



Community Development Committee Meeting
Thursday, January 17, 2019 at 4:30 PM
Minutes

I. Called to Order: At 4:30 P.M. by Chairman Jim Addington

II. Present: Mayor Ron Gunter, Village Clerk Jinny Szymiski, Trustee Linda Liddle, Trustee Jim Addington, Trustee Steve Nero, Trustee Bruce Barker, Trustee Marie Guzzo, Village Manager Steve May, Community Development Director Bruce Sylvester, Building Commissioner Jason Vitell, and Finance Director Spencer Parker

III. Pledge of Allegiance

IV. Approval of Minutes: Trustee Barker made a motion to approve the minutes from September 27, 2018, and Trustee Nero seconded the motion. Motion passed on a voice vote.

V. Open Forum - No Comments

VI. Unfinished Business

A. Commercial Vehicle Parking in Residential Districts

Building Commissioner Jason Vitell presented background information about concerns regarding commercial vehicle parking in residential districts, and outlined discussions that have occurred so far to create new rules for how to regulate such vehicles.

B. Metal Containers

Building Commissioner Jason Vitell presented background information about concerns regarding metal containers throughout the Village, and outlined discussions that have occurred so far to create new rules for how to regulate these containers.

C. Trailer/Boat R.V. Parking

Building Commissioner Jason Vitell presented background information about concerns regarding trailers and recreational vehicle parking in residential districts, and outlined discussions that have occurred so far to create new rules for how to regulate parking of such vehicles.

For all of the above items, the Committee encouraged Community Development Department staff to finalize recommended rules and ordinance language for consideration at the next meeting of the Community Development Committee.

VII. New Business

A. Request for a Facade Improvement Grant at 21 North Cass Avenue

Director of Community Development Bruce Sylvester presented a request from the owner of the property at 21 North Cass for a Facade Improvement Grant in the amount of \$5,000 to help cover the costs of exterior improvements to the building. Staff have reviewed the application and believe that the proposed improvements meet the requirements for receiving a grant and recommend approval of the request. The item is scheduled to be considered by the Village Board later the same evening. After discussion, the committee voted to recommend that the Village Board approve the request.

The board was comfortable with the direction and discussion on the facade improvement for 21 North Cass Avenue and would vote on the request later that evening at the board meeting.

VIII. Community Development Department Reports

A. Reorganization and Overview of the Community Development Department

Director of Community Development provided a summary of recent changes within the Community Development Department, including a) the departures of 3 staff in mid and late 2018 (former Community Development Director Jill Ziegler, former Planner Joe Hennerfiend, and former engineer Mike Todorovic); b) the recent departure of 1 Community Development administrative staff person (Erica Perez); and c) the recent departure of 2 Public Works staff (Mel Brendle and Rose Gross) due to the recent dissolution of the 'Municipal Services' Department (...the Municipal Services Department had co-located 2 Public Works staff within the Community Development Department for the last 5 years...). Mr. Sylvester is working to fill the vacancies in the Planner and the administrative positions, while the engineering position will not be filled.

B. Planning and Zoning, Permitting, and Code Enforcement

Mr. Sylvester provided an overview of the role and purpose of the Community Development Department, focusing on achieving a balance between the rights of property owners with the goals of protecting the public health, safety, and welfare. Mr. Sylvester highlighted the tension between these 2 goals and emphasized that it is the purpose of the Community Development Department to assist the elected officials with achieving this

balance. He further explained that the Department focuses its efforts in 3 primary areas--planning and zoning, permitting, and code enforcement.

C. Energov

Mr. Sylvester touched on a new operating system that is being implemented and configured in the Community Development at this time called Energov.

IX. Adjourn

Trustee Liddle made a motion to adjourn at 5:50 PM, and Trustee Nero seconded the motion. The motion to adjourn was approved by unanimous consent.