

# **VILLAGE OF ORLAND PARK**

*14700 S. Ravinia Avenue  
Orland Park, IL 60462  
[www.orlandpark.org](http://www.orlandpark.org)*



## **Meeting Minutes**

**Monday, November 18, 2024**

**6:30 PM**

**Village Hall**

## **Committee of the Whole**

*Village President Keith Pekau  
Village Clerk Brian L. Gaspardo  
Trustees, William R. Healy, Cynthia Nelson Katsenes, Michael R. Milani,  
Sean Kampas, Brian Riordan and Joni Radaszewski*

**CALL TO ORDER/ROLL CALL**

The meeting was called to order at 6:33 PM

**Present:** 7 - President Pekau; Trustee Healy; Trustee Nelson Katsenes; Trustee Milani; Trustee Kampas; Trustee Riordan and Trustee Radaszewski

**APPROVAL OF MINUTES****2024-0872 Approval of the November 4, 2024, Committee of the Whole Minutes**

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of November 4, 2024.

**A motion was made by Trustee Nelson Katsenes, seconded by Trustee Radaszewski, that this matter be APPROVED. The motion carried by the following vote:**

**Aye:** 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

**Nay:** 0

**ITEMS FOR SEPARATE ACTION****2024-0294 Application Fees and Fees per Square Foot**

On October 7, 2024, this item was tabled pending a comparison of permit fees for an Orland Park single family home. Staff prepared a comparison of existing Orland Park permit fees, Tinley Park permit fees, and the proposed Orland Park permit fees.

Orland Park's existing fees are approximately \$500 less than Tinley Park, while the proposed fees would be approximately \$200 more than Tinley Park.

Staff continues to recommend the following:

1. A non-refundable application fee of \$95. This will cover the permit costs for most fixed-fee permits and the initial costs borne by staff reviewing permit applications that are not issued. This initial application fee is based on a \$75 fee established in November 2017 with Ordinance No. 5247 for multiple permit types, including roof permits, and utilizing the Consumer Price Index (CPI) calculator to adjust for inflation.
2. A per square foot (SF) fee for new construction and additions to single family attached and single family detached building permits:
  - a. \$1.70/SF for the first 2,000 SF
  - b. \$0.50/SF for each additional SF of 2,001 SF or greater
3. Reviewing the fees on an as-needed basis in lieu of utilizing an automatic

annual CPI adjustment.

Director of Development Service Steve Marciani presented information regarding this matter. (refer to audio)

President Pekau had questions. (refer to audio)

Director Marciani responded to President Pekau and continued presenting. (refer to audio)

Trustee Riordan had comments and questions. (refer to audio)

Director Marciani responded to Trustee Riordan. (refer to audio)

Trustee Kampas had questions. (refer to audio)

Assistant Director of Development Services Carrie Haberstich responded to Trustee Kampas. (refer to audio)

I move to recommend to direct staff to prepare an ordinance to establish regulations for an application fee for permit applications and changing the fee structure to fees per square foot for single family residential attached and detached homes, as presented on October 7, 2024.

**A motion was made by Trustee Riordan, seconded by Trustee Healy, that this matter be RECOMMENDED FOR APPROVAL to the Committee of the Whole. The motion carried by the following vote:**

**Aye:** 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

**Nay:** 0

**ADJOURNMENT: 6:41 P.M.**

**A motion was made by Trustee Kampas, seconded by Trustee Milani, that this matter be ADJOURNED. The motion carried by the following vote:**

**Aye:** 7 - President Pekau, Trustee Healy, Trustee Nelson Katsenes, Trustee Milani, Trustee Kampas, Trustee Riordan, and Trustee Radaszewski

**Nay:** 0

**2024-0910 Audio Recording for the November 18, 2024, Committee of the Whole Meeting**

**NO ACTION**

**/AS**

APPROVED: December 2, 2024

Respectfully Submitted,

/s/ Brian L. Gaspardo

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**Brian L. Gaspardo, Village Clerk**