

## ARTICLE 12. ORDINANCE ADMINISTRATORS

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### 12.1 VILLAGE BOARD

The Village Board has the following specific powers, pursuant to this Ordinance:

- A. To make final decisions on zoning amendment applications.
- B. To make final decisions on special use applications.
- C. To make final decisions on planned development applications.

### 12.2 PLAN COMMISSION

The Plan Commission has the following powers, pursuant to this Ordinance:

- A. To make recommendations to the Village Board on zoning amendment applications.
- B. To make recommendations to the Village Board on planned unit development applications.
- C. To hear and report to the Village Board on such other matters as may be referred to it by the Village Board.

### 12.3 ZONING BOARD OF APPEALS

The Zoning Board of Appeals has the following powers, pursuant to this Ordinance:

- A. To make recommendations to the Village Board on special use applications.
- B. To make final decisions on variation applications.
- C. To make final decisions on zoning appeals.
- D. To hear and report to the Village Board on such other matters as may be referred to it by the Village Board.

### 12.4 ZONING ADMINISTRATOR

The Village Planner, or his/her designee, is considered the Zoning Administrator. The Zoning Administrator may designate one or more Village staff persons to act as the Zoning Administrator, including the Zoning Officer; however, a zoning decision may only be rendered once. The Zoning Administrator has the following powers, pursuant to this Ordinance:

- A. To review and make final decisions on administrative variation applications.
- B. To make final decisions on design review applications.
- C. To review and make final decisions on zoning interpretation applications.
- D. To review and make final decisions on certificate of zoning compliance applications.
- E. To review and make final decisions on temporary use permit applications.
- F. To receive and forward zoning applications as required by this Ordinance to the Plan Commission, Zoning Board of Appeals, Village Board, or Village official, as appropriate.
- G. To maintain permanent and current records as required by this Ordinance.

H. To maintain and make available the Village's Official Zoning Ordinance and Zoning Map, and all permanent and current records required by this Ordinance.

I. To conduct inspections of structures or the use of land to determine whether there is compliance with this Ordinance, and, in case of any violation, order corrective action.

#### **12.5 COMMUNITY DESIGN COMMISSION**

The Community Design Commission also has the following powers, pursuant to this Ordinance:

A. To hear appeals of Zoning Administrator decisions on design review applications.

B. When called upon, to testify or provide written recommendations in proceedings involving requests for a zoning map amendment, variation, planned development, or special use permit application.

C. When called upon, to provide advice in the application of the development standards of this Ordinance.

For reference, the Community Design Commission also reviews and decides on variances to the Village of Oak Park Sign Ordinance.

#### **12.6 HISTORIC PRESERVATION COMMISSION**

The primary responsibility of the Historic Preservation Commission is to administer the Village of Oak Park's Architectural Review Guidelines. The Historic Preservation Commission also has the following powers, pursuant to this Ordinance

A. When called upon, to testify or provide written recommendations in proceedings involving requests for a zoning map amendment, variation, planned development, or special use permit application.

B. When called upon, to provide advice in the application of the development standards of this Ordinance.