

BOARD, COMMISSION, AND COMMITTEE - MEETING SUMMARY FORM

BOARD/COMMISSION/COMMITTEE: Plan Commission

DATE OF MEETING: October 6, 2020

NAMES OF MEMBERS AND STAFF:

Members Present: William Bradford, Mariah DiGrino, Homa Ghaemi, Steven Schwab, Justin Sheperd and Michael Taylor

Members Absent: Jeffrey Head

Staff Present: John Adler, Director of Community Development

Agenda Item - 2020-P-03 2133 Greenwood Avenue
Request by Michael Murdock for tentative plat approval of a two-lot subdivision

The applicant could not attend the hearing and because no proof of proper notice was provided the case was not heard. This request will be put on the November 17th Plan Commission meeting.

Agenda Item – Comprehensive Plan Review Process – Discussion

Mr. Adler explained that a consultant has been budgeted for and that the Plan Commission will most likely be overseeing the review process. The first step is releasing a Request for Proposals (RFP), which he is seeking input from the Commission on. He discussed the items needing to be updated and added to the plan. He talked specifically about the Neighborhood Retail districts, which have been so impacted by consumers changing shopping habits and the Housing Chapter. He mentioned that the Village's Boards and Commissions will play a big role in assisting the Commission with developing the plan.

Commissioner Ghaemi talked about the importance of hiring a consultant that understood the desires of the community and suggested reviewing other community's RFP for elements Wilmette might want to include. Mr. Adler said that staff has reviewed several RFPs including Northfield and Winnetka's recent comprehensive plan RFPs.

Commissioner DiGrino recommended that the RFP include the need to address social equity in the plan. Chairman Bradford felt that the RFP should ask the consultant to address how they will encourage diversity participation.

The need for the RFP to address how robust public input will be obtained, especially if the pandemic continues to make large in-person gatherings impossible was discussed. The Commission discussed the possibility of conducting of a community survey.

The Commission asked to see a draft scope of services at their next meeting.

DATE AND TIME OF NEXT MEETING: 5:00 pm on November 17, 2020

PERSON PREPARING SUMMARY: John Adler

*This summary is provided as a convenience to the Village Board and staff. **This is not an official record** of proceedings of any Village of Wilmette Board, Commission or Committee. Official Minutes are recorded and maintained by the Clerks' Office.*