

VILLAGE OF BISMARCK

County of Vermilion, State of Illinois

Minutes of Planning Commission Committee Meeting, August 8th, 2023

1. At 6:31 p.m. in the Village office located at 106 E. Holloway, Bismarck, Illinois, Chairman Rick Kentner opened the meeting.
2. Roll call was taken by Clerk Brandye Kizer. Planning Commission Committee members present were Eric Siddens; Misty Hillard; Tim Landers; Ryan Smalley and Chairperson Rick Kentner. A quorum was established. Guests in attendance were Cole Heidrick; Village of Bismarck President Mike Brown and Bismarck Code Enforcement Officer Charles Stahl.
3. Motion to approve agenda was made by Ryan Smalley, with a second made by Misty Hillard. The motion passed by acclamation.
4. Approval of meeting minutes from June 13th, 2023 Planning Commission was made on motion by Tim Landers, with a second made by Eric Siddens. There was no meeting for the Planning Commission Committee held in July. Motion passed by acclamation.

5. Chairman Comments/Public Comments/Questions

Chairman Kentner welcomed everyone to the meeting. Chairman Kentner welcomed Code Enforcement Officer, Charles Stahl and introduced him to the committee. Chairman Kentner stated that Mr. Stahl's experience of inspecting commercial properties, mainly for Insurance companies, would be very beneficial for the Village and the Planning Commission full fill their purpose. Chairman Kentner stated that what he likes is that Mr. Stahl can look at building permits submitted first before they are submitted to the planning commission, and he can ensure that the ordinances are being followed. He will also help with assisting in updating the ordinances and he is a man that will be in the field.

6. Discussion of Building Permit/Special Permit/Zoning/Rezoning Requests

- a. Chairman Kentner presented the Building Permit request from Mr. Brian Baker requesting approval for a shed and garage located at 1700 East 2550 North Road, Danville, IL 61834. The planning commission committee reviewed the completed building application, and all submitted documents. The committee held a discussion regarding the received documents and building permit.
- b. Chairman Kentner presented the Building Permit request from Mr. Cole Heidrick for the property 17231 E 2650 North Road, Bismarck, Illinois 61814, asking to build a new home structure. The planning commission committee reviewed the completed building application, and all submitted documents. The committee held a discussion regarding the received documents and building permit. Mr. Heidrick will be completing the work himself with assistance from friends and family.

7. Decision of Building Permit/Special Permit/Zoning/Rezoning Requests

- a. Planning Commission Committee members voted to make a recommendation to the Village of Bismarck Board of Trustees to approve the building permit for Mr. Brian Baker as requested based on the information reviewed. Motion to approve the building permit was made by Eric Siddens, with a second made by Ryan Smalley. The vote passed with a unanimous vote among present committee members.

Eric Siddens- Yea	Tim Hillard- Absent	Zach Hagley-Absent
Misty Hillard- Yea	Ryan Smalley- Yea	Tim Landers-Yea

- b. Planning Commission Committee members voted to make a recommendation to the Village of

Bismarck Board of Trustees to approve the building permit for Mr. Cole Heidrick as requested based on the information reviewed. Motion to approve the building permit was made by Misty Hillard, with a second made by Tim Landers. The vote passed with a unanimous vote among present committee members.

Eric Siddens- Yea	Tim Hillard- Absent	Zach Hagley-Absent
Misty Hillard- Yea	Ryan Smalley- Yea	Tim Landers-Yea

8. No Old business to discuss

9. New Business

- a. Chairman Kentner discussed the current violation letters that had been sent out to residents. Mr. Siddens asked if there were exemptions to receiving violation letters such as schools or churches. Mr. Stahl stated that there are no exemptions as every property must follow the posted ordinances. Mr. Stahl discussed the adopted International Property Maintenance Code and that he found a link that could be shared. Mr. Siddens asked if a copy of the ordinances had been sent to residents. It was discussed that the ordinances are on the Village website. The website is posted on the village Facebook page and in the monthly newsletter. It was discussed that a notice could be posted at the post office to remind residents where to find the ordinances. Mr. Siddens was unaware that they were on the website and so other residents may not be aware. The property Maintenance Code link is not posted, and clerk will get a link to that posted on the Village website.

Code Enforcement Officer Stahl discussed that codes are the bare minimum requirements that have to be followed for health and safety. This includes electrical, construction, plumbing and manufacturing as examples. There are residential codes that are established by the international codes as well as the property codes. Mr. Stahl would be interested in adopting the residential codes as part of the Village Ordinances. At this time the ordinances need to be reviewed and updated since the last update was in 2009. They are out of date. If the Village Board would adopt the International Codes for residential, then when the international codes are updated, the Village would need to just follow the newer codes. Misty Hillard had several questions about how the ordinance would work if the codes were adopted and how difficult it would be for residents to get permits approved. Mr. Stahl reiterated that the codes are the bare minimum requirements that have to be followed for health and safety by law. It would be in the village ordinance regardless of if the Village adopted the international code book. If not adopted, then the Village Board would need to comb through the ordinances of each section and update every couple of years based on the current changes. Mr. Stahl discussed that even if the codes were adopted, the Village Board could add or delete items in the Ordinance at their discretion. This is something that Mr. Stahl wanted the planning commission to consider and give feedback on as the Village moves forward in updating the current outdated ordinances. Even though the ordinances are outdated, they must still be followed as approved until a new and updated ordinance is put in place. Mr. Stahl's recommendation would be to adopt the Residential international codes, as the village did with the international property codes.

- 10. Date and Time of Next Meeting** – The next regular meeting of the Bismarck Planning Commission Committee will be held at the Village Office in Bismarck, Illinois, on September 12th, 2023, at 6:30pm. Items to be considered for the agenda are to be submitted by September 5th, 2023, to the Village Clerk.

- 11. Adjournment** – With no further business to come before the Committee at this time, upon motion by Misty Hillard, with a second by Tim Landers, a decision was made to adjourn the meeting. The motion passed by acclamation

Respectfully Submitted,

Brandye Kizer, Village Clerk

APPROVED 09/12/2023