

**Building Commission Meeting**  
Wednesday, April 24, 2019 - FINAL  
6:00 PM  
Glenview Village Hall

1. Call to Order, Chairman Heaney called for a motion to open the meeting - 1<sup>st</sup> Commissioner Wozniak. 2<sup>nd</sup> – Commissioner Means.
2. Roll call and declaration of a quorum – 6:30 pm
  - a. Commissioners in attendance:
    - i. Jeff Heaney
    - ii. Eric Means
    - iii. Greg Wozniak
  - b. Commissioners absent/ vacant:
    - i. Tom Lindsay - absent
    - ii. Vacant seat – Previously - Brown
  - c. Also present:
    - i. Joe Footlik – Inspectional Services Manager
    - ii. Helen Wiseman – Plan Review Manager, Acting Secretary
3. Minutes – none
4. General communications
  - a. Helen Wiseman distributed the Significant Code Changes books for 2012 to 2015 and 2015 to 2018 for the following codes; International Residential Code, International Building Code, International Fire Code. Ms. Wiseman provide a general overview of the layout of the International Code Council publications. The publications are setup in parts which contain various chapters of the codes. They only include changes to the code within the time period and do not include the entire code book which the Commissioners are familiar with. The schedule to be discussed will be broken down into these parts for evaluation. Some parts are not applicable to the Village’s adoption of the code, for example, the Energy Code Chapter which is State mandated and the Plumbing Chapter which at least in the last adoption only included the sections related to fire sprinklers.
  - b. Ms. Wiseman distributed a proposed timeline for code adoption and a proposed Building Commission meeting schedule.
5. Pending business
  - a. None
6. New Business
  - a. Open Meetings Act review – Ms. Wiseman provide a review the Open Meetings Act taking applicable sections from a power point from the Village Attorney. Ms. Wiseman reviewed the definition of a meeting, Majority of Quorum, discussion public business, Agenda, Public Participation and Meeting minutes. Ms. Wiseman reminded Commissioners that the Commission has a vacant seat, reminder Commissioner’s how many Commissioners are necessary for a quorum, which is three, and requirements to take action by voting as a Commission (three votes necessary to take action). Ms. Wiseman advised the Commissioners that the meetings of the Building Commission are open meetings.
  - b. Proposed timeline and schedule - Helen Wiseman provided an overview of the proposed timeline for adoption and proposed schedule for Building Commission meetings. The proposal is that the Building Commission will have a recommendation to be taken to the Village Board on or about the mid-August timeframe. Staff is scheduled to meet with a representative of Insurance Services Office (ISO) to begin the Building Code Effectiveness Grading Schedule Classification on August 20<sup>th</sup>. The proposed meeting dates are setup on

Wednesdays every two weeks at the 6 pm timeframe. The intent is that the meeting be held to a 2 ½ hour limit. The next meeting will include a quick overview of currently adopted codes and amendments. Review of each code will be one code at a time. A schedule was provided for various parts of the Significant Code Change books which will be discussed at each of the proposed meetings. Review will include understanding, concerns, concurrence, objections and suggested modifications if deemed needed.

c. Expectations:

- i. Feedback: Staff would like to have feedback next week as to availability of each Commissioner for the proposed meeting days and times.
- ii. Meetings were set for every two weeks as follows: May 8, May 22, June 5, June 19, July 3, July 17, July 31 and Aug 14.

7. Discussion:

Chairman Heaney began general discussion regarding code changes. He stated that Park Ridge changes codes all the time. As an Architect one cannot know the code verbatim. Highlights are important. One needs to be familiar with the amendments.

Joseph Footlik stated that in his career there was only one time that a builder had a code book on a jobsite. He will never forget him.

Commissioner Wozniak agreed that he has never seen a builder with a code book.

Chairman Heaney stated that the contractors who are trying to push the envelope have the code because they always want the Village to show them where the requirement is in the code.

Mr. Footlik advised the Commissioners that the codes are available for free on-line by Googling free public codes.

Chairman Heaney and Commissioner Wozniak began speaking of their frustrations with some zoning requirements related to porches. They stated that they had been in touch with Chris Gray about their concerns. Ms. Wiseman pointed out that this concern is related to zoning regulations and is not in the purview of the Building Commissions analysis of construction codes. Pursuing these concerns would be through the Planning Division and specifically Jeff Rogers.

Chairman Heaney mentioned that he likes how the Development Center is working out and is pleased that Chris Gray is back in the Division.

Commissioner Wozniak asked Mr. Footlik to explain Chris Gray's role and the Development Center as a whole.

Mr. Footlik provided an overview of the Development Center concept – Same Day reviews instead of two half days a week, every day. The type of applications reviewed are smaller single family and commercial remodeling projects. Intent is to providing expedited great customer service, but, there were no funds to bring in extra staff. Chris Gray was brought back from the Engineering division to manage the center at the front Development Dept. counter. Traditional permit review has been freed up by having more types of permits expedited. These types of applications can be reviewed quicker now.

Commissioner Wozniak stated he has noticed that the reviews have been turned around quicker.

In addition, Mr. Footlik stated that the Department is bringing Architects in for meetings after the second review with items remaining for an interactive plan review sit-down. This assists in addressing comments where there may be confusion.

Chairman Heaney and Commissioner Wozniak agreed that this is great service.

Mr. Footlik reiterated, providing an increased quantity of reviews, providing more talent, doing them every day. He mentioned that Northbrook staff was at our office last week reviewing our program interested in working on something themselves. The Health Division is also providing inspection for several other towns sharing knowledge – Lincolnwood, Morton Grove.

The Chairman and Commissioners were concerned about the first two proposed meeting dates. They evaluated their various schedules and determined that the May 8<sup>th</sup> date should be replaced with Monday, May 13<sup>th</sup> at 6:30pm and the May 22<sup>nd</sup> date should be replaced with Tuesday, May 21<sup>st</sup> 6:00pm. The remaining dates will be evaluated with their respective schedules and they will respond to staff to confirm dates or provide alternates.

Discussion continued regarding code changes in general. Chairman Heaney stated that there are commonly problems with insurers when there are 2 many changes to codes. Joe Footlik stated that staff will enforce the codes with common sense. He further stated that if we regulate for a perfect storm, the cost to regulate for all is exorbitant.

Commissioner Means added that million dollar homes have taken a hit in the market place. Chairman Heaney added that the rate of appreciation of a home has also reduced.

Joe Footlik reminded the Commission that it is also the task to keep in mind the financial impacts of the code changes and amendments.

Joe Footlik commended the Commission for the alternative to fire sprinklers that they had recommended and was approved last time code changes were undertaken. Commissions agreed that this was a common sense way of approaching this aspect and that the application is working well.

Helen Wiseman reviewed the proposed portions of the codes to evaluate at the meetings to come. She mentioned that the meeting dates were distributed to allow two meetings to evaluate the International Residential Code, three meetings to evaluate the International Building Code, and one meeting to evaluate the International Fire Code which will also be reviewed with the Fire Response leadership. Chairman Heaney stated that he felt the schedule should kept as proposed. If the Commission completes the task earlier, all the better.

Joe Footlik mentioned that if the Commission can complete their recommendation for the August timeframe, staff would like to provide a public notice period before instituting on the first of January 2020. Commissioners felt this was a good plan.

Close Meeting. Chairman Heaney asked for a motion to adjourn the meeting. 1<sup>st</sup> – Commissioner Means. 2<sup>nd</sup> – Commissioner Wozniak. 7:20 pm