

AGENDA
PARK FOREST PLANNING AND ZONING COMMISSION

Park Forest Village Hall
Board Room

7:00 P.M.

TUESDAY
March 8, 2022

1. Planning and Zoning Commission Call to Order
2. Review of Minutes
 - a. January 25, 2022, Regular Planning and Zoning Commission Meeting
3. Petitions - None
4. Audience to Visitors
5. New Business
 - a. New Statement of Economic Interests Form per Public Act 102-0664
6. Old Business
 - a. Forest Preserve District of Cook County Workshop – March 22, 2022
7. Communications
 - a. Member Communications
 - b. Trustee Comments
 - c. Staff Communications
8. Adjournment

Any individual with a disability requesting a reasonable accommodation in order to participate in a public meeting should contact the Village Manager's Office at least 48 hours in advance of the scheduled meeting. The Village Manager's Office can be reached via telephone at (708) 283-5605 or via email at athurston@vopf.com. Every effort will be made to allow for meeting participation.

**Park Forest
Planning and Zoning Commission Meeting Minutes
Park Forest Board Room and Google Meet Call
Tuesday, January 25, 2022**

Present: Vice Chair Marguerite Hutchins; Commissioners: Cynthia Burton-Prete, Kim Elmore-Perkins, Denise Poston, Doug Price; Trustee Liaison Maya Hardy

Staff: Andrew Brown, Planner; Sandra Zoellner, Director of Economic Development and Planning, Karla R. Dixon, Housing Caseworker

Absent: Chair Vernita Wickliffe-Lewis; Commissioner Samuel Brooks

Visitors: None.

Call to Order: Meeting was called to order at 7:18 pm.

Review of Minutes November 9, 2021: Motion to approve the minutes was made by Burton-Prete. Seconded by Price. All in favor.

Petitions: None.

Audience to Visitors: None.

New Business:

a. Review and discussion of draft 2021 Annual Report

A motion was made by Price to accept the 2021 Annual Report made by the Staff. It was seconded by Burton-Prete. All in favor.

b. Review and discussion of draft 2022 Goals and Objectives

Brown suggested having a workshop on redevelopment activities. This will be added to Goal #4. Brown stated that he would be open to doing a workshop with the Commissioners. It would be geared towards Eastgate. Poston asked if there are any other areas that they can focus on. Zoellner inquired if the commissioners were interested in residential or commercial redevelopment. Hutchins stated it would be good to have both.

Burton-Prete inquired about sexual harassment training that is required by the State of Illinois and wondered if it should be added to their Goals for 2022. It was agreed to add it in place of the second bullet point in Goal #6: Request that the Village Attorney conduct a workshop for the Planning and Zoning Commission on the process of approval of variations.

A motion to approve the 2022 Goals and Objectives with changes was made by Price. Seconded by Burton-Prete. All in favor.

c. Discuss Meeting date schedule and time

The Planning and Zoning Commission will continue to meet on the 2nd Tuesday of each month with the 4th Tuesday as needed from 7 pm – 9 pm.

Old Business:

a. Forest Preserve District of Cook County – Open House – rescheduled to March

Hutchins inquired about the date of the meeting. Brown stated that the meeting was pushed back to March 22 but he wanted to address the commissioners about potential time slots. It was agreed by the Commissioners that the chosen time slot of 6 pm – 8 pm would be preferable.

Communications:

a. Member Communications

Burton-Prete welcomed Andrew Brown aboard as the new Planner for Park Forest. Price inquired about the struggle to make a quorum in the last few meetings. It was stated that the Planning and Zoning Commission is now a seven (7) member committee and only needs four (4) to make a quorum instead of five (5). It will be a hybrid meeting of in person and video/conference call for the immediate future.

b. Trustee Comments

Hardy mentioned that the Park Forest Oscar awards will be held this Friday at Freedom Hall. Due to COVID-19, there is a limit of 75 attendees. There will be refreshments from 5:00 pm – 5:45 pm followed by the presentation. A document shredding event will be held on Saturday, April 30 at 9:00 am in the Village Hall parking lot. The Board of Trustees finished their strategic goals. B2B was the consulting company that guided the Village Board through the strategic goal

formation process. The Fence Ordinance committee is now formed. Hardy will have more information regarding the committee at the next meeting.

c. Staff Communications

Zoellner stated that the Village is updating the Downtown master plan. The Village and consultant started the process in January. In a couple of weeks, consultants will be meeting with senior staff and the planning process requires putting together a downtown planning advisory committee. The consultants will be working with them directly. There will be about six (6) meetings lasting two (2) hours. It will also require 40 hours of reading. It will be in conjunction with EDAG. Burton-Prete volunteered and suggested meeting between 6 pm – 8 pm. Burton-Prete also nominated Price as an alternate volunteer.

Adjournment: A motion was made by Elmore-Perkins. Seconded by Burton-Prete. All in favor. Meeting adjourned at 8:28 pm.

New Statement of Economic Interests Form for 2022. Stay Tuned for Critical Written Guidance from the Secretary of State's Office

[Ro rsnlt.com/education/2022/02/16/new-statement-of-economic-interests-form-for-2022-stay-tuned-for-critical-written-guidance-from-the-secretary-of-states-office/](https://rsnlt.com/education/2022/02/16/new-statement-of-economic-interests-form-for-2022-stay-tuned-for-critical-written-guidance-from-the-secretary-of-states-office/)

February 16, 2022

May 1st is the annual deadline for elected and appointed officials and certain employees to file the Statement of Economic Interests form ("Form") required by the *Illinois Governmental Ethics Act*.

This year, individuals starting the task of completing the Form will note that the Form and its instructions are completely new. The new Form and instructions reflect amendments to the law by *Public Act 102-0664, effective January 1, 2022*. Among other things, the amendments of P.A. 102-0664 expand the disclosure of financial interests and indebtedness required to be included in the Form.

For many filers, completing the new Form will unfortunately not be a simple or straightforward endeavor because of the technical nature of the questions asked and the new definitions that have been added.

In particular, the new definitions are critical to understanding the scope of the Form. For example, the term "asset" means an item that is "owned and has monetary value" including: stocks, bonds, mutual funds, exchange-traded funds, commodity futures, investment real estate (which is another definition), beneficial interests in trusts, and business and partnership interests. The definition then specifically lists certain exclusions including: personal residences, personal vehicles, savings or checking accounts, governmental bonds and securities, Medicare benefits, inheritances or bequests, diversified funds, annuities, pensions, retirement accounts, college savings plans, and certain other tax-advantaged savings programs, and tangible personal property. 5 ILCS 420/1-102.5. In addition to the term "asset," there are 13 other definitions that apply because of P.A. 102-0664.

Critically, P.A. 102-0664 requires the Illinois Secretary of State to develop and make publicly available online written guidance relating to the completion and filing of the form. 5 ILCS 420/4A-102(c). This guidance is important because P.A. 102-0664 provides that statements made in the Form that are made in reasonable good faith reliance on the published guidance from the Secretary of State will not constitute a willfully false or incomplete statement and such reliance will therefore be a defense to the Class A misdemeanor penalty that remains unchanged in the Ethics Act.

We have been advised by the Secretary of State's office to expect the written guidance around the first week of March. Given the new and complex form and the reliance that can be placed on the Secretary of State's guidance, filers should strongly consider waiting to file the Form until the guidance has been issued, unless filers are candidates who must obtain and submit a receipt for filing the form to comply with ballot access deadlines. We will update this Law Alert once the Secretary of State's guidance is released.

**PLANNING AND ZONING COMMISSION
2022 GOALS AND OBJECTIVES**

GOAL #1

Review and act expeditiously to make recommendations on existing and new development proposals.

OBJECTIVES

- Review all development proposals and other land use requests as submitted throughout the year.

TIME LINE

This is an ongoing goal that will be implemented throughout the year as development proposals are submitted.

GOAL #2

Amend Village's Unified Development Ordinance as needed.

OBJECTIVES

- Pending review of the draft ordinance by the Illinois Department of Natural Resources, conduct public meetings and formal public hearings as needed to ensure full public awareness of the impacts of the new storm water management ordinance.

TIME LINE

This is an ongoing goal that will be implemented throughout the year as requests to amend the UDO are submitted.

GOAL #3

Implement the Priority #2 actions of the *Strategic Plan for Land Use and Economic Development* regarding the Plan for South Western Avenue Annexation.

OBJECTIVES

- Recognize the high importance of preparing for development in this area because it is one of the limited areas for new development in Will County, and it has the potential for attracting development resulting from the South Suburban Airport and the Illiana Expressway.
- Promote new development along South Western Avenue.

TIME LINE

These Objectives should be pursued in the order listed.

GOAL #4

Implement the Priority #2 actions of the *Strategic Plan for Land Use and Economic Development* regarding the Plans for the Eastgate Neighborhood

OBJECTIVES

- Continue to seek grant funds for additional demolition/deconstruction and redevelopment activities.
- Continue to explore with Cook County and the Forest Preserve District of Cook County the ability to develop improved access to the Sauk Trail Woods from 26th Street.
- At the time potential development partners are identified, conduct a planning workshop to update the concept plan in the *Strategic Plan for Land Use and Economic Development*.
- Conduct a redevelopment workshop for commercial and/or residential redevelopment, especially as redevelopment relates to the Village of Park Forest.

TIME LINE

These activities will occur throughout 2022 and continue into the foreseeable future.

GOAL #5

Implement the Priority #2 actions of the *Strategic Plan for Land Use and Economic Development* regarding the Plans for DownTown Park Forest

OBJECTIVES

- Continually market the 2.25 acres of Village-owned land along Main Street for development consistent with the DownTown Gateway Mixed Use Concept.
- Continually market the vacant parking lots and the property at 350 Main Street for development consistent with the DownTown Master Plan.

TIME LINE

These Objectives should be pursued as opportunities arise.

GOAL #6

Pursue opportunities for training of Planning and Zoning Commission members.

OBJECTIVES

- Encourage all Planning and Zoning Commissioners to attend the American Planning Association – Illinois Chapter conference.
- Take the required State of Illinois sexual harassment prevention training.

TIME LINE

These Objectives will occur throughout 2022.