



City of Palos Heights

License, Permits & Franchises Committee Meeting

Tuesday, August 11, 2020

7:00 PM

Via Electronic Participation

MINUTES

CALL TO ORDER

Chairman Lewandowski called the meeting to order at 7:00 p.m. on August 11, 2020 via GoToMeeting. In attendance were Chairman Lewandowski, Alderman McGrogan, Alderman Kramarski and Alderman Basso, Building Commissioner Chris Kransberger, Recording Secretary/Deputy Clerk Margaret Carey. Absent was Alderman McGrogan.

APPROVAL OF MINUTES

Alderman Lewandowski made a motion to approve the minutes of the July 14, 2020 meeting, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously.

PERMIT & CODE ENFORCEMENT REPORT

Chairman Lewandowski referred to the permit report in the agenda packet. For the permit period from 1-1-2020 to 8-6-2020, the City has collected \$133,845.54, with 513 permits issued. For that same time period, there have been 166 code enforcement cases and 266 code enforcement inspections.

VEHICLE STICKER REPORT

Chairman Lewandowski referred to the Vehicle Sticker report in the agenda packet. For vehicle sticker sales from May 21 – August 5, 2020 there were 7,190 stickers sold. Total money collected was \$89,260.00.

DRIVEWAY REQUEST – 12142 S. 70th AVENUE (AYROS)

Commissioner Kransberger explained the request to widen the driveway. The request does not exceed the 30% front yard restriction.

Alderman Kramarski made a motion to approve the driveway request for 12142 S. 70th Avenue, seconded by Alderman Lewandowski. On a voice vote, the motion passed unanimously.

PERMANENT SIGN REQUEST - 6543 W. 127th STREET (AURELIO'S PIZZA)

Building Commissioner Kransberger presented the request. Aurelio's would like to install 2 replacement signs that are slightly bigger than the current signs. The proposed signs are 2'4" larger than code.

Alderman Lewandowski made a motion to approve the permanent sign request by Aurelio's Pizza at 6543 W. 127th Street, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously.

CONSIDERATION TO APPROVE CHANGES TO THE CITY'S CODE SECTION 94.07(A)-DRIVEWAYS, PERMIT REQUIRED;APPLICATION;FEE: (DELETE)

CONSIDERATION TO APPROVE CHANGES TO THE CITY'S CODE SECTION 94.11-FEES (DELETE)

CONSIDERATION TO APPROVE CHANGES TO THE CITY'S CODE SECTION 94.12-PERMIT ISSUANCE (DELETE)

CONSIDERATION TO APPROVE CHANGES TO THE CITY'S CODE SECTION 94.24(B)- CONSTRUCTION OF DRIVEWAYS FROM PUBLIC STREETS RESTRICTED (DELETE)

Building Commissioner Kransberger presented all 4 code changes under 1 motion for consideration. These code updates are necessary to clean up outdated information.

Alderman Lewandowski made a motion to approve the code changes as presented, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously. **AGENDA**

CONSIDERATION TO APPROVE ADDITION TO THE CITY’S CODE SECTION 150.60-TECHNICAL STANDARDS-GARAGE STANDARDS

Building Commissioner Kransberger explained that our current code does not regulate constructing garages from metal “kits”. This type of structure is acceptable for sheds, but is not addressed /regulated for garages in our code.

Alderman Lewandowski made a motion to approve the code update regarding garage standards, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously. **AGENDA**

CONSIDERATION TO APPROVE ADDITION TO THE CITY’S FOOD CODE-FOOD TRUCKS

Building Commissioner Kransberger explained that he is following up from a previous committee meeting. There is currently only 1 “brick and mortar” restaurant in town with a food truck. However, since the City does not currently address Food Trucks in the code, it is suggested that a section be added for the purpose of regulation. The Committee discussed.

Alderman Lewandowski made a motion to approve the addition of a section on Food Trucks to our City code, seconded by Alderman Basso. On a voice vote, the motion passed unanimously. **AGENDA**

CONSIDERATION TO APPROVE CHANGES TO THE CITY’S CODE CHAPTER 100-FIRE CODE TO MOVE 100.01-100.06 TO CITY’S CODE SECTIONS 150.60-TECHNICAL STANDARDS

Building Commissioner Kransberger explained that this request is merely to clean up the code and move items to a different/more appropriate section of the code. Nothing is deleted; just moved.

Alderman Lewandowski made a motion to accept the changes to the City code as presented, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously. **AGENDA**

CONSIDERATION TO APPROVE CHANGES TO THE CITY CODE REGARDING SOLICITOR PERMITS

Deputy Clerk Carey explained that she is following up from a previous committee meeting. The Committee previously approved changes to the City Code to update Solicitor Permit fees. Next they will consider 1.) expiration period for background checks, and 2.) proposed code clean-up items.

Clerk Carey conducted a brief survey of nearby communities regarding background expiration periods. There were a variety of responses – ranging from 14 days to 1 year. The committee discussed and agreed upon 6 months. Next Carey presented a few code “clean up” items. The committee reviewed and discussed, agreeing on all.

Alderman Lewandowski made a motion to approve the fee changes, 6 month background check period, and edits to the City Code section regarding solicitor permits, seconded by Alderman Kramarski. On a voice vote, the motion passed unanimously. **AGENDA**

NEW BUSINESS

DRIVEWAYS

- 50% Lot Coverage
- Driveway width 18” on one side of garage and a max of 8’ to the non-house side of the house

Commissioner Kransberger opened the discussion regarding current relations for driveway permits. Alderman Kramarski noted that most driveway variance requests are approved, so why have the ordinance? Maybe the rules are too stringent. Kransberger added that of all driveway permits issued in the past year, less than 10% went through a variance process. Alderman Basso expressed concern that issuing “blanket approval” of the requests could be dangerous – if a homeowner installs a driveway covering a large area. It would only be acceptable if it was installed on the “house side” of the driveway. Aldermen Kramarski and Lewandowski agreed.

Alderman Basso inquired about RV parking in town. Is it regulated? Commissioner Kransberger said, yes. Alderman Basso also mentioned it would be good to identify potential places in town where residents could park their RV's if there is no room on their property.

OLD BUSINESS

Commissioner Kransberger reported:

- The Andy's permit was issued yesterday.
- Manhattan Firehouse Grill (old Nick's) is in the plan review process.
- Mike Coogan is opening Coogan Pie Shop; a seasonal shop.
- Dunkin' is still coming on Southwest Highway. There were some delays due to family issues, but they are back on track.

PUBLIC COMMENT – none.

ADJOURNMENT

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

Meeting adjourned at 7:52 p.m.

Respectfully submitted,

Margaret Carey, Recording Secretary