



Village of WILLOWBROOK

Mayor

Frank A. Trilla

Village Clerk

Deborah Hahn

Village Trustees

Mark L. Astrella

Sue Berglund

Umberto Davi

Michael Mistele

Gayle Neal

Gregory Ruffolo

Village Administrator

Sean Halloran

Chief of Police

Lauren Kaspar



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A G E N D A

A MEETING OF THE VILLAGE OF WILLOWBROOK COMPREHENSIVE PLAN COMMITTEE TO BE HELD ON TUESDAY, JANUARY 30, 2024, AT 5:30 P.M. AT THE WILLOWBROOK COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. VISITOR'S BUSINESS
5. OMNIBUS ITEMS
 - a. Waive Reading of Minutes (APPROVE)
 - b. Minutes – Comprehensive Plan Committee Workshop #1 June 6, 2023 (APPROVE)
6. DISCUSSION – VILLAGE OF WILLOWBROOK COMPREHENSIVE PLAN
7. ADJOURNMENT

MINUTES OF THE MEETING OF THE VILLAGE OF WILLOWBROOK COMPREHENSIVE PLAN COMMITTEE WORKSHOP #1 TO BE HELD ON TUESDAY, JUNE 6, 2023, AT 5:30 P.M. AT THE WILLOWBROOK COMMUNITY RESOURCE CENTER, 825 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order at 5:30 P.M. Mayor Trilla.

2. ROLL CALL

Those physically present at roll call were Mayor Frank Trilla, Village Trustees Mark Astrella, Sue Berglund, Umberto Davi, Michael Mistele, Gayle Neal, and Greg Ruffolo, Village Administrator Sean Halloran, Assistant to the Village Administrator Alex Arteaga and Director of Community Development Michael Krol.

Members of the Plan Commission physically present: Chairman Daniel Kopp, Vice-Chairman John Wagner and Commissioners Zoltan Baksay, Catherine Kaczmarek, Ron Kanaverskis, Leonard Kaucky and Mike Walec.

Also present was Jackie Berg, Project Manager from Houseal Lavigne and members of her team.

Absent: none.

A QUORUM WAS DECLARED

3. PLEDGE OF ALLEGIANCE

Mayor Trilla asked Trustee Neal to lead everyone in saying the Pledge of Allegiance.

4. VISITORS' BUSINESS

None present and no written comments were received.

5. DISCUSSION - VILLAGE OF WILLOWBROOK COMPREHENSIVE PLAN

Administrator Halloran opened the discussion with a review of the history of the Village's comprehensive plans based on the materials in the agenda packet. Tonight's discussion will focus on the future of the Village's plan for the next ten to twelve years. The Administrator turned the discussion over to Jackie Berg from Houseal Lavigne.

Ms. Berg introduced herself as well as the other members of her team, including Ruben Shell, Sujana Shrestha, the project manager assist, and Sam Lenocho, a new planner joining the team.

She indicated that this evening's discussion would be focused on the issues and concerns facing Willowbrook today as well as projections for the future. She defined what a comprehensive plan is, what benefits it provides, and the importance to the community.

Ms. Berg outlined the steps included in the scope of the project:

- Step 1: Kick-off & Existing Conditions
- Step 2: Public Engagement
- Step 3: Plan Visioning & Key Recommendations
- Step 4: Subarea Plans (more detailed planning)
- Step 5: Draft Comprehensive Plan Elements
- Step 6: Draft and Final Comprehensive Plan

The overall process is expected to be about one year in length, with adoption of the plan in Spring or Summer of 2024.

A handout with four questions was provided by Ms. Bert to help identify the Trustees' and Commissioners' opinions, priorities, and concerns.

While the participants were working on the first question, to identify five issues or concerns confronting the Village, various questions were asked to better define a comprehensive plan. Ms. Berg explained that the UDO (Unified Development Ordinance) sets the requirements & regulations for zoning in the Village, a comprehensive plan is a policy document, how the Village would like things done, but it does not establish the rules.

While completing the first question, participants also asked whether other municipalities had created similar plans. The Mayor, Ms. Berg, and the Village Administrator all commented that this is an exercise that many towns do on a regular basis and Willowbrook's plan had not been updated since 1993. It was mentioned that Burr Ridge had updated theirs within the past few years as had Westmont.

Ms. Berg noted that the Comprehensive Plan can not only address new ideas but reinforce those aspects of the current plan that should be maintained or expanded.

After the participants had completed their responses to question 1, Ms. Berg went around the room asking for one item from each person to compile a single list. The next question will be to select the top three from that list.

Among the issues or concerns confronting the Village, the following items were raised:

- Traffic / Traffic noise

- Senior Services
- Mixed-use development with public gathering space
- Expand & maintain park space
- Protect business and existing residences
- Subdivision and development projects meeting Village standards
- Walkability - rural versus suburban areas
- Diversify sales tax revenue
- Indoor recreation space
- Flooding / stormwater management
- No downtown
- Vacant retail space
- Improve bikeability
- Improve/maintain public safety (crime prevention)
- Avoid cookie cutter development
- Cement Willowbrook's identity
- Community east-west divide (Kingery pedestrian bridge)
- Facilities maintenance
- Maintain no property tax

Ms. Berg moved on to the next question and asked the participants to review the listed items and identify the three most important issues discussed so far. After identifying the top three from each person, those items with the highest number of votes were identified:

- Maintaining no property tax
- Flooding/Stormwater management
- Diversifying sales tax revenue

Ms. Berg stressed that although some items may not have garnered votes with this exercise, it does not necessarily mean the issues will not be addressed in the final Comprehensive Plan.

For the third question in the exercise, Ms. Berg asked the participants to identify the three specific projects or actions that they would like to see undertaken to positively impact the Village, regardless of cost, time frame or other current restrictions.

The following were suggested:

- Large community events such as a festival, e.g., Taste of Willowbrook, carnival or live music event.
- Create a public indoor recreation venue

- Acquire additional land adjacent to parks as opportunities arise
- Move ahead with the planned town center for the south end of the Village

Ms. Berg closed her presentation by asking the committee what they felt were the primary strengths and assets of Willowbrook to make sure we don't lose sight of those ideals in the next 10-20 years.

Committee responses:

- | | |
|------------------------------|-----------------------------------|
| • Low taxes | • Good public works department |
| • Number of parks | • Variety of retail |
| • Great education | • Professional Village management |
| • Extent of Village services | • AAA bond rating |
| • Good police department | • Small town feel |

In outlining the next steps, Ms. Berg indicated her team would be meeting with the Village staff to gather their input, create an existing conditions memo, beginning the project website and preparing for the in-person engagement activities.

6. ADJOURNMENT

MOTION: Made by Trustee Neal and seconded by Trustee Astrella to adjourn the meeting at the hour of 6:55 p.m.

ROLL CALL VOTE: AYES: Trustees Astrella, Berglund, Davi, Mistele, Neal and Ruffolo. NAYS: None. ABSENT: None.

MOTION DECLARED CARRIED

PRESENTED, READ, and APPROVED.

_____, 2023.

Frank A. Trilla, Mayor

Minutes transcribed by Administrative Assistant Jody Wegrzynski.



COMPREHENSIVE PLAN – WORKSHOP #2

AGENDA ITEM NO: 6.

DATE: January 30, 2024

SUBJECT:

DISCUSSION – VILLAGE OF WILLOWBROOK COMPREHENSIVE PLAN

STAFF REPORT

TO: Mayor Trilla and Board of Trustees

FROM: Michael Krol, Director of Community Development

THROUGH: Sean Halloran, Village Administrator

BACKGROUND/SUMMARY

In 2022, the Village Board approved a contract with Houseal Lavigne Associates to facilitate and guide the Village through the Comprehensive Plan review process resulting in a New Comprehensive Plan to guide the Village's land use decisions for at least the next fifteen (15) years. The Village's first Comprehensive Plan was adopted in 1966, which focused on physical growth and development of the community and attraction of new development. Since 1966, the Village has reviewed the Comprehensive Plan in the following years:

- **1979** The first comprehensive revision to the Plan focused on growth, development, and expansion of the Village.
- **1985** The second comprehensive revision to the plan focused on regulating new development in a manner which more directly promoted Village objectives of stability, improved quality of life, and the low-density residential character of the community.
- **1990** Limited plan amendments were made due to the changing demographics and economic conditions within the community.
- **1993** The Comprehensive Plan Amendment shifted to community maintenance and the continued provision of high-quality municipal services and facilities.

June 6, 2023 was the last Comprehensive Plan Committee meeting, where the project initiation meeting with the Comprehensive Plan Committee and Village staff set the foundation for the planning process and included a review and discussion of the overall direction and policy issues facing the community.

At the January 30, 2024 meeting, the following topics will be discussed:

1. Review the Existing Conditions Memorandum (ECM).
2. Review Online Outreach Results.
3. National Night Out August 1, 2023 Community Outreach Results.
4. Light Up the Night December 8, 2023 Community Outreach Results.
5. Upcoming Chamber of Commerce March 6, 2024 Business Community Workshop.
6. Next Steps.

RECOMMENDED ACTION:

Staff is seeking feedback and discussion on the presentation.