

MINUTES OF THE REGULAR MEETING OF THE LAW AND ORDINANCES COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 9, 2021 AT 5:30 PM AT THE WILLOWBROOK VILLAGE HALL, LOWER-LEVEL CONFERENCE ROOM, 835 MIDWAY DRIVE, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

**(IT SHOULD BE NOTED THAT THIS MEETING WAS HELD PARTIALLY VIA “ZOOM/CONFERENCE CALL”)**

**DUE TO THE COVID 19 PANDEMIC, THE VILLAGE WILL BE UTILIZING A CONFERENCE CALL FOR THIS MEETING.**

**THE PUBLIC CAN UTILIZE THE FOLLOWING CALL IN NUMBER:**

**Dial-in Phone Number: (312) 626-6799**

**Meeting ID: 973 7779 3184**

1. CALL TO ORDER

Chairman/Trustee Gayle Neal called the meeting to order at the hour of 5:30 pm.  
(Meeting was being recorded)

2. ROLL CALL

Those present at Roll Call in the Village Hall Upper Floor Conference Room were: Chairman/Trustee Gayle Neal, Trustee Umberto Davi, Trustee Paul Oggerino, Assistant Village Administrator Sean Halloran, and Building Official Roy Giuntoli.

APPROVAL OF MINUTES

IT SHOULD BE NOTED THAT THERE WERE NOT PAST MEETING MINUTES DISCUSSED AT THIS MEETING AND THAT ALL PAST MEETING MINUTES WERE DEFERRED TO FUTURE MEETING.

3. DISCUSSION – DISCUSS – AN ORDINANCE OF THE VILLAGE OF WILLOWBROOK AMENDING SECTION 4-1-4 ENTITLED “DUTIES”, OF CHAPTER 1 ENTITLED “DEPARTMENT OF MUNICIPAL SERVICES”, OF TITLE 4 ENTITLED “MUNICIPAL SERVICES”, OF THE VILLAGE CODE OF ORDINANCES OF THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS

- a) Building Official Roy Giuntoli explained the reason behind the amended ordinance. As there was no specific ordinance, or portion thereof, pertaining this category of events, staff modified said ordinance, letter “L”, to allow for them. Assistant Village Administrator Sean Halloran stated the wording of the modified ordinance was done as it was to remain consistent with other similar ordinances.

#### 4. ONGOING REVIEWS

- a) Title 6: Assistant Village Administrator Sean Halloran stated that this is an ongoing review, Attorney Bastion is reviewing the ordinance at this time. Ordinance shall be compared with neighboring communities. Section to be streamlined, estimated time of completion is September/October of this year. Chairman/Trustee Gayle Neal stated that much of our current wording is very outdated.

#### 5. OLD BUSINESS

- a) Recommendation for Code Update RFP – Award to Houseal Lavigne: Assistant Village Administrator Sean Halloran stated the ongoing process to hire a firm that will update our Zoning code (Specifically Title 9). This company was chosen to be awarded the contract over the 4 others that were in the running for it. Houseal Lavigne’s niche is specifically what we are looking for – updating Zoning Codes. Houseal Lavigne has worked with Carol Stream & Cary IL where they have taken several portions of the code and streamlined it all into a “Unified Development Ordinance”. UDO’s typically make it easier for all (staff, residents, designers, builder/developers, contractors, etc.) to work with and understand. A “Steering Committee” is in the process of being assembled. The Board will be updated with any progress. Chairman/Trustee Gayle Neal stated that as the Title is very long and has had many ‘band aid’ type changes whereas now it is complicated to understand, supports the update. Trustee Paul Oggerino asked if this has ever occurred in the past. Building Official Roy Giuntoli responded no wholesale revisions (as this update is being proposed) in the past 16 years. The awarded contract budget for this update was designed as a ‘not to exceed’ designed as such by the applicant, broken down into various pertinent categories. Assistant Village Administrator Sean Halloran Houseal Lavigne did their homework to provide a roadmap for what Willowbrook needed pertaining to many of the categories that this Title encompasses. This matter is in the Board Packet for tonight’s Board Meeting.

#### 6. COMMITTEE REPORTS

- a) Trustee Gayle Neal:
  - i. Requested that Law & Ord. committee be informed of any changes to other matters. Assistant Village Administrator Sean Halloran stated he would arrange for that.
- b) Trustee Umberto Davi: No Report
- c) Trustee Paul Oggerino:
  - i. Asked that since Cannabis revenue numbers are staggering, and other nearby municipalities are considering sales, has the village considered revisiting the allowed locations for this? Assistant Village Administrator Sean Halloran stated that Village Administrator Brian Pabst was looking into that. Assistant Village Administrator Sean Halloran asked if this Board would like staff to review this matter as a “Committee as a Whole” – Board responded yes and will follow up.
- d) Assistant Village Administrator Sean Halloran: Nothing additional to Report
- e) Building Official Roy Giuntoli: Nothing additional to Report

7. VISITOR'S BUSINESS

a) None

8. ADJOURNMENT

MOTION: Motion was made by Trustee Paul Oggerino to Adjourn the Meeting; Trustee Umberto Davi second.

ROLL CALL: Chairman/Trustee Gayle Neal, Trustee Umberto Davi, Trustee Paul Oggerino all voted in favor to Adjourn.

MOTION DECLARED & CARRIED

Meeting adjourned at 5:57 pm

PRESENTED, READ and APPROVED

\_\_\_\_\_, 2021

\_\_\_\_\_  
CHAIRMAN

Minutes prepared by  
Roy A. Giuntoli, Building Official (05/11/2021)