

Planning & Zoning Committee Meeting
January 21, 2016 - 7:00 a.m.
Village Hall Conference Room

Attendance

Committee Members:	
Timothy Nugent, Mayor	x
Todd Crockett, Trustee	x
Diane Dole, Trustee	x
Other attendees:	
Joel Gesky, Village Trustee	x
Tim Boyce, Village Trustee	x
Chris LaRocque, Dir. Of Bldg/Zoning	x
Darla Hurley, Deputy Village Clerk	x

Meeting was opened by Trustee Crockett at 7:00 a.m.

There was no public participation.

1. Year End Housing Stats:

Mr. LaRocque presented a 2015 year end chart showing statistics for the building department. Mr. LaRocque wanted to clarify a few items. 2014 permit fees were substantially higher than 2015, but if you remove the permits for Dollar General and Casey's the overall revenue has increased in 2015. Also the fines in 2014 were higher than 2015 due to several large fines that were imposed on Region Fence; otherwise fines remain the same for 2015.

Single Family House permits were higher in 2015 with 8 permits pulled on 12/31/15. Those permits were pulled due to the increase of the impact fees coming in 2016.

2. Empty Lot Recap:

Mr. LaRocque presented a chart showing the buildable vacant lots within the village. There are a total of 214 lots available, with Stewart Construction having 32 and Curwick Construction having 83.

3. Impact Fee Report:

Mr. LaRocque presented a report showing the houses that were built during the time of the waiver of the impact fees. The Village has had a total of 74 permits issued from 2011 – 2015. Mayor Nugent stated that even though the waiver was in place there is no way of knowing if the homes would have been built if the impact fees had been in place. The EAV has been raised due to the construction.

4. Permit Requirement Changes:

Mr. LaRocque reminded the committee of changes that have been approved during the last year:

- A permit will not be required for window or door replacement
- Wood sheds will be allowed to be placed on easements (not drainage easements) with no concrete foundation.

- Driveways may be up to 5' from property lines
- LED lights and updated street signs are required in new subdivisions
- Placement of trees in the parkway is banned

5. Apartment Inspections:

Trustee Crockett asked that this item be discussed; it had been on a previous agenda, but was tabled until Trustee Crockett was in attendance.

Trustee Crockett asked that Mr. LaRocque speak to other communities that may have this type of program. Mr. LaRocque spoke to several including Bourbonnais. They stated that it was a nightmare to administer. They have one inspector who solely handles the program. He stated that if we don't have the program, we shouldn't start one.

Keslin Engineering stated it can be hard to verify who created violations; whether it is the landlord or the tenant, who may be trying to get the landlord in trouble.

Mayor Nugent stated he did not want to create more government regulations, but understands the need for life safety issues.

Mr. LaRocque stated he has around 4-5 calls a year from tenants complaining about a landlord. He handles them on a case by case basis. If Mr. LaRocque sees any exterior issues, those are also addressed.

Mr. LaRocque is recommending that the village continue as is until there would become an issue with rentals or life safety issues.

6. Permit Extensions:

Current village ordinance for building permit time limits are as follows:

6 months to start the construction

8 months to complete project

3 month extension allowed at no extra cost, than another 5 month extension is allowed. If at the end of the full 16 months the project is not completed and final inspections have not been completed, the permit expires and the fees need to be paid again to reactive the permit.

Village Code requires that occupancy permits are to be issued within 10 days after the completion of the final inspections. There have been a few instances, usually with spec houses, where contractors have completed the project, but will not call for the final inspections so that the house will not be put on the tax rolls. The time length has progressed longer than the 16 months. This process has been allowed even though it does not follow our present code.

Mr. LaRocque would like the village code to mirror the procedure that we follow.

The Village might consider allowing a certain amount of spec homes (i.e. models) per contractor per subdivision.

Trustee Gesky exited the meeting at 7:40 a.m.

7. Misc.:

- Mayor Nugent was approached by Mr. Jerry Curwick about a potential project on property he currently owns between Marquette Place South and South Creek Drive. It would be condos, and apartments with a club house. The property would need to be rezoned. The proposed density is high.

Mr. LaRocque will look at the project and compare to village ordinances and then speak to Mr. Curwick. The Village Trustees will wait until after that meeting before deciding to give an opinion on the project.

- Mr. LaRocque stated that he had a conversation with the gentleman who is buying the Swart property. The parties were to get together after the holidays.

Meeting adjourned at 8:02 a.m.

Minutes respectfully submitted by Darla Hurley, Deputy Village Clerk