

# Village of Lombard

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



## Minutes

**Wednesday, May 3, 2023**

**6:00 PM**

**Village Hall - L22**

## **Board of Building Appeals**

*Members Bob Mueller, Marty Igoe, Stephen Flint,  
John Cullen and Maurice Bernardi*

*Staff Liaisons:*

*Building and Code Enforcement Director Keith Steiskal  
Fire Marshal Perry Johnson*

## Call to Order and Pledge of Allegiance

*The meeting was called to order by Keith Steiskal, Director of Building and Code Enforcement, at 6:05 p.m.*

*Mr. Steiskal led the Pledge of Allegiance*

**Present** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent** 2 - John Cullen, and Maurice Bernardi

## Roll Call

**Present** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent** 2 - John Cullen, and Maurice Bernardi

*Also present: William Heniff, AICP, Director of Community Development, Keith Steiskal, Building and Code Enforcement and Perry Johnson, Fire Marshal.*

## Approval of Minutes

**A motion was made by Bob Mueller seconded by Stephen Flint, to approve the November 9, 2022 meeting minutes. The motion passed by a unanimous vote.**

**Aye:** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent:** 2 - John Cullen, and Maurice Bernardi

## New Business

### [230160](#)

#### **Text Amendments to Chapter 150 of the Village Code - Cluster Mailbox Unit (CBU)**

Staff is recommending approval of text amendments to the Building Code (Chapter 150) to establish a developer obligation to install CBUs prior to the Village issuing a Certificate of Occupancy.

*William Heniff stated that staff is recommending approval of text amendments to the Building Code to establish a developer obligation to install CBUs prior to the Village issuing a Certificate of Occupancy. Staff is also proposing text amendments to Chapter 97, which is under the jurisdiction of the Public Works & Environmental Concerns Committee (PWECC), formalizing CBU placement provisions.*

*Staff was informed of townhome project in which Certificates of Occupancy were issued, residents closed on the property and are living*

*within their respective residences. However, the builder has not installed a CBU for an extended period and the Village received a service request asking for engagement. Unfortunately, local codes do not have any requirements that a developer install a CBU, and historically this has not been an issue until now.*

*For house mailboxes and stand-alone rural mailboxes, installation of mailboxes is traditionally the homeowner responsibility. However, as CBUs serve a larger neighborhood, block or development, their installation is often considered as a type of neighborhood benefit and traditionally CBUs have been coordinated and installed by the developer. Installation costs can vary, but generally will be within the \$3,000 to \$6,000 range for each CBU.*

*He referenced the USPS Guide for Buildings and Developers. Staff will offer it to builders early in the development process, so that CBUs are properly coordinated into respective development plans. Inspection staff will include CBU placement in their punch list processes, where applicable.*

*He referenced the proposed Building Code language. Separately but related, a code review of Chapter 97, which regulates Streets and Sidewalks, was undertaken and staff found that CBU provisions have not been memorialized. The BOBA members concurred with the approach.*

**A motion was made by Stephen Flint, seconded by Marty Igoe, that this Ordinance Amendment be approved.**

**The motion carried by the following vote:**

**Aye:** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent:** 2 - John Cullen, and Maurice Bernardi

#### [230164](#)

#### **Proposed Amendments to Title 15, Chapter 150 of the Lombard Village Code - Building Code**

Staff is proposing changes to Sections 150.035, 150.006, 150.035, 150.143 and 150.150 of the Building Code.

*Perry Johnson discussed amendments to Section 150.035, which currently requires automatic sprinkler systems in all one or two family houses or townhouse units where the square footage of the house or townhouse is over 4,000 square feet. The amendments would also be applicable to existing structures where an addition resulting in the house or townhouse unit increasing to over 4,000 square feet after the addition. Responding to questions by Mueller and Flint, he stated that*

*as represented in a previous code amendment the square footage includes the basement, but not the garage or unfinished attics.*

*Keith Steiskal introduced a series of code amendments to Sections 150.006, 150.035, 150.143 and 150.150 of the Building Code offered by staff. He started by referencing code changes to 150.006 to reference proper staff titles and references for legal and administrative purposes. The Building Commissioner and Building Official terms should reference the Director of Building and Code Enforcement.*

*He then noted a past code change relative to gutters on garages, but the code did not make references to other accessory structures. The change would require all accessory structures over 200 square feet to have gutters.*

*He then offered a driveway amendment. Village Code requires hard surface driveways but garage regulations did not state that a driveway was needed. To clarify, the amendment would require that all garages constructed or which had an addition constructed shall have an improved driveway from the garage to the street, meeting code requirements. Mueller inquired whether there were limitations on the number of accessory structures. In response, Heniff noted lot area coverage limitations and caps limiting sheds to two. Steiskal offered clarity on non-conforming gravel driveway provisions.*

*Keith Steiskal offered edits to modify or strike homeowner language provision pertaining to electrical work. A homeowner can do the work if they pass a qualification test. Also, for contractors who intend to use the residential provisions, it must be the owner's primary residence, or will be for 6 months following the completion of the work, consistent with the State Plumbing Code.*

*The next series of amendments pertain to the submission of architectural plans per Section R106. New permits will require one digital plan set, or three sets of paper plans. Plans/construction documents shall meet all provisions of the currently adopted IRC or the IBC, Section R106. Plans and drawings for new construction, additions or remodeling shall be prepared by a licensed Architect or Structural Engineer where the work requires a permit, and the construction cost is over \$15,000, where ADA/Accessibility codes are required to be included in the design, or significant structural work beyond what is already covered in prescriptive sections of the adopted codes. He also stated that the requirement for sealed drawings can be waived in*

*accordance with Section R106 of the IRC. Mueller asked about detached garages and architect and seal requirements. Steiskal noted it could be waived as there is already prescriptive codes in place.*

**A motion was made by Bob Mueller, seconded by Stephen Flint, that this Ordinance Amendment be approved**

**The motion carried by the following vote:**

**Aye:** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent:** 2 - John Cullen, and Maurice Bernardi

### 230165

#### **Text Amendments to Chapter 150.141 (A) of the Village Code - Residential Accessible Ramp Permit Fees**

Staff recommends an adoption of a text amendment to the table of Section 150.141 (A) of Village Code to establish a \$0.00 fee for Accessible Ramps, which provide access to an existing residential dwelling unit.

*William Heniff stated that the Village has assisted residents which have sought to address accessibility issues, Fair housing Act provisions and removing barriers. Such past actions included amending code provisions pertaining to ramps and other accessible accommodations to meet the provisions of the Illinois Accessibility Code and the Americans with Disabilities Act. The Village also adopted incentive programs to allow for additional commercial accessibility into older structures in the downtown area. In response to continuing trends to further encourage accessibility options, staff is proceeding with amending the Zoning Ordinance to provide for clarity and flexibility for accessibility ramps to existing residential structures.*

*Supplementing the pending Plan Commission action, staff also recognizes that ramp installation activities can occur at inopportune time, as they are often sought at a time in which a resident finds that existing access no longer provides a safe or practical means of access into a residence. The Village issues about six residential ramp permits in a given year - some are temporary in nature, while others are more permanent and require proper footings.*

*Requiring a permit for ramps into existing residences is still necessary and appropriate to ensure that they are installed in a safe manner. However, to advance accessible accommodation, elimination of the actual building permit fee could be supported for ramps which provide access into an existing residential dwelling unit and to help ensure that a permit is applied for and approved before it is constructed. It would only apply to commercial or larger projects - if it is a part of a larger project, it would require a review fee. The BOBA members supported*

*the concept.*

**A motion was made by Stephen Flint, seconded by Bob Mueller, that this Ordinance Amendment be approved.**

**The motion carried by the following vote:**

**Aye:** 3 - Stephen Flint, Marty Igoe, and Bob Mueller

**Absent:** 2 - John Cullen, and Maurice Bernardi

## **Other Business**

*Keith Steiskal shared data for a proposed annual report, including project highlights, fees issued and the like. In November, staff will be introducing a Fire Alarm Ordinance, which will also set forth compliance timeline provisions. Johnson noted some of the factors and properties that are setting the framework for the amendments, which would apply to common areas.*

*Keith Steiskal mentioned mega-press gas line products, which he is seeing more use and it can be already used and approved within code. A newer product, Municipex (Pex tubing for water service lines into a building), is also going to be discussed when John Cullen can be at the meeting.*

*Perry Johnson referenced a home sprinkler system mock-up in the downstairs lobby.*

*Regarding the Energy Code amendments by the State, Keith Steiskal stated that it would likely be after July 1, 2023, with concept amendments to be removed. He also referenced the concept of a statewide minimum Building Code. He also stated that staff will be providing the BOBA members with an end of year report on parking garages, bow-string roof trusses, and four-story inspection/reporting requirements. He mentioned a few case studies.*

## **Adjournment**

**A motion was made by Bob Mueller seconded by Marty Igoe, to adjourn the meeting at 7:00 p.m. The motion passed by a unanimous vote.**