



**Village of Bourbonnais  
ANNEXATION, BUILDING, and ZONING COMMITTEE MINUTES**

July 25, 2016

Trustee Fischer at the regular board meeting held on July 18, 2016 scheduled an annexation, building, and zoning committee meeting to take place on July 25, 2016 at 4:00 p.m.

**1. ROLL CALL**

Trustee Fischer called the Annexation, Building, and Zoning Committee meeting to order. Present was Trustee Amiano, Trustee Fischer, Trustee Greenlee, Trustee King, Trustee Keast, Trustee Littrell, Treasurer Ron Riebe, Asst. Administrator Wimberly, Building Commissioner Senesac and Finance Director Wolf. Added to attendance (after approval of minutes): Village President Schore, Administrator Van Mill and Village Attorney Dunn. Removed from attendance (after item 4h discussion): Trustee King.

**2. APPROVAL OF MINUTES: March 15, 2016**

A motion was made by Trustee Littrell and seconded by Trustee Keast to approve the minutes as presented with a correction to fix attendance to show Trustee King as absent, and the Roll Call Vote of Trustee Keast as "Aye". Motion passed on a voice vote of 6-0.

**3. MORTUARY DEFINITION:**

Attorney Dunn reviewed the modern use of a mortuary facility. He noted that the prior practice of having a built-in residence located at the mortuary is no longer common. He also reported that body preparation services are often handled at a separate centralized processing center. Planning Commission recommended a revision to our definition of "mortuary" to meet modern use. Trustee Fischer asked Trustees if they were in favor of an updated definition of "mortuary" and they all agreed. Trustee Fischer concluded that we would move forward and work toward a revision of our mortuary definition.

**4. OTHER-NO ACTION**

- a. **Sign Ordinance**-Building Commissioner Senesac and Attorney Dunn have collaborated on a drafted version of the new sign ordinance and it is almost ready for review by the committee. Attorney Dunn explained that we are taking the sign requirements out of the Zoning Code to give it its own chapter. Also, updating to a more modern standard legally and

aesthetically. Approximately 30-60 days before Board action can be taken.

- b. **IM Steel Annexation status**-Administrator Van Mill reports that Belson's is commissioning an environmental engineer and working with IEPA to evaluate the smoke issue. 30-45 days until we get results from those investigations.
- c. **Donation Bins**-Building Commissioner Senesac reports that a new ordinance has been drafted and is ready for review at the next meeting.
- d. **Zoning Ordinance**-Building Commissioner Senesac finalized a draft for Request for Proposal and will be ready for review likely in the Fall.
- e. **Building Code Appeal Process**-Building Commissioner Senesac recommended that we use a procedure in the International Building Codes as a standard, utilizing a Public Hearing with a panel of trade experts to evaluate construction code issues and options. Administrator Van Mill suggested that a draft be reviewed at the next committee meeting.
- f. **Carley Woods Exterior Materials**-Sister development to Arbor Grove subdivision. Builder is looking to deviate from the siding ordinance for design and cost benefits. Waiting for artist's rendering of new design. Committee will wait until more details are available.
- g. **Apartment Moratorium**-Village President Schore recommended review of existing units to determine if moratorium should be lifted to allow new construction or rezoning.
- h. **Outside Restaurant Seating**-Do we want to allow alcohol to be served for outside consumption? Village President Schore suggested evaluation on a case by case basis.

**OTHER:** Trustee Littrell commented that he noticed that in some other communities, they have street signs that light up. He inquired if that is an expensive addition for some of our main road signs. Asst. Administrator Wimberly reported that we currently have three lit street signs (Bethel, Burns Road, University) and that IDOT is now requiring lighted signage in new intersections.

- 5. **OLD BUSINESS** - Trustee Littrell inquired if we were issuing Proclamation for BBCHS band accomplishments. Village President Schore confirmed it was pending for August 1, 2016 Board Meeting, along with Commendation for Sgt. Kendregan.

6. NEW BUSINESS - None
7. PUBLIC COMMENTS - None
8. ADJOURNMENT AND TIME

A motion was made by Trustee Keast and seconded by Trustee Littrell to adjourn the committee meeting. Motion passed on a voice vote of 5-0 and the meeting adjourned at 4:55 p.m.

*Respectfully Submitted by:*



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Trustee Rick Fischer,  
*Chair of Annexation, Building and Zoning Committee*