

2026 Work Plan for Zoning Board of Appeals

STAFF LIASON: Bob Bernhart

VILLAGE BOARD LIASON: Cory Wesley

2026 Initiatives

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
To hear and decide appeals in which it is alleged that there is error in any order, requirement, decision, interpretation or determination made by the Zoning Officer.	Hold public hearings on appeals of the Zoning Administrator's decision.	All decisions of the Zoning Board of Appeals on appeal or upon application for a variation shall be final administrative determinations.	Ongoing	N/A
To hear and decide applications for variations from the regulations and restrictions imposed by this Zoning Ordinance.	To hold public hearings on requests for variances from the strict terms of the Zoning Ordinance.	All decisions of the Zoning Board of Appeals upon application for a variation shall be final administrative determinations.	Ongoing	Application publication costs
To hear and make recommendations to the President and Board of Trustees on such matters as may be referred to it by the President and Board of Trustees.	To hear and make recommendations to the Village Board, including applications for amendments to the text or zoning map and special uses.	Provide findings of facts and make recommendations to the Village Board on applications for text and zoning map amendments and special uses.	Ongoing	Application publication costs
Research and recommend revisions to the Zoning Board of Appeal's Rules of Procedures.	Periodically review the Rules of Procedures.	Review and amend/update the Rules of Procedure from time to time.	Ongoing	N/A
Commission Betterment	Commissioner Training	Commissioner training where available.	Ongoing	\$400

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2025 Accomplishments of the Zoning Board of Appeals

ENABLING LANGUAGE	PROJECT	OUTCOMES	TIMEFRAME	COST (if any)
To hear and decide applications for variations from the regulations and restrictions imposed by this Zoning Ordinance.	Held public hearings on requests for variances from the strict terms of the Zoning Ordinance.	Passed 11 Resolutions.	2025 (Jan. 1st to Oct. 7th)	Application publication costs
To hear and make recommendations to the President and Board of Trustees on such matters as may be referred to it by the President and Board of Trustees.	Held public hearings and made recommendations to the Village Board.	Provided 3 Recommendations and findings of facts to the Village Board.	2025 (Jan. 1st to Oct. 7th)	Publication costs

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Instructions for completing Work Plan

This work plan format provides space to indicate any goal of the Board of Trustees that is supported by your commission:

- Diversity
- Housing
- Retail Strategy
- Commercial District Vitality
- Fiscal Responsibility
- Sustainability
- User Friendly Village Hall
- Intergovernmental Cooperation

Please follow these instructions to complete your work plan:

Column 1: Provides enabling language for your commission by topic.

Column 2: List any projects you are pursuing this year in this category.

Column 3: Indicate what outcomes your project will produce.

Column 4: Indicate the proposed time frame for this project, including one which may be multi-year.

Column 5: If required for your project, indicate your proposed budget for this project.

TOTAL 2026 BUDGET REQUEST:

Details of all the Commission Budgets are referenced in the actual budget in the section marked *Policy Development & Support*