

VILLAGE OF ROSCOE

AGENDA ITEM - STAFF REPORT



Agenda Item: Approval of Work Order with Vandewalle & Associates for Main Street Overlay Zoning District

Date: November 15, 2024

Meeting: COTW - November 19, 2024

Prepared by: Josef Kurlinkus

Department: Planning / Zoning

Overview/Background Information

The Village of Roscoe is actively pursuing the redevelopment of its Main Street area to create a vibrant, mixed-use district that reflects the community's goals and vision as outlined in the "Main Street District Plan" prepared by The Place Foundry. To facilitate this redevelopment, the Village seeks to create and implement a Main Street Overlay Zoning District. This initiative will ensure the zoning regulations align with the desired land use patterns, aesthetic standards, and functionality of the Main Street area.

Vandewalle & Associates, the Village's current zoning consultant, has submitted a Work Order outlining their proposal to draft and implement the overlay zoning district. Their approach builds on the recommendations of the "Main Street District Plan" and includes ordinance amendments, mapping, public engagement, and final adoption.

The Work Order from Vandewalle & Associates details a comprehensive eight-task process to complete the overlay zoning district:

Draft Initial Overlay Text: Review the "Main Street District Plan" to prepare the initial text for the overlay district.

Revise Based on Staff Input: Incorporate Village Staff feedback into a second draft.

Public Open House: Facilitate community engagement to gather input on the proposed overlay districts.

Zoning Board of Appeals (ZBA) Review: Present public feedback and a revised draft to the ZBA for initial review.

Prepare Third Draft and Mapping: Finalize the text and prepare zoning maps based on additional comments.

Staff Report and Public Hearing: Develop a comprehensive staff report and facilitate a ZBA public hearing for feedback and potential approval.

Village Board Adoption: Present the final draft to the Village Board for consideration and adoption.

Final Deliverables: Provide adopted text, maps, and digital files in ArcGIS format to Village Staff.

Fiscal Note/Budget Impact

Budget and Schedule

The total cost for the proposed services is not to exceed \$7,750. Work is scheduled to begin on December 1, 2024, and be completed by May 31, 2025.

Action Required/Recommendation

Staff recommends that the Village Board approve the Work Order with Vandewalle & Associates for the creation of the Main Street Overlay Zoning District. This partnership will provide the technical expertise and community engagement necessary to ensure the zoning ordinance reflects the goals and objectives of the Main Street redevelopment initiative.

Attachments

Vandewalle & Associates Work Order #01