Lippe stated that the service is complete once the resident receives a referral from the Village.

David Rose asked if the programs operated at the PD and FD are still being operated. Manager Fieldman answered yes.

David Rose asked which cases are handled exclusively by the PD and FD and which are handled by the Social Worker. Manager Fieldman said that this data is tracked and presented in the monthly reports.

David Rose asked if the Village is tracking multiple referrals from each individual. Ms. Lippe noted that she is tracking and presenting this information. Member Loftus noted that this information is in the March data included in the staff report and stated that this is important data.

David Rose asked if it is appropriate to track cases by degree of need and multiple service requests. Member Loftus stated that most people in need are in need of multiple services. Manager Fieldman noted that this data exists and can be reported..

David Rose asked the Village to elaborate on the expectations of the role of churches. Manager Fieldman explained that faith based organizations provide social services and also interact with residents who may be in need of services. Therefore, the Village interacts with these faith based organizations with regards to the provision of social services. Sometimes the Village refers residents to the faith based organizations to receive services and sometimes the faith based organizations contact the Village requesting assistance to refer a resident to a social service provider.

David Rose asked if there are any services that are not included in the Village referral program. Ms. Lippe noted that there are no limitations

Motion to adjourn by Loftus, second by Skerjan. Voice vote unanimous. The meeting adjourned at 8:08pm.



**DOWNERS GROVE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES  
APRIL 27, 2022, 7:30 P.M.  
LIBRARY MEETING ROOM**

**MINUTES**

1. **Call to Order.** President Graber called the meeting to order at 7:31 p.m.
2. **Roll Call.** Members present: Trustee Carissa Dougherty, Trustee Swapna Gigani, Trustee David Humphreys, Trustee Barnali Khuntia, President Jonathan Graber. Absent: None.

Also present: Library Director Julie Milavec, Business Office Manager Katelyn Vabalaitis, Information Technology Manager Paul Regis, Public Relations Manager Cindy Khatri, Adult & Teen Services Assistant Manager Van McGary, Computer Help Desk Associate Omar Martin, Reesheda Graham Washington of RGW Consulting, Pastor Andi Voinovich, Ed Pawlak.

3. **Welcome to Visitors.** President Graber welcomed visitors and thanked them for their interest in the library.
4. **Approval of Minutes.**
  - a. March 23, 2022 Regular Meeting. It was moved by Gigani and seconded by Humphreys THAT the Minutes of the March 23, 2022 Regular Monthly Meeting be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.
5. **Financial Matters.**
  - a. March 2022 Financial Report. Library Director Milavec presented the report. The library is 25% through the year and expenditures have been 23.3% expended. Milavec noted that there was no revenue report included in the Board's materials. This was due to the Village's migration to a new financial software. The migration as not been going well and as of this meeting, the library does not have the ability to run necessary reports or view and add attachments to records. The Board will be provided with reports as soon as they become available.
  - b. April 2022 Invoices. It was moved by Khuntia and seconded by Gigani THAT the payment of April 2022 Capital Replacement Fund invoices totaling \$8,848.10, the payment of April 2022 Operating Fund invoices totaling \$188,634.98, and the ratification of March 2022 payrolls totaling \$250,281.85

be approved. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

6. **Public Comment on Agenda Items.** President Graber invited comment. There was none.
7. **Public Comment on Other Library Business.** President Graber invited comment. There was none.
8. **New Business.**

- a. Equity Strategic Plan. Library Director Julie Milavec introduced Reesheda Graham Washington of RGW Consulting, who worked with the Equity Advisory Team to develop the Equity Strategic Plan. The plan came as a result of the work done in the discovery process to create an after action report. The report had recommendations on how to move forward, including the creation of the strategic plan. The Equity Advisory Team looked at the four quadrants of racism and developed this plan, with the idea that it would be folded into the library's full strategic plan.

The members of the Equity Advisory Team in attendance at the meeting each talked about their personal thoughts and impressions that came out of the work done to create the plan. Washington stressed that the Equity Strategic Plan is a living document that will be frequently reviewed and updated as necessary.

It was moved by Humphreys and seconded by Gigani THAT the Equity Strategic Plan be approved as presented. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

- b. Officer Election – President, Unexpired Term. President Graber noted that this was his last meeting as President and as a Trustee. The Board needed to fill the vacant President position until the term expires in October 2022. Library Director Milavec commented that various trustees spoke one on one and all agreed on who would serve as President until the term expires. The trustees all agreed that Trustee Swapna Gigani would be nominated to serve as President and Trustee Gigani indicated she would be willing to serve.

It was moved by Graber and seconded by Khuntia THAT Trustee Swapna Gigani be elected President of the Downers Grove Public Library Board of Trustees. Roll call: Ayes: Dougherty, Gigani, Humphreys, Khuntia, Graber. Nays: None. Abstentions: None.

9. **Unfinished Business.** There was none.

**10. Library Director's Report.** Library Director Milavec presented her report. She commended Assistant Library Director Jen Ryjewski on her fantastic work doing double duty as the Interim Access Services Manager in addition to her work as Assistant Director. Yesterday, Administration determined who was going to be offered the position of Access Services Manager and Milavec is hopeful she will be able to make an announcement soon. Cataloging Librarian Nora Mastny left the library and Adult & Teen Services Librarian Kira Riddle will be moving to that vacant position. Adult & Teen Services Manager Lizzie Matkowski is now working on hiring for two librarian positions. Milavec thanked Business Office Manager Katelyn Vabalaitis and Business Office Assistant Scott Anderson for persevering through the Village software transition. Children's Services Manager Allyson Renell is bringing on her new Program Coordinator now that Traci Skocik has moved into the Children's Services Assistant Manager role. Milavec also acknowledged Public Relations Manager Cindy Khatri and Adult & Teen Services Assistant Manager Van McGary on their articles in the March issues of the *ILA Reporter* and *Library Journal*. Milavec thanked Trustee Jonathan Graber for being Board President for most her tenure at Downers Grove Public Library.

**11. Trustee Comments and Requests for Information.**

President Graber acknowledged that this was his last meeting and he thanked Milavec for being a partner when things weren't going smoothly. He also thanked Mayor Martin Tully who originally nominated him for the Board of Library Trustees.

Trustee Humphreys thanked President Graber, Library Director Julie Milavec, and library staff for all their work. He thinks there has been more positive movement and positive progress for the library in the last five years of Graber being president than any other part of Humphreys' term on the Board. He also thanked Assistant Library Director Jen Ryjewski for all of her hard work.

Trustee Dougherty loves the idea of the staff Q&A after Board meetings. She asked about what kind of questions come up from staff and asked if there are things the Board can do to help address staff. She looks forward to learning more in the next few months about what staff would like to see from the Board.

Trustee Gigani noted increasing references to banned patrons and asked if it was still related to mask issues. Milavec responded that there has been an increased number of behavioral issues to the extent that there have been more calls to the police in the last six weeks than in an entire previous year. Trustee Gigani also commented that she was excited to see that the Summer Reading Club was back and thanked all of the staff who put together the themes each year.

Trustee Humphreys was happy to see that the library will be participating in Pride Month programming. He was also happy to see that Youth Outlook is going to be the organization of the month in June.

12. **Adjournment.** President Graber adjourned the meeting at 8:40 p.m.

**DOWNERS GROVE PUBLIC LIBRARY  
BOARD OF LIBRARY TRUSTEES COMMITTEE OF THE WHOLE  
APRIL 27, 2022, IMMEDIATELY FOLLOWING 7:30 P.M. BOARD MEETING  
LIBRARY MEETING ROOM**

**MINUTES**

1. **Call to Order.** President Graber called the meeting to order at 8:41 p.m.
2. **Roll Call.** Members present: Trustee Carissa Dougherty, Trustee Swapna Gigani, Trustee David Humphreys, Trustee Barnali Khuntia, President Jonathan Graber. Absent: None.

Also present: Library Director Julie Milavec, Business Office Manager Katelyn Vabalaitis, Pastor Andi Voinovich, Ed Pawlak.

3. **Building Tour.** Library Director Milavec led the Board on a tour of staff workspaces, highlighting workroom renovation options for Maintenance, Children's, and Access workrooms.
4. **Adjournment.** President Graber adjourned the meeting at 9:03 p.m.

APPROVED

**VILLAGE OF DOWNERS GROVE  
PLAN COMMISSION MEETING**

**May 2, 2022, 7:00 P.M.**

Chairman Rickard called the May 2<sup>nd</sup>, 2022 meeting of the Downers Grove Plan Commission to order at 7:00 p.m. and led the Plan Commissioners and public in the recital of the Pledge of Allegiance.

**ROLL CALL:**

**PRESENT:** Chairman Rickard, Commissioners Rector, Dmytryszyn, Boyle, Toth, Roche, Johnson, and Patel

**ABSENT:** Commissioners Maurer

**STAFF:** Planning Manager Jason Zawila, Development Planner Gabriella Baldassari

**OTHERS**

**PRESENT:** Pastor Lou Barry, Lou Campbell, Nora Ozer, Shabbir Karimi, Ken Albert, Sebastian Sotelo, Nina Sotelo, Carlo Rossi, Ryan DeBari

**APPROVAL OF MINUTES**

Chairman Rickard entertained a motion to approve the minutes.

**MINUTES OF THE APRIL 4TH, 2022 PLAN COMMISSION MEETING WERE APPROVED ON MOTION BY COMMISSIONER RECTOR, SECOND BY COMMISSIONER BOYLE, MOTION PASSED BY VOICE VOTE OF 6-0. COMMISSIONERS PATEL AND JOHNSON ABSTAINED.**

**PUBLIC HEARING**

Chairman Rickard explained the protocol for the public hearing process and swore in those individuals that would be speaking during the public hearing.

**FILE 22-PLC-0009: A PETITION SEEKING APPROVAL FOR A FINAL PLAT OF SUBDIVISION WITH ONE EXCEPTION TO SUBDIVIDE THE EXISTING PROPERTY INTO TWO LOTS AND A REZONING FROM R-1, RESIDENTIAL DETACHED HOUSE 1 TO R-3, RESIDENTIAL DETACHED HOUSE 3. THE PROPERTY IS LOCATED AT THE SOUTHWEST INTERSECTION OF 66TH STREET AND FAIRVIEW AVENUE, COMMONLY KNOWN AS 403 66TH STREET, 6600 FAIRVIEW AVENUE, AND 6618 FAIRVIEW AVENUE, DOWNERS GROVE, IL (PIN: 09-20-211-034,09-20-211-019, AND 09-20-211-052). DOWNERS GROVE COMMUNITY CHURCH, OWNER AND PETITIONER.**

Petitioner, Pastor Lou Bury, stated he is the Pastor of Downers Grove Community Church, and he is here this evening to request the proposed subdivision with and exception to the lot depth and

## APPROVED

rezoning from R-1 to R-3. The proposed subdivision and exception request, in addition to the rezoning is in conformance and compatible with surrounding properties. The request was being made in order to sell the lot with the detached single family home, which he referenced on the screen. He provided an overview of how they met the required standards. He then provided an overview of the mission of the Church, and how selling the home would help aid their operating expenses, in addition to providing funds for their mission and ministries.

Commissioner Dmytryszyn inquired how the potential purchaser would access the newly created Lot 2. Pastor Bury responded that the new lot would continue to be served by the existing driveway that leads to the home and that the church's existing separate access would remain.

Chairman Rickard invited for any additional public comment. No additional public comment was received. Staff was invited to present.

Mr. Jason Zawila, Planning Manager, summarized the request stating that the petitioner is requesting approval for a Final Plat of Subdivision to subdivide the existing property into two lots of record with an exception for one lot to have a depth of 129.69 feet when 140 feet is required. A map amendment to rezone this same lot from R-1 to R-3 was also being requested. He then referenced the map identifying the location of the subject property and described the two-lot subdivision and associated map amendment.

Mr. Zawila noted as a matter of additional history, in 2003 the Downers Grove Community Church made a similar request for a subdivision with exceptions to allow Lots 1 and 2 of the FEW Subdivision as noted on the screen. With the proposed map amendment for Lot 2, the proposed R-3 zoning allows for the existing single-family structure, which meets the bulk regulations of the Zoning Ordinance. To ensure the new Lot 1 meets the bulk regulations of the zoning ordinance, the westernmost parking row will be eliminated. The proposed reduction in parking will not result in a parking deficiency. He then stated that the Final Plat of Subdivision is in substantial compliance with Section 20.301 of the Subdivision Ordinance, except for the Lot 2 exception and that staff recommended approval of the subdivision and map amendment request.

Commission Roche inquired what the lot depth requirements in 2003 were for the previously subdivided lots. Mr. Zawila stated that the depth requirements were the same as they are today and that the petitioner needed to request an exception for that subdivision.

Chairman Rickard invited the petitioner to provide any closing statements. The petitioner stated they had nothing else to add.

Chairman Rickard moved to Plan Commission deliberation. The Plan Commission members generally felt that the standards had been met and supported recommending approval of the petition.

Chairman Rickard entertained a motion

**WITH RESPECT TO FILE 22-PLC-0009 AND BASED ON THE PETITIONER'S SUBMITTAL, THE STAFF REPORT, AND THE TESTIMONY PRESENTED, COMMISSIONER DMYSTRYSZYN MADE A MOTION THAT THE PETITIONER HAS MET THE STANDARDS OF APPROVAL FOR A MAP AMENDMENT AND FINAL PLAT**

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**OF SUBDIVISION AS REQUIRED BY THE VILLAGE OF DOWNERS GROVE ZONING ORDINANCE AND IS IN THE PUBLIC INTEREST, THAT THE PLAN COMMISSION RECOMMEND TO THE VILLAGE COUNCIL APPROVAL OF 22-PLC-0009, SUBJECT TO THE FINAL PLAT OF SUBDIVISION SHALL SUBSTANTIALLY CONFORM TO THE FINAL PLAT OF 6600 FAIRVIEW SUBDIVISION PREPARED BY NEKOLA SURVEY, INC., DATED OCTOBER 18<sup>TH</sup> 2021, LAST REVISED ON APRIL 21, 2022 EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**

**SECOND BY COMMISSIONER PATEL. ROLL CALL:**

**AYE: COMMISSIONERS RECTOR, DMYTRYSZYN, BOYLE, TOTH, ROCHE, JOHNSON, PATEL, AND CHAIRMAN RICKARD**

**NAY: NONE**

**MOTION PASSED. VOTE: 8-0**

**FILE 22-PLC-0010: A PETITION SEEKING APPROVAL FOR A SPECIAL USE TO ADD AN EXTENDED FAMILY ACCESSORY HOUSING UNIT ONTO AN EXISTING HOME. THE PROPERTY IS CURRENTLY ZONED R-1, RESIDENTIAL DETACHED HOUSE ONE. THE PROPERTY IS LOCATED APPROXIMATELY 450 FEET SOUTH OF ELMORE AVENUE AND 460 FEET WEST OF LEE AVENUE, COMMONLY KNOWN AS 1835 ELMORE AVENUE, DOWNERS GROVE, IL (PIN: 09-07-305-020). SHABIR KARIMI, OWNER AND PETITIONER.**

Petitioner, Shabbir Karimi, stated that he is the owner of 1835 Elmore and they have lived in the home for about 13 years. He stated that his mother is in her 70s, widowed, and the addition will allow her to move into their home and have her own space. In reference to the standards, allowing the extended family unit will not create any safety hazards or anything of that effect and further stated that the addition is subtle. He stated that he does not believe the extended family accessory unit is not going to cause any impact on the values of the community as well; in fact that he believes this is a feature that many people are looking for these days to allow their relatives to age in place with their family.

Chairman Rickard invited public comment.

Ken Albert, 5437 Fairhaven Court, stated that he is a neighbor of the petitioner and is attending the meeting to understand the application. He questioned since the property is zoned R-1, would this request allow multi-family to be constructed on the property. He further stated that he has concerns about the rain water and that there are drainage issues to the east of the property.

Chairman Rickard, in response stated that the request in front of the Plan Commission was for the special use; and that the petitioner will submit for a building permit, where stormwater is reviewed as part of that process.

Chairman Rickard invited for any additional public comment. No additional public comment was received. Staff was invited to present.



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Gabriella Baldassari, Development Planner, summarized the request and stated that the petitioner was requesting a special use for an extended family accessory housing unit at 1835 Elmore. She then referenced the presentation to provide an overview of the existing conditions of the property and identified where the proposed addition will be constructed. She then provided an overview of the floor plan, in addition to the de-conversion plan that must be implemented after the extended family unit is used, as required by Village Ordinance. She concluded the presentation stating that the standards have been met and recommended approval of the special use request.

Commission Dmytryszyn inquired why this was not just a building permit, as he has never seen a request like this before.

Ms. Baldassari stated that the zoning ordinance and this district primarily only allows single family residential. The special use approval process allows the Village to review the application, to ensure that it is not multi-family as that would not be appropriate for the zoning district.

Mr. Zawila further added that with the special use and as required by the Zoning Ordinance, the property owner is required to provide an annual signed affidavit stating that the extended family unit is still in use, in accordance with the approved special use.

Chairman Rickard invited the petitioner to provide any closing statements. The petitioner stated they had nothing else to add.

Chairman Rickard moved to Plan Commission deliberation. The Plan Commission members generally felt that the standards had been met and this type of living arrangement seems to be more popular.

Chairman Rickard entertained a motion

**WITH RESPECT TO FILE 22-PLC-0010 AND BASED ON THE PETITIONER'S SUBMITTAL, THE STAFF REPORT, AND THE TESTIMONY PRESENTED, COMMISSIONER BOYLE MADE A MOTION THAT THE PETITIONER HAS MET THE STANDARDS OF APPROVAL FOR A SPECIAL USE AS REQUIRED BY THE VILLAGE OF DOWNERS GROVE ZONING ORDINANCE AND IS IN THE PUBLIC INTEREST, THAT THE PLAN COMMISSION RECOMMEND TO THE VILLAGE COUNCIL APPROVAL OF 22-PLC-0010, SUBJECT TO THE FOLLOWING CONDITIONS:**

- 1. THE PROPOSED EXTENDED FAMILY ACCESSORY HOUSING UNIT SUBSTANTIALLY CONFORM TO THE STAFF REPORT DATED MAY 2, 2022 AND ARCHITECTURAL PLANS PREPARED BY 12/12 ARCHITECTS & PLANNERS, DATED DECEMBER 21, 2021, AND UPDATED APRIL 18, 2022, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO THE VILLAGE CODES AND ORDINANCES.**
- 2. THE PETITIONER SHALL PERMIT THE VILLAGE TO COMPLETE AN ANNUAL INSPECTION OF THE PREMISES TO ASSURE CONTINUING COMPLIANCE WITH EXTENDED FAMILY ACCESSORY HOUSING REGULATIONS.**

## APPROVED

3. THE PETITIONER SHALL ANNUALLY SUBMIT TO THE VILLAGE A SWORN AFFIDAVIT THAT CERTIFIES CONTINUED COMPLIANCE WITH EXTENDED FAMILY ACCESSORY HOUSING REGULATIONS.
4. THE ACCESSORY UNIT SHALL BE CONVERTED TO BE A PART OF THE EXISTING SINGLE FAMILY DWELLING UNIT WITHIN 120 DAYS OF THE LAPSE OF THE SPECIAL USE APPROVAL.

SECOND BY COMMISSIONER JOHNSON. ROLL CALL:

AYE: COMMISSIONERS RECTOR, DMYTRYSZYN, BOYLE, TOTH, ROCHE, JOHNSON, PATEL, AND CHAIRMAN RICKARD

NAY: NONE

MOTION PASSED. VOTE: 8-0

**FILE 22-PLC-0011: A PETITION SEEKING APPROVAL FOR A SPECIAL USE TO OPERATE A DRIVE-THROUGH. THE PROPERTY IS CURRENTLY ZONED B-3, GENERAL SERVICES AND HIGHWAY BUSINESS. THE PROPERTY IS LOCATED AT THE NORTHWEST CORNER OF 75TH STREET AND FAIRVIEW AVENUE, COMMONLY KNOWN AS 400 75TH STREET, DOWNERS GROVE, IL (PIN: 09-29-216-004). CRE JV MIXED FIFTEEN IL 4, OWNER, AND SEBASTIAN SOTELO, PETITIONER.**

The Petitioner, Sebastian Sotelo stated that he was here this evening with his wife Nina and they are the owners of Sotelo Beauty Space. They are proposing a new concept that involves an open space salon and coffee shop. They are currently the contract purchasers of the building and residents of Downers Grove. He then invited his architect Ryan DeBari, the architect, for the project who will explain more about the project.

Mr. Ryan DeBari, stated he is he architect of the project and managing his client through the development process. They are revitalizing the building and requesting the special use for the drive-through. Their plan is to demolish the existing multi-lane drive through and install a smaller canopy over the drive through window. He provide an overview of additional changes to the site including adding landscaping on the southern side of the building, installation of a dumpster enclosure, installation of the pedestrian connections and painting the façade of the building. Although they are decreasing the amount of parking on the lot, they have a reciprocal parking agreement with rest of the shopping center. He then stated that he believes all the standards are met. The drive-through is already an authorized use special use in this zone, and feels that it's going to be an added benefit to the community to have to provide that service. He lastly stated that he does not feel that it would have any detrimental effect to the public.

Chairman Rickard invited public comment.

Carlo Rossi, Rossi Real Estate, stated that he is the managing agent for the shopping center. He was seeking clarification on where the drive-through stacking is proposed and if it would potentially overflow into the shopping center parking lot. He is also aware of the reciprocal agreement and not opposed to the development; just wanted to learn more about the drive-through and how it would affect ingress and egress into the shopping center.

## APPROVED

Chairman Rickard invited for any additional public comment. No additional public comment was received. Staff was invited to present.

Ms. Gabriella Baldassari, Development Planner, summarized the request for the special use for a drive through at 400 75<sup>th</sup> Street. Referring to the presentation, she provided an overview of the existing conditions and the proposed improvements. To address the comment made by the public she highlighted that the stacking for the drive through will be completed located on site and in cases of overflow, the site allows additional space on the subject property above what is required by code. She concluded the presentation stating that the standards have been met and recommended approval of the special use request.

Commissioner Dmytryszyn asked if the parking agreement could be terminated at any time. It was stated that the parking agreement is in perpetuity and there was no end date.

Chairman Rickard invited the petitioner to provide any closing statements. The petitioner stated they had nothing else to add.

Chairman Rickard moved to Plan Commission deliberation. It was generally stated by the Plan Commission that the building has been vacant for a while and it would be nice to see someone improve it and it is a service that can be used in this portion of town. It was also represented that the standards have been met.

Chairman Rickard entertained a motion

**WITH RESPECT TO FILE 22-PLC-0011 AND BASED ON THE PETITIONER'S SUBMITTAL, THE STAFF REPORT, AND THE TESTIMONY PRESENTED, COMMISSIONER RECTOR MADE A MOTION THAT THE PETITIONER HAS MET THE STANDARDS OF APPROVAL FOR A SPECIAL USE AND IS IN THE PUBLIC INTEREST THAT THE PLAN COMMISSION RECOMMEND TO THE VILLAGE COUNCIL APPROVAL OF 22-PLC-0011, SUBJECT TO THE CONDITION THE THE SPECIAL USE REQUEST FOR A DRIVE-THROUGH SHALL SUBSTANTIALLY CONFORM TO THE PLANS PREPARED BY THE INTERIOR DESIGN GROUP LTD, DRAWN ON 3/25/22 AND REVISED ON 4/18/22, EXCEPT AS SUCH PLANS MAY BE MODIFIED TO CONFORM TO VILLAGE CODES AND ORDINANCES.**

**SECOND BY COMMISSIONER DMYTRYSZYN. ROLL CALL:**

**AYE: COMMISSIONERS RECTOR, DMYTRYSZYN, BOYLE, TOTH, ROCHE, JOHNSON, PATEL, AND CHAIRMAN RICKARD**

**NAY: NONE**

**MOTION PASSED. VOTE: 8-0**

Planning Manager Zawila indicated that there was an agenda items scheduled for the June 6<sup>th</sup> Plan Commission meeting.

APPROVED

**THE MEETING WAS ADJOURNED AT 8:41 P.M. UPON MOTION BY COMMISSIONER RECTOR. SECOND BY COMMISSIONER TOTH. A VOICE VOTE FOLLOWED AND THE MOTION PASSED UNANIMOUSLY.**

/s/           Village Staff            
Recording Secretary  
(As transcribed by MP-3 audio)