

Agenda
Village of Homer Glen
SPECIAL PLAN COMMISSION AND VILLAGE BOARD MEETING

Monday, February 1, 2016 – 7:00 p.m.
Village Board Room, 14917 S. Founders Crossing, Homer Glen

A. CALL TO ORDER

B. PLEDGE OF ALLEGIANCE TO THE FLAG

C. ROLL CALL; ESTABLISH QUORUM

D. PUBLIC COMMENT

E. WORKSHOP

1. Plan Commissioner Training Workshop presented by the Chicago Metropolitan Agency for Planning (CMAP) in partnership with the American Planning Association Illinois Chapter (APA-IL) and the Chaddick Institute for Metropolitan Development at DePaul University, under a grant awarded under the CMAP Local Technical Assistance (LTA) Program. Presenters Laurie Marston, FIACP, and Michael Blue, FAICP.

F. ADJOURNMENT

Next Plan Regular Commission Meeting: February 4, 2016

DISABLED:

Any individual requiring special accommodations as specified by the Americans with Disabilities Act is requested to notify the Village Clerk of Homer Glen at 708-301-0632 at least 24 hours in advance of the meeting date.

HOMER GLEN TRAINING WORKSHOP OUTLINE 2/1/2016

Brief History of Planning

Comprehensive Plan

- Plan Preparation
- Plan Implementation

Regulating Development

- Development Review Tools: Regulatory and Advisory
- Zoning
 - Ordinance, Districts, Types of Zoning Approval
- Subdivision
- Annexation
- Building code, sign code

Roles

- Plan Commission
- Elected Officials
- Other Key Actors
- Other Commissions
- Other Jurisdictions
- CMAQ Role, relationship to municipalities
- Municipal Planner, Staff Report
- Media Relations

Responsibilities

- Commission Members
- The Chair

Roberts Rules

Goal of Taking Testimony

- Findings of Fact
- Special Use Standards
- Variation Standards

Tips

- Ex Parte Contacts
- Ethics
- Conflicts of Interest
 - What is or isn't a conflict and how to handle

Open Meetings Act

Resources for Commissioners



Join us for a FREE Plan Commissioner Training Workshop

Village of Homer Glen
Monday, February 1 from 7:00 p.m. to 9:00 p.m.

All planning officials work hard reading packets, reviewing cases, conducting public hearings, and considering policy matters, but they rarely get the chance to sit back and look at the big picture of what they do and the significance it has to the communities in which they live. Also, most officials are not professionals in the planning or development fields and can benefit from a bit of extra training on the topic. Even seasoned commissioners appreciate the chance to step back from the task of plan review and approval, learn what's new in planning, and discuss their role with fellow commissioners.

The American Planning Association Illinois (APA-IL) chapter creates training opportunities and brings them to planning officials around Illinois. CMAP has teamed with APA-IL and the Chaddick Institute for Metropolitan Development at DePaul University to provide trained faculty that lead planning officials through an in-depth curriculum that includes:

- Planning History
- Tools of the Trade - master plans, zoning codes, etc.
- Role of the Commissioners
- Role of Others in the Process
- Basics of "Findings of Fact"
- Open Meetings/Ethics
- Regional Planning
- Special Topics - custom-built to include particular issues that a community would like to cover. Examples include: site plan review, sustainability, design review, affordable housing, economic development, or transit oriented development.

This session is free of charge to invited plan commissioners, zoning board members, city councils, village boards, local planning staff, and other relevant positions.



**PLANNING
 OFFICIALS
 DEVELOPMENT**



Join Us!

Monday, February 1, 2016
 7:00 p.m. to 9:00 p.m.

Homer Glen Village Hall
 14917 S. Founders Crossing
 Homer Glen, IL 60491

Session Feedback

"Practical application of concepts was good. We were able to apply concepts directly to past cases. Good dialogue and discussion."

– Participant, Will County

"We can use the information from the session to get job done and avoid legal problems"

– Participant, Village of Niles

"The most useful parts of the training were the standards for variations and special uses; site plan review – what to cover and what not to cover"

– Participant, Village of Hoffman Estates

"It's always good to review basics and interact with others doing the same type of work"

– Participant, APA-IL Conference

"It reinforced my opinion that my staff and village take the proper actions"

– Participant, APA-IL Conference

"That a commission is not focused on the technical – that we represent the community"

– Participant, APA-IL Conference

"The sections about Open Meetings Act, findings of fact, special uses and variations were most useful"

– Participant, APA-IL Conference

"The breakdown of real world applications and impacts boards have was good"

– Participant, Village of Franklin Park