

VILLAGE OF
FRANKFORT
EST • 1855

LAND USE AND POLICY COMMITTEE MINUTES
SEPTEMBER 13, 2017

CALL TO ORDER

Land Use and Policy Chairman Bob Kennedy called the meeting of the Land Use and Policy Committee to order at 5:40 P.M. on Wednesday, September 13, 2017, at the Village Administration Building, 432 W. Nebraska Street, Frankfort, Illinois.

ROLL CALL

Land Use and Policy Committee members present included Mayor Jim Holland, Chairman Bob Kennedy, Trustees John Clavio, Cindy Heath, Keith Ogle, Mike Stevens, and Dick Trevarthan, Village Clerk Adam Borrelli, Stacy Bond, Michael DiMaggio, Marc Steinman and Paul Slade. Staff in attendance included Interim Village Administrator Rob Piscia, Police Chief John Burica, Deputy Chief Will Dowding, Finance Director Jenni Booth, Community Relations Manager Mary Canino and Administrative Assistant Theresa Cork. Plan Commission Chair Don Schwarz was also present.

APPROVAL OF MINUTES (July 12, 2017)

Trustee Clavio made a motion (#1), seconded by Trustee Trevarthan, to approve the Land Use and Policy Committee minutes for July 12, 2017, as presented. The motion was unanimously approved.

UPDATE TO COMMERCIAL VEHICLE PARKING RESTRICTIONS - APPROVAL

Chief Burica presented an amendment to the Village's Traffic Code Ordinance imposing parking restrictions for commercial trailers and utility trailers for committee consideration. Chief Burica reported the current ordinance addresses the parking of commercial vehicles in residential areas during overnight hours however, does not address the parking of commercial or utility type trailers. He reported the police department has received complaints about trailers that are often large and cause sightline issues or protrude out into the roadway more than a vehicle.

Following presentation and brief discussion, Trustee Heath made a motion (#2), seconded by Trustee Trevarthan to amend the Village of Frankfort Code of Ordinances traffic code prohibiting the parking of commercial trailers and utility trailers in residential areas during overnight hours as presented. The motion was unanimously approved.

VILLAGE OWNED PROPERTY – PROPOSED PROCEDURE & POLICY - DISCUSSION

Community Relations Manager Canino presented a draft ordinance outlining procedure and policy guidelines for use of Village owned properties. She reported the purpose of the ordinance is to define a process for consistency in handling requests for events and organized activities utilizing Village owned property.

Chairman Kennedy opened the floor for discussion on the proposed ordinance. Committee members exchanged their views regarding the regulations set forth in the proposed ordinance. Various ideas were shared for establishing guidelines for use of Village owned property. Committee members felt it was important that every issued public property permit require applicant to provide a Certificate of Insurance for consistency. Members also supported establishing a no smoking policy on Village property during events and agreed that Village owned property should not be used by private or commercial businesses for the purpose of generating revenue.

Following discussion, it was the consensus of the committee for members to submit written recommendations to Mary Canino for the proposed policy and Ms. Canino would compile the recommendations and bring back to a future committee meeting.

OTHER BUSINESS

Committee members briefly discussed the traffic flow pattern of the downtown area. Trustee Trevarthan commented on the Village's Comprehensive Plan, noting Director Cook is currently updating the plan. Additionally, it was suggested for staff to look at all properties when developing strategies for marketing of properties.

PUBLIC COMMENTS

No public comments were addressed to the committee.

ADJOURNMENT

Hearing no further business, Trustee Trevarthan made a motion (#3), seconded by Trustee Clavio, to adjourn the Land Use and Policy Committee meeting of September 13, 2017, at 6:37 p.m.. The motion was unanimously approved.