



Village of Lombard

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

Minutes

Board of Building Appeals

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

Staff Liaisons:

Building Commissioner Keith Steiskal

Wednesday, August 5, 2020

6:00 PM

Village Hall - North Landing

Call to Order and Pledge of Allegiance

*The meeting was called to order by William Heniff, AICP, Director of
Community Development, at 6:00 p.m.*

Mr. Heniff led the Pledge of Allegiance

Roll Call

Present 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent 1 - Marty Igoe

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

Public Hearings

Business Meeting

Approval of Minutes

**A motion was made by Bob Mueller seconded by Stephen Flint, to approve the
minutes of the February 5, 2020. The motion passed by a unanimous vote.**

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe

Planner's Report

New Business

[200232](#)**2018 International Fire Code (IFC) Overview of Changes & Local Amendment Changes**

Proposed amendments to adopt the 2018 International Fire Code by reference and local amendments to code provisions.

Perry Johnson, Fire Marshal, offered a series of amendments for consideration. The Village currently follows the provisions of the 2012 International Fire Code (IFC). Fire staff is bringing forward amendments to adopt the 2018 IFC by reference and offer a few local amendments to our code provisions. He also emphasized the purpose of the IFC affecting or relating to structures, processes, premises and safeguards. He referenced a summation of the material changes between the 2012 and 2018 versions of the IFC, noting key updates including all references to the 2012 IFC being changed to 2018 and updating all IFC code and citation references.

Mr. Flint asked about the timetables for implementation within Section 1103.51, as it pertains to retrofitting structures. Mr. Johnson noted that upon adoption it would have to be done for assemblies of 300 or more.

Mr. Johnson also referenced Appendices (not adopting E, J taken out as hazard signs not being used in the Village

Section 110.2 is being proposed to be deleted, as it exists in the International (I) codes.

Section 901.6.2 is being amended to address the proposed fee change and rationale through the Village's Brycer Agreement.

Section 4603.4.2 is being amended to delete the delete reference

Mr. Steiskal noted the Village's approach to updates to Village Code - the Village generally follows a 6-year cycle for wholesale updates and the amendments are advanced to BOBA after adoption.

A motion was made by Stephen Flint, seconded by Bob Mueller, that this Ordinance be recommended to the Corporate Authorities for approval. The motion carried by the following vote:

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe

[200233](#)**Text Amendment to Title XV, 150.103; Adoption of the National Fire Protection Association (NFPA) Life Safety Code, 101 2015 Edition**

By Reference

Recommendation of adopting by reference the most current Life Safety Code, NFPA 101 adopted by the State of Illinois.

*Mr. Johnson stated that the State Fire Marshal recently updated the adopted life safety code from the NFPA 101, Life Safety Code 2000 Edition to the 2015 Edition, effective on **January 1, 2020**. Non-home rule municipalities are mandated to enforce fire prevention and life safety standards that are equal to or greater than the OSFM-adopted life safety code. Staff is recommending adopting by reference the most current Life Safety Code, NFPA 101 adopted by the State of Illinois. The Life Safety Code addresses, the construction, protection, and occupancy features necessary to minimize danger to life and property from the effects of fire or other emergency requiring evacuation of existing buildings.*

Mr. Steiskal noted for clarity purposes that the NFPA Code provisions are not a part of the International (I) Codes and that it applies to existing buildings and structures.

A motion was made by Bob Mueller, seconded by Maurice Bernardi, that this Ordinance be recommended to the Corporate Authorities for approval. The motion carried by the following vote:

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe

[200234](#)**First Amendment to the Agreement Between the Village of Lombard and Brycer, LLC in Regard to Fire Equipment Inspection Report Filing System, and Approval of an Ordinance Amending Section 150.105 (C) of the Village Code in Relation Thereto.**

The Board of Building Appeals (BOBA) submits its recommendation for approval of the proposed Ordinance and a First Amendment to the agreement with Brycer, to impose an additional \$15.00 fee that Brycer will collect from the contractors. This fee will come directly from Brycer to the Village on a quarterly basis (minus a 6 ½ % processing fee) for the administrative work that is being performed by Lombard Fire Prevention to review each filing from the contractors for compliance and correct information. Staff is requesting a waiver of first reading relative to the Ordinance.

Mr. Johnson stated that currently the Village and Brycer LLC have an agreement to charge a fee to provide a service to hold and receive our inspection reports from Fire Equipment Service contractors. This fee is currently \$12.00 per filing. This fee has changed to \$15.00 during the inception of this agreement and is now being updated to the proper amount.

The Ordinance is an agreement for an additional \$15.00 that Brycer will also collect from the contractors. This fee will come directly from Brycer to the Village on a quarterly basis (minus a 6 ½ % processing fee) for the administrative work that is being performed by Lombard Fire Prevention to review each filing from the contractors for compliance and correct information.

Legal Counsel reviewed this agreement and staff will be looking to place this item at a future Village Board meeting agenda for consideration and approval. Lombard Fire recommends approval of both changes with the agreement between Brycer LLC and the Village of Lombard.

Mr. Steiskal stated that inspections are done without permit, so it is a cost recovery item of plan inspector's activities.

A motion was made by Bob Mueller, seconded by Stephen Flint, that this Ordinance be recommended to the Corporate Authorities for approval. The motion carried by the following vote:

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe

[200228](#)

Text Amendment to Chapter 32.025 - Board of Building Appeals Decisions

Proposed amendments to selected sections of Village Code and in response to inquiries that have arisen, staff worked with Village Counsel to review the appeals provisions within Section 32.025 of the Village Code. Such reviews are appropriate to be done prior to an actual appeal of a decision or interpretation is made by a Village official.

Mr. Heniff stated that BOBA reviews code amendments relative to the formal appeals process to be undertaken, should the Village receive an appeal of a decision of the Fire Chief, Community Development Director or a designee. The code review was undertaken by staff and Village Counsel to ensure that the provisions properly reflect the requisite steps. He noted that it's best to undertake this review during period in which there are no appeals pending before the Village.

He referenced a memorandum explaining the code amendments as well as the draft Ordinance amendments prepared by Village Counsel which reflect proper and applicable processes.

A motion was made by Maurice Bernardi, seconded by Bob Mueller, that this Ordinance be recommended to the Corporate Authorities for approval. The motion carried by the following vote:

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe

Information Only

Ordinance Establishing the Fire Prevention Code for the Glenbard Fire Protection District.

Mr. Johnson offered an overview about an effort that Village staff has been undertaking relative to inspection efforts for projects in the Glenbard Fire Protection District. The issue which presents itself is that the Village provides fire and emergency response services on behalf of the Glenbard Fire Protection District. However, the long-running inter-governmental agreement between Glenbard and the Village was silent on the matter of Fire Code and plan review activities. As such, when such plans were submitted to DuPage County for review they transmitted them to Glenbard and by de facto to the Village for review. However, this gap resulted in plan reviews and corresponding activities being done free of charge, which ultimately means that Village resources were being applied to underwrite the cost of said services. To correct this issue, the Village and Glenbard are undertaking a major amendment to the IGA to add provisions for formal code review and approval, enforcement provisions and even permit fee provisions. Language is also being offered to provide for greater uniformity for projects within the Glenbard District so that they are aligned with the Village's provisions.

Mr. Mueller asked what would happen if Glenbard does not approve the change. Mr. Johnson states that a forthcoming meeting will bring forward the need for this change. He emphasized this review effort is for their own sake.

Mr. Flint asked what would happen if Glenbard was abolished through a general push to consolidate local government entities. In response, Mr. Heniff noted that the area would still need to have Fire emergency response services and that would have to be a critical part of any such discussion. The area would not be left without fire service.

On-Line Permit Submittal Process

Mr. Steiskal provided BOBA members with an update regarding the experience the Village has with on-line permit submittal and approval process through the COVID period. He noted that the Community development department has largely switched to on-line permit process as the Village Hall itself was closed. He stated that refinements are still occurring as staff wants this to be a customer driven process. CitizenServe

Adjournment

A motion was made by John Cullen second by Stephen Flint, to adjourn the meeting at 7:00 p.m. The motion passed by a unanimous vote.

Aye: 4 - Stephen Flint, John Cullen, Bob Mueller, and Maurice Bernardi

Absent: 1 - Marty Igoe