

**COMPREHENSIVE PLAN ADVISORY COMMITTEE (CPAC)
MEETING MINUTES
December 2, 2008**

The meeting of the Comprehensive Plan Advisory Committee was called to order at 7:00 p.m. on Tuesday, December 2, 2008 in the Village Board Room at the Village Hall.

PRESENT: Trustee Bulthuis, Trustee Cullerton, Michelle Dix, Finance Director Eric Dubrowski, Vincent Gatto, Community Development Director Shubhra Govind, Sam Greco, Carol Marcus, Rae Rupp Srch, Scott Shepard, Daniel Verr

ABSENT: Chris Aiello, Dave Casey, Ron Guidolin, Greg Hassler, Dennis Keating, Don Murphy, Carl Timmerman

OTHERS PRESENT: Village President Joyce Stupegia, Konstantine Savoy, Michael Weaver, Bridget Lane

WELCOME

Trustee Bulthuis welcomed the committee members and guests. He thanked everyone for attending tonight's meeting as well as last month's Public Forum at the Iowa Community Center.

APPROVAL OF 10/21/08 MEETING MINUTES

The CPAC approved the minutes from the October 21, 2008 CPAC meeting minutes.

CONSULTANT REPORT/PRESENTATION

The Consultant Team presented a summary of the drafts of Chapters 3 (Policy Formation) and 4 (Village-Wide Plan Elements) of the Village's Draft Comprehensive Plan to the CPAC. The Consultant Team had distributed the drafts of Chapters 3 and 4 to the CPAC prior to this meeting.

The presentation on the summary of draft Chapter 3: Policy Formation reviewed the revised and updated vision statement for the Village, a summary of the image preferences of the CPAC, and the Framework Plan. The revised draft vision statement, as of today (still subject to further review and refinement) is:

*The Village of Villa Park will enjoy a high quality-of-life, **a healthy and attractive atmosphere, and a distinct identity** by creating sustainable land use patterns; **establishing an efficient and sustainable multi-modal** transportation network; developing superior community facilities; building modern utilities infrastructure; nurturing a strong, diverse and self-sufficient economic base; and by fostering a diverse housing stock and preserving its historical legacy.*

The words that are **underlined and in bold text** above were the additions to the vision statement based on community feedback and suggestions since the last meeting of the CPAC in October.

Next, the Consultant Team reviewed the CPAC's image preferences, which can be used to develop more detailed design guidelines should the Village wish to do so in order to provide

more guidance for future developments.

- ***Single-Family Residential***: should be built with high-quality materials such as stone, brick, and/or wood; front porches are desirable; a unique overall style is desired; an open and inviting look is desired; facade should be broken-up; garage should not dominate front elevation
- ***Multi-Family Residential***: should be built with high-quality materials such as stone, brick, and/or wood; windows should be large and proportional to the elevation; pitched roofs and broken-up facades are desirable
- ***Business District Streetscape***: should feature wide sidewalks, street trees and window awnings; should be safe and welcoming to pedestrians; decorative building cornice/parapets are desirable; landscaping, large windows, and facade variation are desirable
- ***Business District Buildings***: should be built with high-quality materials such as brick and/or stone; traditional color combinations are desirable; residential and retail components should be well-integrated; zero-front setbacks, interesting rooflines, and parking removed from view are desirable
- ***Commercial Corridor Streetscape***: should provide an attractive atmosphere, with plentiful trees and dedicated bike lanes
- ***Commercial Corridor Signage***: should be built with a consistent low height; monument signs are preferred; signs should be legible/clean and not flashy/tacky; the design should be compatible with its associated building; and signs should be treated with a landscaped base
- ***Commercial Corridor Buildings*** (retail): ample landscaping is desired; variation in facades, pitched roofs, and an orientation toward the street is desired; should be built with high-quality building materials; parking lots should be landscaped and should not dominating the front elevation of the building
- ***Commercial Corridor Buildings*** (office): unique architecture is preferred; there should be ample windows; rounded corners and an orientation toward the street is desired

The Consultant Team then presented the Framework Plan, which conceptualizes the basic strategies to guide the Village's long-range planning and economic development goals. The components of the Framework Plan are:

- ***Gateways***: Gateways serve as entries into the community and serve both welcoming and wayfinding purposes. Primary gateways serve as the chief points of entry into Villa Park, while secondary gateways serve as minor points of entry into Villa Park and as a means of general wayfinding. All gateways should be enhanced with appropriate signage, landscaping and lighting to welcome people to Villa Park, to create an aesthetically-pleasing identity as well as memorable impressions of the Village.
- ***Business Districts/Downtown Concept***: Five business districts of Villa Park serve as the focal point for day-to-day community life, providing small-scale, mixed-use, neighborhood-oriented businesses and services in pedestrian-oriented activity nodes. These areas provide the best opportunities for retail shops, restaurants, offices, and multi-family and senior residential developments built in compact, multi-level buildings with a mix of uses. In order to emphasize and to reinforce the downtown concept, stronger connections among these business districts need to be introduced, and Village wayfinding

signage needs to direct people to the unique offerings available in each district.

- **Urban Mixed Use Corridors:** Serve as the opportunity for large-scale and auto-oriented businesses of the Village, and provide the best opportunities for larger shopping centers, multi-family residences, office complexes, and warehousing/distribution developments. These areas should be built to maximize the benefits of connections between uses as well as the dynamics created by the proximity to offices, restaurants, warehousing/distribution activities, and prime highway access. They should provide for highly visible and signalized access to the major roadways, high-quality landscaping, lighting, signage and connections to the rest of the community.
- **Village Character Corridors:** Serve as linkages between the urban mixed-use corridors and smaller business districts, while passing through residential areas of the Village. As important roads interconnecting the community, and serving as gateways to and through the Village, character corridors should be enhanced with landscaping, decorative lighting, and wayfinding signage in order to create a pleasant, tranquil and aesthetically-pleasing identity for the Village.
- **Connectivity:** Strong connections are vital for maintaining strong business districts, forging a strong and cohesive downtown, and unifying the entire community. Connections take the form of streets, bike paths and environmental corridors. These connections will be strengthened by adding wayfinding signage, making landscape enhancements, and facilitating movements safely and efficiently, or in some cases by creating new linkages along existing corridors (such as along a creek) or across physical barriers (such as a railway). Existing and proposed bike paths provide connections where streets cannot, and strengthen the connections among residential areas, business districts and mixed-use corridors.
- **Residential Neighborhoods:** These well-established residential areas are marked by mature trees, mostly single-family dwellings, neighborhood parks and schools, and a mostly grid-style street network. There are opportunities for residential reinvestment and rehabilitation, as well as for the preservation of historical homes and the improvement to underlying infrastructure. The neighborhood can be an effective unit for organizing greater civic involvement and for preserving the overall high quality-of-life in Villa Park.

The Consultant Team then presented their summary of the draft of Chapter 4: Village-Wide Plan Elements, which consists of the Future Land Use & Transportation Element, the Community Facilities & Utilities Element, the Economic Development Element, and the Housing & Historic Preservation Element. Together, these Plan Elements comprise the key goals and objectives for the Comprehensive Plan. The Consultant Team summarized the chief strategies for each of these over-arching Village-Wide Plan Elements:

- **Chief Strategies (Land Use):**
 - Build upon existing neighborhood strengths and assets in order to make continuous improvements to residents' quality of-life
 - Promote an active mix of congruent land uses within the Village's existing compact business districts
 - Maximize the development potential of these lands so as to bring more jobs,

shopping options, and tax revenue to the Village

- Strategically annex those lands that, under Village control, would bring maximum benefit to the Village
- Safeguard these sensitive and vital lands for future generations

▪ ***Chief Strategies (Transportation):***

- Give special emphasis to St. Charles Rd. by making the right-of-way pedestrian-friendly, introducing landscape enhancements, installing decorative lighting and signage, and studying the feasibility of narrowing the vehicle travel lanes
- Ensure that the Village's public rights-of-way can accommodate everyone
- Create a comprehensive bike path network that connects all neighborhoods, business districts, schools, parks and other community facilities within Villa Park so as to make bicycling a feasible transportation alternative for short trips within the community
- Encourage service improvements and expansions to existing Metra service and Pace routes in Villa Park, while promoting home-grown transport options for travel within the Village, such as creating an extensive bike path network, establishing trolley service, and encouraging car-pooling and car-sharing schemes

▪ ***Chief Strategies (Community Facilities):***

- Continue this excellence in public service provision into the future and make steady, continuous improvements in all areas
- Decrease the Village's use of fossil fuels, to minimize its total energy usage, and to shift to renewable energy sources, particularly for its public buildings and facilities but for privately-owned buildings as well
- Make streetscape and right-of-way improvements, construct sidewalks along all streets, and add police officers to key street/rail crossings in order to facilitate the safe movement of children and teenagers between schools and residential areas
- Enhance Villa Park's system of parks and other public green spaces by making new additions and connections to it
- Promote diverse programming through existing community groups, agencies and organizations and to explore the feasibility of building a new facility in one of the downtown business districts to serve as the nexus of arts and culture in the Village

▪ ***Chief Strategies (Utilities):***

- Encourage the development of telecommunications infrastructure, develop policies to regulate this infrastructure, encourage existing businesses to make use of this telecommunication technology, and foster collaborative planning

and public-private partnerships

- Make systematic improvements to the capacity of the Village's stormwater, sewer and potable water infrastructure so as to continue to provide high-quality stormwater management, sewer system services, and drinking water supply

▪ ***Chief Strategies (Economic Development):***

- Foster new development that adds new jobs, retail shopping, hospitality services, entertainment uses and other activities that bring forth a new sense of vitality and life to key areas in Villa Park
- Promote thriving, aesthetically pleasing shopping areas that meet the needs of residents, increase tax revenues to the Village, and add vitality to the downtown areas and major corridors
- Encourage existing businesses to stay in Villa Park, assist them with guidance on property appearance, and encourage them to expand their operations within the Village
- Attract private sector investment to Villa Park so as to add to the numbers of local job opportunities

▪ ***Chief Strategies (Housing & Historic Preservation):***

- Guide the development of other types of housing, including senior housing, condos, townhomes, and mixed-use buildings with residential units on upper levels
- Preserve these rich, historic assets for posterity and emulate them so as to help in the overall revitalization of the Village, its neighborhoods and its downtown districts
- Reduce the energy use of new and existing residential developments, and develop an urban form that promotes walking and transit ridership

DISCUSSION ON FUTURE MEETING DATES

There will be a special CPAC workshop to discuss ideas relating to the Village's primary urban mixed-use corridors, tentatively scheduled for 7:00p.m. on January 20, 2008 at the Village Hall. The following CPAC meeting would tentatively be held at 7:00p.m. in mid-to-late February at the Village Hall to review the results of the corridor plans.