



License, Permits & Franchises Committee

Meeting Agenda

May 9, 2023

7:00 p.m.

1. Call to Order
2. Approval of Minutes – April 11, 2023
3. Permit and Code Enforcement Report
4. Business License Report
5. Vehicle Sticker Report
6. Discussion on Vehicle Sticker Waiver for Veterans
7. Discussions on Truck Parking - Commercial Properties
8. New Business
9. Old Business
10. Comments from the Audience – please send public comments to building@palosheights.org
11. Adjourn



City of Palos Heights
License, Permits, & Franchises Meeting
Tuesday, April 11, 2023
7:00 p.m.
MINUTES

CALL TO ORDER

Chairman Lewandowski called the License, Permits, and Franchises Committee meeting to order at 7:15 p.m. In attendance were Alderman McGovern, Alderman McGrogan, Alderman Basso, Building Commissioner Frank Giordano, City Administrator David Strohl and recording secretary Ashley Pala.

APPROVAL OF MINUTES

Alderman Lewandowski moved to approve the minutes of the December 13, 2022, meeting, seconded by Alderman McGovern. On a voice note, the motion passed unanimously.

PERMIT & CODE ENFORCEMENT REPORT

Chairman Lewandowski referred to the permit report in the agenda packet. There were 54 permits issued from March 9, 2023, to April 5, 2023, totaling \$13,624.00. For the permit period from January 1, 2023, to April 5, 2023, the City has collected \$41,812.60 with 128 permits issued. From January 1, 2023, to April 5, 2023, the City has collected \$550.00 in re-inspection fees. There were 18 code enforcement cases and 18 code enforcement inspections from March 9, 2023, to April 5, 2023. From January 1, 2023, to April 5, 2023, there have been 47 code enforcement cases and 42 inspections.

BUSINESS LICENSE REPORT

There is one business that has not obtained their business license for the 2023 year. Park Villa Nursing and Rehabilitation is now known as Elevate Care and has not complied as of April 11, 2023. A representative from Elevate Care did not appear at the adjudication hearing on March 9, 2023. The judge imposed a \$200 fine for not appearing or complying. Elevate Care is expected to appear at the second adjudication hearing on April 13, 2023.

VEHICLE STICKER REPORT

For the period from May 18, 2022, to April 5, 2023, approximately 6,880 stickers were sold and \$159,292.50 was collected.

SPECIAL EVENT APPLICATION

Richard's Bicycles at 11933 S Harlem Ave is requesting an Outdoor Sales Permit for their annual tent sale which would be held on May 12th – May 21st.

Alderman Lewandowski motioned to approve the Outdoor Sales Permit for Richard's Bicycles annual tent sale which will be held on May 12th through May 21st at the property location of 11933 S Harlem Ave, seconded by Alderman

McGovern. On a voice vote, the motion passed unanimously.

NEW BUSINESS

Alderman Basso brought to the committee's attention that there are commercial vehicles parked in parking lots around the City for an extended period of time. Alderman Basso presented the Committee with pictures of those locations. Alderman McGovern stated that the parking lots are private property, therefore, the City is unable to intervene. Chairman Lewandowski requested that Building Commissioner Frank Giordano contact City Attorney Tom Brown to retrieve information of what the City can and not do in regards to this situation.

OLD BUSINESS

PUBLIC COMMENT

ADJOURNMENT

There being no further business, Chairman Lewandowski made a motion to adjourn, seconded by Alderman Basso. All in favor.

Meeting adjourned at 7:41 p.m.

Respectfully submitted,

Ashley Pala, Recording Secretary

Building Department

Phone: 708-361-1804 • Fax: 708-923-7112



Memo

To: License, Permits, & Franchises Committee
From: Building Department
Date: May 4, 2023
Re: Permit and Code Enforcement Report

PERMITS

Permits Issued

April 6, 2023 to May 4, 2023 - **97**

January 1, 2023 to May 4, 2023 - **225**

Permit Fees Collected

April 6, 2023 to May 4, 2023 - **\$29,057.20**

January 1, 2023 to May 4, 2023 - **\$70,869.80**

Re-inspection Fees Collected

April 6, 2023 to May 4, 2023 - **\$0**

January 1, 2023 to May 4, 2023 - **\$550.00**

CODE ENFORCEMENTS

Code Enforcement Cases

April 6, 2023 to May 4, 2023 - **4**

January 1, 2023 to May 4, 2023 - **51**

Code Enforcement Inspections

April 6, 2023 to May 4, 2023 - **5**

January 1, 2023 to May 4, 2023 - **47**

FINES

Building Fines Collected

January 1, 2023 to May 4, 2023 - **\$2500.00**

Code Enforcement Fines Collected

January 1, 2023 to May 4, 2023 - **\$800.00**



Memorandum

To: Alderman Lewandowski
License, Permit and Franchise Committee

From: Ashley Pala

Date: May 1, 2023

RE: May 2023 Business License Report

As of May 1, 2023, all businesses in Palos Heights have obtained a business license and are in compliance. Thank you for your support and guidance during this process.

The Committee will be updated in November when renewal letters are issued.



MEMORANDUM

To: Alderman Lewandowski
License, Permits and Franchises Committee

From: Charlotte Moore

Date: May 4, 2023

RE: Vehicle Stickers

2022-2023 vehicle stickers went on sale May 18, 2022.

This report is for vehicle sales from May 18, 2022 – May 3, 2023. Approximate number of stickers sold is 6,900.

Money taken in from Vehicle Tag fees:

32-00-320	New Stickers	\$	159,735.00
32-00-320.1	Replacements	\$	140.00
	Total for stickers	\$	159,875.00