

VILLAGE OF
FRANKFORT
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LAND USE AND POLICY COMMITTEE MINUTES
MARCH 14, 2018

CALL TO ORDER

Chairman Bob Kennedy called the meeting of the Land Use and Policy Committee to order at 7:00 P.M. on Wednesday, March 14, 2018, 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, Keith Ogle, and Mike Stevens; Clerk Adam Borrelli, Stacy Bond, Michael DiMaggio, and Ilene LeRose. Staff in attendance included Village Administrator Rob Piscia, Asst. Village Administrator Jeff Cook, Police Chief John Burica, Supt. of Public Works Terry Kestel, 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 (February 14, 2018)

Trustee Ogle made a motion (#1), seconded by Clerk Borrelli, to approve the Land Use and Policy Committee minutes of February 14, 2018, as presented. The motion was unanimously approved.

TRAFFIC CODE AMENDMENT: PARKING ON LAWNS - APPROVAL

Police Chief Burica presented an amendment to the Traffic Code Ordinance pertaining to temporary parking on lawns during special events. Chief Burica noted temporary parking on lawns conducted by a registered religious or charitable organization, or the property owner is permitted during a special event. He requested to amend the Ordinance to add the words "*Village approved*" special event to assist with future compliance issues involving parking on lawns complaints.

Following discussion, Trustee Ogle made a motion (#2), seconded by Mayor Holland to forward a recommendation to the Village Board to amend the Traffic Code Ordinance as presented. The motion was unanimously approved.

FRANKFORT PARK DISTRICT 5K RUN/WALK 2018 ROUTE – APPROVAL

Community Relations Manager Canino presented a public property request from the Frankfort Park District for its annual "Short Run on a Long Day" 5K Run/Walk event scheduled for Wednesday, June 20, from 6:00 PM to 8:30 PM. She reported this event utilizes a specific route that includes the streets in downtown Frankfort. The race begins and ends at Main Park with a

post-race beer garden. Ms. Canino reported that staff met with the Park District in December to request consideration of an alternate route for the 2018 event and future events due to the police manpower requirements and the disruption to traffic, particularly in the downtown district. The Village recommended the Park District utilize the Village's certified 5K route for the event or propose another route that did not utilize public streets. The Park District considered the certified route and other alternate routes, however they feel that changing the route would adversely affect participation and they are willing to pay for any costs associated with the race.

Committee members shared their views of the race route for the event. It was suggested to allow the 5K event to proceed as previously held for this year only due to the short timeframe and for the Park District to pay for any and all Village associated costs.

Trustee Stevens made a motion (#3), seconded by Mayor Holland to approve the Park District's public property request for the annual "Short Run on a Long Day" 5K Run/Walk and to bill them for costs incurred by the Village for the event. The motion was unanimously approved. Staff was directed to advise the Park District to offer an alternate route for 2019 for review and approval by Village staff.

DONATION REQUEST: FRANKFORT 4TH OF JULY FIREWORKS DISPLAY - APPROVAL

Manager Canino presented a \$5,000 donation request for the 2018 Fourth of July fireworks display event held at Main Park. She reported the Frankfort Kiwanis holds the contract for the fireworks display and each year organizations come together and manage the cost of the fireworks (\$14,000). She further reported this is the final year of the current contract.

The donation request was discussed at length. Committee members exchanged their views of the event and of particular concern was the donation amounts of the various organizations. Following discussion, Trustee Stevens made a motion (#4), seconded by Clerk Borrelli to approve the donation request of \$5,000 for the 2018 Fourth of July Fireworks Display. A show of hands was taken resulting in 5 ayes and 3 nays. The motion was carried.

Committee members requested that staff work with the other organizations to discuss the issue of contribution levels moving forward.

ZONING AND BUILDING CODES: FIREARMS AND AMMUNITION - DISCUSSION

Asst. Administrator Cook brought forth for discussion zoning and building code regulations pertaining to firearms and ammunition. He reported Village code provides certain land use categories concerning the sale and discharge of firearms. Staff recommended to increase existing standards relating to these types of businesses.

Following brief discussion, committee members were in consensus for staff to prepare draft amendments increasing existing standards related to firearms and ammunition for future committee review and consideration.

COMMITTEE STRUCTURE AND MEMBERSHIP – DISCUSSION

Administrator Piscia requested committee direction relating to drafting an ordinance outlining committee structure and membership. Committee members briefly discussed the current structure and membership of the Village committees and the Village Board as ex officio members of the committees. Following discussion, it was the consensus of the committee for the Village attorney to draft an ordinance establishing procedures and guidelines for the Village committees for consideration at a future meeting.

OTHER BUSINESS

Chief Burica handed out a memo addressing raffle regulations to committee members. He reported Illinois law suggests that unless the raffle is licensed and operated in accordance with the Raffles and Poker Runs Act, 230 ILCS § 15/0.01 et seq. (Raffles Act) and applicable local laws, raffles are illegal gambling and subject to criminal fines and penalties. Chief Burica recommended adopting an ordinance establishing a system for the licensing of organizations to operate raffles within the Village of Frankfort.

Committee members discussed the raffle regulations established by state statutes and were in consensus for staff to draft an ordinance for raffle regulations and to present for committee consideration at a future meeting.

PUBLIC COMMENTS

No public comments were addressed to the committee.

ADJOURNMENT

Hearing no further business, Clerk Borrelli made a motion (#5), seconded by Trustee Stevens, to adjourn the Land Use and Policy Committee meeting of March 14, 2018, at 8:30 P.M. The motion was unanimously approved.