



Development Services Department

Craig Faylor, Director

Noemy Diaz, Administrative Officer

Mission Statement



The Development Services Department's mission is to enhance the quality of life in the Village of Oak Park by providing efficient, consistent, cost-effective, courteous and prompt customer services designed to encourage investment in our community.

Executive Summary



The Development Services Department serves as an external facing department that deals with the community on private property issues such as permitting, planning, zoning, historic preservation, business services, business grant programs and partner agency coordination. Additionally, the department also manages the Village's public parking garage operations, lots, programs and enforcement.

The Development Services Department includes the following Divisions: Administration, Business Services, Planning & Urban Design, Permits & Development and Parking & Mobility Services.

FY 26 Priorities



Administration

- **Successfully direct all activities of the Departments five (5) divisions.**
- **Successfully manage all aspects of private development projects in the Village.**
- **Successfully manage or serve as staff liaison to five (5) Village Commissions, one (1) Village Committee and one (1) Board, in addition to assisting with the Liquor Control Review Board.**

Business Services

- **Serve as the One-Stop-Shop and be the point of entry for all new business in the community, as one centralized resource to businesses**
- **Continue to successfully manage all business district coordination, business grant programs and business licensing functions.**
- **Continue to successfully facilitate the New Business Walk-Through Assistance Program.**

FY 26 Priorities (continued)



Planning & Urban Design

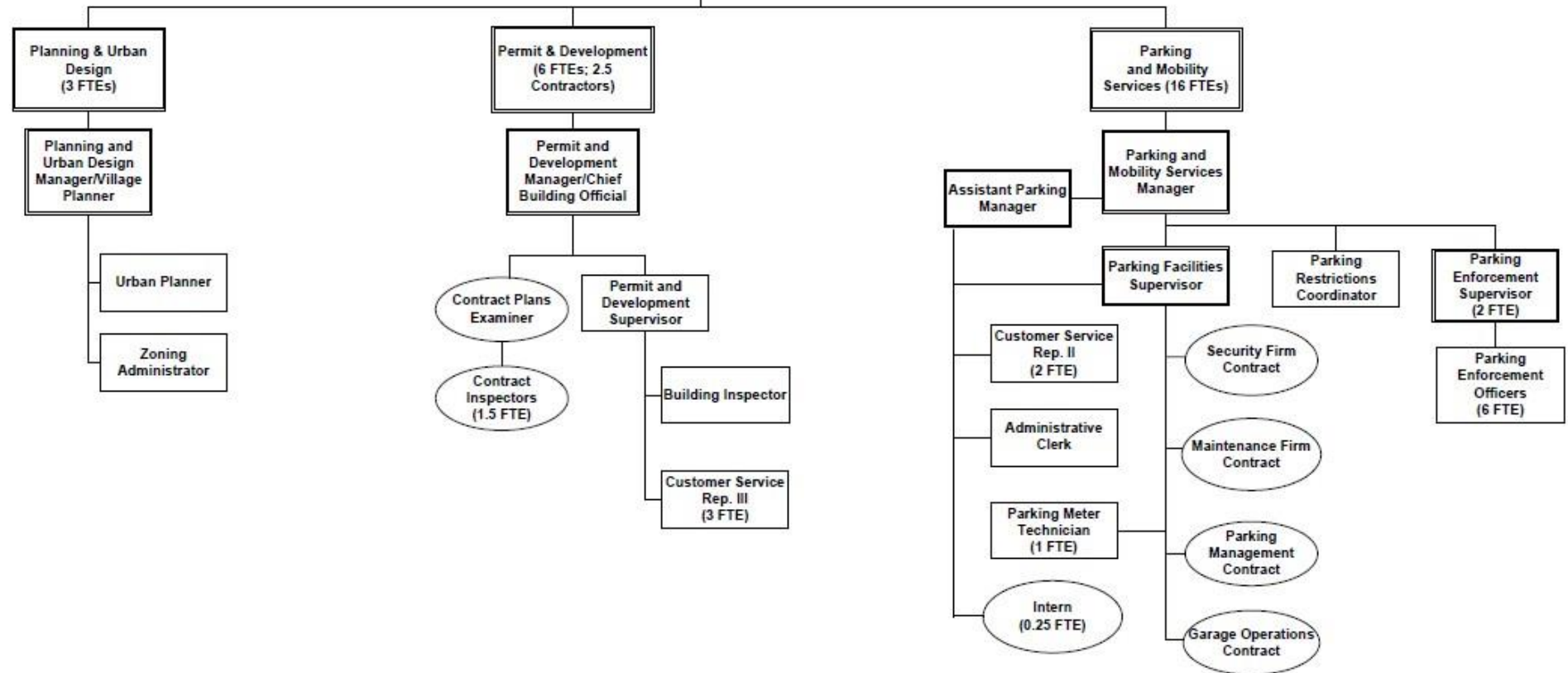
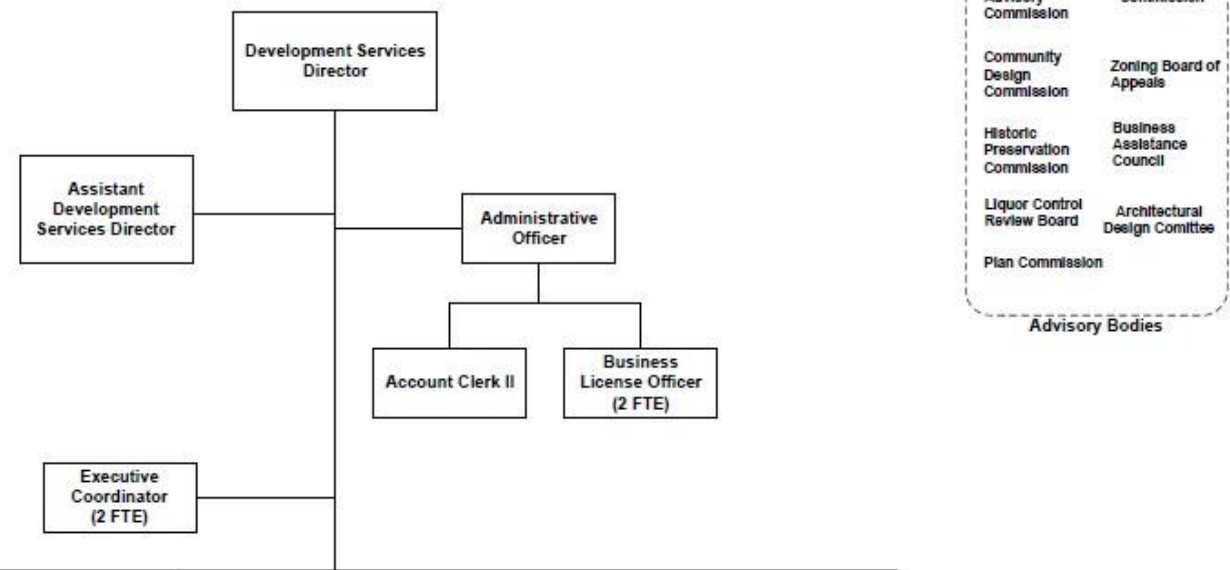
- Replace identification signage in Village's Historic Districts.
- Continue to evaluate single-family zoning and recommend diversification of housing stock – Zoning Ordinance Update.
- Continue to participate in the Cap the Ike bridge deck expansion project.

Permit & Development

- Continue to successfully facilitate and update the Village's electronic permit processes.
- Successfully implement updates relative to sustainable building code requirements.
- Continue to offer seminars for contractors and homeowners focusing on construction codes.

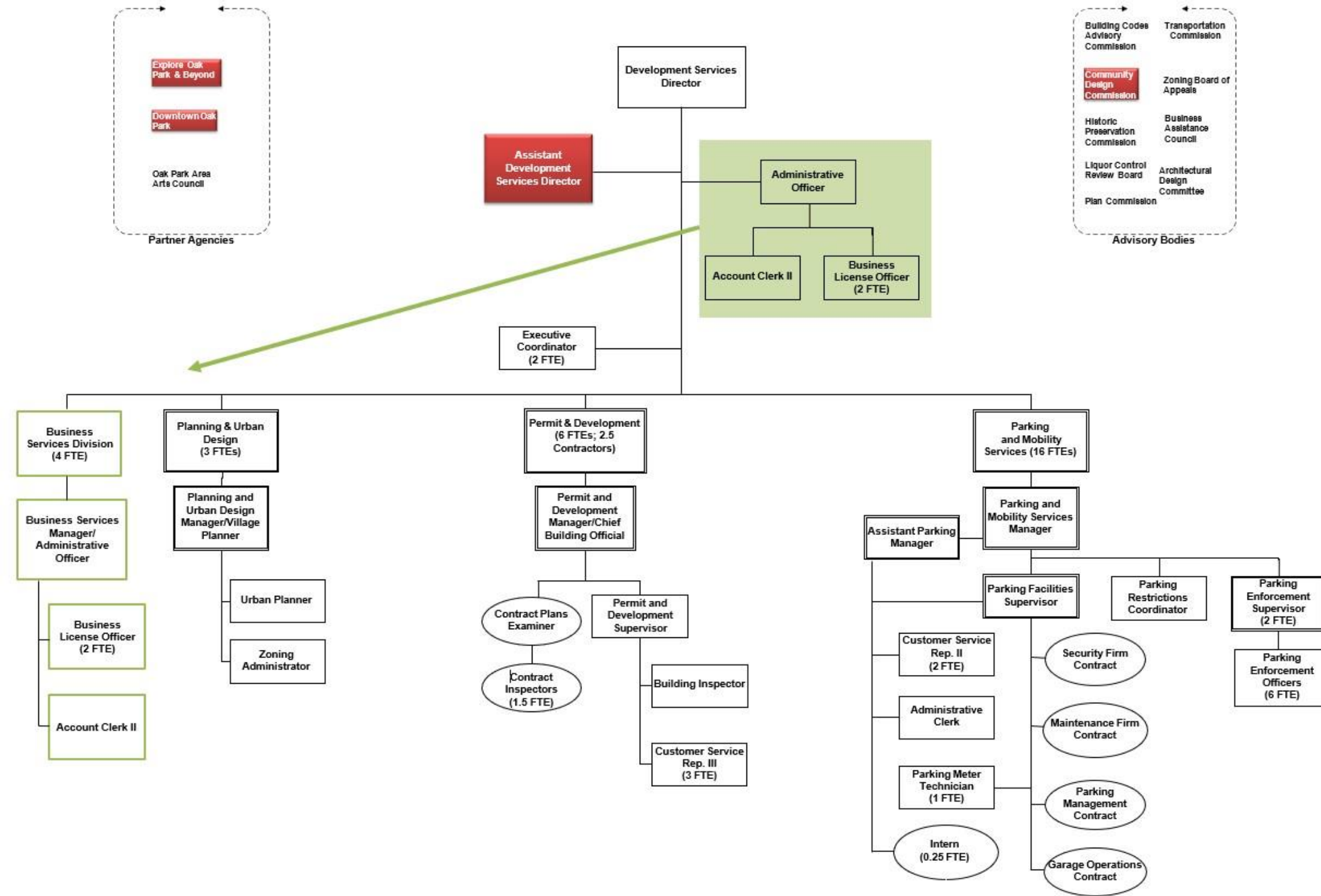
Parking & Mobility Services

- Implement technology-based upgrades to the *ParkOakPark* application for Village parking permits, vehicle licenses, citations, vehicle immobilization, as well as license plate recognition capabilities.
- Evaluate opportunities to expand eligibility in the Village's Reduced Parking Permit Fee Program, potentially tying eligibility to existing government assistance programs.
- Continue the Village's efforts to strategically deploy publicly-accessible electric vehicle charging stations (EVCS) with an emphasis on areas where residents do not have access to private parking.



Current Org Chart

Proposed Org Chart



Administration Division



The Administration Division oversees the work of the department's divisions and administers the development activities of the Village.

FY 26 Budget: 986,383 (8.3% decrease over FY25)

- **Changes attributed to the proposed reclassification of partner agencies and staff changes to the administrative team.**

Line Item	FY 25 Budget	FY 26 Proposed	Variance	Note
Regular Salaries	245,625	195,310	50,315	Removing the Assistant Director Position from the department
Public Art	50,000	50,000	-	Developer contributions for public art. This money is being carried forward from FY25 to FY26

Business Services Division



The Business Services Division is responsible for successfully managing all aspects of private development in the Village along with serving as the point of entry for new businesses seeking to locate in Oak Park. The Division manages all business licensing, business code enforcement and business grant programs in addition to serving as staff liaison to all business district associations in Oak Park.

FY 26 Budget: 807,469 (35.5% decrease over FY25)

- **Changes attributed to the Chamber contract reallocated to Economic Vitality.**

Line Item	FY 25 Budget	FY 26 Proposed	Variance	Note
Regular Salaries	309,494	255,764	53,730	Removing the Assistant Director Position from the department
External Support	410,250	25,000	385,250	Chamber contract removed from Business Services and reallocated to Economic Vitality

Permits & Development Division



The Permits & Development Division is responsible for issuing of permits for all construction activities in the Village. The division is also responsible for the Village's detailed plan review, contractor registration/issuance and construction inspections.

FY 26 Budget: 2,002,212 (3.6% decrease over FY25)

- **Changes attributed to personnel costs.**

Line Item	FY 25 Budget	FY 26 Proposed	Variance	Note
Salaries	472,604	446,703	53,730	Removing the Assistant Director Position from the department

Planning & Urban Design Division



The Planning & Urban Design Division is responsible for all planning activities including new developments and administering existing Village plans. The Division is also responsible for managing zoning, historic preservation and Village business signage. Further, the Division manages business district corridor plan processes.

FY 26 Budget: 674,099 (33.4% decrease over FY25)

- **Changes attributed to the Roosevelt Road Corridor plan and the Zoning Text update.**

Line Item	FY 25 Budget	FY 26 Proposed	Variance	Note
External Support	560,000	258,500	301,500	• The Roosevelt Road Plan and the Zoning Text Amendment were both one-time expenses in FY 2025.

Parking & Mobility Services Division



The Parking and Mobility Services Division is responsible for managing all aspects of the Village's public parking program, including parking enforcement. (Parking Enterprise fund)

FY 26 Budget: 7.9 million (**15.6% decrease over FY25)**

- **Changes attributed to the decrease in capital expenses due to the significant cost of capital investment in FY25. Development Services staff is working with Public Works to reassess the capital investments needed for parking infrastructure for future years.**

Village Board Goals at a Glance



Development Services Staff will:

- Evaluate the 2025 Stretch Code
- Update the Zoning Ordinance relative to
 - building energy efficiencies
 - permeable materials
- Partner with City of Chicago on North Avenue Streetscape
- Evaluate Single Family Zoning – MMH
- Evaluate land use consistency with Economic Vitality Plan

Budget at a Glance



Division	2025 Budget	2026 Budget	Percent Change
Administration	1,075,224	986,383	8.3%
Business Services	1,252,635	807,469	35.5%
Permits & Development	2,077,047	2,002,212	3.6%
Planning & Urban Design	1,012,755	674,099	33.4%
Parking & Mobility Services	9,034,429	7,959,934	15.6%
DEPARTMENT TOTAL	14,452,090	12,430,097	13.99%



Questions?