

AGENDA
PARK FOREST PLANNING AND ZONING COMMISSION

Park Forest Village Hall
Board Room

7:00 P.M.

TUESDAY
March 14, 2023

1. Planning and Zoning Commission Call to Order
2. Review of Minutes
 - a. February 14, 2023 Regular Planning and Zoning Commission Meeting
3. Petitions - None
4. Audience to Visitors
5. New Business
 - a. South Suburban Land Bank and Development Authority Presentation
6. Old Business
 - a. Draft Downtown Master Plan Discussion & Board Recommendation.
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
Tuesday, February 14, 2023**

Present: Chair Vernita Wickliffe Lewis; Commissioners: Cynthia Burton-Prete, Denise Poston, and Doug Price

Staff: Andrew Brown, Planner

Absent: Vice Chair Marguerite Hutchins; Commissioner Samuel Brooks; Trustee Liaison Maya Hardy

Visitors: Forest Preserve of Cook County Staff: Aladdin Husain, Chris Slattery, Jacqui Ulrich, Sophia Vela

Call to Order: Wickliffe Lewis called the meeting to order at 7:03 pm.

Review of Minutes January 24, 2023:

On page one, in the section Review of Minutes from December 13, 2022, the third line should read “This sentence should be changed...” instead of “This sentence should change...”

On page two, under the third (3rd) standard and voting outcome the word “it” should be removed so the sentence states “Price noted that the hardship of having political signs posted all year round in yards throughout the community is offset by people’s right to freedom of speech.”

To avoid confusion in the Minutes of January 24, 2023, the Planning and Zoning Commission agreed that where Parks, in reference to the consultant Trisha Parks, was noted, a “T.” should be added before it. Therefore, T. Parks would replace Parks throughout the Minutes where Parks is references the consultant.

On page four (4), the last paragraph should be rewritten as follows, “Burton-Prete wanted to start the Planning and Zoning Commission discussion by going on record stating she was disappointed in how the November 22, 2022, DownTown Master Plan meeting was planned. She said that during the meeting there was a major issue with the DownTown Planning Advisory Committee (DPAC) not receiving the material being discussed prior to the meeting and Houseal & Lavigne’s response regarding said materials...”

The second to last sentence of the second full paragraph on page five (5) should be rewritten as follows, “She also understood that significant costs may have been incurred in assembling the plan.”

The second and fourth sentences of the second full paragraph on page five (5) should say “grammatical” instead of grammar. Additionally, the third full paragraph should say “grammatical” instead of “grammar.”

The third sentence of the first full paragraph on page six (6) should include “to” between “according” and “the” and a comma after Special Use Permit. The sentence should read “...that according to the Special Use Permit, the community center...” Additionally, the second to last sentence of the same paragraph should be rewritten as follows, “Brown stated that because of the condition of the building the theater is unknown. Including the theater as a potential future...”

The first sentence on the third paragraph of page six (6) should be rewritten as follows, “Burton-Prete then stated that other suburbs host art and crafts show at local high schools. Is this an option or would it interfere with the annual Park Forest Art Fair.”

The second sentence of the fourth paragraph on page six (6) should add an “a” between “...could be to have Village version of the Taste...” so the sentence reads “...could be to have a Village version of the Taste...”

The first sentence of the fourth paragraph on page six (6) should be rewritten as follows, “Burton-Prete had a question for T. Parks regarding the Light Up DownTown section on page 64.”

The last sentence of the fifth paragraph on page six (6) should include “simultaneously” between “uses” and “like.”

The fifth sentence of the six paragraph on page six (6) should make the word “page” plural and include the word “document” after original.

The last sentence of the fifth full paragraph on page eight (8) should include the word “signage” between “wayfinding” and “should.”

On page nine (9), under staff communication, the first sentence should be rewritten as follows “The Planning Department submitted an application to a capstone program for undergraduates from the University of Illinois at Chicago to review current Park Forest plans and provide the Planning Department and Board of Trustees a report.”

A motion was made by Price to approve the minutes with the corrections. Seconded by Poston. All in favor.

Petitions: None.

Audience to Visitors: None.

A motion was made to table New Business and move to Old Business by Price. Seconded by Burton-Prete. All in favor.

New Business:

a. Revisions to the DownTown Master Plan

Brown reviewed the document that included revisions for the DownTown Master Plan developed during the Planning and Zoning Commission meeting on January 24, 2023. Most of the revisions were submitted by Burton-Prete. Brown stated that he had discussed the timeline of the DownTown Master Plan submission to the Village Board with the Village Manager Thomas Mick. Manager Mick stated that the DownTown Mater Plan should not be submitted to the Board until May 22, 2023. This timeline will help ensure the new Village Board is ready to review a document like the DownTown Master Plan.

Burton-Prete asked how Houseal & Lavigne will receive the revisions and the notes about the seniors. Brown stated that they will have to be included with the revisions sent to them once they are approved by the Planning and Zoning Commission.

Burton-Prete suggested to include the last paragraph on page eight of the January 24, 2023, meeting minutes. Brown stated that it is included in the proposed revision document to be sent to Houseal & Lavigne.

Burton-Prete wanted to know if revision number 22, page 47, will be sufficient to address the senior citizen requirements discussed during the January 24, 2023, meeting. Wickliffe Lewis did not think number 22 would be sufficient if the DownTown Master Plan is trying to include attracting families to Park Forest. Wickliffe Lewis wants to not only include strategies and objectives for seniors aging in place, but also wants to include having housing suitable for seniors that's affordable. If there is affordable housing, seniors may be more willing to sell their homes so that young families can move to Park Forest.

Price noted that there were already two developments in DownTown Park Forest that accommodated to seniors and an additional development could be built this year. Price recommended the Planning and Zoning Commission send the 38 revisions included in the revisions document to Houseal & Lavigne. Consensus on the 38 revisions was reached by the Planning and Zoning Commission with the understanding that the final recommendation to send the DownTown Master Plan to the Board of Trustees would be voted on at the March 14, 2023, meeting.

A motion was made by Price to extend the meeting to 9:15 pm. The motion was seconded by Burton-Prete. All approved.

Old Business:

a. Forest Preserves of Cook County

Husain started the presentation to the Planning and Zoning Commission and highlighted that the presentation would discuss new amenities, restoration efforts, and cultivating local relationships. Husain talked about how a central request regarding signage has largely been completed. This

includes signs identifying the location of the forest preserves. Next, Husain discussed the status of installing comfort stations at Sauk Trail Woods. Husain stated that there are currently bathrooms at Sauk Trail Woods. Additionally, Husain stated that the trails are in generally good condition. Husain mentioned that people have requested benches and also want a connection to King's Gove to the parking lot at Sauk Trail Woods.

Husain then spoke about restoration process at Sauk Trail Woods. The Forest Preserve of Cook County completed brush removal in the northern portion of the woods on January 26, 2023. Husain then talked about the Sauk Lake dam removal. Husain stated that the dam created a murky lake which resulted in less than ideal fishing conditions. Regionally, the dam restricts the flow to thorn creek and lowers fish populations. If the dam is removed; fish habitats could improve.

Price asked if that was the whole clearing would have brush removed from it. Husain stated that it was the entire clearing which would have brush removed.

Price asked if there are any plans, restorations, or alterations for areas not numbered on the slide. Husain stated no, there's currently no plans for the areas not numbered.

Price then asked if they will have comfort stations at all five (5) locations at Sauk Trail Woods. Slattery stated that it's a start and that of the 300 forest preserves with parking lots, there are 60 with comfort stations. Moreover, of the 60 comfort stations, 22 of them are located in Busse Woods.

Price then inquired about the dam. He asked if the EPA will be involve. Husain stated yes, they would be involved in the removal.

Wickliffe Lewis asked about the possibility of flooding once they remove the dam. Husain stated that he believes that it will actually improve the situation. Husain also stated that there will have to be some type of analysis completed once the dam is removed.

Burton-Prete asked if this will still remain a top priority for the Forest Preserve with this being a 10 year long or even longer project. Husain stated that every year they do an assessment for their priorities are for funding. Depending on the year, dam removal may have been a priority but the funding wasn't available.

Burton-Prete then inquired about the benches and the King's Grove connection. She asked the time frame for those projects to be completed. Husain stated the installation of the benches should be quick. Slattery stated that they have a foundation to help install memorial benches and sometimes there are donors who want to put benches on specific trails. They do have funding of their own if they want to identify locations.

Price asked if they take direct contributions through the Forest Preserve of Cook County Foundation that specifically targets the contributor's goals. If so, are there people who give money to the foundation and do they have an agenda. Slattery stated the Forest Preserve of Cook

County does have their own foundation and contributors can have explicit goals with their donations.

Burton-Prete stated that she thought people will come once the comfort stations are built. She asked about the plan to maintain them and keep them clean. Ulrich stated that they have a great landscaping crew to help maintain them and that there is also a trail watch program where the community gets involvee in clean-ups and maintenance.

Ulrich and Vela presented the spring events coming up during Earth Month. On April 8th, there will be a Bike the Preserves event starting at 7:30 am. On April 22nd, there will be a Bird Sit at Sauk Trail Central starting at 8:00 am. Earth Day will be the same day, April 22nd, from 10:00 am – 1:00 pm, which will include litter clean up.

Ulrich and Vela also mentioned future events like the Senior Walking Club and Light of Loving Kindness wellness activities. They also stated that the Forest Preserves of Cook County has summer jobs which are administered through the Forest Preserve at King’s Grove. Husain added that there are also some volunteer programs opportunities like the trail watch, litter clean-up, and community service.

A motion was made by Burton-Prete to return to New Business. Seconded by Poston. All in favor.

Communications:

- a. **Member Communications:** Burton-Prete inquired about the Walmart closing in Homewood. Brown confirmed that the store is closing. Wickliffe Lewis stated that she believes they are closing because their incentives have run out. Price mentioned that the Homewood Walmart had received two tax breaks within the last 20 years.
- b. **Trustee Comments:** None.
- c. **Staff Communications:** The IFF development is still moving forward. The Village has not heard about the results from their phase two environmental study. The Village is closing on the Illinois Housing and Development Authority (IHDA) funds for the Home Repair and Accessibility Program (HRAP). The Village’s program will be primarily focused on roof repairs within the community. The HRAP will be eligible for residents with an income below the area median income of 80 percent. The Village will be hiring a part-time administrator for the HRAP program. The Village is also applying for another Community Development Block Grant from Cook County to repair sewers with the Cure in Place Pipe (CIPP) lining. Two weeks ago, the Village applied for another AmeriCorps team that would support the Village for six (6) weeks over the summer. The Village should know more about the status of the team by the March 14th meeting. Brown stated he will be meeting with the University of Illinois at Chicago - Capstone Program Team on Thursday. The team made up of undergraduates will be developing a spreadsheet that will have all of the objectives and strategies from 14 Village plans listed. Based off of the spreadsheet they will conduct analysis and provide recommendations for the Village.

Adjournment: A motion to adjourn was made by Price. Seconded by Poston. All in favor. The meeting was adjourned at 9:14 pm.