



Minutes  
Village of Glen Ellyn  
Village Board Workshop Meeting  
Monday, June 15, 2026  
7:00 PM  
Glen Ellyn Civic Center, Room 301

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**Call to Order – 7:05 P.M.**

**A. Pledge of Allegiance**

**B. Roll Call**

Upon roll call by Clerk Cosby, President Burket and Trustees Christiansen, Duncan, Kalinich, Simon, and Thompson answered “Present.” Trustee Bhagwakar was absent.

Also in attendance: Village Manager Franz, Village Attorney Stephanides, Finance Director Brankin, Public Works Director Hubsy, Community Development Director Henaghan, Economic Development & Communications Director Hannah, Police Chief Norton, and Fire Co. Chief Clark.

**C. Audience Participation**

There was no off-agenda audience participation.

**D. Presentation**

- 1) Discussion of a Proposed Ordinance Amending Title 7 ("Business Regulations") of the Glen Ellyn Village Code Regulating the Procedures Governing Village Business Licenses (Economic Development & Communications Director Hannah and Village Attorney Stephanides)

Economic Development & Communications Director Hannah reviewed the goals of the proposed ordinance. She emphasized that many departments and staff contributed to the draft.

Trustee Duncan asked for the motivation to revise the ordinance. Village Attorney Stephanides replied.

Trustee Thompson asked the reason for oversight shifting from the Village President to the Village Manager. Village Attorney Stephanides replied.

Trustee Kalinich asked about whether there was a grace period for the delinquency fee. Economic Development & Communications Director Hannah replied.

Trustee Kalinich then asked how the LAMA permitting software system was working for businesses. Economic Development & Communications Director Hannah replied.

Trustee Kalinich asked whether a permit fee is prorated if a business applies for a permit in the middle of the year. Economic Development & Communications Director Hannah replied. Discussion ensued.

Trustee Duncan asked how frequently the Village revokes a business license. Village Attorney Stephanides replied. Trustee Duncan felt the new verbiage put a lot of burden on the Village, making it cumbersome to use.

Trustee Christiansen addressed the change of oversight to the Village Manager with the appeal process still going through the Board. She hoped the Board would receive training for the appeal process on a regular basis.

Trustee Christiansen wondered if the language on patios should be tweaked in respect to certain businesses. Village Attorney Stephanides replied.

Trustee Simon asked the reason that penalties are set at the stated amount. Village Attorney Stephanides replied. Discussion ensued.

Chris Clark, Fire Chief and resident, asked about the new language on fines for unlawful operation without a license. Village Attorney Stephanides replied.

2) Discussion of Proposed Amendments to Title 4 ("Building Regulations") of the Glen Ellyn Village Code Regulating Fees and Deposits (Community Development Director Henaghan)

Community Development Director Henaghan clarified that she was giving a review of how LAMA has been working since its implementation one year ago. She added from their work with the new software over the year, staff recommend changes to the current fee structure. Discussion ensued on fee changes, especially regarding possible exceptions based on the size of a project.

The Board asked Community Development Director Henaghan to look at comparables in other communities and present that data in the next workshop.

Community Development Director Henaghan clarified that the permit fee waiver for historical restoration does not include demolition permits, and that the demolition fee would apply, if applicable.

Community Development Director Henaghan reviewed the proposed amount of the demolition fee that would discourage teardowns. The Board suggested that the tax and fee be combined.

Trustee Kalinich asked about the difference between a fee versus a tax in the permitting rates. Village Attorney Stephanides replied. Discussion ensued.

President Burket asked how homes damaged by natural disasters such as fires that need to be demolished are being addressed. Community Development Director Henaghan replied. Discussion continued.

Trustee Kalinich asked about interior demolition and what that includes. Community Development Director Henaghan replied.

The Board asked staff to track data going forward so the data can be evaluated for 2028 budgeting purposes.

The Board gave Community Development Director Henaghan direction to make further revisions to the permitting structure.

Trustee Kalinich asked about flat rate permits, specifically if these become an escalating fee and potentially encourage residents to not obtain the proper permits. Discussion ensued.

Trustee Simon asked what the actual inspection cost would be to recover staff time spent on a permit. Community Development Director Henaghan replied.

The Board agreed to go with staff's recommendations on the fee structure.

Norris Eber, resident, asked if insurance claim work would need to be permitted. Discussion ensued. Mr. Eber gave further information regarding insurance and damage caused by weather or disaster. Mr. Eber also spoke about the total cost from a contractor and if the sales tax on materials should be deducted when considering the permit fee. The Board thanked him for the information.

#### **E. Reminders**

- 1) Village Board Special Workshop Meeting Monday, June 22, 2026 at 6 pm
- 2) Village Board Meeting Monday, June 22, 2026 at 7 pm

Trustee Kalinich brought up that the Building Board of Appeals met the prior week and seeks changes to commercial ordinances that will come before the Board.

Trustee Thompson said that the Plan Commission made a first review of zoning revisions, adding that their notes will be presented to the Board soon. It was suggested that the number of commissioners be reduced from nine to seven. Community Development Director Henaghan replied. Discussion continued.

#### **F. Adjourn – 8:21 P.M.**

**Adjourn to closed executive session for the purpose of discussing pending litigation pursuant to 5 ILCS 120/2(c)(11), not to return to open session**

Trustee Simon moved and Trustee Thompson seconded to adjourn and go into Closed Executive Session. Unanimous vote of approval.