



# City of Naperville

400 S. Eagle Street  
Naperville, IL 60540

## Meeting Minutes - Draft

### Building Review Board

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Wednesday, April 21, 2021

2:00 PM

Held on Zoom due to COVID-19

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#### CITY OF NAPERVILLE PUBLIC MEETINGS UPDATE:

On Friday, June 12, 2020, an amendment to the Open Meetings Act was signed into law. This new law replaces the gubernatorial executive order concerning the Open Meetings Act and allows public bodies to temporarily conduct meetings remotely during a state of emergency, subject to certain requirements, including a determination by the head of the public body that an in-person meeting is not practical or prudent.

On Tuesday, June 16, 2020, Mayor Chirico issued an executive order determining that in-person meetings of the City Council and the City's boards and commissions are not currently practical or prudent due to the Covid-19 pandemic. Accordingly, the Building Review Board meeting scheduled for April 21, 2021 will be conducted remotely. The means by which the public may watch, listen, and/or participate in the meeting are described below.

#### TO JOIN A MEETING:

The meeting will be conducted using the Zoom Video Conferencing. You do not need to download any software or create an account to participate.

##### To login on your computer or iPad:

Click the link to join the webinar, the password is provided on this agenda. Once connected, if you choose to speak, click the "Raise Hand" button at the bottom of Zoom screen and wait for the Chairman to recognize you. When it is your turn to speak, you will be unmuted. There will be a few second delay after you are unmuted until your mic will be live. Please identify yourself for the public record and speak clearly.

##### To login on your phone:

For iPhones, use the iPhone one-tap number provided on this agenda.

For telephones, dial one of the numbers provided and join the meeting by using meeting ID and password provided on this agenda.

Once connected to the meeting, press \*9 to "raise your hand" and wait for the Chairman to recognize you. When it is your turn to speak, you will be unmuted. There will be a few second delay after you are unmuted until your mic will be live. Please identify yourself for the public record and speak clearly.

**PARTICIPATION GUIDELINES:**

All viewpoints are welcome. Positive comments and constructive criticism are encouraged. Speakers must refrain from harassing or directing threats or personal attacks at Board members, staff, other speakers or members of the public. Comments made to intentionally disrupt the meeting may be managed as necessary to maintain appropriate decorum and allow for city business to be accomplished.

**PUBLIC ACCOMMODATION:**

Any individual who may require an accommodation to participate in the meeting or to view materials for the Building Review Board meeting, should contact the City Clerk at (630) 305-5300 by Tuesday, April 20, 2021.

**ZOOM MEETING LOG IN:**

Join from a PC, Mac, iPad, iPhone or Android device:

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/83299981668?pwd=aVlncURuTzY0bml2Ym94QjR0SjJlZz09>

Passcode: 999999

Or iPhone one-tap :

US: +13126266799,,83299981668#,,,\*999999# or  
+13017158592,,83299981668#,,,\*999999#

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 312 626 6799 or +1 301 715 8592 or +1 646 558 8656 or  
+1 253 215 8782 or +1 346 248 7799 or +1 669 900 9128

Webinar ID: 832 9998 1668

Passcode: 999999

International numbers available: <https://us02web.zoom.us/u/ken0Sd8100>

**A. CALL TO ORDER:****B. ROLL CALL:**

**Present** 6 - Tom Castagnoli, Chairperson Dan Jurjovec, Brian Kronewitter, Edward Kuhrt, Joe Wanner, and Gina Branham

**Excused** 1 - Cory Smith

**Absent** 1 - Stephen Brockman

**C. PUBLIC FORUM:**

There were no speakers for Public Forum.

**D. RECOMMENDATIONS & REPORTS:**

Approve the minutes of the February 17, 2021 meeting of the Building Review Board.

**A motion was made by Kronewitter, seconded by Castagnoli, to approve the minutes of the February 17, 2021 meeting of the Building Review Board. The motion carried by unanimous vote.**

**Aye:** 6 - Castagnoli, Chairperson Jurjovec, Kronewitter, Kuhrt, Wanner, and Branham

**Excused:** 1 - Smith

**Absent:** 1 - Brockman

Consider the request to extend the term of the fire suppression installation agreement established for 1111 S. Washington St. for an additional seven years - BRB Case #107

A staff presentation was made by Peter Zibble, TED Operations Manager. Mr. Zibble provided background on the property and the existing fire suppression installation agreement.

Rich Janor, the applicant, provided background on his use of the building and his request for an extension to the FSIA. The building is currently vacant and has been on the market for over a year despite significantly dropping the asking price over that time. Mr. Janor confirmed that the building is protected by an alarm system.

There were no public speakers on this matter.

Upon question from the Board, Mr. Janor indicated that he received a quote to install the sprinkler system for \$83,000 plus miscellaneous expenses for a total estimated cost of \$100,000. That work would include the necessary upgraded water service.

Scott Scheller, Fire Marshal, indicated that believes the building is a frame building with a masonry veneer. The age of the building was estimated to date back to the 1980s. Mr. Scheller indicated that the staff recommendation of two years was consistent with past practices and reasonable given that the agreement was already thirteen years old.

Members indicated that they could likely support a two to three year extension, but not a seven year extension. They indicated that a sale of the building will likely result in a reconfiguration and would not expect a seven year extension to be necessary. They would support the extension with a condition that if the building is remodeled prior to the expiration of the agreement, then the sprinkler system would need to be installed along with those improvements.

**A motion was made by Castagnoli, seconded by Kronewitter, to recommend extending the term of the fire suppression installation agreement established for 1111 S. Washington for an additional three years with the condition that if there is a permit application prior to the expiration date then the sprinkler system must be installed at the time of that work.**

**Aye:** 6 - Castagnoli, Chairperson Jurjovec, Kronewitter, Kuhrt, Wanner, and Branham

**Excused:** 1 - Smith

**Absent:** 1 - Brockman

Recommend an amendment to Section R110.4 of Article B, Chapter 1, Title 5 (Building Regulations) of the Naperville Municipal Code to require submittal of a cash bond in order to obtain a Temporary Certificate of Occupancy for residential construction - BRB Case #108

A staff presentation was made by Peter Zibble, TED Operations Manager. Mr. Zibble provided background on why temporary COs are issued, the problems the City has experienced with builders not obtaining final COs, and a recommendation to help encourage better compliance.

There were no public speakers on this matter.

The Board discussed the proposal and asked questions of staff. Paul Felstrup, Field Projects Supervisor, provided insight into his experiences working with builders over the years. Staff indicated that it currently has the ability to institute daily fines for homeowners who occupy homes with expired temp COs, but as a matter of practice, does not apply those fines. Implementation of a cash bond would be an attempt to keep the builder and the homeowner engaged in the process until the final CO is issued without resorting to fines. Staff noted that the cash bond could be posted by either the builder or the homeowner depending on the circumstances of the situation.

The Board noted that a requirement for a performance bond is not an unusual practice for municipalities. They indicated that the amount of the bond proposed by staff seemed excessive and suggested a lump sum amount of \$2,000.

**A motion was made by Kronewitter, seconded by Castagnoli, to recommend an amendment to Section R110.4 of Article B, Chapter 1, Title 5 of the Naperville Municipal Code to require submittal of a \$2,000 cash bond in order to obtain a temporary certificate of occupancy for residential construction.**

**Aye:** 5 - Castagnoli, Kronewitter, Kuhrt, Wanner, and Branham

**Excused:** 1 - Smith

**Absent:** 1 - Brockman

**Abstain:** 1 - Chairperson Jurjovec

## **E. OLD BUSINESS:**

There was no old business to discuss.

## **F. NEW BUSINESS:**

There was no new business to discuss.

**G. ADJOURNMENT:**

**A motion was made by Castagnoli, seconded by Wanner, to adjourn the meeting.  
The motion carried by unanimous vote.**

**Aye:** 6 - Castagnoli,Chairperson Jurjovec,Kronewitter,Kuhrt,Wanner, andBranham

**Excused:** 1 - Smith

**Absent:** 1 - Brockman