



# **Public Engagement & Development Entitlement**

Overview and Alternatives

April 11, 2024

Emily A. Egan, Development Services Director

Craig Failor, Village Planner

# Tonight's Agenda

1. Review Different Types of Development and the Zoning Approval Process
2. Review of Peer Communities
3. Staff Recommendation
4. Alternatives

# Development Types in Oak Park

1. Planned Developments
2. Special Uses
3. Other Zoning (Variations)
4. By-Right

# Planned Developments

## 1. Neighborhood Meetings - Mandatory

- Multiple notifications (newspaper, letters, posted signs)
- Public input before final application
- Can help craft final submittal

## 2. Formal Public Hearing Notice

- Multiple notifications (newspaper, letters, posted signs)
- Public input before Board review
- Can help modify proposal

# Special Use Permits

1. Suggest neighborhood meeting – not mandatory
2. Examples (Drive-thru, Day Care, Vehicle Repair, Massage Establishment, etc.)
3. Formal Public Hearing Notice
  - Multiple required notifications (newspaper, letters, posted signs)
  - Public input before Board review
  - Can help modify proposal

# Other Zoning (Variations)

1. Neighborhood Meetings – not mandatory
  - Multiple notifications (newspaper, letters, posted signs)
  - Public input before final application
  - Can help craft final submittal
2. Formal Public Hearing Notice
  - Multiple required notifications (newspaper, letters, posted signs)
  - Public input before Board review
  - Can help modify proposal
3. Zoning Board of Appeals has Final Authority

# By-Right Development

1. Meaning
2. Zoning Ordinance regulation
3. Review
4. Predictability, Transparency, Streamlined Development

# Peer Communities

## PEER COMMUNITIES - Neighborhood Meetings

	Oak Park	Elmhurst	Evanston	Glen Ellyn	Lombard	River Forest	Berwyn	Chicago
<b>Planned Developments</b>								
<i>Neighborhood Meeting Required</i>	Yes	Yes	Yes	No	No	No	No	No
	<i>Before Final Application</i>	<i>Before Final Application</i>	<i>But, anytime up until the hearing</i>		<i>Recommended by Staff</i>	<i>"May" be required Staff determines</i>		<i>Due to Volume</i>
<b>Special Uses</b>								
<i>Neighborhood Meeting Required</i>	No	No	No	No	No	No	No	No
	<i>Recommended by Staff</i>	<i>Recommended by Staff</i>	<i>But Aldermen "May" request for their ward</i>		<i>Recommended by Staff</i>	<i>"May" be required Staff determines</i>		<i>Due to Volume</i>
<b>Other Zoning related process</b>								
<i>Neighborhood Meeting Required</i>	No	No	No	No	No	No	No	No
								<i>Due to Volume</i>
<b>Standard - State Requirement</b>								
<i>for Public Hearing ONLY</i>				Yes			Yes	Yes



# Staff Recommendation

Staff does not recommend changing the code requirements for public engagement.

Staff recommends communication and educational items to complement the required public engagement process. Examples include:

- A Zoning 101 Video Produced by Oak Park
- A Public Participation for Developments Video Produced by Oak Park
- One Sheet Handouts on Zoning Districts
- One Sheet Handouts for Public Participation for Developments
- Enhance and Promote the “Community Portal” Site Specific Information
- Consider a partnership with other community organizations to provide an “Introduction to Planning” or “Citizens Planning Academy” course.

# Staff Recommendation

Examples of similar projects from other communities include:



**INTERESTED  
IN COMMUNITY PLANNING?  
DEVELOPMENT 101**

JOIN US **TUESDAY, APRIL 9 @ 6:00-8:00 PM**

**Kennedy-King College  
(740 West 63rd Street)**  
OR VIA LIVE STREAM

**RSVP**  
[HTTPS://BIT.LY/DEV20ENG](https://bit.ly/dev20eng)

COMMUNITY CENTER  
HOUSING  
RECREATION  
OPPORTUNITY

**DPD** Department of Planning and Development  
**BACP** Bureau of Affordable Community Planning  
**DOH** Department of Housing  
**Kennedy-King College**

**JEANETTE** 773.966.5336  
www.jeanettebtaylor.com | 773-966-5336 | 5707 South Wentworth

# Alternatives to Staff's Recommendation

**Alternate 1:** No Action - Maintain status quo and continue the current public participation requirements.

Advantages:

- No additional staff time or expense

Disadvantages:

- Potential for not capturing public participation from community members that may have an interest in the development process or proposals prior to the required Public Hearing

# Alternatives Continued

**Alternate 2:** (Staff's Recommendation) Enhance public participation through communication efforts and educational opportunities without changes to code or policy.

## Advantages:

- Advance understanding and awareness of zoning, planning, and opportunities to participate in the development process within the community
- Encourage all and empower residents to be engaged in decisions impacting their community
- Oak Park serves a regional example and leader on this topic
- Public Engagement Requirements are in-line with peer communities and developers or businesses can have a sense of predictability for timeline and deliverables as requirements are on par with other communities

## Disadvantages:

- Increased demands on staff time and workload
- Nominal financial commitment for printing materials, event organization, and communications
- Reduced potential for not capturing public participation from community members that may have an interest in the development process or proposals prior to the required Public Hearing

# Alternatives Continued

**Alternate 3:** Change the code requirements to require a neighborhood meeting for Special Uses

Advantages:

- Developers are able to respond to resident comments and concerns

Disadvantages:

- Developers or business owners may see this as a real or perceived additional barrier compared to other communities

# Next Steps

1. Village Board Discussion
2. Receive Village Board Direction
3. Staff Review and Response
4. Possible Zoning Ordinance Text Change or  
Possible Work Plan Change for Staff

# Example From Other Communities

## DuPage Mayors and Managers

“The Transportation Office”

<https://www.youtube.com/watch?v=M7IxlCldyl>

“Kiss-Off and Ride”

<https://www.youtube.com/watch?v=6KT8h66MKBM>

## American Planning Association - Planning Advisory Service: A guide to Community Planning Academies

[https://planning-org-uploaded-media.s3.amazonaws.com/publication/download\\_pdf/PAS-Report-605.pdf](https://planning-org-uploaded-media.s3.amazonaws.com/publication/download_pdf/PAS-Report-605.pdf)