

**PROPERTY ENHANCEMENT COMMITTEE
LANDLORD/MANAGERS MEETING
MEETING MINUTES
June 25th, 2025**

Present: Chairman Bill Schmidt, Jim Hilborn, Gyanila Naqvi, Jim Sullivan, Paul Gasiecki

Absent: Trustee Mohammed Siddiqi

Also Present: *Staff liaison:* Lead Code Enforcement Officer Rachel Fabiani, Deputy Director Tom Bialas

Chairman Schmidt called the meeting to order at 6:33 PM.

Minutes

The May 28th, 2025 minutes were approved.

Discussion Items:

Code Enforcement- Enforcement of outside storage and inoperable vehicles. Lead Code Enforcement Officer (LCEO) Rachel Fabiani presented information regarding the proper storage of materials, supplies or equipment on the exterior premises and inoperable vehicles.

Discussions included:

- 11-4-15: I. Storage Areas:
 - A. Storage, service, maintenance, and loading areas must be constructed, maintained, and used in accordance with the following conditions:
 - 1. No materials, supplies, or equipment shall be stored upon a site, except inside a closed building or pursuant to a conditional use permit.
- CEO Outside Storage Violation Process:
 - 1. Violation observed, photos are taken for verification of the violation.
 - 2. Case is created in Cloud Permit, followed by a 3-day violation notice issued.
 - 3. If no contact has been made by the homeowner and the violation remains, a final 3-day violation notice is issued.
 - 4. Once final follow up is conducted indicating the violation remains, a citation will be issued to the homeowner.
- 302.8 Motor Vehicles:
 - A. Except as provided for in other regulations, no inoperative or unlicensed motor vehicle shall be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth.
 - Exception: A vehicle of any type is permitted to undergo major overhaul, including body work, provided that such work is performed inside a structure or similarly enclosed area designed and approved for such purposes.
- 11-4-11 Storage of certain motor vehicles:
 - A. Recreational Vehicles: A single "recreational vehicle", as defined in section 11-2-2 of this title, may be parked or stored on a lot in a residence district; provided, that:
 - 1. It is at no time occupied for living or sleeping purposes except as may be allowed by the village on a temporary basis;
 - 2. It is not connected to natural gas, water, or sanitary sewer service;
 - 3. It is stored in its collapsed position if it is a vehicle of the collapsible type not stored in a garage;

4. It is parked or stored in a location determined by the following:
 - a. In a garage or carport, where one exists on the premises large enough to accommodate the vehicle.
 - b. Otherwise, in the driveway to the rear of the principal building line that is parallel or most nearly parallel to the street to which the driveway has access, where there is a driveway extending to the rear of this line;
 - c. Otherwise, in the driveway ahead of said building line but not encroaching upon any public sidewalk.
- B. Trucks: Trucks that may be parked or stored in a residence district, other than in a completely enclosed garage, shall be limited to trucks that are, or are used in connection with, recreational vehicles and pickup trucks or vans used predominantly for family, recreational, or vanpooling or ridesharing use.
- C. Commercial Vehicles: No commercial vehicle, as defined in section [11-2-2](#) of this title as "vehicle, commercial", may be parked or stored in a residence district other than in a completely enclosed garage, except for loading or unloading of household belongings between six o'clock (6:00) A.M. and twelve o'clock (12:00) midnight for the purpose of moving a personal residence or for up to thirty (30) minutes for deliveries or service calls. (Ord. 99-02, 1-7-1999)

CEO Outside Storage Violation Process:

- 1. Violation observed, photos are taken for verification of the violation.
- 2. Case is created in Cloud Permit, followed by a 3-day violation notice issued.
- 3. If no contact has been made by the homeowner and the violation remains, a final 3-day violation notice is issued.
- 4. Once final follow up is conducted indicating the violation remains, a citation will be issued to the homeowner.

Topic of Discussion – Miscellaneous Discussion by Committee

- Committee Member Gyanila Naqvi inquired on rules regarding planting of flowers in the front yard. CEO Fabiani advised there is not a code limiting the number of flowers planted, but permits are required for changes made to the grade beyond 3 inches; vegetable gardens are not permitted in the front/side yard.
- Committee Member Jim Sullivan inquired on whether CEOs have the ability to run license plates and/or vehicle VINS. LCEO Fabiani advised at one time CEOs were LEADS certified, which is required in order to access vehicle information, but that resource has been eliminated statewide from CEOs.
- Committee Member Gyanila Naqvi inquired on if inoperable vehicles can be stored in apartment complexes. LCEO Fabiani advised it is private property and is at the discretion of management to have vehicles removed.
- Committee Member Jim Sullivan inquired about commercial vehicles being stored overnight. LCEO Fabiani advised commercial vehicles are not permitted to be stored on residential property and if stored overnight on the public street, the Police Department should be notified.
- Committee Member Jim Hilborn inquired about the storage of vehicles displaying a business on residential property. LCEO Fabiani advised storage of any vehicle displaying a business is prohibited.
- Committee Member Jim Sullivan inquired on the status of 40 E. Stevenson. Deputy Director Bialas advised the village attorney is working with the owner to get the matter resolved.
- Committee Member Paul Gasielki advised a resident on Fullerton Ave. has a chicken coop in their back yard, it can be seen near the 18th hole of Glendale Lakes Golf Course. LCEO Fabiani advised a CEO will look into the matter.

- Committee Member Paul Gasiecki advised a resident on Fullerton Ave. has a cut a hole into their chain link fence and kids are going through it to ride their bikes on Glendale Lakes Golf Course. LCEO Fabiani advised a CEO will look into the matter.

Next Meeting:

- The next Property Enhancement Committee Meeting and Landlord/Managers Meeting is scheduled for August 27th, 2025 at 6:30 pm in the Council Chamber, 2nd Floor of the Village Hall.
- The next Property Enhancement Committee Meeting is September 24th, 2025 at 6:30 in the Floyd Brown room on the 1st Floor of the Village Hall.

Adjourn: Chairman Schmidt adjourned the meeting at 7:27 PM.