

Zoning Board of Appeals Meeting Minutes

Town of Chatsworth Zoning Committee Meeting
Tuesday June 7th, 2011 @ 7:00 P.M.

The Chatsworth Zoning Commission Board of Appeals met in the Council Room, Monday evening, June 7th at 7:00 p.m. Luke Bartlett, Zoning Administrator, presided.

Call into session this special meeting for the review permits for pools, disclaimer to include on all apps and permits for survey, should we have a sign in form for contractors, review and set prices on permits and hearings, should we include additional information on permit applications and zoning changes per the request/guidance of law enforcement.

The following members answered Roll Call: Luke Bartlett , Michael Kessinger, Francis Dohman, Jr., Randell Burke. Ron Sheppard and Mark Sutcliffe were absent. Randy Edwards Resigned.

The minutes from June 7th 2010 were approved. By Randell Burke and seconded by Francis Dohman ,Jr.

New Business:

- 1) Acceptance of applicant of Pamela Bartlett to the zoning board of trustees.
- 2) Permits for pools and should they have fencing around them if no yard fence.
- 3) Should we include on all apps and permits a disclaimer for surveyor.
- 4) Should we have a sign in form for contractors that do work in town so as to track performance and to identify companies that do not do good work to keep them out in the future?
- 5) Review and set prices on permits and hearings
- 6) We have also been requested to include additional information on permit applications and zoning changes
- 7) Issue with the resident has been resolved and no longer on the table.

The board heard a request to accept Pamela Bartlett to the zoning board and since Luke Bartlett has no voting power on the board there would be no conflict a motion was made by Michael Kessinger to accept Pamela Bartlett to the zoning board of appeals and was seconded by Francis Dohman, Jr.

After reviewing documentation on pools and a short discussion by the board Randell Burke made a motion to approve making pools to require permits if they may hold more than 24" of water and would be valid until the pool is torn down. This will be covered by the ILP and only allowed in R1 & R2 zones and to require setbacks to be same as that of other towns near by have based on what Steve Weeks finds. This was seconded by Michael Kessinger.

A concern regarding the liability of requests by the public when needing property lines/pins identified that there must be a disclaimer on all permits and applications to protect town and the person measuring. The city does not guarantee any measurement to be exact. The town also strongly suggests to have a survey done by a surveyor register with the state of Illinois. The Town of Chatsworth also assumes NO responsibility in ensuring lot lines. And that they must check a box indicating their understanding of this policy. Michael Kessinger made this motion and was seconded by Francis Dohman, Jr. Motion carried 4-0-3.

It was brought up should the Town of Chatsworth have a sign in sheet at town hall and require contractors to sign-in in-order to track construction and track performance. Randell Burke made a motion that the contractor section on the permit should be sufficient and that at the end of the job the applicant can fill out a complaint or compliment card and that these reviews could be put online. It was seconded by Francis Dohman, Jr. Board vote 4-0-3.

The board reviewed the prices on permits and hearings. It was determined that the prices do not reflect the costs involved in writing permits or holding hearings. Then after a discussion, Randell Burke made a motion to increase the I.L.A. to no less than \$25 and to remove the upper limit while keeping the price of \$1 per \$1000. Francis Dohman, Jr. seconded. The Board voted 4-0-3.

Randell Burke made a motion to set the cost to hold zoning hearing to cost no less than \$235 based on the 8 members that could attend plus \$35 for the news print. This was seconded by Francis Dohman, Jr. The board voted 4-0-3.

Randell Burke made a motion to have the town review the pay for the zoning board and commissioner based on the fact the prices have not been changed since 1986. This was seconded by Francis Dohman, Jr. Board voted 4-0-3

It was brought to the attention of the commissioner that the Town of Chatsworth should include Date of Birth and social security number information to our applications by law enforcement to protect the town and to allow the town to run background checks, if it so deemed necessary. The Michael Kessinger made a motion that we should not include this at this time that it was unnecessary. And was seconded by Randell Burke.

Luke Bartlett informed the Board that there were no other actions before the board and that there is no other meeting scheduled at this time. But there might be a rezoning hearing in the next couple of months with a special use permit.

Michael Kessinger made a motion to adjourn the meeting. Randell Burke seconded the motion.

Meeting was adjourned at 9:00 PM

Zoning Commissioner,
Luke Bartlett