



Community Development Committee Report for Meeting on June 22, 2015

The meeting was called to order at 7:00 pm

Present: Ald. Hawley, Bilotto, Rita, Carr, Ostling, Frausto and Johanson
Absent: Ald. Pitman
Also Present: City Clerk Randy Heuser, Treasurer Carmine Bilotto, Director Rita, Director Houlf, Planner Jason Berry, Sean Halloran

There was no Public Comment.

Ald. Hawley welcomed Ald. Rita, Pitman and Johanson to the Community Development meeting.

Building and Planning Supervisor, Jason Berry, presented reports for April and May for Building Department and the listing of Approved Business License Applications.

Revenues for the month of April were \$31,991.00 and for May were \$48,951.50. As of the five month period ended May 31, 2015, the total revenues from all Building Department sources was \$158,121.38. There were a total of 65 Violations heard in Housing Court in April and 72 heard in May with total fines issued of \$10,950.00.

New Business Licenses approved include: All In One Wireless, 12255 Western Ave, which was just registering new ownership and related change of business name from Cricket Wireless to All In One Wireless; Bread and Bottle, 2230 W 119th St which was approved to continue operation as an existing special use retail under new ownership; and Pilich Station Grill, 12739 Sacramento Ave, was approved as an existing special use eating establishment offering fast service dine in and carry out restaurant.

There was an application for Comcast to go door to door to solicit business. These types of requests should come to Community Development Committee and then brought to City Council with or without the recommendation of the Committee.

Ald. Ostling asked about hours and other restrictions being passed on to the new owners of the Bread and Bottle. Ald. Johanson said he and Ald. Thompson have met with the new owners and they are working on cleaning up the business. If there are any problems noted by anyone, please contact Dir. Houlf.

Mr. Berry also presented a synopsis of Code Enforcement.

Discussion about Boca Bar. They were granted a Class A Liquor License in the fall. They have been working on building issues and did get a permit for a temporary sign. How is the process started? It does make sense if you want to open a bar, it would make sense to get the Liquor License first. The space is a permitted use for that area.

The Lyric has been stalled for a bit. The last conversation was in March. They are looking into the cost of sprinkling the Building. Mr. Berry will reach out to them and find out where they are at.

Mr. Jackson gave a report for the Recreation Center. He has been getting a lot of requests from citizens and other groups about using the facilities. There are a number of questions about what direction we would like to go with the Rec Center. They are getting requests for picnics, flea markets, softball leagues, volleyball, etc. There are a lot of repairs that need to be done before it can be used and/or rented. The Park District has expressed interest, but they need to know soon. Dir. Rita said he doesn't think it will be ready for this Fall. Other groups like the Boys and Girls Clubs of America have also expressed interest in running programs there at no cost to the City. After much discussion, we are looking for the Center to be utilized as much as possible, preferably by Blue Island residents. Agreements and rates can be developed by looking at other similar Centers.

Sean Halloran presented a Communications Report. They are trying to coordinate all of the different means of communication with the public. Using and linking the Website, Facebook Page and Channel 4 to get information out in a

coordinated way is the number one priority for him. He has had success in the past couple of weeks with increased traffic on the website and Facebook.

The Business Development District starts on July 1st. They have been working diligently on verifying addresses of the businesses included in the District. We are looking for input from the Business Community through an established Advisory Board. After discussion, it was decided that it would be an Ad Hoc Committee with five members. Mr. Berry will reach out to members of the Business Community who expressed interest in serving on such a committee in March and recommend members. They will work on prioritizing projects and give input for potential projects and make recommendations to the Community Development and Finance Committees. Ald. Bilotto and Hawley both stress that any streetscape improvements must have a maintenance component to it so that it does not fall on Public Works to do the routine maintenance. They are stretched thin as it is.

The regular meeting time for the Community Development Committee will be the 3rd Thursday of every month at 7 pm in the City Council Chambers.

It was moved by Ald. Carr and seconded by Ald. Bilotto to retire to Closed Session. Motion passed.

*****CLOSED SESSION*****

It was moved by Ald. Bilotto and seconded by Ald. Ostling to reconvene the regular at 9:24 pm. Motion passed.

There being no more business for the night, it was moved by Ald. Carr and seconded by Ald. Ostling to adjourn. Motion passed and the meeting was adjourned at 9:26 pm.

The next meeting will be Thursday, July 16th at 7 pm in City Council Chambers.

Respectfully submitted,

Tom Hawley, Chairman



To: Mayor Domingo Vargas
Community Development and Human Services Committee

From: Nicholas Crite, Supervisor of Buildings

Re: Building Department Monthly Report

	April 2015 Activity		Year to Date	
	QTY	Revenue	QTY	Revenue
Building Permits	88	\$ 16,050.00	211	\$ 45,583.88
Plumbing Permits	8	\$ 682.00	30	\$ 2,727.00
Electrical Permits	13	\$ 985.00	55	\$ 5,520.00
Penalty	3	\$ 400.00	6	\$ 850.00
Board-Up	0	\$ -	1	\$ 710.00
Contractor Registrations	34	\$ 3,400.00	106	\$ 10,600.00
Misc/Wrecking	10	\$ 235.00	30	\$ 780.00
Intent to Rent Inspections	17	\$ 1,150.00	0	\$ 26,775.00
Intent to Sell Inspections	27	\$ 3,524.00	90	\$ 12,119.00
Zoning Payments			0	\$ -
Garage Sale	11	\$ 55.00	12	\$ 60.00
Street Openings	0	\$ -	0	\$ -
Parkway Openings	0	\$ -	1	\$ 200.00
Housing Court Payments	4	\$ 1,350.00	26	\$ 5,695.00
Elevator Inspections	1	\$ 960.00	25	\$ 3,350.00
Vacant Properties Registered	6	\$ 1,200.00	35	\$ 7,000.00
Vacant Properties Inspected		\$ 2,000.00	18	\$ 11,000.00
Total		\$ 31,991.00		\$ 114,969.88



	April 2015 Activity	Year to Date
Rental Inspections	11	137
Rental Re-Inspection		0
Residential Inspections	193	616
Note:		
"Notice of Violation" Letter Issued	0	9
Emergency Call Outs (PD / FD)	5	13
Complaints Received / Inspected	15	132
"Christmas Decorations" Notice	0	0
"Stop Work Orders" Posted	7	21
Commercial Inspections		24
Health/License Inspections	24	119
"Not Approved for Occupancy" Posted		10
"Code Violation Notice" Issued	152	476
Housing Court Summons Issued	85	219
Approved Business Licenses		0
"Leaf Disposal Notice" Issued	0	0



City of Blue Island
13051 Greenwood Avenue
Blue Island, IL 60406
www.blueisland.org

May 1, 2015

To: Community Development and Human Services Committee

From: Nicholas Crite, Supervisor of Buildings

RE: 05.13.2015 Community Development and Human Services Agenda Items

HOUSING COURT: Thursday April 9, 2015

<u>Item</u>	<u>No. of Violations</u>
Code Not Violated	1
Code Violated (Appeared)	0
Code Violated (Compliance – Pre Hearing)	33
Code Violated (Failure to Appear)	16
Continuances	0
Non-suit	12
Total	65

HOUSING COURT: There are 60 Housing Court cases scheduled for the Thursday, May 14, 2015 hearing.

COOK COUNTY HAZARD MITIGATION PLAN

See attached report.



To: Mayor Domingo Vargas
Community Development and Human Services Committee

From: Jason Berry, Deputy Director of Community Development
Robert Houlf, Director of Municipal Services

Re: Building Department Monthly Report

	May 2015 Activity		Year to Date	
	QTY	Revenue	QTY	Revenue
Building Permits	83	\$ 17,296.50	294	\$ 62,880.38
Plumbing Permits	11	\$ 2,250.00	41	\$ 4,977.00
Electrical Permits	7	\$ 1,025.00	62	\$ 6,545.00
Penalty	4	\$ 500.00	10	\$ 1,350.00
Board-Up			1	\$ 710.00
Contractor Registrations	31	\$ 3,100.00	137	\$ 13,700.00
Misc/Wrecking	22	\$ 5,205.00	52	\$ 5,985.00
Intent to Rent Inspections	27	\$ 2,275.00	0	\$ 29,050.00
Intent to Sell Inspections	24	\$ 3,000.00	114	\$ 15,119.00
Zoning Payments			0	\$ -
Garage Sale	20	\$ 100.00	32	\$ 160.00
Street Openings			0	\$ -
Parkway Openings	1	\$ 200.00	2	\$ 400.00
Housing Court Payments	37	\$ 8,200.00	63	\$ 13,895.00
Elevator Inspections			25	\$ 3,350.00
Vacant Properties Registered	9	\$ 1,800.00	44	\$ 8,800.00
Vacant Properties Inspected	8	\$ 4,000.00	26	\$ 15,000.00
Total		\$ 48,951.50		\$ 158,121.38



	May 2015 Activity	Year to Date
Rental Inspections	21	158
Rental Re-Inspection		0
Residential Inspections	171	787
Note:		
"Notice of Violation" Letter Issued	1	10
Emergency Call Outs (PD / FD)	1	14
Complaints Received / Inspected	30	162
"Christmas Decorations" Notice	0	0
"Stop Work Orders" Posted	10	31
Commercial Inspections		24
Health/License Inspections	23	142
"Not Approved for Occupancy" Posted	10	20
"Code Violation Notice" Issued	130	606
Housing Court Summons Issued	143	362
Approved Business Licenses		0
"Leaf Disposal Notice" Issued	0	0



To: Mayor Domingo Vargas
Community Development and Human Services Committee

From: Jason Berry, Deputy Director of Community Development
Robert Houlf, Director of Municipal Services

Re: Monthly Housing Court

<u>Item</u>	<u>No. of Violations</u>
Code Not Violated	0
Code Violated (Appeared)	22
Code Violated (Compliance - Pre Hearing)	25
Code Violated (Failure to Appear)	13
Continuances	6
Non-Suit	6

Total

72

Total Fines Issued

\$ 10,950.00



City of Blue Island
13051 Greenwood Ave
Blue Island, IL 60406
www.blueisland.org

COMMUNITY DEVELOPMENT DEPARTMENT MEMO

DATE: JUNE 22, 2015
TO: JASON BERRY, AICP
FROM: SEAN TERRY, PLANNING AND COMMUNITY DEVELOPMENT PROJECT MANAGER
RE: **COMMUNITY DEVELOPMENT AND HUMAN SERVICES COMMITTEE APRIL - MAY 2015**

Approved Business License Applications

Name: All In One Wireless Address: 12255 Western Avenue
Zoning District: C-2 Highway Commercial Use: Retail [P]
Received: 04/27/2015 Approved: 04/27/2015

The business has been approved for registered new ownership and related change of business (DBA); from Cricket Wireless to All in One Wireless. All required State of Illinois registration documents have been provided and filed with Blue Island City Clerk's Office.

Name: Bread and Bottle Address: 2230 W. 119th Street
Zoning District: R-1 Single Family Residential Use: Retail [Existing SU]
Received: 02/05/2015 Approved: 05/01/2015

The business has been approved to continue operation as an existing special use retail under new ownership. The new owner was granted a liquor license for package goods.

Name: Pilich Station Grill Address: 12739 Sacramento Avenue
Zoning District: R-1 Single Family Residential Use: Eating establishment [Existing SU]
Received: 05/05/2015 Approved: 05/26/2015

The business has been approved as an existing special use eating establishment, offering fast service dine in and carry out restaurant.

Pilich Station Grill officially opened for business on June 3, 2015 as an approved new business certificate of occupancy following change of business ownership and required inspections.

New Business License Applications

Name: **Comcast/Xfinity Wireless**
Zoning District: N/A
Received: 05/28/2015

Address: N/A
Use: Solicitor License
Approved: pending CDC approval

The business is a national cable, phone, internet and home security provider seeking approval for field representatives in Blue Island to distribute company literature and solicit new customer accounts.

Included in the Peddler and Solicitor application is the registration information for (4) employees.

Comcast/Xfinity Wireless has been informed of the Community Development Committee request for review and approval. No confirmation has been received regarding Comcast/Xfinity's intent to present to Community Development Committee.

Name: **Island Sealing Products, LLC.**
Zoning District: I-2, General Industry
Received: 05/05/2015

Address: 13800 California Avenue
Use: Metal & Plastics Fabrication [P]
Approved: pending completion fire, health & safety inspections

The business is a manufacturer of industrial sealing parts.

The business seeks to occupy a 6,000 SF, two-story facility presently zoned I-2: General Industry, with the space functioning as a sales call center and manufacturing space/storage area for finished and refurbished parts.

The business' proposed schedule is M-F (6:30am – 5:00pm) and they look to employ (5) full time employees. The business awaits fire and safety inspection scheduling prior to proceeding in the license approval process.

Name: **De La Rosa Best Deals**
Zoning District: C-2 Highway Commercial
Received: 06/04/2015

Address: 12157 Western Avenue
Use: Wholesale Establishment [P]
Approved: pending future inspections and scope of work improvements

The business is seeking approval for business license, as a wholesale retail establishment, providing sale and distribution of proprietary formulated soap and other-related cleaning and cookware supplies, clothing and jewelry.

The business' proposed schedule will be Monday thru Sunday, with the following hours of operation: M-Su (9am – 8pm). De La Rosa Best Deals will be staffed by (6) full-time and (4) part-time employees.

The business has submitted building permits, however improvements have not yet started. Initial walk-thru inspections and fire safety inspections have been completed.

De La Rosa Best Deals is a client of the Illinois Small Business Development Center at Governor's State University.

Name: **Vinny's Place**
Zoning District: UTOD – Uptown TOD
Received: 05/01/2015

Address: 13023 Western Avenue
Use: Food and drink establishment [P]
Approved: pending future inspections and scope of work improvements

The business is seeking approval for business license, as a 'Change of Ownership of an Existing Business', eating and drinking establishment specializing in fast food. The business' proposed schedule will be Monday thru Saturday, with the following hours of operation: M-Sa. (11am – 8pm). Vinny's Place staff size has yet to be determined.

The business has submitted building permits, however improvements have not yet started. Change of business walk-thru inspections have not yet been completed.

Code Enforcement

The following businesses have been contacted by the Planning Department for non-compliance with Blue Island's Sign Code. These businesses are now undertaking actions to remedy non-conformance.

Name of Business	Location	Sign Description & Status	Concerns	Immediate Actions & Next Steps
Blue Island Beer Company	13357 Olde Western Avenue	Approved banner sign located on private grounds.	Blue Island Beer Company looks to have signage displayed only during the business' hours of operation.	Blue Island Beer Company sign has been erected.
Vacant Property (Former Walgreen's)	12625 Western Avenue	Approved ground sign installed in two locations with an approximate set back of 5' from the public right of ways on Western Avenue and Burr Oak Avenue.	N/A	Property advertisement signage has been installed.
Boca Bar	12748 Western Avenue	Approved temporary banner sign to cover previous business branding on the existing sign.	<i>Effective: May 7, 2015</i> Good for 30 days of display before permanent sign specs and permitting required.	Temporary signage has been installed. No final sign plans have been submitted.
Domino's	2411 W. 119 th Street	Business submitted (2) separate permit applications for approval of business rebranding signage, following receipt of citation in April.	Unauthorized replacement of store pole sign and wall sign noted – new signage installed to conform to Dominos corporate standards.	Pending further review with Domino's corporate.
Vinny's Place	13023 Western Avenue	Window/Door Signage	Updates made using some of the preexisting window coverage; additional window/door decals added.	Request for sign permit application sent to owners. Pending further review to bring to compliance.

The following businesses have addressed previous sign violations (April - May) and are now in conformance with Blue Island's Sign Code.

Business	Address	Issue	Change Status
Village Discount	12914 Western Avenue	Business installed 100% opaque window screening in south entrance picture window and door. Coverage area exceeds the permissible limit (40% coverage), completely eliminating any entrance/window visibility.	Requested changes made to the installed door coverage to address the visibility requirements as indicated in the Sign Code.
Pilich Station Grill	12739 S. Sacramento Avenue	Approved Window/Door Signage	Window and door signage conforms to Sign Code coverage requirements (40% coverage) and adequately installed.

The following businesses were highlighted for non-compliant sign violations during the months of April - May. Notice has been delivered to the store owner's in-person, providing owners with immediate reference to the Code and the related sections with instructions on required next steps.

1. **Sharks Fish & Chicken** – 2411 W. 119th Street: Unauthorized replacement of store pole sign and wall sign erected with no further action taken by the business to submit plans for permanent signage.
2. **BoCa Bar** – 12748 Western Avenue: Approved 30-day temporary sign has expired (6/6/2015) with no further action taken by the business to submit plans for permanent signage.
3. **ABRA Auto Body & Glass** – 12626 Western Avenue; 2956 Wireton Road: Business has acquired all holdings from former auto-body establishment (Zak's Auto Collision), erecting temporary banner signs on both locations.

Business did not pursue temporary sign permitting to authorize the changes. Business also has not completed its Change of Ownership Business License with the City.

MEMORANDUM

TO: COMMUNITY DEVELOPMENT COMMITTEE
FROM: SEAN HALLORAN
SUBJECT: COMMUNICATIONS REPORT
DATE: JUNE 22, 2015

In the past, the communications for the City of Blue Island has been quite fragmented. In the past four weeks, there has been an amazing turn around in how each department interacts with each other. As you can see from the hand out, every department has to report on their upcoming actions as well as their ongoing issues. This has helped us tremendously in getting every department on the same page.

The most important part of the communications area is how we communicate with the public. In the past, there were multiple people who had access to the website and social media. There appeared to be no structure in place to see how things got posted or what should be posted. As of May 31st, the structure has completely changed. All posting on website and social media has fallen under my jurisdiction.

Since this structure has been implemented, I have made it my number one priority to make sure there is updated content every week on all platforms. Looking at the chart below, you can see the progress that has taken place in just two weeks:

