



## **Report to Village Board**

**Agenda Item:** Proposed changes to § 520-124. - Site plan procedures.

**Meeting Date:** July 28, 2025

**Referring Body:** Plan Commission

**Committee Contact:** Dave Baker

**Staff Contact:** Peter Wegner, CD/PZ Director

**Report Prepared by:** Peter Wegner, CD/PZ Director

**AGENDA ITEM:** Proposed changes to § 520-124. - Site plan procedures.

**OBJECTIVE(S):** Discussion and possible action to approve changes to § 520-124 - Site Plan Procedures.

**HISTORY/BACKGROUND:** The Plan Commission has been reviewing proposed changes to §520-121. – Conditional use permits. The Plan Commission acknowledged changes to §520-124. - Site plan procedures should be considered to provide consistency. Specifically, changes under 520-124 H. Action by Plan Commission: appeal procedure and 520-121 I. Action by Village Board.

On February 17, 2025, staff was directed to make changes to 520-124 H. and I related to the appeal process.

On March 17, 2025, the Plan Commission reviewed and approved the proposed changes. As a result, the Plan Commission directed staff to schedule a public hearing on April 21, 2025, to gather public input related to these changes.

On 4/21/2025, the Plan Commission held a public hearing and recommended an Ordinance Amendment be forwarded to the Village Board approval.

On 5/12/2025, the Village Board discussed the proposed Ordinance Amendment. Action was delayed to allow new Village Board Trustees time to consider that being proposed.

**RECOMMENDED ACTION:** Review proposed language and approve Ordinance Amendment as recommended by the Plan Commission.

**ATTACHMENTS:** Proposed changes to § 520-124. - Site plan procedures and Ordinance Amendment.