

**PLANNING & DEVELOPMENT MEETING
NOVEMBER 25, 2008**

Chairman Stephen Appell called the meeting to order at 7:30 P.M.

Trustee members present: James Coppernoll, Tad Whitchurch, and President Jim Claeysen

Trustees present: Linda Melton, Sally Hollembeak, Scott Kramer

Also, present: Attorney Stevens, Administrator David Nord, and Nancy Belt

James Coppernoll moved to adopt the agenda. James Claeysen seconded. Motion carried by voice vote.

Tad Whitchurch moved to approve the minutes of October 24, 2008. Jim Claeysen seconded. Motion carried by voice vote.

CHARLES STREET GARDENS ANNEXATION

Attorney Jim Stevens stated that he will have the annexation ordinances for Charles Street Gardens drafted and ready for review the first week in December. President Claeysen recommended presenting the Charles Street Gardens ordinances for first reading at the January 6, 2009 village board meeting and second and final reading on January 20, 2009. Committee agreed.

PRESIDENT'S REPORT

President Claeysen announced that the following meetings have been cancelled for the month of December: Public Works December 22, 2008

Personnel December 23, 2008

Planning and Development December 23, 2008

TIF DISTRICT PRESENTATION

Stephen Appell asked Mr. Mike Weber to please come forward and address the board. Mr. Weber stated the qualifications of his firm, Peckham Guyton Albers & Viets, Inc. (PGAV). Mr. Weber stated that there are three TIF considerations:

1. Qualifications of the area:
 - Blighted Area
 - Conservation Area
 - Combination of the above
2. Lack of growth and investment by private enterprise.
3. "But for" TIF redevelopment project will not happen

Mr. Weber presented the committee with photo shots of the areas and explained that the parcels must be contiguous and benefit from the TIF; the village has to have an adopted Comprehensive Plan; and confirm where the money would come from, such as bonds, developer notes or sales tax sharing. Mr. Weber said that some of the parcels may not qualify as a TIF District (vacant land) and recommended establishing a "Business District Tax", and continued to explain the difference between that and a TIF District. President Claeysen asked Mr. Weber for his fee structure. Mr. Weber said for a TIF

District his fees would run from \$30,000 - \$35,000, and for Business District \$15,000, plus hourly expenses.

Mr. Weber's closing remarks ended at 8:10 pm.

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Stephen Appell asked representatives from Duff & Phelps to please come forward and address the committee. Joseph E. Pilewski, Managing Director, Michael J. Eickhoff, Director, Jennifer Fitzgerald Senior Associate and Bradley W. Davis Analyst introduced themselves and presented their professional credentials and TIF expertise. Mr. Pilewski said that his team has advised on over 40 tax increment financing districts over the past twenty years. They presented the committee with a proposed tax increment financing work plan and timing schedule. Stephen Appell asked Mr. Pilewski for his fee structure. Mr. Pilewski said that it depends on what the board prefers such as a fixed fee or hourly rate plus out-of-pocket expenses. Duff & Phelps closing remarks ended at 8:40 pm.

SECTION 82-209 SCHEDULES OF SPECIAL USES IN RESIDENTIAL DISTRICTS

Stephen Appell presented the committee with David Nord's final copy of revised special uses in residential district. After questions and answers Stephen Appell recommended sending this to the next January 2009 ordinance committee for review.

ANAM P.U.D. AGREEMENT

Attorney Jim Stevens stated that he will present to the committee a draft ordinance for the Anam P.U.D. agreement next week and will forward a copy to the developer.

PRESIDENT'S REPORT

President Claeysen informed the committee that Chief Todd Houde will be officially sworn into office at the December 2nd, 2008 village board meeting.

Jim Claeysen moved to adjourn at 8:52 pm. Stephen Appell seconded. Motion carried by voice vote.

Recorded by: Village Clerk, Nancy L. Belt

Planning and Development minutes approved by Chairman, Stephen Appell on December 2, 2008