

PROPERTY ENHANCEMENT COMMITTEE
MEETING MINUTES
March 27, 2024

Present: Jim Hilborn, Paul Gasiiecki, Gyanila Naqvi, Michael Ontiveroz, Jim Sullivan

Also Present: *Staff liaison:* Tom Bialas, Trustee Chester Pojack

Absent: Chair Bill Schmidt, Trustee Mohammed Siddiqi, Steve Kalish, (Excused)

Committee Member Jim Hilborn called the meeting to order at 6:48 PM.

Minutes

The February 28, 2024 minutes were approved.

Discussion Items:

Property Maintenance Code. Operations Supervisor Tom Bialas presented information related to Villages Property Maintenance Code as adopted and amended by the Village Board. Discussions included:

- The Village Board adopted the International Code Council Property Maintenance Code (PMC) in 2008. The current version adopted is the 2006 edition.
 - Community Development is working toward the goal of adopting the 2021 edition. That process involves review of the new version of the Property Maintenance Code to determine if amendments are desired. There is a significant amount of information reviewed in the process as there are other Codes, e.g., building, plumbing, & electrical codes, that are also reviewed for consideration for amending. Once any amendments are made, the Codes will go before the Board for approval.
- The PMC's purpose is to protect the public health, safety and welfare in both existing residential and nonresidential structures and on all existing premises.
- The PMC establishes the Village and Community Development's authority to enforce the code as the "Authority Having Jurisdiction" regarding building regulations in the PMC.
- The PMC:
 - Sets up the "minimum maintenance standards for such elements as basic equipment, light, ventilation, heating, sanitation and fire safety."
 - Establishes the "responsibility among owners, operators and occupants" to follow the code.
 - "Regulates the use of existing structures and premises."
 - Provides for "administration, enforcement and penalties" for implementation of the PMC.
- While the PMC is a primary tool for enforcing the Village Code related to properties, multiple Codes can also be involved in resolving violations of the PMC, e.g., building, plumbing, electrical.

Topic of Discussion – Miscellaneous Discussion by Committee

- Committee Member Gyanila Naqvi inquired about the process for changing the Property Maintenance Code. For purposes of discussion, the example of screens in windows being required during certain times of year to prevent insect entering a property was used. Member Naqvi expressed the difficulty this requirement creates for some residents when transferring property. Operations Supervisor Bialas and Member Ontiveroz discuss that the process to change the Property Maintenance Code would involve the Village Board adopting changes to the language regarding screens that, once approved by the Board, would become ordinance.

- Committee Member Mike Ontiveroz inquired about trees which have been cut with only a stump remaining. He noted one such tree stump estimated to be approximately twenty feet tall has been left standing with branches removed. Member Ontiveroz inquired if such remaining portion of a tree is required to be removed by ordinance. Operations Supervisor Bialas advised that Village ordinance does require dead or diseased trees to be removed. It was noted that some people have done creative things with stumps left after a tree has been taken down. However, if investigated by an Inspector, the condition of the stump in the example provided would have to be examined to determine if its condition requires removal. Member Jim Sullivan express concern for potentially over regulating what residents can do with a tree on their property. Member Ontiveroz commented such remaining stumps can become eyesores. He recommended that if the stump is not specifically identified in Village ordinances as part of removal of a tree, the Village Board should consider adding such language to the relevant section of the Code.
- Committee Member Mike Ontiveroz inquired about the area between LA Fitness, Steak and Shake and Home Depot where people have taken to dumping refuse and construction debris. Operations Supervisor Bialas advised the area by Home Depot and Stake and Shake was cleared of the construction debris. Member Ontiveroz also inquired about the other areas near that location that had debris on the properties which was still present. Operations Supervisor Bialas advised he would have Code Enforcement check the areas of concern as notices to clean up may have gone out, but locations have not come into compliance.
- Committee Member Jim Sullivan inquired about the Village permit requirements for Radon mitigation. Member Ontiveroz provided background information on Radon mitigation systems. Operations Supervisor Bialas advised that a permit was not needed for Radon system installations, unless there was some other permit requiring activity such as electrical work needed for the type of system being added.
- Committee Member Mike Ontiveroz inquired about the permit requirements for installation of chair lifts along stairways in residential settings. Operations Supervisor Bialas advised he would inquire with the Building Services Supervisor Jim Saxton on the issue.

Next Meeting:

The next Property Enhancement Committee Meeting and Landlord/Managers Meeting is scheduled for April 24, 2024 at 6:30 pm in the Council Chamber, 2nd Floor of the Village Hall.

Adjourn: Committee Member Jim Hilborn adjourned the meeting at 7:40 PM.