



# Village of Lombard

Village Hall  
255 East Wilson Ave.  
Lombard, IL 60148  
villageoflombard.org

## Minutes

### Economic & Community Development Committee

*Trustee Laura Fitzpatrick, Chairperson  
Trustee Peter Breen, Alternate Chairperson  
Dennis McNicholas, Garrick Nielsen, Matthew Pike,  
Angel Camacho, Brian LaVaque,  
Marcus Pitchford, Christopher Carter and  
Andrea Harnden  
Staff Liaison: William Heniff*

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Monday, September 9, 2013

7:00 PM

Village Hall - Community Room

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#### 1.0 Call to Order and Pledge of Allegiance

*The meeting was called to order by Chairperson Fitzpatrick at 7:00 p.m.*

*The Pledge of Allegiance was recited, led by Marcus Pitchford.*

#### 2.0 Roll Call

**Present** 7 - Trustee Laura Fitzpatrick, Dennis McNicholas, Garrick Nielsen, Matthew Pike, Brian LaVaque, Marcus Pitchford, and Christopher Carter  
**Absent** 2 - Angel Camacho, and Andrea Harnden

#### 3.0 Public Participation

*There was no public participation.*

#### 4.0 Approval of Minutes

A motion was made by Matthew Pike, seconded by Christopher Carter, to approve the minutes from the August 12, 2013 meeting. The motion passed by a unanimous vote.

#### 5.0 Unfinished Business

[130438](#)

##### **Community Development/ECDC Committee Review**

Introduction to the Code Administration Division and its operations and budget.

*In April, Mr. Heniff gave a broad overview presentation of the Community Development Department. Starting in May, each division will be highlighted. The Building Division was highlighted in May, June was Private Engineering Services, August was the Planning Services*

*Division, and September was Code Administration.*

*Mr. Heniff noted the Code Administration Division has responsibilities to enforce the Zoning Code, Sign Code, and Nuisance Chapter of the Municipal Code. This Division monitors properties with chronic violations and processes code violation cases. Mr. Heniff explained the Code Administration process when a service request is received. First an advisory letter is sent with a 10 day period to correct the violation. If compliance is not reached a violation notice is sent with an additional 10 day period to correct the violation. If the violation is not corrected a ticket will be issued. If necessary a case can be taken to Circuit or Adjudication Court. In 2012 1,875 service requests were received and 779 of those became cases with an advisory letter sent. Five hundred and fifty nine became violations and 9 went to court. As of September 2013 there were 1,500 service requests.*

*In summer 2013 Code Administration had three interns which completed the Voluntary Code Compliance Program. This program inspected all residential properties in the Village from the public right-of-way to identify property maintenance issues and improve awareness. This was the first time this project was conducted since 2007. Initial compliance was 96.9% and upon re-inspection it improved to 99.2%.*

*In the future Building and Code Administration activities will be blended to better respond to service requests. This will allow the violation process of the Building Code to be blended with the Zoning Code, Sign Code, and Nuisance Chapter.*

*Mr. Heniff said the FY 2013 budget for the Community Development Department is \$1,760,160. Code Administration is 9% of the total budget.*

[130381](#)

**Proposed Text Amendments to Chapter 94 - Parking/Storage of Recreational Vehicles**

Recommendation from the Economic and Community Development Committee regarding the parking and storage of recreational vehicles. (DISTRICTS - ALL)

*Mr. Heniff began the discussion on the draft ordinance prepared after the discussion last month on the parking/storage of recreational vehicles in front of single-family residential properties. This amendment to the Nuisance Code would prohibit the parking/storage of recreational vehicles in front of single-family residential properties from November 1st to March 31st. Mr. McNicholas asked if this ordinance would cover the different categories of RV's. Mr. Heniff said*

*it would as the ordinance uses the State definition of recreational vehicles. Mr. Pitchford asked how the ordinance would be enforced. Mr. Heniff said the ordinance will be effective January 1, 2014 which allows the Village time to publicize the new requirements. As noted in the earlier presentation a service request would be followed up by an advisory letter and then the enforcement process would proceed. Mc. McNicholas asked about RV parking at apartment buildings. Mr. Heniff said this ordinance would only cover single family homes and that apartment and condominium building residents would need to abide by the by-laws in those developments.*

**A recommendation of approval to the Village Board amending Title 9, Chapter 94 of the Lombard Village Code in regard to nuisances (recreational vehicles and equipment in the front yard). The motion carried by the following vote:**

**Aye:** 7 - Laura Fitzpatrick, Dennis McNicholas, Garrick Nielsen, Matthew Pike, Brian LaVaque, Marcus Pitchford, and Christopher Carter

**Absent:** 2 - Angel Camacho, and Andrea Harnden

## 6.0 New Business

### [130440](#)

#### **Request for Event Funding - Lombard Town Centre Spooktacular Fall Festival**

Recommendation from the Economic and Community Development Committee approving funding for actual expenses in an amount not to exceed \$5,000 for the Spooktacular event to be held on October 13, 2013. (DISTRICT #1)

*Trustee Fitzpatrick opened the discussion. The grant request is before the ECDC for support and a motion for recommendation or denial to the Village Board. Grant money will come from the hotel-motel tax. Colleen Whittington, LTC Board Member, said LTC is tasked with bringing new people to downtown Lombard. Spooktacular is a 10 year old event and a great way to bring people to downtown Lombard. It has been a street fair for four years. This is the first time LTC is asking the Village for grant funding for Spooktacular at approximately 30% of the budget. The corporate sponsors are 5/3 Bank, 7-11, and Kinder Care. 5/3 Bank is sponsoring Radio Disney to come to the event which LTC believes will increase the number of attendees. Grant money will be used for items it is difficult to find sponsors for, such as garage or police costs. The businesses in downtown Lombard will be open during Spooktacular and have seen an increase of new customers in the past years. Mr. McNicholas asked if LTC has thought of inviting the local Comcast station to televise the event. Ms. Whittington said that was a good idea and could be considered. Mr. McNicholas asked how they measure attendance at the event. Ms. Richardt replied that they have a clicker to count people. Ms.*

*Whittington said they will also be walking around and handing out surveys to the attendees. Trustee Fitzpatrick asked if all the downtown businesses will be open. Ms. Whittington said most should be open, downtown restaurants will be advertised, and 1-2 food vendors will be brought in due to the large number of people attending. Mr. Nielson asked when the event is held. Ms. Whittington said it is October 13th.*

**A recommendation of approval to the Village Board for funding of actual expenses not to exceed \$5,000 for the Spooktacular event to be held October 13, 2013. The motion carried by the following vote:**

**Aye:** 7 - Laura Fitzpatrick, Dennis McNicholas, Garrick Nielsen, Matthew Pike, Brian LaVaque, Marcus Pitchford, and Christopher Carter

**Absent:** 2 - Angel Camacho, and Andrea Harnden

## 7.0 Other Business

*Trustee Fitzpatrick said she asked staff to power wash the sidewalks in downtown before Spooktacular. She also brought up the consideration of additional bike racks in downtown due to the opening of the Great Western Trail Bridge. Ms. Richardt said there are not many places for additional bike racks in the downtown. Trustee Fitzpatrick said perhaps signage is needed and Ms. Richardt said that was a good idea.*

*Mr. McNicholas said there is a Rotary Club recycling event on September 21st from 9am-3pm. He also asked for a staff update about the non-conforming billboards in the Village. Mr. Heniff said staff has a report to share and a couple billboards are due to be removed in 2014.*

## 8.0 Information Only

### Lombard Town Centre Report

*Ms. Richardt reviewed the LTC report. She said that 1 S Park is still working on plans for a first story restaurant. Mr. Nielsen asked what the square footage is and Ms. Richardt replied it is 1,200 square feet. Mr. Heniff said there will be a viewing event on November 4th for the Chicago Bears game in downtown Lombard. The Village will be purchasing an inflatable screen for downtown activities such as viewing events or Cruise Nights. He asked if the Commissioners had comments before staff received quotes. Mr. McNicholas said using the screen for movies in the park is a potential idea. Ms. Richardt said movies are shown in Lilicia Park currently but other events could be done to reach a wide audience. Ms. Richardt reviewed the two*

*surveys in the packet and said she would be attending the Illinois Main Street Conference.*

*Development Project Update*

*Staff provided an update on recent development activity.*

## **9.0 Adjournment**

**A motion was made by Matthew Pike, seconded by Dennis McNicholas, to adjourn the meeting at 8:17 p.m. The motion passed by a unanimous vote.**