

Project Timeline
Zoning Ordinance & Map Update
Revised: August 9, 2024



VILLAGE BOARD MEETING: *March 14, 2023*

- Appoint ad hoc Zoning Ordinance Update Steering Committee
- Establish goals, principles, and parameters to guide ordinance update

STEERING COMMITTEE MEETING #1: *April 19, 2023*

- Introduce the project's purpose, goals, parameters, scope, and timeline
- Amend and add to an initial list of questions for ordinance update

Preliminary Organizational Activities: *April-May 2023*

- Establish [project web page](#) for ongoing project updates
- Identify opportunities and limitations of ecode360 to inform ordinance formatting

Analyze Recent Development Reviews and User Experiences: *May-July 2023*

- Survey recent users of zoning processes, including CUPs, variances, design review
- Review recent Building Board, Zoning Board of Appeals, Plan Commission cases

RELATED VILLAGE COMMITTEE INPUT MEETINGS: *June-August 2023*

- Meet with Building Board (6/13), Zoning Board of Appeals (7/20), Plan Commission (8/14)
- Discuss zoning issues and desired ordinance improvements related to each board's focus

Prepare Preliminary Draft of Web-based Resident Survey: *June-early July 2023*

STEERING COMMITTEE MEETING #2: *July 10, 2023*

- Discuss all work since Meeting #1, including Building Board discussion & user survey
- Review and advise revisions to draft resident survey

Revise and Administer Resident Survey; Compile Survey Results: *July-September 2023*

Preliminary Ordinance Directions Memo: *late August-September 2023*

- Overview of community input and research to date
- Updated list of key questions, with potential responses or options
- Outline and sample format of updated zoning ordinance
- Other chapters of the Municipal Code that may need refining for continuity

STEERING COMMITTEE MEETING #3: *October 4, 2023*

- Review resident survey and other participation results since meeting #2
- Respond to "preliminary ordinance directions memo" before ordinance drafting begins

Village Board Update: *October 10, 2023*

Prepare Zoning Ordinance Text—Draft #1: *October 2023-March 2024*

- Prepare draft zoning ordinance (Chapter 225) update
- Meet with Village staff on administrative issues

STEERING COMMITTEE MEETINGS #4-#9: *February 7, 21; March 21; April 4, 25; May 21*

- Review Draft #1 of the zoning ordinance text in blocks, and advise changes
- Provide opportunity for public participation

Prepare Zoning Map(s)—Draft #1: *April-May 2024*

- Clearly identify the zoning district of each parcel in the Village
- Defer adding setbacks to digital zoning map until 2025 when parcel maps updated and other online GIS work anticipated; adjust zoning text accordingly

Prepare Zoning Ordinance Text—Draft #2: *Summer 2024*

- Incorporate changes from Steering Committee meetings
- Prepare draft public guide, identifying major changes from current zoning ordinance

STEERING COMMITTEE MEETING #9: *September 3, 2024*

- Review and endorse Draft #2 zoning text and user guide(s) for public review
- Decide on desired public review process

Prepare Zoning Ordinance Text—Draft #3; Related Materials: *September 2024*

- Incorporate changes from Steering Committee meeting
- Prepare minor changes to other related chapters of Municipal Code for continuity

Public, Plan Commission, and Village Board Review Period: *Fall 2024*

PUBLIC HEARING AND ADOPTION MEETINGS (2): *January-February 2025*

- Hearing before Plan Commission, preceded by Class 2 Notice, and followed by recommendation
- Village Board meeting, at which updated ordinances would be adopted

Prepare Adopted Ordinance Text and Updated Application Forms: *March 2025*