



MINUTES

Regular Meeting

Community Development Committee of the Board

Regular Meeting of Thursday, October 27, 2016, 4:30 pm

I. The meeting was called to order by Chair Barker at 4:30 pm.

II. Roll Call

Bruce Barker, Chairman - present
Ron Gunter, Mayor - present
Marie Guzzo, Trustee - present
Jim Addington, Trustee - present
Linda Liddle, Trustee - present
Steve Nero, Trustee - present
Harold Barry, Trustee - present
Virginia Szymiski, Village Clerk -present
Jim Gunther, Police Chief - absent
Dave Weiss, Fire Chief - absent
Steve Riley, Deputy 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, Planner II - present
Larry McIntyre - absent
Spencer Parker, Finance Director - present
Mike Ramsey, Public Works Director - present
Jason Vitell, Building Division Manager - present
Glen Liljeberg, IT - absent
Melissa Brendle, Municipal Services Office Supervisor - present
Noriel Noriega, Assistant Public Works Director - absent
Rick Bocek, Duty Chief - absent

III. Pledge of Allegiance

IV. Minutes

The Minutes from the August 4, 2016 meeting were reviewed. A motion was made by Trustee Liddle to accept the minutes and seconded by Trustee Guzzo.

V. Unfinished Business

A. Permit Fee discussion (continued from August 4, 2016)

Community Development Director Ziegler introduced the new Building Division Manager, Jason Vitell. Building Division Manager Vitell discussed changes in permit fees, streamlining permits such as roofs, fences and windows. It was recommended that the homeowner sign the permit, not just the contractor. On a roof permit, the ice and water shield inspection should be optional and not required as this inspection is not considered necessary. Fence permits will no longer require a post hole inspection but just a final. The fee of 50 dollars does not cover inspection and administrative work. The option of a 100 dollar permit fee with a percentage was discussed. There is concern regarding cost being too high for small businesses and residents. It was determined that a resolution would be worked on and presented at the next meeting.

VI. Reports and New Business

A. Building Division

a. Employee updates:

Welcome Jason Vitell, Building Division Manager. Farewell to Karen Remkus who retired October 14, 2016. The department will hopefully have a new engineer on staff soon. There was discussion on adding a full time code enforcement position as well as a part time code position in the summer for grass and weed complaints.

b. Office improvements:

The department is in the process of streamlining the intake of permits and changing to one form. Currently, there is a separate permit form for building, electric and plumbing permits. The change to one permit will help make intake easier.

c. Building projects:

Upcoming projects expecting to come into the department are the Hilton Natatorium, Porsche expansion, BMW expansion and the clubhouse for Westmont Village Apartments. Next week staff is meeting with the developer regarding the natatorium project.

d. Code enforcement/property maintenance:

Court Cases -

30 West End - court date last week, the builder will have a 100 dollar per day fine until work is finished.

224 Willard - This case is going to trial at the end of January.

B. Planning Division

a. Project updates:

Hilton was approved by Village board along with the BMW expansion, Urban Veterinary Clinic, and the Porsche site expansion.

b. November Planning & Zoning Committee meeting:

Montessori School at 60th Street and Cass Avenue is requesting a special use variance to expand to 1,400 square feet. Mayslake is planning an expansion for their parking lot. Birch Pointe - existing right of way. TCF Bank is looking to locate an ATM in the parking lot at 4 E. Ogden Ave. The I-Care building owners

would like to reconfigure their detention on site.

- c. Sign code: Discussion on possible revisions to the current sign code for electric signs, a-frame, banners and flag banners. There needs to be incentives for downtown businesses to change to signs of higher quality that are more cohesive and business friendly. There will be changes in code language to make it easier for all to follow.
- d. Site plan review: Currently any improvement requires site plan approval. It would be ideal to alter code so that small projects do not have to go to Planning and Zoning.
- e. Strategic Plan action items: Staff is working on a streetscape plan for the business district in the CBD and along Ogden Ave. TIF districts need to be maximized and concentration of downtown redevelopment.
- f. Gateway signs: A consulting firm is working on the cost and the proposal will be available by the next meeting.

VII. Miscellaneous items - Department yearly overview was presented at the State of the Village address this morning. Eagle Creek Clubhouse has been built. Westmont Village Apartments, formerly The Ponds, has decreased in crime. Axis, formerly The Fountains at Stone Crest, is replanting landscaping. The building permit count continues to increase after 2008 each year. Two duplexes are currently under review. Permits for twelve single family homes were issued this year. In 2015, Mariano's and Pathways began progress. In 2016, the Audi dealership expanded and Express Oil on 63rd began building. Projects to come in 2017 are the BMW expansion, the Porsche expansion, and the Hilton natatorium and apartment complex. Richmond Gardens is a joint project with the Village of Clarendon Hills and staff is working on obtaining a \$40,000 grant. The Tesla dealership is currently under construction and hoping to move along quickly.

The next meeting will be Thursday, January 19, 2017 at 4:30 p.m.

The meeting was adjourned at 5:55 p.m.