

**VILLAGE OF LOMBARD**  
**REQUEST FOR BOARD OF TRUSTEES ACTION**  
**For Inclusion on Board Agenda**


☐ Resolution or Ordinance (Blue)    ☐ Waiver of First Requested  
☐ Recommendations of Boards, Commissions & Committees (Green)  
☒ Other Business (Pink)

**TO :** PRESIDENT AND BOARD OF TRUSTEES

**FROM:** Scott R. Niehaus, Village Manager

**DATE :** February 22, 2023                      **(BOT) Date:** March 2, 2023

**SUBJECT:** APPOINTMENT OF LEIGH GIULIANO AS PLAN COMMISSION CHAIR

**SUBMITTED BY:** William J. Heniff, AICP, Director of Community Development 

**BACKGROUND/POLICY IMPLICATIONS:**

The Department of Community Development transmits for your consideration a request for the appointment of Leigh Giuliano as the Plan Commission Chairperson.

Please place this item on the March 2, 2023 Village Board agenda for consideration and approval of Leigh Giuliano as the Chair of the Lombard Plan Commission.

**Fiscal Impact/Funding Source:**

Review (as necessary):


Finance Director \_\_\_\_\_ Date \_\_\_\_\_  
Village Manager \_\_\_\_\_ Date \_\_\_\_\_

**NOTE:** All materials must be submitted to and approved by the Village Manager's Office by 12:00 noon, Wednesday, prior to the agenda distribution.



## MEMORANDUM

TO: Scott R. Niehaus, Village Manager

FROM: William J. Heniff, AICP, Community Development Director 

MEETING DATE: March 2, 2023

RE: **APPOINTMENT OF LEIGH GIULIANO AS PLAN COMMISSION CHAIR**

Section 32.097 of the Lombard Village Code pertains the membership of the Lombard Plan Commission and reads as follows (emphasis added):

*Terms; chairperson; executive secretary.*

*The terms of members shall be for a term of four years. All vacancies occurring in such Plan Commission shall be filled by appointment for the remainder of the unexpired term in the same manner as original appointments. **The Chairperson of the Commission shall be so designated by the President subject to the approval by the Board of Trustees.** He shall serve as Chairperson for a one-year term or until his successor has been appointed. The Secretary to the Plan Commission shall be the Community Development Director or his/her designee.*

Over the past year and a half, the Village has not had a designated Chair for the Lombard Plan Commission, and in order to conduct public hearing, a Chair needed to be identified and approved by the Plan Commission at the start of each meeting.

Leigh Giuliano has been voted on by the Plan Commission members as the Acting Chair over the past eight months and has demonstrated her abilities to serve in this capacity on a going forward basis. To that end, Community Development staff, which serves as the Executive Secretary of the Plan Commission, recommends that she be officially designated by the Village Board as the Chair of the Lombard Plan Commission.

### **ACTION REQUESTED**

Please place this item on the March 2, 2023 Village Board agenda for consideration and approval of Leigh Giuliano as the Chair of the Lombard Plan Commission.