



**MINUTES**

**Regular Meeting**

**Community Development Committee of the Board**

**Regular Meeting of Thursday, March 17, 2016 at 4:30 pm**

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

**2. 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 - absent  
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, Planner II - present  
Larry McIntyre - absent  
Spencer Parker, Finance Director - present  
Jim Gunther, Deputy Chief - present  
Mike Ramsey, Public Works Director - present  
Nick Weinert, Building Commissioner - present  
Glen Liljeberg, IT - present  
Melissa Brendle, Municipal Services Office Supervisor - absent  
Noriel Noriega, Assistant Public Works Director - absent  
Steve Riley, Deputy Chief - present  
Anthony Billo, Building Inspector - present

**3. Pledge of Allegiance**

**4. The Minutes from the January 21, 2016 meeting were reviewed. A motion was made by Trustee Jim Addington to accept the minutes and seconded by Trustee Marie Guzzo.**

**5. New Business**

## 6. Unfinished Business

### A. Building Division

#### a. Building Permits

The year end report was gone over in detail. In 2015, the Village issued a total of 1,332 permits; there were 20 new single family homes in 2015. There were 1,687 inspections performed in-house, 348 were performed by Morris. 148 plumbing inspections were completed. So far 2016 has not slowed down, since January 1, 323 inspections have been done in house, and 20 by Morris and 51 plumbing inspections.

#### b. Code Enforcement

During the winter months, code enforcement focus has been on shopping centers. Last year there were 834 total violations; 810 were closed, 24 were carried over into the new year. This year there have been 95 violations. Code enforcement is currently advertising for seasonal code enforcement.

Chair Bruce Barker mentioned software to track records.

#### c. Active court cases

Property A - This was a house that burned down; the building permit has been active for four (4) years. No work was being done. Work started, Building Commissioner has spoken to Attorney Ann Marie Perez, this will most likely have a court mandated deadline. The basement was poured. Next court date is March 24th. Building Commissioner Weinert spoke to owner, requested outside work be completed first, then the owner could work on the inside. This would help alleviate the poor appearance of the lot from the street.

Property B - This house was approved to be demolished; the demo went out to bid in Building Commissioner Weinert's absence. Within 30 days of the demolition approval, the person who pulled the building permits appeared in court with his attorney stating the property owner wasn't properly notified. Judge put the next court date on the docket for April 14th. Community Development Director Ziegler has been contacted by a builder interested in buying the property and developing it. As a minimum, staff wants garbage/debris removed, the dilapidated garage removed, grading done before any permit work would proceed. This is private property and staff has to wait for the next scheduled court date.

Westview Shopping Center - The retention pond behind the shopping center is not being maintained. The retaining wall is collapsing and partially held up with trees. A citation was issued. Now owner will meet in court and proceed to fix retaining wall.

#### d. Plumbing code and energy code amendments

There was a mandate from the State of Illinois for Water Sense technology. An ordinance was passed in 2015, ordinance number 2015-179. The State never sent an approval letter. A certified letter was sent to the Health Department and

DNR. Today The Village received approval from the State.

Another plumbing code issue, copy of letter to Mr. DeWitt. The State adopted the plumbing code, getting rid of amendments for different municipalities. Would like to have one code for entire state. Currently 40 municipalities in the surrounding area are sending this letter requesting these amendments. The amendments cover the standards that have been followed in previous years.

### **Energy Code Amendments**

On January 1, 2016 the 2015 Energy Code was adopted by the State of Illinois. Village ordinance 14-170, p. 11. This ordinance will have to be changed to reflect that the 2015 Energy Code now has to be followed.

### **e. Inspection fee discussion**

A brief overview of the residential inspection fee presentation from the October 15th meeting. It was proposed to eliminate flat fees and have a minimum fee plus a percentage (1.5%). Discussion on how the Village compares with fees in other communities in the area. A spreadsheet showing the different costs was reviewed. In 11 out of the 14 categories listed on the spreadsheet, Westmont has the highest cost.

Mayor Ron Gunter asked about water heater permits, and how they are handled over a holiday, or weekend. Joe Hennerfeind explained that there is a grace period in case of an emergency over a holiday or weekend, the resident needs to get the permit on the next business day that we are open.

The 1.5 percent, for lower fee permits such as windows, water heaters, 1.5 percent of \$5,000 is \$75.

A permit fee multiplier was used to calculate what the percentage should be. By using the Building Department's budget, taking into consideration, salaries, vehicles, office supplies to come up with number. Then construction value, dividing these two numbers comes to 1.3 percent, it was decided for ease of use to round to 1.5 percent.

Mayor Ron Gunter asked about having a minimum fee threshold for permits. This was if the work being done is under \$2,000 their will not be a cost to the permit.

Trustee Linda Liddle suggested because of our fee structure and ordinance we may not want to waive the fee on permits, even small ones. It was decided that this topic would be part of a budget workshop.

Discussion on changing permit fee structure for commercial permits. A comparison was done with surrounding Villages for commercial permit fees. Their is no easy way to compare our fees with other Villages, due to their fees being so different.

Review fees from Morris are higher than the Villages fees. The fees should be the same. Per ordinance inspections fees are capped at \$1,000. It is being suggested that Commercial projects should pay for all inspections performed.

It was suggested that before the next meeting three (3) examples should be done with large projects that have recently been completed in the Village comparing them with permit fees in Lisle, Clarendon Hills & Downers Grove.

## **B. Planning Division**

### **a. Text Amendments**

R-3 setback reduction. Passed by the Village Board. Currently two (2) builders are taking advantage of this.

B-3 Special use, adding residential as a special use. Goes before Planning & Zoning on 3/9 and before the Village Board on 3/31/16.

The 500' video gaming text amendment was removed from Planning & Zoning, but still remains in the liquor license and business license.

### **b. Project Updates**

Mariano's is now open and doing very well. 50 people were in line at 6 am on opening day, Tuesday, March 15th. Bob Mariano has been at the store this week.

Hilton will be going before the Village Board on March 31st.

## **7. Miscellaneous**

## **8. Adjourn**

A motion to adjourn was made by Trustee Jim Addington and seconded by Trustee Linda Liddle. The meeting was adjourned at 5:42 pm.

The next meeting is scheduled for Thursday, May 26, 2016 at 4:30 pm.

The next meeting will be May 26, 2016 at 4:30 pm.

The meeting was adjourned at 5:42 pm.