



**MINUTES OF THE REGULAR FRANKFORT VILLAGE BOARD MEETING  
AUGUST 3, 2020**

Mayor Jim Holland called the regular meeting of the Frankfort Village Board to order on Monday, August 3, 2020, at 7:00 P.M.

Clerk Brian Feehery called the roll. In attendance were Mayor Jim Holland, Clerk Brian Feehery, Trustees Adam Borrelli, Margaret Farina, Keith Ogle, Jessica Petrow, and Gene Savaria. Also in attendance were Attorney George Mahoney, Attorney Hannah Lamore, Police Chief John Burica, Village Administrator Rob Piscia, and Asst. Village Administrator Jeff Cook. Trustee John Clavio was absent.

**APPROVAL OF SPECIAL ORDERS – UNANIMOUS CONSENT AGENDA**

All items on the Omnibus Agenda are considered to be routine in nature and are enacted in one motion. There is no separate discussion of these items unless a board member makes a request, in which event, the item will be removed from the Consent Agenda and will be considered separately.

Trustee Savaria requested the removal of docket item C, 1 Trafton Multiple Variances, from the Consent Agenda in order to discuss and vote on the items individually.

**A. Approval of Minutes**

1. Regular Meeting (July 20, 2020)

**B. Approval of Bills/Payroll - \$606,892.15/\$377,889.27**

**C. Plan Commission Report Summary**

1. Equanimity Massage and Wellness Special Use: 301 N. White Street – Ordinance (Waive 1<sup>st</sup> and 2<sup>nd</sup> Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3250) GRANTING A SPECIAL USE PERMIT FOR A MASSAGE ESTABLISHMENT TO CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (EQUANIMITY MASSAGE AND WELLNESS – 301 N. WHITE STREET), to permit the operation of Equanimity Massage and Wellness, in accordance with the reviewed plans and public testimony, and conditioned upon the door to the unit remaining unlocked while in use.

2. Crown Centre Lot 2 Major PUD Change – Ordinance (Waive 1<sup>st</sup> and 2<sup>nd</sup> Readings)

Accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3251) APPROVING A MAJOR PLANNED UNIT

DEVELOPMENT (PUD) CHANGE FOR THE CROWN CENTRE SUBDIVISION, to permit the construction of an 8,183 square foot office building on Lot 2 of the Crown Centre Subdivision, in accordance with the reviewed plans and public testimony and conditioned upon final engineering approval, utilization of modular size brick, and modification of the uniform sign plan to comply with the Village Ordinance regarding minimum allowable wall sign area.

Trustee Ogle made a motion (#1), seconded by Trustee Petrow, to approve the Unanimous Consent Agenda.

Trustees Petrow and Savaria presented a brief overview of the consent agenda docket items under consideration for approval.

Mayor Holland invited trustee and audience comment on the consent agenda items prior to a vote being taken. No comments were forthcoming.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Farina, Ogle, Petrow, and Savaria. Nays: None. Absent: Trustee Clavio. The motion carried.

#### TRAFTON MULTIPLE VARIANCES: 115 W. NEBRASKA STREET – ORDINANCE

Trustee Petrow reported Applicants Richard and Julie Trafton propose to construct a new detached garage in the rear yard and replace the driveway on their residential property located at 115 W. Nebraska Street, within the H-1 Historic District. To accommodate the proposed improvements, the applicants seek the granting of multiple zoning variances, including an accessory structure setback variance of 10' to 5' along the northern property line; an accessory structure setback variance of 5 feet to 3 feet along the eastern property line; and an accessory structure height variance from 15' to 20' to permit the construction of a detached garage in the rear yard of the existing residential property. In addition, a pavement setback variance from 5' to .5' is requested to permit the replacement and expansion of the driveway.

Mayor Holland invited trustee and audience comment on the Trafton variance requests.

Deborah Hardwick, neighboring resident at 111 Nebraska Street, expressed her concerns about the placement of the proposed detached garage and the extended driveway. She further expressed concerns relating to water runoff, drainage, and her property value. Ms. Hardwick requested the Village provide careful inspection of the measurements prior to the installation of the foundation and driveway to ensure the site improvements align with the engineering plans.

Applicants Rich and Julie Trafton were present and further described the improvements, noting the engineering study suggests the proposed improvements will capture 85% of all rainwater as opposed to 0% at present. He also noted the proposed driveway will gradually taper as it approaches the garage and provide additional setback from the property line. Mr. Trafton also expressed his appreciation to Village staff for their efforts with the project.

Mayor Holland expressed the importance for the Village to ensure the site improvements are constructed as indicated on the engineering plans and that a proper drainage plan is in place.

Asst. Administrator Cook described the Village's inspection process for foundations. He explained that the Village provides a pre-pour inspection to ensure the foundation is the correct shape, size, and location, noting it is not a survey grade inspection. He stated the engineer can stake the project to provide a higher level of definition and ensure the inspection is to the best level of accuracy the Village can provide. Mr. Cook further explained that a new drain tile will be installed in the rear yard to capture runoff from the downspouts and sump pump on the existing home, the downspouts on the new garage, and the offsite flows from the property to the west and convey those flows to an existing storm sewer along Nebraska Street.

Trustee Petrow thanked Deborah Hardwick for her comments this evening and during the entire review process. She also voiced her appreciation to Mr. and Mrs. Trafton, applauding their efforts to improve their home within the historic district residential design guidelines. Trustee Petrow shared Mayor's Holland's opinion that this project warrants additional review by Village staff due to the small margin of error.

Trustee Ogle voiced his appreciation to the applicants for their time and efforts in preserving their home in the Historic District. He voiced concerns about the definition of the northern property line and the .5' driveway setback. He also felt it was important for the Village to provide extra time and effort to ensure the dimensions are correct and in accordance with the plans.

Trustee Farina applauded the Traftons for revitalizing their 100+ year-old home and voiced her appreciation to them for working with the Historic Preservation Commission for the color selection of their new siding. She voiced concerns over lot coverage for the current proposal.

Trustee Borrelli thanked the Traftons for their investment in downtown Frankfort and to Ms. Hardwick for sharing her comments. He also felt extra precautions were necessary during the inspection process. He further described the engineering process and voiced his confidence the drainage concerns were addressed through the engineering.

Trustee Petrow made a motion (#2), seconded by Trustee Ogle, to accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3252) GRANTING AN ACCESSORY STRUCTURE VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (TRAFTON RESIDENCE – 115 W. NEBRASKA STREET), granting an accessory structure setback variance from 10 feet to 5 feet along the northern property line to permit the construction of a detached garage in the rear yard of the property, in accordance with the reviewed plans and public testimony.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Ogle, Petrow, and Savaria. Nays: Trustee Farina. Absent: Trustee Clavio. The motion carried.

Trustee Petrow made a motion (#3), seconded by Trustee Borrelli, to accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3253)

GRANTING AN ACCESSORY STRUCTURE VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (TRAFTON RESIDENCE – 115 W. NEBRASKA STREET), granting an accessory structure setback variance from 5 feet to 3 feet along the eastern property line to permit the construction of a detached garage in the rear yard of the property, in accordance with the reviewed plans and public testimony.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Ogle, Petrow, and Savaria. Nays: Trustee Farina. Absent: Trustee Clavio. The motion carried.

Trustee Petrow made a motion (#4), seconded by Trustee Ogle, to accept the Plan Commission recommendation, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3254) GRANTING AN ACCESSORY STRUCTURE HEIGHT VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (TRAFTON RESIDENCE – 115 W. NEBRASKA STREET), granting an accessory structure height variance from 15 feet to 20 feet to permit the construction of a detached garage in the rear yard of the property, in accordance with the reviewed plans and public testimony and conditioned upon prohibiting residential use of the proposed garage.

Clerk Feehery called the roll. Ayes: Trustees Borrelli, Ogle, Petrow, and Savaria. Nays: Trustee Farina. Absent: Trustee Clavio. The motion carried.

Trustee Petrow made a motion (#5), seconded by Trustee Savaria, to accept the Plan Commission recommendations, waive the First and Second Readings, and pass AN ORDINANCE (NO. 3255) GRANTING A PAVEMENT SETBACK VARIANCE FOR CERTAIN PROPERTY LOCATED WITHIN THE LIMITS OF THE VILLAGE OF FRANKFORT, WILL AND COOK COUNTIES, ILLINOIS (TRAFTON RESIDENCE – 115 W. NEBRASKA STREET), granting a pavement setback variance from 5 feet to .5 feet to permit the replacement and expansion of the driveway on the property, in accordance with the reviewed plans and public testimony.

Clerk Feehery called the roll. Ayes: Mayor Holland, Trustees Borrelli, Petrow, and Savaria. Nays: Trustees Farina and Ogle. Absent: Trustee Clavio. The motion carried.

### **MAYOR'S REPORT**

- Mayor Holland announced the final “Drive-In Movie” event is scheduled for Tuesday, August 11, at Hickory Creek Middle School. The feature film is “Toy Story 4.”
- Mayor Holland encouraged residents to take part in the Residents Incentive for Purchases to Promote the Local Economy (RIPPLE) program and to complete the 2020 Census questionnaire.
- Mayor Holland advised residents the Village’s branch collection program continues through mid-October. Yard waste materials must be placed in brown paper yard waste bags with a purchased sticker affixed to be collected by NuWay Disposal.

- Mayor Holland reported COVID positivity rates have increased in our area and he encouraged everyone to wear face coverings in public settings and use social distancing to help prevent the spread of the disease.

### **POLICE DEPARTMENT REPORT**

Police Chief Burica advised residents of the unemployment pre-paid debit card scam circulating in the area and encouraged residents to monitor their credit to spot activity that might be identity theft. He urged residents to slow down in residential neighborhoods, noting it is the number one complaint received by the Police Department. Chief Burica encouraged residents “If You See or Hear Something, Say Something” and to lock vehicle doors and keep garage doors closed to discourage theft.

### **VILLAGE ADMINISTRATOR’S REPORT**

Administrator Piscia reminded residents to place all branches in the parkway for collection by the Village, noting all yard waste bags require a purchased sticker and are collected by NuWay Disposal. He reported the Village’s street resurfacing program is underway and he encouraged residents to avoid the fresh oil on the roadway.

### **VILLAGE ATTORNEY’S REPORT**

Village Attorney Lamore had no report.

### **OTHER BUSINESS**

Clerk Feehery reported the Will County Clerk’s office sent Vote By Mail applications to every registered voter in Will County for the November 3<sup>rd</sup> Presidential Election.

Trustee Petrow recognized the Building Department for their efforts with the number of permits being processed throughout the summer months, noting the Village is working on updating its website and processes. She also applauded the efforts of the Plan Commission as they resume in-person meetings and review a number of proposals that have been on hold due to the coronavirus disease.

Trustee Savaria echoed Chief Burica’s comments previously made regarding “If You See Something, Say Something,” and to lock vehicles to help prevent theft and burglaries to motor vehicles.

Trustee Farina had no comment.

Trustee Ogle reported the Laraway Communications Center, who provides 911 call answering and dispatching services for the Village, recently approved its budget and allocations. He reported that Frankfort taxpayers will see a 9% increase in the rate this year, noting he was the lone dissenting vote on the measure. He voiced his concerns of the increase and provided a brief background of the mandated consolidation of the 911 centers and its intent to save the taxpayers money.

Mayor Holland voiced his appreciation to Trustee Ogle for his time and involvement with the 911 Center, noting the mandated consolidation of the emergency centers ended up costing the Village more money, not less, as the state believed it would.

Trustee Borrelli announced its National Farmers Market week, August 2-8. He voiced his pride in the Village's Country Market and his appreciation to the marketgoers for wearing face coverings and social distancing.

**PUBLIC COMMENTS**

No public comments were received by the Village Board.

**ADJOURNMENT**

Hearing no further business, Trustee Ogle made a motion (#6), seconded by Trustee Farina, to adjourn the regular board meeting of Monday, August 3, 2020. A voice vote was taken. All were in favor. The motion carried. The meeting adjourned at 7:52 P.M.

Brian Feehery  
Village Clerk

As Presented  As Amended

\_\_\_\_\_ Jim Holland, Village President

\_\_\_\_\_ Brian Feehery, Village Clerk