

Minutes
Building Board
Thursday, October 30, 2003
5:00 p.m.
Maple Bluff Village Center

Present: Chair Eric McLeod, Members Helen Bradbury, James Carpenter, Warren Dailey, Mary Duff, Bruce Morrow, and William Levy.

Also Present: Clerk/Treasurer Sandy Wilke, and Chief Tim Krueger.

Chair Eric McLeod called the meeting to order.

A motion was made by Member Warren Dailey and seconded by Member James Carpenter to approve the agenda. Motion carried unanimously.

Discussion of Building Board policies and procedures.

Chair Eric McLeod stated that at the last several meetings there have been some issues that have been somewhat controversial including comments from individual board members that have not been well received by applicants. The goal is to move forward in a positive way. At a previous meeting the Building Board authority was defined. Concerns have been raised that the Building Board does not have a clear sense of how to apply standards from the code. A more formal approach to addressing issues that are raised during meetings needs to be set. Discussions and a vote may need to take place as to separate issues raised in the context of an application.

Member Bill Levy said that the Building Board is representing the Village and the mission, not necessarily personal opinions. Preserving the historic value of the Bluff is important.

Member Helen Bradbury stated that she has trouble with generalizations and has an easier time with specifics. She believes the members of the Building Board understand the code.

Member Bruce Morrow mentioned the chain-link fence issues.

Member James Carpenter said that the Building Board resolves neighbor issues.

Chair Eric McLeod said it is the job of the chair to address comments and issues that arise during meetings.

Member James Carpenter spoke regarding the tearing down of structurally sound homes. He also said that the Building Board has to assume that the zoning and setback issues

have been dealt with by the Building Inspector prior to the applicant appearing before the Building Board.

Member Helen Bradbury said that there have to be ramifications for not building what was approved.

Member Bill Levy said that he feels that the applicants should use architectural plans as opposed to contractor's plans.

Member Mary Duff stated that she feels the applicants are not being prepped as to the procedures, whether or not they need to appear, and what materials are required to appear before the Building Board.

Chair Eric McLeod said that what the law requires, the code does provide enough direction to base decisions on opinion and application of certain criteria. The Building Board is here to render an opinion, and serve in a quasi-judicial capacity, being decision makers.

Member Helen Bradbury asked if the Village Board could help define what quality materials are. She also suggested giving the applicant a brochure stating things that will not get approved in the Village of Maple Bluff. Chain-link fences and vinyl siding were mentioned.

Chair Eric McLeod said that the Board of Trustees can set restrictions like those. If others on the Building Board would like to see that, they may want to address the Board of Trustees before the new code is adopted. The quality of building materials should be raised and discussed – moving toward a guiding and legal standard as to not diminish property values. Discussions and decisions about topics or issues being raised will be addressed by the Chair during the meeting.

Member Mary Duff asked how much expression of personal opinion is warranted to lobby other members to your side.

Member Helen Bradbury mentioned that two houses on Kensington Drive have de-valued her home because of their exteriors.

Member Bill Levy said that the bottom line is does it increase the value of the neighborhood.

A discussion took place regarding a recent project on Butternut Road.

Chief Tim Krueger reviewed the two step process that will be implemented in the new code. The first meeting will be a schematic design review, focusing on: site plan, building massing, relation to structures on adjacent properties, exterior elevation and building materials. He said that the Building Board doesn't necessarily have to give preliminary approval.

Chair Eric McLeod said that the process will have to be reviewed before it is approved.

Member Helen Bradbury suggested that a staff person could announce the project and read the guidelines or standards that need to be met by that particular project.

Member Bill Levy said that the job of the Building Board is to preserve the value of Maple Bluff.

Member Warren Dailey said that their job is to review how the home sits on the lot, the mass and height, and the building materials.

Member James Carpenter mentioned a roof height that may be higher than what was approved.

Member Helen Bradbury suggested sending the Building Inspector to measure it.

Chief Tim Krueger said that the roof height did comply.

Chair Eric McLeod said that at the next meeting, the Building Board will discuss the contents and procedures listed on a brochure to be given to applicants. He said he will look into the step process in the new code for preliminary approval of projects.

Member Helen Bradbury asked that the Village Building Board being the Historic Preservation Office be added to the next agenda for discussion and clarification. She also suggested that the Building Board members meet fifteen minutes before the first applicant on the agenda to discuss topics or issues that may arise from the meeting.

Meeting adjourned.

Respectfully submitted,

Rene Dopkins
Court Clerk