



Community Development Committee Special Meeting

Thursday, November 03, 2022 at 4:30 PM

Minutes - APPROVED

I. Called to Order: At 4:30 P.M.

II. Present: Mayor Ron Gunter, Manager Steve May, Trustee Frank Brady, Trustee Linda Liddle, Trustee Bruce Barker, Trustee Marie Johanik-Guzzo, Trustee Amylee Hogan Simonovich, Clerk Jinny Szymiski, Director of Community Development Bruce Sylvester, Deputy Director of Community Development Jason Vitell, Deputy Director of Community Development Joe Hennerfeind, Assistant Manager Spencer Parker, Fire Prevention Director Neil Berkowitz, Fire Chief Steve Riley, Public Works Director Amy Ries, and Village Planner Scott Williams

Communications Director Larry McIntyre, Director of Information Technology Glen Liljeberg, Administration Supervisor Patricia Mielcarski, and Economic Development Partnership Director Larry Forssberg attended remotely

III. Pledge of Allegiance

IV. Approval of Minutes: Trustee Liddle made a motion to approve the minutes from the August 11, 2022 Regular Meeting and Trustee Hogan Simonovich seconded the motion. Motion passed on a voice vote.

V. Public Comment - No one spoke during the Open Forum.

VI. UNFINISHED BUSINESS - None

VII. NEW BUSINESS

A. Directors Report

- a. Community Director Bruce Sylvester asked members of the committee if they had any questions or comments regarding the Community Development Quarterly Report. There were no questions.

B. Planning Report

- a. Deputy Director of Community Development Joseph Hennerfeind discussed the status of the downtown incentive program. The project is currently in the consultant contract approval processing stage with the selected consultant Kon Savoy. Topics in the study will include investigating funding resources and what the eligible activities would be that

the Village would fund, and analyzing and making recommendations for private property incentive programs. Hennerfeind noted that he is hoping the working group can form quickly after the contract is approved, and that is anticipated before the end of November. The completion of the entire process for the incentive program is projected to be by the second quarter of 2023.

Mayor Gunter added that the original grant program allotted \$30,000 a year, but this is open to discussion as to whether or not to use TIF funds. Mayor Gunter asked Trustee Johanik-Guzzo and Trustee Barker to be part of the working group for the working group.

Trustee Barker asked if there was a list of businesses that have been incentivized in the past. Hennerfeind replied that he has already asked the new planner Scott Williams to look into it. Hennerfeind also added that part of the contract with Kon Savoy is to look into whether or not the improvements that have been incentivized are still contributing to the downtown.

- b. Hennerfeind updated the committee on the status of the zoning ordinance and comprehensive plan update. Hennefeind noted that the zoning ordinance update has been prioritized, and that staff is currently reviewing an RFQ in order to secure the best consultant possible since a zoning ordinance rewrite is quite extensive. Hennerfeind stated that it's anticipated that the RFQ can be out to the public by the end of the year and that the consultant can be secured and begin work by March 2023. It is anticipated that the zoning ordinance adoption will be in the 2nd quarter of 2024.

Trustee Barker supports the need for both updates and stated he is a strong advocate for the comprehensive plan and its importance. Barker commented that he would like to see more activity on the north side of the tracks.

Mayor Gunter agreed that it's time for the comprehensive plan to be updated.

- c. Hennerfeind discussed project updates.
 - i. Willow Crest Golf Course Subdivision anticipated for January at the earliest. The second part of the project which is the single family detached housing development is anticipated to be shortly after the subdivision plat approval *if* it moves forward in the first quarter of 2023. There were some trustees who seemed interested in viewing any preliminary documents the developer was sharing with surrounding residents.
 - ii. Westview South Shopping Center is looking to be demolished, and subdivided into two buildable lots. The property owner is moving forward on a proposal for a carwash at 61st and Cass and then creating a buildable lot south of them.
- d. Hennerfeind provided the committee with a recap of the last quarter including B-1 Permits, projects under way, and other zoning entitlements. Hennerfeind did suggest that the B-1 Permit be re-examined, to see if there are other measures that can be taken to prevent duplicate procedures. Once examined, Hennerfeind would come back to the committee with any recommendations. Deputy Director and Building Commissioner

Jason Vitell requested that if the B-1 Permit is kept, that the title be revised to exclude the word permit because it's caused confusion with applicants when it comes to construction permits cross-over.

C. Building Report

- a. Deputy Director of Community Development Jason Vitell provided the committee with large project updates.
 - i. 1 W. Quincy (Quincy Station) - Nearing project completion.
 - ii. 910 Pasquinelli (Fifth Third Bank) - Nearing project completion.
 - iii. 6490 S. Cass Ave. (Belle Tire) - Due to a delay in transformer production, the property owner has asked permission to use a generator full time until the transformer can be installed which could be up to a year or more out.
 - iv. 6320 S. Cass Ave. (Medical Office) - Demolition is underway
 - v. 515 N. Cass Ave. - The condo building that caught fire over four years ago, is currently under contract for the sale of the property. Trustee Johanik-Guzzo clarified that the shell of the building would be kept, and the interior would be renovated.
- b. Online Permitting Update - Vitell gave the committee a status update noting that staff have been working with Tyler Technologies through their customer care package to help troubleshoot system issues and bring the system up to where it needs to be.

Mayor Gunter asked if there were other municipalities using EnerGov nearby that could share and discuss how their system is set up. Vitell replied that Tyler Technologies does not share that information.

- c. Code Updates - Vitell discussed the goal was to get the model code updates in place to help the fire department achieve a particular accreditation and rating. Vitell said they could revisit any particular code section that might be ready for discussion.

Mayor Gunter added that one of the options is to approve the code as presented, but leave the local amendment pertaining to the fire ratings in place. Manager May stated the motion would need to be amended because as currently written, the section is to be eliminated.

Fire Chief Steve Riley provided the committee with a brief background of the code set. Riley said the intent of the code is to make sure businesses want to do business and build within the community, while also keeping firefighters and residents safe. Riley stated he is in favor of keeping the local amendment due to various unknown conditions and today's fast burning materials.

Trustee Barker commented that with all the information given to them, and based on surrounding communities, he thought rather than keeping the code as is, or eliminating it all together, that perhaps it could be revised to meet somewhere in the middle of the two.

Mayor Gunter noted that Chief Riley has made some adjustments to the code based on the structure that is being reviewed, which does mean that the fire department compromises on a case by case basis.

Director of Community Development Bruce Sylvester was not in favor of compromises on a case by case basis, and suggested that the negotiations that the fire department has made in the past, should be written or defined in the code, that way it's not regulation by negotiation. Sylvester added that if the local amendment code section has to be all or nothing, then Community Development recommends that the international model code is sufficient and provides adequate protection, and would opt for eliminating the local amendment.

Trustee Johanik-Guzzo was in favor of keeping the local amendment in order to protect and keep the firefighters, police, and residents safer.

Vitell replied that he would like the Village to stand behind its codes, one way or another, meaning he was not comfortable with the practice of negotiating and expressed that it puts staff and the Village in a bad position.

Trustee Hogan Simonovich asked how often these negotiations take place. Vitell replied that for larger projects, it's just about all of them.

Assistance Manager Spencer Parker suggested that the intent of the code be more clear if it is not possible to codify certain negotiations or terms. Parker also asked staff if the negotiations take place in response to complaints or if it's every commercial building. Vitell replied that it is every large commercial building. Chief Riley disagreed and commented that they have discussions and give the developers options while still holding to the code.

Chief Riley commented that staff will go back to the drawing table and will present again at the fire public safety meeting on December 01, 2022.

Trustee Liddle added that if anyone walks away from the table because the fire protection costs are too much, then we don't want them in town.

Vitell responded that he didn't disagree with the premise of what Trustee Liddle was saying, but wanted the trustees to know the ramifications of what that could mean. Vitell stated that on a development level, bigger companies are more capable of absorbing field changes, project costs, fluctuations etc. However, Vitell stated it is a fact that there will be smaller businesses trying to fill spaces in the downtown area that aren't prepared to meet these levels of requirements, and they will walk. Vitell's last comment was to be sure that whatever decisions are made here, the village needs to empower the inspectors in the field and the rest of staff so they have every confidence that they're not going to have to be inconsistent when dealing with people.

D. Code Enforcement Report - None

IX. MISCELLANEOUS - Trustee Barker commented that with the trending increase in rentals, and proposed rental development that would include 240 homes, he'd suggest increasing annual rental inspections from one to two times per year. Vitell replied that we are only permitted to do annual inspections for multi-family common areas, and the proposed golf course development would include single family homes with no common area spaces, therefore it wouldn't fall under the requirement for rental inspection.

X. ADJOURN - Trustee Liddle made a motion to adjourn at 5:50 PM, and Trustee Hogan Simonovich seconded the motion. The motion to adjourn was approved by unanimous consent.