

**AGENDA**  
**PARK FOREST PLANNING AND ZONING COMMISSION**

**Park Forest Village Hall**  
**Board Room**

**7:00 P.M.**

**TUESDAY**  
**March 11, 2025**

1. Planning and Zoning Commission Call to Order
2. Review of Minutes
  - a. February 11, 2025, Regular Planning and Zoning Commission Meeting
3. Petitions
4. Audience to Visitors
5. New Business
  - a. April 5<sup>th</sup> Retreat Agenda/Schedule
6. Old Business
  - a. 2024 Accomplishments and 2025 Goals & Objectives
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](mailto: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  
Tuesday, February 11, 2025**

**Present:** Chair Vernita Wickliffe Lewis; Vice Chair Marguerite Hutchins; Commissioners: Samuel Brooks, Cynthia Burton-Prete, Denise Poston, Doug Price; Trustee Liaison John Moore

**Staff:** Andrew Brown, Assistant Director of Economic Development and Planning

**Absent:** None

**Visitors:** None

**Call to Order:** Wickliffe Lewis called the meeting to order at 7:01 p.m.

**Review of Minutes:**

**a. January 14, 2025, Regular Planning and Zoning Commission Meeting**

On page two in the second paragraph, where it states, “Brown noted that there were,” change ‘there’ to ‘they.’

A motion to approve the minutes with corrections was made by Hutchins and seconded by Brooks. All were in favor. Minutes were approved.

**Petitions:** None

**Audience to Visitors:** None

**New Business:** None

**Old Business:**

**a. 2024 Accomplishments**

Brown stated that the Commissioners in attendance at the previous meeting had approved the 2024 accomplishments. Brown stated that the reason all the Commissioners voted in favor was so they could bring it back to the table if any Commissioners who were absent during the January meeting saw an item that needed to be changed. No changes were needed from the Commissioners absent from the January meeting.

Since there were no changes or additions, the motion from the previous meeting still stands.

**b. 2025 Goals & Objectives**

The opportunity was provided to Commissioners to discuss any potential changes that may be needed to the 2025 Goals & Objectives. The Commissioners did not have any changes for the 2025 Goals & Objectives. Since there were no changes or additions, the motion from the previous meeting still stands.

Brown stated that he will send both the 2024 Accomplishments and 2025 Goals and Objectives to the Village Manager, and he will present them to the Board.

**Communications:**

- a. **Member Communications:** Burton-Prete stated that she received an email regarding the next Sauk Trail Area Multimodal Project (STAMP) Feasibility Study meeting in March regarding the bike path on Sauk Trail. The County and consultant are expected to share their findings based on conversations from Zoom meetings, in-person discussions, and feedback from the online survey
- b. **Trustee Comments:** Trustee Moore gave three updates. The posting for a new Village Manager went live on February 1, 2025. Any candidates interested will have a month to submit their resume. The Board is looking nationwide and is hoping by May, they will have an appointment for the Village Manager position.

Second, the Board had a visit from School District 227. SD 227 presented their proposal on what they want to build on the former Rich East High School campus. Their plans would be to tear down the old building and build the new facility at the corner of Sauk Trail and Indianwood Boulevard. What stood out to Trustee Moore was that the \$100 million cost to build the new facility will be financed through state, federal, and private funds. Tuition is planned to cost between \$6,500 to \$7,500 per year. The proposal does not seem realistic to the Board.

Lastly, IFF, the developer of Access South Cook, attended the Saturday Rules meeting and gave a presentation on the new building. The meeting was well attended by the public. During the presentation, IFF stated they are providing affordable housing with the first floor of each building as handicap accessible. They also stated that when they open their application process, they will target current Park Forest residents first who are looking to downsize their housing. After the meeting, they invited anyone who was interested to take a tour with them of the construction site. There were some people in the audience who had questions regarding the impact that it will have on property taxes and what type of people it may bring into the community. The Board and members from IFF answered all the questions and concerns brought forth by the attendees.

- c. **Staff Communications:** Brown stated that the meeting that he had with IFF went well. Brown stated that he is receiving about 20 calls a week from people interested in the new building. He stated that there is some bad information lurking on the internet about who the development is for but hoped that meetings like the Boards with IFF will help dispel

any rumors. Another rumor is that the Village is the developer. Regarding the waiting list, the last thing Brown heard from the developer was that the development is set to open its wait list in November of this year or as early as September. The wait list opening will depend on when the developer anticipates completing the building and it is ready for occupancy. Applicant eligibility will be based on the household's income. In the development agreement, the Village included a property tax clause that in case there are any property tax exemptions in the future or if the development received a classification that will reduce their property tax, there will be a floor of what they would pay to the Village.

Brown stated that he and David Tracy, a general contractor under contract with the Village, visited the SD 227 STEM campus in Olympia Fields and spoke with their construction trade teachers. Next year, they are looking to potentially having high schoolers come out once a month to the South Suburban Trade Initiative to see how buildings are constructed. Brown and the SD 227 staff are hopeful the curriculum will evolve to where students can be there more than once a month.

Brown stated that the Home Repair and Accessibility Program (HRAP) round one will end on March 28, 2025. The program helped completed 20 roof repairs for qualified residents and three full rehabs. Last week, the Illinois Housing Development Authority opened HRAP Round 2 application which is due on March 14<sup>th</sup>.

Brown stated that the Cook County Forest Preserve released a report titled "Historical review of racial segregation of African Americans and the Forest Preserve of Cook County." It specifically talks about Sauk Trail Woods and Sauk Trail Beach. The article stated that they were made aware of the institutional segregation in 2023 and the Forest Preserve had two historians investigate the issue. Brown stated that he will send the report to the Commissioners.

Next, Brown and Madam Chair Wickliffe Lewis discussed the Comprehensive Plan with the Commissioners. The State recommends a new or updated plan every 10 years. The last full Comprehensive Plan the Village had was completed in 1983. Since the Village will be getting a new Village Manager, it may be a good time to start talking about a new Comprehensive Plan.

The Commissioners then discussed scheduling a retreat for April 5, 2025, to discuss an update to the Zoning Map. The meeting will start at 8:00 am and end at 3:00 pm. A continental breakfast and lunch will be served.

Lastly, Brown informed the Commissioners that the APA-IL Planning and Zoning Commission webinar will be held on February 20, 2025. If any Commissioners would like to attend, they should let him know by Friday.

**Adjournment:** A motion to adjourn the meeting was made by Price and seconded by Hutchins. All were in favor. The meeting was adjourned at 8:44 pm.

## Planning and Zoning Commission Retreat Schedule

**Date:** Saturday, April 5, 2025

**Location:** Village Hall Board Conference Room and Board Room

**Time:** 8:00 AM – 3:00 PM

**Facilitator:** Andrew Brown

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### **8:00 AM – 8:30 AM · Breakfast & Welcome Remarks**

- Breakfast and coffee available
- Call to Order by Madam Chair Wickliffe Lewis
- Opening remarks
- Overview of retreat goals and agenda

### **8:30 AM – 9:30 AM · Review of Current Village Policies & Zoning**

- Brown presents on key Village policies related to planning and zoning
- Discussion on policy objectives and how they align with long-term planning goals
- Commissioners are provided with their targeted areas and how to proceed with their study and analysis
- Q&A session

### **9:30 AM – 10:30 AM · Analysis of Village Zoning & Consideration for Changes**

- Commissioners review existing Village land use maps, zoning, and policy on a targeted area
- Consideration of how policies align with current zoning
- Developing a case for changing or not changing the existing zoning
- Identification of zoning districts or parcels that may require updates

### **10:30 AM – 10:45 AM · Break**

### **10:45 AM – 12:00 PM · Presentations on Each Target Area**

- Each Commissioner provides their report on if their area should be changed or remain the same
- Discussion with other commissioners about the merit of a change or to keep existing zoning

### **12:00 PM – 12:45 PM · Lunch Break**

- Catered lunch provided

### **12:45 PM – 1:30 – Development of Standards for a Map Amendments**

- Commissioners develop Standards for Map Amendments for each focus areas

**1:30 PM - 2:00 PM · Review of Zoning Map Alignment & Consensus**

- Brown will review all of the presented reports from the Commissioners to encapsulate the discussions and ensure consensus with next steps are established
- Best practices from other municipalities
- Prioritization of next steps for further study

**2:00 PM – 2:45 PM · Open Discussion & Next Steps**

- Reflection on key takeaways from the retreat from attendees
- Identification of action items for future meetings
- Closing remarks

**2:45 PM – 3:00 PM · Adjournment**

- Final thoughts and appreciation for participation
- Adjournment by Madam Chair Vernita Wickliffe Lewis

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**Notes:**

- Materials, including maps and policy documents, will be distributed in advance.
  - 2008 Strategic Plan
  - 2012 211th TOD Implementation Plan
  - 2015 Hidden Meadows Plan
  - 2018 Comprehensive Housing Plan
  - 2022 Strategic Goals
  - UIC Urban Studies Report on discrepancies
  - Zoning Map
  - Zoning Map with Areas of Interest Highlighted
  - Zoning Map Amendment Standards
- Please come prepared with any questions or concerns regarding zoning and policy alignment.

*For more information, contact Andrew Brown, Assistant Director of Economic Development and Planning & Planning and Zoning Commission Staff Liaison*