

DRAFT MINUTES
BUILDING BOARD OF APPEALS MEETING
August 25, 2021

Call to Order and Roll Call

The meeting was called to order at 6:41 p.m. by Building Board of Appeals (BBA) Member Chris Clark.

Roll was called. Present: BBA Members Brian Beck, Christopher Clark, Matthew Rooney and Tom Tuscher. Absent: BBA Chairman Thomas Bredfeldt.

Appointment of Temporary Chairman

Board Member Rooney moved to appoint Chris Clark Temporary Chairman for the evening's meeting; seconded by Board Member Tuscher. The motion carried with four (4) yes votes and zero (0) no votes as follows: Members Rooney, Tuscher, Beck and Clark voted "yes."

Public Comment Non-Agenda Items

There was no public comment pertaining to non-agenda items.

Discussion Regarding Building Board of Appeals (BBA) Future Projects

1. Discussion of dates and background for upcoming listening session

Village Community Development Director Staci Springer explained that the BBA generally is gathered to review updates to building codes, adopt local amendments, and on occasion weigh in on a building official's interpretation. But, she said, the suggestion has been made to elicit input from customers – architects, developers and contractors – of the Community Development Department as to what the Department is doing well and where improvements might be made. The idea, she continued, is to host "listening sessions" to which the public is invited and from which Staff would assimilate suggestions and respond accordingly via lists and schedules. She described as a model for a new BBA initiative a workshop series previously used to glean input. By organizing a few meetings, she said an engagement method could be established with the BBA serving as a third-party. She asked the members whether they would be willing to serve in this function, had any suggestions, and could choose some meeting dates.

Acting Chairman Clark asked for clarification that the concept would render the BBA as the forum to gather information from builders and design professionals. Confirming this, Director Springer said the format could make use of staff tables, along with an ELMO display and meeting minutes to track activity. Acting Chairman Clark asked if this arrangement would constitute a large public comment format and if the board would address other business at the same meeting. Director Springer said they could be addressed at the same or different meetings, with building codes discussed at yet different meetings. Acting Chairman Clark thought dedicated meetings desirable. Member Rooney said he is for the approach. Member Tuscher said he wished to defer as this is his first meeting. Member Beck said he wants to gauge the length of the process. Acting Chairman Clark requested a dedicated meeting be scheduled for a forum. Director Springer thought a month out would be a reasonable time for one and asked which days would work and how frequent meetings should be. Specifying Wednesday as workable, Acting Chairman Clark recommended trying two meetings per month. Director Springer asked for meeting format suggestions, to which Member Rooney responded that the structure should be one that prohibits a meeting becoming a complaint session. Audience member Ray Whalen, 177 Sunset Ave.,

asked how early would be feasible to meet. Director Springer said the meeting time could be set earlier and time limits established. In response to a concern expressed by Acting Chairman Clark about BBA limitations, she said she expects Department Staff to be on hand to field inquiries and clarify procedures. Advocating an atmosphere of constructive input, Mr. Whalen suggested that an update on Departmental changes be given, and residents be invited. Acting Chairman Clark suggested a two-hour timeframe in the interest of not turning people away. Director Springer recommended starting with two hours, and presenting changes that have been made in response to feedback.

2. Discussion of schedule and process for updating Village Codes regulating construction

Introducing the Building Code update undertaking, Village Building and Zoning Official Steve Witt explained that the Code is based on the International Code Council series of codes, new versions of which are typically published every three years. The Village, currently on the 2009 version, is looking to adopt the 2018 version, he explained, saying the upgrade will involve presenting major changes to the BBA, which is to examine Staff recommendations for amendments – or the Code itself – to determine whether detriments to construction in the Village exist. He said the effort is partly to keep up with other communities, but it also has bearing on residential insurance rates. Communities typically adopt a new version every six years, he related, hence the aggressive push for the Village to upgrade (adding, however, there’s no intent to rush the process). Mr. Witt turned to discussing other codes with which the Village is concerned, including the Illinois Life Safety Code, which governs existing conditions. He related that the Village will be adopting the International Energy Conservation Code; the Illinois Plumbing Code; the Illinois Accessibility Code; the Americans with Disabilities Act; and the Fair Housing Act. Mr. Witt enumerated the code-upgrade process, including Existing Building Code considerations, saying he envisions delivering Code presentations at Autumn BBA meetings. Acting Chairman Clark wondered about an Electrical Commission he recalled, to which Mr. Witt declared that the Village has two inspectors well-versed in the discipline. The latter said meeting dates and room availability will be confirmed.

Chairman’s Report

As Acting Chairman, Mr. Clark had no report, but expressed that he was glad to be present.

Staff Report

Development Director Springer said applicants will be sought to fill the two vacancies on the BBA, to which she welcomed Tom Tuscher, a retired contractor and long-time Village resident.

Trustee’s Report

Trustee Liaison Kelley Kalinich stated that both of the evening’s agenda items – the forum and the code update initiative – had been reviewed and endorsed by the Village Board.

Adjournment

Acting Chairman Clark adjourned the meeting at 7:27 p.m., following a voice vote on a motion that was made by Member Tuscher and seconded by Member Beck.

Respectfully submitted,

Barbara Dutton-Thomas
Recording Secretary