



MINUTES

**Regular Meeting
Community Development Committee of the Board**

March 19, 2015

1. The meeting was called to order by Chair Barker at 3:31 pm.

2. Roll Call

Bruce Barker, Chairman - present
Ron Gunter, Mayor - present
Susan Senicka, Trustee - absent
Jim Addington, Trustee - present
Bob Scott, Trustee - absent
Steve Nero, Trustee - absent
Harold Barry, Trustee - present
Virginia Szymiski, Village Clerk - present
Thomas Mulhearn, Police Chief - present
Dave Weiss, Fire Chief - present
Larry Kaufman, Director of Fire Prevention Bureau - absent
Steve May, Village Manager - present
Jill Ziegler, Community Development Director - present
Larry Forssberg, Chamber Executive Director - present
Joe Hennerfeind, Code Enforcement - present
Angela Whitehead, Code Enforcement - present
Jill Peterson, Code Enforcement - present
Larry McIntyre - present
Spencer Parker, Finance Director - present
Jim Gunther, Deputy Chief - present
Mike Ramsey, Acting Public Works Director - present
Nick Weinert, Building Commissioner - present
Glen Liljeberg, IT - present
Melissa Brendle, Municipal Services Office Supervisor - present
Rick Bocek, Duty Chief - present

3. Pledge of Allegiance

4. The Minutes from the January 22nd, 2015 meeting were reviewed. A motion was made to accept the minutes and it was approved.

5. Presentation - Gateway Signs

Rich Olson with Gary Weber and Associates gave a presentation about gateway signage for the Village. This is only in concept development stage. Two different options of gateway signs were shown, 1 - was more of a mission style, direction was taken from the look of the Library building. Option 2 was based on the architecture of Village Hall. Both designs have the Village logo on them and have sections that are backlit, as well as internally lit. Options for different area's in town were given, for example on Ogden Avenue where there is not much room for a sign, an option for a narrower entry pier was shown. It was also discussed to incorporate an electronic message board (option B). This can be done in small stages, as slow or as fast as budget allows and the Village Board would like.

6. Unfinished Business

A. Code Enforcement

a. Review Monthly Report

Numbers for January and February were gone over in detail. Overall the numbers for the two month period were low, most likely due to the weather. For the two month period a total of 91 violations were given, 36 inspections were performed, 1 citation was given, and 91 cases were closed. The number of no heat complaints were up, which is to be expected with the bitter temperatures we had.

Priority properties were discussed.

14 E. 55th St. - This property is still for sale.

505 N. Grant - House has been posted for sale, and is secure.

Court/Trial properties were discussed.

124 N. Lincoln - Failed to appear March 4th, did not show. Village requested a default judgement.

224 Willard Place - Failed to appear, re-sentencing is scheduled for April 1st.

315 W. Quincy St. - Dismissed with no fees

b. Weekend Code Enforcement Activity Update

A detailed update was given. 21 Signs have been collected. Since the weather broke, 5 abandoned vehicles have been discovered. There has also been open burning.

c. Multi-Family code enforcement update

Chief Weiss stated that the Ponds is progressing with their sprinkler system. Extra Fire inspectors are being asked for in the next year's budget.

d. Code enforcement staffing

A brief discussion on the notice for the code enforcement/plan review position and what qualifications are being requested.

B. Review monthly permit totals

The numbers for the last two months were reviewed.

C. Alley Clean-up program update

Discussion on the program and Blockheads. The committee was presented with two different designs of door hangers. The first option will be double sided, the second single. Discussion on how this will be tracked, and subsequently followed up on.

Currently fifteen (15) people are signed up to be Blockheads. Discussion on what will be expected of the blockheads. There was also discussion on senior citizens in the Village and information that can be given to them for help.

There was also a brief discussion on scavengers and issues that have recently come to the Village's attention. Trustee Barry asked staff to research scrappers/scavengers and staff will follow through on how other communities handle this issue.

D. Sound Enforcement update

Research has begun on acquiring a sound meter. Although it was originally thought that one could be borrowed from IRMA, it has since been discovered that their meter is only for workplace noise levels. Apps on cell phones are quite accurate, typically within 3 decibels. Sound meter equipment can also be rented. This is being looked into further.

E. Design Guidelines document

Brief discussion with handout. This is an outstanding issue from the Comprehensive Plan and staff would like to use these design guidelines in conjunction with the TIF and downtown facade grants.

F. Beekeeping & Chicken Coops -

Beekeeping was approved by the Village Board last month. The Hilton is hoping to have its hives in April. Permits will be received thru Municipal Services Department. A chicken text amendment will go before the Village Board next month for review.

G. Electronic sign and banner update.

Discussion on the Village's current ordinance and changes to it. Currently there are approximately 20 electronic signs within the Village. This was reviewed by Planning and Zoning. It was decided that the ordinance be changed from 30 seconds to 5 seconds. Banners - currently there is no fee for a temporary banner, and a business is allowed 60 days a year, with 30 day intervals between permits. It was recommended by Planning and Zoning Commission to increase allowable days to 90 days a year, with a \$25 fee. Next the proposal will be reviewed by the Village Board.

H. Update: Larry Forssberg - Westmont Economic Development Partnership.

Dunkin Donuts has moved to 121 W. Ogden Ave. and is now open.

People's Resource Center renovations is going well, they hope to open next month.

301 E. Ogden Ave. - Testing is being done on the site, possibility of tanks from a previous gas

station. Company is doing their due diligence on the site in order to develop.

20 E. Chicago - is under contract

The next EDC committee tour is scheduled for April 8th, it will be at the Taiwanese Cultural Center on 63rd Street if anyone is interested in attending and a bus will be available from Village Hall.

Further work is being done on having a educational tour. Currently working to get Downers Grove schools. This tour will consist of the school districts as well as Westmont Park District.

5. New Business

A. New permit forms

Discussion on redesigning the current forms as well as having packets for certain projects. ie: garages, fences, decks etc.

B. Permit fee structure introduction

Discussion on what is currently done, items sent to Morris what the current fees are. An example of a simple basement remodel and number of inspections and what that would cost a resident was presented. It was also discussed on how to make the fee structure more resident friendly. Allowing designed drawings vs. requiring stamped architectural drawings.

C. Code citations and administrative court introduction

Discussion on how the Village currently handles code violations/citations. Looking into having administrative court was discussed.

6. Miscellaneous items -

A. Mike Ramsey spoke about the water main for Hardee's at 180 W. Ogden Ave. The pre-construction meeting will be in the first week of April. There have been issues with the permits from IDOT. Once started, the project won't take long, there is only 400' of water main to be installed.

B. A brief discussion on occurred earlier in the day.

The next meeting will be June 11, 2015.

The meeting was adjourned at 5:19 pm