

VILLAGE OF ORLAND PARK BOARD OF TRUSTEES
BUSINESS LICENSE REVOCATION APPEAL HEARING – RULES OF PROCEDURE

1. Pursuant to Title 7, Chapter 1, Section 7-1-16(D) of the Village Code, any person aggrieved by a decision of the Village Manager in connection with the suspension or revocation of a business license, has the right to file an appeal of said decision to the Village Board of Trustees (hereinafter “Board of Trustees”). The decision of a majority of the Board of Trustees present at the hearing of such appeal shall be required to reverse the decision of the Village Manager.
2. The person appealing the decision (hereinafter “Petitioner”) of the Village Manager to revoke or suspend a business license may appear individually and/or by counsel.
3. The Village Prosecutor shall defend the decision of the Village Manager at the hearing.
4. The appeal of a decision of the Village Manager to suspend or revoke a business license shall be based solely “on the record.” This means that no new evidence, witnesses or testimony may be presented by the Petitioner or the Village Prosecutor at the hearing before the Board of Trustees. Further, no new evidence may be considered by the Board of Trustees in rendering its decision. The Petitioner and the Village Prosecutor shall be confined to making arguments to the Board of Trustees based upon the evidence presented at the hearing before the Village Manager conducted pursuant to Title 7, Chapter 1, Section 7-1-16(C) of the Village Code. The official record of the hearing before the Village Manager has been made available to the Petitioner and the Village Prosecutor.
5. The Petitioner shall present its arguments first to the Board of Trustees. The Petitioner shall have twenty (20) minutes to present oral arguments to the Board of Trustees regarding the purported basis for overturning the decision of the Village Manager to revoke or suspend the business license. Thereafter, the Village Prosecutor shall have twenty (20) minutes to orally present the purported basis for upholding the decision of the Village Manager to suspend or revoke the business license. The Petitioner shall then have five (5) minutes for oral rebuttal.
6. The standard of review to be employed by the Board of Trustees in deciding whether to uphold or overturn the decision of the Village Manager to suspend or revoke the business license shall be the standard used in the review of administrative decisions under Illinois Law.
7. At the conclusion of oral arguments, the Board of Trustees may immediately issue a decision or take the matter under advisement. Further, the Board of Trustees may engage in deliberations over the decision in closed session, to the extent permitted by the Illinois Open Meetings Act, 5 ILCS 120/1, *et seq.*