VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

ADMINISTRATION & ZONING COMMITTEE

Monday, November 11, 2019 - 6:30 PM

200 N. Hill Street, Poplar Grove, IL 61065

AGENDA

ROLL CALL

APPROVAL OF PHONE PARTICIPATION (Roll Call)

APPROVAL OF AGENDA (Voice Vote)

APPROVAL OF MINUTES (Voice Vote)

1. Motion to approve minutes from the October 14, 2019 meeting

PUBLIC COMMENT *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

DEPARTMENT REPORTS

2. Building and Code, B&F

NEW BUSINESS

3. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-42** An Ordinance of the Village of Poplar Grove amending Section 2-2-2 of the Village of Poplar Grove Code of Ordinances regarding Liquor Licenses
4. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-43** An Ordinance of the Village of Poplar Grove amending Section 1-5-2 of the Village of Poplar Grove Code of Ordinances regarding Electronic Attendance at Meetings
5. Discussion and possible recommendation to the Village Board to approve **Ordinance 19-44** an ordinance of the Village of Poplar Grove, Illinois amending certain provisions of the Village of Poplar Grove employee handbook regarding section 10.2 occupational injuries

ADJOURNMENT (Voice Vote)

KJA 11/7/2019

VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

ADMINISTRATION & ZONING COMMITTEE

Monday, October 14, 2019 - 6:45 PM

or immediately following Finance and Public Works Committee Meeting
200 N. Hill Street, Poplar Grove, IL 61065

MINUTES

CALL TO ORDER
President Costanza called the meeting to order at 7:11 pm.

ROLL CALL
PRESENT
President Owen Costanza
Chairman Ron Quimby
Chairman Eric Miller
Trustee Jeff Goings
Trustee Erin Walsh
Trustee Sophia Ramdass
Trustee Ed Wethington
Attorney Roxanne Sosnowski
Deputy Clerk Katie Jaster
Engineer Chris Dopkins
Treasurer Carina Boyd

APPROVAL OF PHONE PARTICIPATION (Roll Call)
Motion made by Trustee Wethington, Seconded by Chairman Quimby.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

APPROVAL OF AGENDA (Roll Call)
Motion made by Trustee Goings, Seconded by Trustee Wethington.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

APPROVAL OF MINUTES (Roll Call)

1. Motion to approve minutes from the September 9, 2019 meeting.
   Motion made by Trustee Goings, Seconded by Trustee Wethington.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

PUBLIC COMMENT *Public Comment is encouraged. The Village Board will receive comments from the public, pursuant to State Statutes. Comments will be limited to five minutes on topics relating to the Village of Poplar Grove. Be further advised that matters brought up at this time may be referred to the appropriate committee or individual for further discussion or consideration.*

No Public Comment.

DEPARTMENT REPORTS

2. Building Permits & Code Enforcement Report, B&F Construction Code
   No questions.

NEW BUSINESS

3. Discussion and Possible Recommendation to the Village Board to approve a Video Gaming License for Bravo Pizza & Italian Restaurant.
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

4. Discussion and Possible recommendation to the Village Board to approve **Ordinance 2019-33** An Ordinance of the Village of Poplar Grove authorizing a Twelve-Month extension of the Special Use Permit for a Solar Farm at 4324 Illinois Route 173 (East Half) Previously Approved by Ordinance 2018-36.
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

5. Discussion and Possible recommendation to the Village Board to approve **Ordinance 2019-34** An Ordinance of the Village of Poplar Grove authorizing a Twelve-Month Extension of the Special Use Permit for a Solar Farm at 4324 Illinois Route 173 (West Half) previously approved by Ordinance 2018-37.
   Motion made by Chairman Quimby, Seconded by Finance Chairman Miller.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

6. Discussion and Possible Recommendation to the Village Board to approve **Ordinance 2019-35** An Ordinance amending Title 8, Zoning, Chapter 2, Rules; Chapter 6, Zoning Districts; and Chapter 7, Land Use Regulations of the Village of Poplar Grove Municipal Code.
   Motion made by Chairman Quimby, Seconded by Trustee Wethington.
   Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington

ADJOURNMENT (Roll Call)

Motion made by Trustee Goings, Seconded by Trustee Wethington.
Voting Yea: Chairman Quimby, Finance Chairman Miller, Trustee Goings, Trustee Walsh, Trustee Ramdass, Trustee Wethington.
Adjournment at 7:23 pm.

KJ 11/5/19

B&F CONSTRUCTION CODE SERVICES, INC
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE EVALUATION
2420 Vantage Drive
Elgin, IL 60124
847-428-7010 Main
847-428-3151 FAX

(10/01/2019 Thru 10/31/2019)
Village of Poplar Grove, IL

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
Developer:											
Address:	**511 Birch Street**										
Permit Number:	**2018-105***										
10/1/2019	3121361				Residential		Building Final	Approved	275355	☐	
Summary for 'PermitNumber' = 2018-105* (1 detail record)											
Developer:											
Address:	**217 Boeing Trail**										
Permit Number:	**2019-153**										
10/24/2019	3121361				Residential		Electric Final	Approved	275397	☐	
10/24/2019	3121361				Residential		Building Final	Approved	275397	☐	
Summary for 'PermitNumber' = 2019-153 (2 detail records)											
Developer:											
Address:	**208 Britnie Drive**										
Permit Number:	**2019-147**										
10/25/2019	3121361				Residential		Patio Rough	Approved	275399	☐	
10/29/2019	3121361				Residential		Patio Final	Approved	281704	☐	

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
Summary for 'PermitNumber' = 2019-147 (2 detail records)											
Developer:											
Address:	**143 bullard**										
Permit Number:	**2019-111**										
10/31/2019	3121361				Residential		Siding	Approved	281705	☐	
Summary for 'PermitNumber' = 2019-111 (1 detail record)											
Developer:											
Address:	**480 Burled Wood**										
Permit Number:	**2019-136**										
10/1/2019	3121361				Residential		Fence Final	Approved as Noted	275360	☐	
Summary for 'PermitNumber' = 2019-136 (1 detail record)											
Developer:											
Address:	**2618 Cessna Circle**										
Permit Number:	**2019-161**										
10/9/2019	3121361				Residential		Driveway Rough	Approved	275368	☐	
10/10/2019	3121361				Residential		Driveway Final	Approved	275379	☐	
Summary for 'PermitNumber' = 2019-161 (2 detail records)											
Developer:											
Address:	**402 Clark Street, Lot 120**										
Permit Number:	**2019-72***										
10/9/2019	3121361				Residential		Deck Piers	Approved	275374	☐	

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount

Summary for 'PermitNumber' = 2019-72* (1 detail record)

Developer:

Address: 422 Clark Court, Lot 115
Permit Number: 2019-71*

10/1/2019	3121361				Residential		Concrete Pour sidewalk	Failed	275358	☐	
10/3/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275364	☑	
10/3/2019	3121361				Residential		Concrete Pour sidewalk	Failed	275362	☑	
10/9/2019	3121361				Residential		Deck Piers	Approved	275373	☐	

Summary for 'PermitNumber' = 2019-71* (4 detail records)

Developer:

Address: 426 Clark, Lot 114
Permit Number: 2019-70*

10/9/2019	3121361				Residential		Deck Piers	Approved	275372	☐	
10/18/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275391	☐	

Summary for 'PermitNumber' = 2019-70* (2 detail records)

Developer:

Address: 214 Cobblestone Trail
Permit Number: 2019-145*

10/9/2019	3121361				Residential		Footing	Approved as Noted	275378	☐	
10/15/2019	3121361				Residential		Foundation Inspection	Approved	275384	☐	
10/21/2019	3121361				Residential		Foundation Backfill	Approved	275392	☐	
10/23/2019	3121361				Residential		Water Service	Approved	283109	☐	

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
10/23/2019	3121361				Residential		Sewer Repair	Approved	283109	☐	

Summary for 'PermitNumber' = 2019-145* (5 detail records)

Developer:

Address: **4122 Cornflower Road**
Permit Number: **2019-143**

10/1/2019	3124963				Residential		Pool Electrical	Failed	275357	☐	
10/7/2019	3124963				Residential		Pool Electrical	Approved	275367	☑	

Summary for 'PermitNumber' = 2019-143 (2 detail records)

Developer:

Address: **231 English Oak Lane**
Permit Number: **2019-7***

10/16/2019	3121361				Single Family		Building Final	Approved	275386	☐	
10/16/2019	3121361				Single Family		Mechanical Final	Approved	275386	☐	
10/16/2019	3121361				Single Family		Electric Final	Approved	275386	☐	
10/17/2019	3121361				Single Family		Plumbing Final	Approved	276485	☐	

Summary for 'PermitNumber' = 2019-7* (4 detail records)

Developer:

Address: **403 Hughes Parkway , Lot 107**
Permit Number: **2019-68***

10/9/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275371	☐	
10/23/2019	3121361				Residential		Post Holes - Deck	Failed	275395	☐	
10/25/2019	3121361				Residential		Post Holes - Deck	Approved	275398	☑	

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount

Summary for 'PermitNumber' = 2019-68* (3 detail records)

Developer:

Address: **407 Hughes Parkway , Lot 108**
Permit Number: **2019-69***

10/9/2019	3121361			Residential		Concrete Pour sidewalk	Approved	275370	☐	
10/23/2019	3121361			Residential		Post Holes - Deck	Approved	275394	☐	

Summary for 'PermitNumber' = 2019-69* (2 detail records)

Developer:

Address: **4431 IL 173**
Permit Number: **2019-100***

10/3/2019	3121361			Commercial Level 1		Footing	Approved	275361	☐	

Summary for 'PermitNumber' = 2019-100* (1 detail record)

Developer:

Address: **4135 milkweed Drive**
Permit Number: **2019-006**

10/14/2019	3121361			Residential		Electrical Rough	Approved	275383	☐	
10/14/2019	3121361			Residential		Building Rough	Approved	275383	☐	

Summary for 'PermitNumber' = 2019-006 (2 detail records)

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount

Developer:

Address: 517 Oak Lane
Permit Number: 2019-171

10/28/2019	3121361				Residential		Roof Rough	Approved	281701	☐	

Summary for 'PermitNumber' = 2019-171 (1 detail record)

Developer:

Address: 504 Olson, Lot 137
Permit Number: 2019-73*

10/3/2019	3121361				Residential		Concrete Pour sidewalk	Failed	275363	☐	
10/4/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275366	☑	
10/9/2019	3121361				Residential		Deck Piers	Approved	275375	☐	

Summary for 'PermitNumber' = 2019-73* (3 detail records)

Developer:

Address: 510 Olson, Lot 138
Permit Number: 2019-74*

10/9/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275369	☐	
10/9/2019	3121361				Residential		Deck Piers	Approved	275376	☐	

Summary for 'PermitNumber' = 2019-74* (2 detail records)

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
Developer:											
Address:	**516 Olson, Lot 139**										
Permit Number:	**2019-75***										
10/1/2019	3121361				Residential		Concrete Pour sidewalk	Failed	275359	☐	
10/9/2019	3121361				Residential		Deck Piers	Approved	275377	☐	
10/18/2019	3121361				Residential		Concrete Pour sidewalk	Approved	275390	☑	
Summary for 'PermitNumber' = 2019-75* (3 detail records)											
Developer:											
Address:	**533 Prairie Point Drive**										
Permit Number:	**2019-142**										
10/7/2019	3121361				Residential		Post Holes/Fence	Approved	278386	☐	
Summary for 'PermitNumber' = 2019-142 (1 detail record)											
Developer:											
Address:	**207 N. State Street**										
Permit Number:	**2019-156**										
10/16/2019	3121361				Residential		Roof Rough	Approved	275387	☐	
10/22/2019	3121361				Residential		Roof Final	Approved	275393	☐	
Summary for 'PermitNumber' = 2019-156 (2 detail records)											

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount
Developer:											
Address:	**217 S. State**										
Permit Number:	**-**										
10/11/2019	3121361				Residential		Stop Work Order	Approved	275381	☐	
Summary for 'PermitNumber' = - (1 detail record)											
Developer:											
Address:	**337 Thornridge Court**										
Permit Number:	**2019-159**										
10/4/2019	3121361				Residential		Deck Piers	Approved	275365	☐	
10/14/2019	3121361				Residential		Deck Rough	Approved	275382	☐	
10/28/2019	3121361				Residential		Deck Final	Approved	281700	☐	
Summary for 'PermitNumber' = 2019-159 (3 detail records)											
Developer:											
Address:	**505 Waco Way**										
Permit Number:	**2019-144**										
10/24/2019	3121361				Residential		Driveway Rough	Approved	275396	☐	
Summary for 'PermitNumber' = 2019-144 (1 detail record)											
Developer:											
Address:	**4959 Walnut Grove**										
Permit Number:	**2019-166**										
10/17/2019	3121361				Residential		Post Holes - Fence	Approved	275388	☐	

Inspection Date	Project No.	Unit	Lot	Pod	Structure Type	Subdivision	Inspection Type	Inspection Result	Form No.	Reinspection	Amount

Summary for 'PermitNumber' = 2019-166 (1 detail record)

Summary for 'Developer' =

Total Inspections	**53**
Total Reinspections	**6**
Total Amount	

GRAND TOTALS

Total Inspections	**53**
Total Reinspections	**6**
Total Amount	

Office & Shipping:
2420 Vantage Drive
Correspondence:
P.O. Box 5178
Elgin, IL 60121-5178

CONSTRUCTION CODE SERVICES, INC.
Building & Fire Protection Plan Review
Training • Inspections • Code Consulting

Phone (847) 428-7010
Fax (847) 428-3151
Toll Free (800) 232-5523
E-mail bfccs@bfccs.org

MISCELLANEOUS PLAN REVIEWS
October 2019

VILLAGE OF
Poplar Grove
1-Nov-19

Permit #	Address	Type of Project		Fee	Date
2019-160	384 W Park St	Roof	$	25.00	10/3/2019
2019-161	2618 Cessna Circle	Driveway	$	25.00	10/3/2019
2019-166	4959 Walnut Grove	Fence	$	25.00	10/8/2019
2019-171	517 Oak Ln	Roof	$	25.00	10/17/2019
2019-172	173 Titleist Dr	Kitchen/Baths/Door opening	$	75.00	10/22/2019
2019-174	14019 Queenanns Way	Roof	$	25.00	10/25/2019

Total: $ 200.00

CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

2420 Vantage Drive
Elgin, IL 60124

847-428-7010 Main
847--428-3151 FAX

INSPECTION REPORT

Date Range: 10/01/2019 - 10/31/2019

Village of Poplar Grove

Tuesday, October 1, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
511 Birch Street	2018-105*	Residential	Building Final		☐	Panzloff	Approved	275355	0.00
4122 Cornflower Road	2019-143	Residential	Pool Electrical		☐	Panzloff	Failed	275357	35.00
422 Clark Court, Lot 1	2019-71*	Residential	Concrete Pour sidewalk		☐	Panzloff	Failed	275358	0.00
516 Olson, Lot 139	2019-75*	Residential	Concrete Pour sidewalk		☐	Panzloff	Failed	275359	0.00
480 Burled Wood	2019-136	Residential	Fence Final		☐	Panzloff	Approved as Noted	275360	35.00
Summary for 'Inspection Date' = 10/1/2019 (5 detail records)					0				70.00

Thursday, October 3, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4431 IL 173	2019-100*	Commercial Level 1	Footing	South Bldg.-Self St	☐	Panzloff	Approved	275361	2,340.00
422 Clark Court, Lot 1	2019-71*	Residential	Concrete Pour sidewalk		☑	Panzloff	Failed	275362	35.00
504 Olson, Lot 137	2019-73*	Residential	Concrete Pour sidewalk		☐	Panzloff	Failed	275363	0.00
422 Clark Court, Lot 1	2019-71*	Residential	Concrete Pour sidewalk		☑	Panzloff	Approved	275364	35.00
Summary for 'Inspection Date' = 10/3/2019 (4 detail records)					2				2,410.00

Friday, October 4, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
337 Thornridge Court	2019-159	Residential	Deck Piers		☐	Panzloff	Approved	275365	35.00
504 Olson, Lot 137	2019-73*	Residential	Concrete Pour sidewalk		☑	Panzloff	Approved	275366	35.00
Summary for 'Inspection Date' = 10/4/2019 (2 detail records)					1				**70.00**

Monday, October 7, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4122 Cornflower Road	2019-143	Residential	Pool Electrical		☑	Panzloff	Approved	275367	35.00
533 Prairie Point Drive	2019-142	Residential	Post Holes/Fence		☐	Kasten	Approved	278386	35.00
Summary for 'Inspection Date' = 10/7/2019 (2 detail records)					1				**70.00**

Wednesday, October 9, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
2618 Cessna Circle	2019-161	Residential	Driveway Rough		☐	Panzloff	Approved	275368	35.00
510 Olson, Lot 138	2019-74*	Residential	Concrete Pour sidewalk		☐	Panzloff	Approved	275369	0.00
407 Hughes Parkway ,	2019-69*	Residential	Concrete Pour sidewalk		☐	Panzloff	Approved	275370	0.00
403 Hughes Parkway ,	2019-68*	Residential	Concrete Pour sidewalk		☐	Panzloff	Approved	275371	0.00
426 Clark, Lot 114	2019-70*	Residential	Deck Piers		☐	Panzloff	Approved	275372	0.00
422 Clark Court, Lot 1	2019-71*	Residential	Deck Piers		☐	Panzloff	Approved	275373	0.00
402 Clark Street, Lot 1	2019-72*	Residential	Deck Piers		☐	Panzloff	Approved	275374	0.00
504 Olson, Lot 137	2019-73*	Residential	Deck Piers		☐	Panzloff	Approved	275375	0.00
510 Olson, Lot 138	2019-74*	Residential	Deck Piers		☐	Panzloff	Approved	275376	0.00

516 Olson, Lot 139	2019-75*	Residential	Deck Piers		☐	Panzloff	Approved	275377	0.00
214 Cobblestone Trail	2019-145*	Residential	Footing		☐	Panzloff	Approved as Noted	275378	990.00
Summary for 'Inspection Date' = 10/9/2019 (11 detail records)					0				**1,025.00**

Thursday, October 10, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
2618 Cessna Circle	2019-161	Residential	Driveway Final		☐	Panzloff	Approved	275379	35.00
Summary for 'Inspection Date' = 10/10/2019 (1 detail record)					0				**35.00**

Friday, October 11, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
217 S. State	-	Residential	Stop Work Order	no permit	☐	Panzloff	Approved	275381	35.00
Summary for 'Inspection Date' = 10/11/2019 (1 detail record)					0				**35.00**

Monday, October 14, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
337 Thornridge Court	2019-159	Residential	Deck Rough		☐	Panzloff	Approved	275382	35.00
4135 milkweed Drive	2019-006	Residential	Building Rough	room remodel	☐	Panzloff	Approved	275383	45.00
4135 milkweed Drive	2019-006	Residential	Electrical Rough	room remodel	☐	Panzloff	Approved	275383	45.00
Summary for 'Inspection Date' = 10/14/2019 (3 detail records)					0				**125.00**

Tuesday, October 15, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
214 Cobblestone Trail	2019-145*	Residential	Foundation Inspection		☐	Panzloff	Approved	275384	0.00

Summary for 'Inspection Date' = 10/15/2019 (1 detail record)					0				0.00

Wednesday, October 16, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
231 English Oak Lane	2019-7*	Single Family	Building Final		☐	Panzloff	Approved	275386	0.00
231 English Oak Lane	2019-7*	Single Family	Mechanical Final		☐	Panzloff	Approved	275386	0.00
231 English Oak Lane	2019-7*	Single Family	Electric Final		☐	Panzloff	Approved	275386	0.00
207 N. State Street	2019-156	Residential	Roof Rough		☐	Panzloff	Approved	275387	35.00
Summary for 'Inspection Date' = 10/16/2019 (4 detail records)					0				35.00

Thursday, October 17, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
4959 Walnut Grove	2019-166	Residential	Post Holes - Fence		☐	Panzloff	Approved	275388	35.00
231 English Oak Lane	2019-7*	Single Family	Plumbing Final		☐	Del Principe	Approved	276485	0.00
Summary for 'Inspection Date' = 10/17/2019 (2 detail records)					0				35.00

Friday, October 18, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
516 Olson, Lot 139	2019-75*	Residential	Concrete Pour sidewalk		☑	Panzloff	Approved	275390	35.00
426 Clark, Lot 114	2019-70*	Residential	Concrete Pour sidewalk		☐	Panzloff	Approved	275391	0.00
Summary for 'Inspection Date' = 10/18/2019 (2 detail records)					1				35.00

Monday, October 21, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
214 Cobblestone Trail	2019-145*	Residential	Foundation Backfill		☐	Panzloff	Approved	275392	0.00
Summary for 'Inspection Date' = 10/21/2019 (1 detail record)					0				0.00

Tuesday, October 22, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
207 N. State Street	2019-156	Residential	Roof Final		☐	Panzloff	Approved	275393	35.00
Summary for 'Inspection Date' = 10/22/2019 (1 detail record)					0				35.00

Wednesday, October 23, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
407 Hughes Parkway ,	2019-69*	Residential	Post Holes - Deck		☐	Panzloff	Approved	275394	0.00
403 Hughes Parkway ,	2019-68*	Residential	Post Holes - Deck		☐	Panzloff	Failed	275395	0.00
214 Cobblestone Trail	2019-145*	Residential	Sewer Repair		☐	Patton	Approved	283109	0.00
214 Cobblestone Trail	2019-145*	Residential	Water Service		☐	Patton	Approved	283109	0.00
Summary for 'Inspection Date' = 10/23/2019 (4 detail records)					0				0.00

Thursday, October 24, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
505 Waco Way	2019-144	Residential	Driveway Rough		☐	Panzloff	Approved	275396	35.00
217 Boeing Trail	2019-153	Residential	Building Final	Solar Panels	☐	Panzloff	Approved	275397	45.00
217 Boeing Trail	2019-153	Residential	Electric Final	Solar Panels	☐	Panzloff	Approved	275397	45.00

Summary for 'Inspection Date' = 10/24/2019 (3 detail records)					0				125.00

Friday, October 25, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
403 Hughes Parkway ,	2019-68*	Residential	Post Holes - Deck		☑	Panzloff	Approved	275398	35.00
208 Britnie Drive	2019-147	Residential	Patio Rough		☐	Panzloff	Approved	275399	35.00
Summary for 'Inspection Date' = 10/25/2019 (2 detail records)					1				70.00

Monday, October 28, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
337 Thornridge Court	2019-159	Residential	Deck Final		☐	Panzloff	Approved	281700	35.00
517 Oak Lane	2019-171	Residential	Roof Rough		☐	Panzloff	Approved	281701	35.00
Summary for 'Inspection Date' = 10/28/2019 (2 detail records)					0				70.00

Tuesday, October 29, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
208 Britnie Drive	2019-147	Residential	Patio Final		☐	Panzloff	Approved	281704	35.00
Summary for 'Inspection Date' = 10/29/2019 (1 detail record)					0				35.00

Thursday, October 31, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
143 bullard	2019-111	Residential	Siding		☐	Panzloff	Approved	281705	35.00
Summary for 'Inspection Date' = 10/31/2019 (1 detail record)					0				35.00

Total Inspections	**53**
Total Reinspections	**6**
Total Amount Due	**4,315.00**

CONSTRUCTION CODE SERVICES, INC.
BUILDING & FIRE PROTECTION PLAN REVIEW
TRAINING • INSPECTIONS • CODE CONSULTING

2420 Vantage Drive
Elgin, IL 60124

847-428-7010 Main
847--428-3151 FAX

INSPECTION REPORT

Date Range: 10/01/2019 - 10/31/2019

Poplar Grove - Code Enforcement

Monday, October 7, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	278387	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	278387	0.00
Summary for 'Inspection Date' = 10/7/2019 (2 detail records)					0				**0.00**

Monday, October 14, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279676	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279676	0.00
Summary for 'Inspection Date' = 10/14/2019 (2 detail records)					0				**0.00**

Monday, October 21, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279677	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279677	0.00
Summary for 'Inspection Date' = 10/21/2019 (2 detail records)					0				**0.00**

Poplar Grove - Code Enforcement

Monday, October 28, 2019

Address	Permit Number	Structure Type	Inspection Type	Location	Reinspection	Inspector	Inspection Results	Form Number	Amount
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279690	0.00
200 Hill Street	-	Commercial Level 1	Code Compliance		☐	Kasten	Approved	279690	0.00
Summary for 'Inspection Date' = 10/28/2019 (2 detail records)					0				0.00

Total Inspections	**8**
Total Reinspections	**0**
Total Amount Due	**0.00**

Poplar Grove - Code Enforcement - Travel - 1x4 = 4.00
+21.67
25.67

B & F Construction Code Services, Inc.

Project Report

Project Number: 3121469

Report Date Range: 10/01/2019 - 10/31/2019

Inspection Report By Project Code

Employee 1480 **Michael Kasten**

Date	Inspection Description		Address	Start Time	End Time	Total Time
10/7/2019						
10/07/2019	Code Compliance	Commercial	200 Hill Street	9:00	11:30	2.50
10/07/2019	Code Compliance	Commercial	200 Hill Street	12:45	16:25	3.67
				Total Time For Date 10/7/2019:		**6.17**
10/14/2019						
10/14/2019	Code Compliance	Commercial	200 Hill Street	9:00	12:00	3.00
10/14/2019	Code Compliance	Commercial	200 Hill Street	13:00	14:30	1.50
				Total Time For Date 10/14/2019:		**4.50**
10/21/2019						
10/21/2019	Code Compliance	Commercial	200 Hill Street	9:15	11:30	2.25
10/21/2019	Code Compliance	Commercial	200 Hill Street	12:30	15:30	3.00
				Total Time For Date 10/21/2019:		**5.25**
10/28/2019						
10/28/2019	Code Compliance	Commercial	200 Hill Street	9:00	11:30	2.50
10/28/2019	Code Compliance	Commercial	200 Hill Street	12:30	15:45	3.25
				Total Time For Date 10/28/2019:		**5.75**

Total Hours for Project 3121469: **21.67**

ORDINANCE NUMBER: 2019-42

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE AMENDING SECTION 2-2-2 OF THE VILLAGE OF POPLAR GROVE CODE OF ORDINANCES REGARDING LIQUOR LICENSES

WHEREAS, the Village of Poplar Grove, Illinois ("Village") has adopted a Village Code of Ordinances ("Code"); and

WHEREAS, Section 2-2-2 provides for the requirement of a liquor license in order to sell alcoholic liquors; and

WHEREAS, the Village desires to amend Section 2-2-2 to provide that special event liquor licenses (i.e. Class E) may be initially issued by the Village Liquor Commissioner and Village staff and then such issuance ratified by the Village Board at the next available Village Board meeting; and

WHEREAS, the Village has determined such amendments are in the best interest of the Village and its citizens.

NOW THEREFORE, be it ordained by the President and Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. That Section 2-2-2 of the Village Code of Ordinances entitled "License Required" is amended to read as follows (deletions shown as strikethroughs and new language as bold and underlined):

   "2-2-2. - LICENSE REQUIRED.

   The Liquor Control Commissioner, with the advice and consent of the village board of trustees, shall grant, within the limits of the village, licenses to such persons as can qualify and desire same, to sell alcoholic liquors in accordance with this chapter.

   Notwithstanding the foregoing, a class E license may be issued by Village staff prior to formal approval by the Village Board provided that 1) the applicant has complied with all applicable provisions of this Title 2, Chapter 2 of the Village Code of Ordinances for the issuance of a liquor license, including, but not limited to, payment of all fees, proof of BASSET training and proof of insurance, and 2) the Liquor Control Commissioner approves of the issuance of said class E license. The issuance of said class E liquor license shall be formally approved/ratified by the Village Board at the next available Village Board meeting."

3. Except as amended in this Ordinance, all other provisions and terms of Village Code of Ordinances shall remain in full force and effect as previously enacted except that those

ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

4. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2019

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED_____, 2019

ATTEST:

_____ _____

CLERK PRESIDENT

ORDINANCE NUMBER: 2019-43

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE AMENDING SECTION 1-5-2 OF THE VILLAGE OF POPLAR GROVE CODE OF ORDINANCES REGARDING ELECTRONIC ATTENDANCE AT MEETINGS

WHEREAS, the Village of Poplar Grove, Illinois ("Village") has adopted a Village Code of Ordinances ("Code"); and

WHEREAS, Section 1-5-2 governs electronic attendance at meetings; and

WHEREAS, the Village desires to amend Section 1-5-2 to remove the requirement that all votes be taken by roll call vote when a member of the Village Board is attending a meeting by electronic means and further to amend said Section to limit electronic attendance by a member of the Village Board to 3 times per year; and

WHEREAS, the Village has determined such amendments are in the best interest of the Village and its citizens.

NOW THEREFORE, be it ordained by the President and Board of Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. That Section 1-5-2 of the Village Code of Ordinances entitled "Electronic Attendance at Meetings" is here by amended to read as follows (deletions shown as strikethroughs and new language as bold and underlined):

"1-5-2. - ELECTRONIC ATTENDANCE AT MEETINGS.

A member of the corporate authorities of the Village of Poplar Grove (hereinafter "member") may attend any open or closed meeting of the corporate authorities via electronic means (such as by telephone, video or internet connection) provided that such attendance is in compliance with this section and with any applicable laws.

A. A member wishing to attend a meeting electronically should notify the Village Clerk at least 24 hours prior to the meeting, unless impractical, so that necessary communications equipment can be arranged. Inability to make the necessary technical arrangements will result in denial of a request for electronic attendance. Upon receiving the electronic attendance request, the Village Clerk shall inform the Village President of the request.

B. A member may only attend a meeting electronically if that member is unable to physically attend because of: (1) personal illness or disability; (2) employment purposes or Village business; or (3) a family or other emergency. **A Member may attend a meeting by electronic means up to three times per year.**

C. In order for a member to attend a meeting electronically a quorum of the Board must be physically present throughout the meeting and a motion authorizing the member's electronic presence is made, seconded, and approved by two-thirds of the members physically present at the meeting. If said motion achieves the required vote by the members physically present at the meeting, then the request by the member to attend the meeting electronically shall be approved, and the Village Clerk shall announce the member present electronically at the time the result of the vote is announced by the presiding Officer. If said motion fails to achieve the required vote by the members physically present at the meeting, then the request by the member to attend the meeting electronically shall be denied, and the Village Clerk shall declare the requesting member absent. After the results of the vote on said motion is announced by the presiding Officer, the question of a member's electronic attendance may not be reconsidered.

D. The member participating electronically must be able to communicate effectively with all other participants in the meeting, and members of the audience must be able to hear all communications at the meeting site.

E. Any member attending electronically shall be considered an off-site attendee and counted as present electronically for that meeting. The meeting minutes shall also reflect and state specifically whether each member is physically present or present by electronic means.

~~F. In any meeting in which a member is attending electronically, all votes taken at such meeting shall be in the form of a roll call vote.~~

G. A member permitted to attend electronically will be able to express his or her comments during the meeting and participate in the same capacity as those members physically present, subject to all general meeting guidelines and procedures previously adopted and adhered to. The member attending electronically shall be heard, considered, and counted as to any vote taken. Accordingly, the name of any member attending electronically shall be called during any vote taken, and his or her vote counted and recorded by the Village Clerk and placed in the minutes for the corresponding meeting. A member attending electronically may leave a meeting and return as in the case of any member, provided the member attending electronically shall announce his or her leaving and returning."

3. Except as amended in this Ordinance, all other provisions and terms of Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

4. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF _____, 2019

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED_____, 2019

ATTEST:

_____ _____

CLERK PRESIDENT

ORDINANCE NUMBER: _____

AN ORDINANCE OF THE VILLAGE OF POPLAR GROVE, ILLINOIS AMENDING CERTAIN PROVISIONS OF THE VILLAGE OF POPLAR GROVE EMPLOYEE HANDBOOK REGARDING SECTION 10.2 OCCUPATIONAL INJURIES

WHEREAS, the Village of Poplar Grove, Illinois ("Village") previously adopted ordinances, providing for certain benefits to full-time employees of the Village, except as provided otherwise by a collective bargaining agreement; and

WHEREAS, the Village adopted a document entitled "Village of Poplar Grove Employee Handbook", which includes a listing of all employee benefits applicable to full-time Village employees; and

WHEREAS, the Village has determined it is in the best interest of the Village and its citizens to amend the current Village of Poplar Grove Employee Handbook to amend Section 10.2 Occupational Injuries to reflect the desire of the Village Board to provide continuing compensation to employees injured on the job.

NOW THEREFORE, be it ordained by the Village President and Village Trustees of the Village of Poplar Grove, Illinois as follows:

1. The above recitals are incorporated herein and made a part hereof.

2. The Village of Poplar Grove Employee Handbook, Section 10.2 Occupational Injuries, shall be revised as follows:

10.2 Occupational Injuries

The Village adheres to statutory state worker's compensation laws. The Village maintains Worker's Compensation coverage for its employees through the IML Risk Management Association (IMLRMA). Any employee that experiences a work related injury or illness should immediately notify his/her supervisor. To be eligible for Worker's Compensation coverage, employees will be required to follow all rules and regulations established by the Village and/or IMLRMA. **Whenever an eligible employee suffers any injury in the line of duty which causes him or her to be unable to perform his or her duties, the employee shall continue to be paid by the Village on the same basis as the employee was paid before the injury, following the appropriate deduction from sick leave as provided under this Handbook, during the time the employee is unable to perform his duties due to the result of the injury, but not longer than one year in relation to the same injury.**

In the instance in which an employee is receiving his or her regular pay, any insurance payments from the Village's worker's compensation carrier shall be made payable to the Village.

Employees must promptly report all personal injuries, regardless of severity, while on duty. Reports shall be furnished to Village President and shall include all necessary information to complete the required insurance company reports. The Village shall require drug and alcohol testing when there is an accident involving any Village vehicle or machinery.

The Village provides a First Aid Kit on all Village premises for employee use in the treatment of minor scratches, burns, headaches, nausea, etc. The Village also provides an automated external defibrillator (AED) at the Village Hall Building. AEDs are used to treat victims who experience sudden cardiac arrest. In the event of an emergency requiring AED application, any trained volunteer responder/employee may activate the internal emergency response system and provide prompt basic life support including AED and first aid according to training and experience.

3. A copy of the revised pages are attached hereto and incorporated herein as Exhibit A. The revised pages should be inserted in the place of the existing page in the Employee Handbook.

4. Except as amended in this Ordinance, all other provisions and terms of Village Code of Ordinances shall remain in full force and effect as previously enacted except that those ordinances, or parts thereof, in conflict herewith are hereby repealed to the extent of such conflict.

5. This Ordinance shall be in full force and effect after its approval, passage and publication in pamphlet form as required by law.

PASSED UPON MOTION BY _____

SECONDED BY _____

BY ROLL CALL VOTE THIS _____ DAY OF_____, 2019

AS FOLLOWS:

VOTING "AYE": _____

_____

VOTING "NAY": _____

_____

ABSENT, ABSTAIN, OTHER _____

_____

APPROVED: _____

ATTEST:

_____ _____

CLERK VILLAGE PRESIDENT