



VILLAGE OF WINNEBAGO

COMMUNITY DEVELOPMENT COMMITTEE MINUTES

Thursday, April 18, 2024 at 5:30 PM

108 West Main Street and Virtually

1. CALL TO ORDER

Chairman Ackerman called the meeting to order at 5:30 p.m.

2. RECORDING OF THE MEETING AND GUIDELINES

The meeting was recorded.

3. ROLL CALL

PRESENT: Chairman Jason Ackerman, Mike McKinnon, Riley Pitney

GUESTS: Attorney Mary Gaziano, Village Administrator Joseph Dienberg

4. CONFLICT OF INTEREST DISCLOSURE

No conflict of interest noted.

5. PUBLIC COMMENT

No public comment.

6. APPROVAL OF MINUTES

a. Approval of Minutes from March, 28, 2024

Motion made by McKinnon, Seconded by Pitney. Voting Yea: Chairman Ackerman, McKinnon, Pitney.

Motion carried on a voice vote.

7. DISCUSSION

a. Creation of Demolition Permit

The demolition permit was discussed. Village Administrator Dienberg commented that the suggested changes were made by Building Official Manheim. Pages one and two would be completed by applicant, and pages three through ten are items that the Building Official would review for the demolition of the structure or section. Attorney Gaziano asked if the ordinance to adopt would list the permit as Exhibit A, and the procedure as Exhibit B. Attorney Gaziano stated the importance of the policy, procedure and forms being incorporated in the ordinance. Trustee McKinnon suggested at minimum the ordinance should reference that there is an application for a

demolition permit should there be a time when there may be a hyperlink to the latest form revision to eliminate the chance of having an old form, although the simple practice would be to have them together. Trustee McKinnon stated that for long term there be a forms listing, and its corresponding ordinance.

8. NEW BUSINESS

a. Amendment of Unified Development Ordinance - Fire Suppression

The Unified Development Ordinance (UDO sprinkler requirements were discussed. Village Administrator Dienberg explained the recommendations made by the Fire District requiring sprinklers as for all new non-residential or multi-family. The recommendation is to amend the requirements of the current form of the International Building Code standard adopted by the Village with the exception of: 903.2.7 Group M (Number 3) stating that the combined fire areas of Group M on all floors, including any mezzanines, exceeds 12,000 square feet, and any multifamily units of more than 3 dwellings. Village Administrator Dienberg will clarify the language of the recommendation and invite the Fire district to the meetings for their input.

Trustee Ackerman stated that Village Administrator Dienberg touched base with Grand Stay Hotel and connected with Mr. Hanis who had conducted the study.

9. ITEMS FOR REGULAR BOARD MEETING

The motion to have Attorney Gaziano prepare an ordinance for the demolition permit form and procedure.

10. EXECUTIVE SESSION (CLOSED SESSION) Pursuant to 5ILCS 120/2(c)

11. NEXT MEETING DATE

a. The next meeting is scheduled for May 30, 2024, at 5:30 p.m.

12. ADJOURNMENT

Trustee McKinnon made the motion to adjourn, seconded by Trustee Ackerman. Motion carried on a voice vote. Meeting adjourned at 6:48 p.m.

APPROVED with Corrections May 30, 2024

Jason Ackerman, Committee Chairman