



EMBRACE OPPORTUNITY  
HONOR TRADITION

**Village President**  
Mike Reid, Jr.

**Village Trustees**  
Heather Fodor  
Aaron Kelly  
Toby Koth  
Lionel Mott  
Laura Pollastrini  
Erik Robinson

Meeting Agenda  
Business Development Commission  
August 9, 2023, 6:30 p.m.  
234 S. State St. Hampshire, IL 60140

1. Call to Order
2. Public Comments
3. Review of meeting minutes from June 14, 2023
4. Welcome Jill Van Riet as new Business Development Commissioner
5. Beautification Committee Report
  - A. Wayfinding signage draft
  - B. Discussion on fundraiser to restore Chick-N-Dip's neon sign
6. Façade Program and revision/deadline discussion
  - A. State Farm Building
  - B. The Kave
7. Discussion of vacant commercial property ordinance
8. Hampshire's Very Own
  - A. List of remaining companies
    1. Iron Wok
    2. Hampshire Social
    3. Garden Berry
    4. Alfano's
9. Update on new or existing businesses in the Village
10. New Business
11. Adjournment

**VILLAGE OF HAMPSHIRE**

234 S. State Street, P.O. Box 457, Hampshire, IL 60140-0457  
847-683-2181 phone / 847-683-4915 fax

[hampshireil.org](http://hampshireil.org)

Attendance: By Public Act 101-0640, all public meetings and public hearings for essential governmental services may be held by video or tele conference during a public health disaster, provided there is an accommodation for the public to participate, and submit questions and comments prior to meeting. If you would like to attend this meeting by Video or Tele Conference, you must e-mail the Village Clerk with your request no later than noon (12 PM) the day of the meeting. A link to participate will be sent to your e-mail address, including all exhibits and other documents (the packet) to be considered at the meeting.

Recording: Please note that all meetings held by videoconference will be recorded, and the recordings will be made public. While State Law does not required consent, by requesting an invitation, joining the meeting by link or streaming, all participants acknowledge and consent to their image and voice being recorded and made available for public viewing.

Accommodations: The Village of Hampshire, in compliance with the Americans with Disabilities Act, requests that persons with disabilities, who require certain accommodations to allow them to observe and/or participate in the meeting(s) or have questions about the accessibility of the meeting(s) or facilities, contact the Village at 847-683-2181 to allow the Village to make reasonable accommodations for these persons.



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Business Development Commission  
Meeting Minutes  
Hampshire Village Hall  
234 S State St, Hampshire, IL 60140

The regular meeting of the Business Development Commission of Hampshire was called to order by Commissioner Martin in person on June 14, 2023.

1. Call to order at 6:38 pm

In-person: Commissioners Liz Martin, Meagan Rago, Bill Swalwell, David Pizzolato, Karen Trzaska, Trustee Aaron Kelly and Village Manager Jay Hedges.

Absent: Jill Van Reit

Roll call confirmed - (quorum established)

2. Public Comments:

- None

3. Meeting Minutes Approval From 5/17/23:

- Commissioner Trzaska moved to make a motion to approve the meeting minutes from 5/17/23.
  - Second by Commissioner Pizzolato
  - Motion carried by voice vote:
    - Ayes: Rago, Trzaska, Kelly, Martin, Swalwell and Pizzolato
    - Nays: None
    - Absent: Van Reit

4. Welcome Jill Van Riet as Business Development New Commissioner

- Commissioner Martin presented Commissioner Van Reit as the new Commissioner of BDC, appointed by the Village Board. The BDC welcomes Commissioner Martin and are excited to work with her moving forward.

5. Beautification Committee Report

- Commissioner Swalwell discussed that the final work to the Garden Berry project is near completion as construction has shifted to the south side of the building.

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- There have been little inquiries for the Façade Program thus far for the year and Trustee Kelly suggested that the BDC may want to be proactive with outreach. In addition, banks in town have special financing for the Façade Program.
- In addition, Bill has been in touch with the way-finding signage vendor and is ready to present it to the BDC.

#### 6. Façade Program

- The Commission discussed the long-term vision of the Façade program and ideas which could be incorporated in the future, such as extending the district, having deadlines for submission and even the potential of having it evolve into a broader fund that façade improvements could be a part of. Commissioner Swalwell will discuss ideas with the Beautification Committee and bring back their ideas for discussion.

#### 7. Discussion of Future Projects for the BDC

- The Commission discussed ideas which included main street certification program, collective of associations/stakeholders across the village, land banking, green space areas, artistic murals and new business grants.

#### 8. Discussion for vacant commercial property ordinance BDC

- The Commission discussed a topic that has been gaining traction with communities, which involves taxing vacant commercial property. The BDC discussed the pros and cons of such an ordinance and more research must be explored before tabling it before the Village Board.

#### 9. Hampshire's Very Own - Current Order of Articles

List of companies:

1. Krueger Accounting
2. Iron Wok
3. Hampshire Social
4. Garden Berry
5. Alfano's

#### 7. Update on New or Existing Business Update

- In the truck stop district, there is a potential retail/fleet buyer looking to come to the Village.
- The Hampshire Park District is moving to the former Chiropractor's office on State St. with a Yoga studio moving in above.

#### 8. Adjournment

- Commissioner Pizzolato moved to make a motion to adjourn at 8:40 pm.
  - Second by Commissioner Rago

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- Motion carried by voice vote:
  - Ayes: Kelly, Rago, Trzaska, Swalwell, Martin and Pizzolato
  - Nays: None
  - Absent: Van Reit

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Beautification Committee Meeting

July 10 at Resource Bank

Present: Bill Swalwell, Lynn O'Shea, Michelle Bunkowske, Christina Boelter, Jeanie Mayer

### **The Kave**

The committee reviewed a façade application from the Kave. This is the second façade grant sought by the Kave. The committee agreed the improvements will benefit the look of the downtown and approved of the plans.

Jeanie Motioned to approve the application and recommend a 75% reimbursement.

Motion seconded by Lynn, all members were in favor.

### **State Farm**

Bill then presented a tentative report on the progress of State Farm's application for updating the façade of that building. Bill said the application was not complete as he had not received samples of the brick and stone, nor samples of the colors of paint that will be used.

The committee agreed that all samples must be reviewed before the committee could make a recommendation.

### **Sign Ordinance**

Bill introduced the topic of signage for the downtown business district and the need for a village ordinance and review process.

The committee recommended that signage be perpendicular to the business façade, made of wood or metal, and that size limits/requirements be met and reviewed before a business could add or change signage to their buildings.

The committee also recommends that all signage be subject to review and approval by the Beautification Committee, the Business Development Commission and finally by the Village Board prior to being installed on the building to ensure that the look and feel of the downtown be elevated and maintained going forward.

The committee further recommended that illuminated box signs such as that of Garden Berry Café be specifically excluded as these signs detract from the look and character of the downtown.

### **Recapture Agreement**

The committee was asked to consider adding a recapture clause to the façade grant process.

Currently, the grant ordinance requires that the façade be maintained for a period of at least 5 years.

The committee recommends that language be added specifying that if the building changes hands within that time, the new owner must be obliged to maintain the façade for the duration of that original 5-year period.

### **Façade Grant Deadlines**

The committee was asked to look into refining grant application deadlines.

The committee discussed at length the difficulties associated with imposing deadlines for several reasons:

1. With the Village's fiscal year changing in May, we never know if the funding for the program will be approved. Taking apps prior to that would possibly lead a business owner to think money is available when it might not be.
2. Holding back on reviewing apps until all are received at some later date in the fiscal year, would mean that work that could be done during the current construction season, might be held over until the next year causing unnecessary delays in progress.
3. Currently, If a really choice project comes in after the year's allowance has been earmarked, the committee has the ability to guide the applicant through the process with the understanding that they will be first in line in the next budget cycle if the funds are approved by the Village Board.
4. The current ordinance states that work must be completed within 6 months of grant approval. Illinois weather, supply chain and other factors often dictate when work can begin, therefore imposing deadlines might cause more delays in progress.

For these reasons, the committee recommends keeping deadlines as they are currently written in the program.

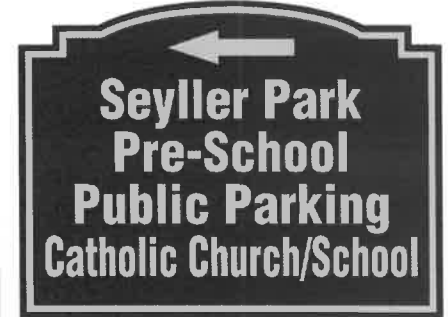
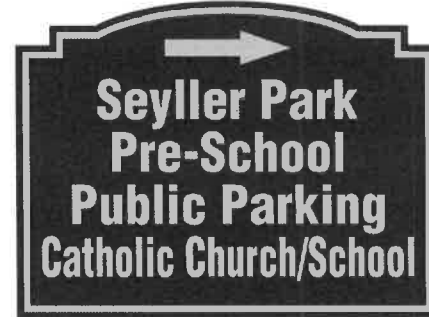
### **Change of Name**

The committee felt changing the name of the program would lead to ambiguity and make it harder for applicants to find/discover the program.

### **Geographic Area**

The committee discussed updating the geographic area where the façade grant could be applied. The general consensus was to amend the program as needed. If an applicant is located outside the current boundaries, the BDC would review the request and make a recommendation to the Village Board for a change at that time.

**Meeting adjourned.**





# San Francisco's Storefront Vacancy Tax is Now in Effect

April 12, 2022  
Downey Brand Publication

San Francisco's Commercial Vacancy Tax Ordinance, meant to address vacant storefronts in neighborhood commercial districts, finally became effective on January 1, 2022. Although a supermajority of voters approved the tax on March 3, 2020, its implementation was delayed by the Board of Supervisors in light of negative pandemic-related effects on businesses in the City.

The purpose of the Vacancy Tax is to revitalize commercial corridors, alleviate long-term retail vacancies, and stabilize commercial rents. The "Findings and Purpose" section of the ordinance provides: "Vacant storefronts in otherwise vibrant neighborhood commercial districts degrade the urban environment and reduce the quality of life in those neighborhoods, leading to blight and crime, particularly when storefronts stay empty for extended periods of time. ...[T]he resulting blight negatively impacts other small businesses in the area by discouraging foot traffic and eroding the character and uniqueness of San Francisco's diverse neighborhoods and communities."

The Vacancy Tax applies to ground floor, street-facing, commercial properties that are located within San Francisco's Named Neighborhood Commercial Districts (NCDs) or Named Neighborhood Commercial Transit Districts (NCTs), as those districts existed on the date the tax was approved. The neighborhood districts are set forth in the Planning Code and include the City's primary commercial corridors, such as Broadway, Haight, Polk, Inner Clement (NCDs), Mission, Fillmore, Valencia, and Divisadero (NCTs).

A property will be considered vacant if it is "unoccupied, uninhabited, or unused" for more than 182 days in a tax year, regardless of whether those days are consecutive. In other words, any taxable property that is left vacant for at least one-half of the tax year will be subject to the tax. Limited exceptions exist for properties subject to building or conditional use permit applications, properties recently issued building permits, properties that were severely damaged by casualty in the preceding two years, and certain leased properties that previously contained a business operating under the same lease.

The Vacancy Tax is payable by the party entitled to possession of the vacant space: the owner (if the space is not leased), the lessee (if leased but not subleased), or the sublessee. The amount of the tax depends on the length of store frontage facing a public right of way and the consecutive number of years that the space has been left vacant. The longer that a taxable property sits unused, the higher the tax. Liable owners and lessees will owe \$250 per linear foot of frontage for the first year of vacancy, \$500 per linear foot following two years of vacancy, and \$1,000 per linear foot after three or more consecutive years of vacancy. All amounts collected under the Vacancy Tax Ordinance must be deposited in the Small Business Assistance Fund and used to assist small businesses in the City or to fund the administration of the Vacancy Tax.

Time will tell whether the Vacancy Tax achieves its stated purposes. For the time being, San Francisco landlords and business owners should be advised that vacant storefronts now have an added cost.

## Article IX. - Blighted Properties

### Sec. 5-09.01. - Purpose.

The purpose of this article is to promote the health, safety and general welfare of the city's residents and visitors by requiring a level of maintenance of residential and commercial property, whether occupied or vacant, which will promote economic development, healthy neighborhoods and protect and preserve the livability and appearance of the city.

(Ord. No. 2618(NCS), § 1, 3-19-19)

### Sec. 5-09.02. - Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

- (a) "Blighted property" shall mean any property maintained in such a manner that at least two or more of the conditions found in of this article are found to exist thereon where such conditions are visible from a public right-of-way and/or neighboring property and such conditions have both a significant adverse visual impact on the neighborhood and substantially contribute to the dilapidated or deteriorated appearance of the neighborhood.
- (b) "Code official" shall mean, anyone responsible for the implementation of this code as designated by the city manager.
- (c) "Commercial building/structure" shall mean any commercial, industrial or other establishment, warehouse, kiosk, or other structures affixed to or upon real property used for the purpose of conducting a business, storage, or other activity, whether or not such structure is occupied.
- (d) "Foreclosed" shall mean the property for which the foreclosure process has begun with the filing of a notice of default.
- (e) "Owner" shall mean the owner or owners of record of real property as shown on the latest equalized assessment roll of Monterey County and any person, including a trustee or substitute trustee, or any other legal entity having a legal or equitable interest in the subject property, including any beneficiary that is pursuing foreclosure

of a property subject to this ordinance secured by a mortgage, deed of trust, or similar instrument or a property that has been acquired by the beneficial interest at a trustee's sale.

- (f) "Person" shall mean any individual, firm, partnership, corporation, association, or any other organization or entity, however formed.
- (g) "Property" shall mean all residential, industrial, commercial, and other real property, including but not limited to vacant lots, front yards, side yards, back yards, driveways, walkways, alleys, and sidewalks, and shall include any building or other structure whether fixed or movable, located on such property.
- (h) "Residential building/structure" shall mean any structure including but not limited to any house, garage, duplex, apartment, condominium, stock cooperative, mobile home, or other residential structure, whether or not such structure is occupied.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.03. - Unlawful nuisance—Inadequately maintained property.

It shall be an unlawful nuisance for any person owning, leasing, renting, occupying or having charge or possession of any commercial and/or residential property, whether occupied or vacant, to maintain or allow to be maintained such property in such manner that at least two or more of the following conditions are found to exist thereon where such conditions are visible from a public right-of-way and/or neighboring property and such conditions have both a significant adverse visual impact on the neighborhood and substantially contribute to the dilapidated or deteriorated appearance of the neighborhood.

- (a) Property which is not kept substantially clean and free from accumulations including, but not limited to, overgrown, dead or decayed trees, weeds or other vegetation, rubbish, junk, garbage, litter, debris, flyers or circulars.
- (b) Buildings or structures which are unpainted, or the exterior paint is substantially worn off, provided, however, that nothing in this section shall be construed to require an owner to paint a building where the architectural style indicates it was intended to be unpainted, such as a brown shingle building.
- (c) Buildings or structures or significant sections thereof including, but not limited to, exterior stairs, roof, foundation, walls, fences, signs, retaining walls, driveways, or

walkways which are substantially broken, deteriorated, or defaced, or windows which are missing or broken. For the purposes of this section "defaced" includes, but is not limited to, writings, inscriptions, figures, scratches, or other markings commonly referred to as "graffiti."

- (d) Property used or intended to be used for residential purposes which contains, in the outdoor area, any refrigerator, washing machine, sink, stove, heater, boiler, tank or any other household equipment, machinery, furniture, or item, appliance or appliances, boxes, lumber, dirt or debris, trash, garbage or refuse cans, or any items other than those commonly stored outdoors, or any parts of such items, for a period of time in excess of seventy-two consecutive hours unless otherwise provided in City Code. This subsection does not prohibit machinery installed in the rear setback areas for household or recreational use, furniture designed and used for outdoor activities, trash cans in the front yard during the twenty-four-hour period allowed for garbage pick-up and garbage bins when employed in construction for which a valid building permit has been issued by the city.
- (e) Buildings that stand vacant for more than thirty consecutive days, unless the code official finds in writing that any of the following applies:
  - (1) The building is the subject of an active zoning or building permit application or permit for repair or rehabilitation and the owner is progressing diligently to obtain such zoning or building permit or to complete the repair or rehabilitation.
  - (2) The building meets all codes, is ready for occupancy, and is actively being offered for sale, lease, or rent.
  - (3) The code official may grant an extension up to twelve months for properties inherited or under probate.
  - (4) The code official may waive the time limit to remedy a blighted building in cases where an event such as fire, flood, or earthquake interferes with the owner's ability to complete the corrective action within the specified time.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.04. - Declaration of public nuisance.

All or any part of any real property, or any building or structure located thereon, found to be maintained in violation of this article is hereby declared a public nuisance and may be abated pursuant to the procedures set forth in this article. The procedures for abatement set forth herein shall not be exclusive and shall not in any manner limit or restrict the city from enforcing other city ordinances or abating public nuisances in any other manner provided by law.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.05. - Notice to owner of abatement of nuisance.

Whenever the city determines that property in the city is maintained as a nuisance as provided for in this article and that abatement of such nuisance is required, it shall:

- (a) Provide written notice of abatement to the owner in the manner and in the form provided in this article.
- (b) The notice shall state the proper street address of the subject property and shall be served on the owner. Such notice shall be deemed properly served if a copy thereof is:
  - (1) Delivered personally to the owner; or
  - (2) Sent certified or first-class mail, postage prepaid to the owner at their last known address as the same appears on the last equalized assessment roll of the County of Monterey; and
  - (3) One copy of the notice shall be conspicuously posted at the property that is the subject of the notice.
- (c) The notice shall advise the owner of a reasonable time limit in which the owner shall take corrective action to remedy the nuisance. In no event shall the owner be given less than seven calendar days, and no more than sixty calendar days to take corrective action, except where there is an immediate threat to public health or safety when shorter notice may be prescribed. The owner must commence the corrective action requested in the notice within thirty days of the date of the notice. The city may waive the time limits of this subsection only if a natural disaster, such as, fire, flood or earthquake interferes with the owner's ability to complete the

corrective action within the specified time, the work to be performed is inherently of a nature which cannot reasonably be completed within the time limits, or except as provided in this article.

- (d) The notice shall specify the section of law violated and state all the facts constituting the nuisance.
- (e) The notice shall specify the corrective action required, including temporary corrective action when appropriate and inform the owner of city programs, if any, available to assist low-income property owners with repairs to their property. The corrective action shall be such that it eliminates the significant adverse visual impact of the property on the neighborhood and eliminates the contribution of that property to the dilapidated or deteriorated appearance of the neighborhood as determined by the code official.
- (f) The notice shall advise the property owner that failure to correct the violation may result in levying citations and/or in the city's correcting the violation and collecting the charges by billing or by lien on the property.
- (g) The notice shall advise the owner of the right to file an appeal within fifteen calendar days if the owner seeks to challenge the charge that a nuisance exists.
- (h) The notice shall advise the owner he/she must either correct the violation or request an appeal in order to avoid city abatement and liability for cost of abatement.
- (i) The notice shall advise the owner that failure to appeal shall constitute waiver of the right to an administrative hearing to contest the charge of nuisance.

(Ord. No. 2618(NCS), § 1, 3-19-19)

#### Sec. 5-09.06. - Appeal procedure—Administrative hearing.

The owner may appeal the notice of abatement to the city by filing an appeal within fifteen calendar days of the date of mailing of the notice of abatement. The appeal shall identify the property and state the objections together with all material facts in support thereof.

(Ord. No. 2618(NCS), § 1, 3-19-19)

#### Sec. 5-09.07. - Service of notice of hearing.

- (a) In the event the owner appeals the notice of abatement, the city shall schedule a hearing

before a hearing officer designated by the city.

- (b) Notice of hearing shall be served personally or by first class mail on the owner, postage prepaid. The notice shall specify the time and place when and where the designated hearing officer will hear and decide upon the objections raised by the owner. Such notice shall be served not less than five days, exclusive of Saturdays, Sundays, and holidays, prior to the time set for the hearing. Service shall be deemed complete at the time notice is personally served or deposited in the mail.

(Ord. No. 2618(NCS), § 1, 3-19-19)

#### Sec. 5-09.08. - Waiver of hearing.

Failure of the owner to appear at the hearing after notice has been served shall be deemed a waiver of the hearing and an admission by said owner of the nuisance charge. In the event of such failure to appear, the hearing officer may order that the nuisance be abated immediately thereafter.

(Ord. No. 2618(NCS), § 1, 3-19-19)

#### Sec. 5-09.09. - Hearing on objections.

The hearing officer shall hear and rule on objections to abatement of the nuisance. The owner may appear at the hearing by counsel. The formal rules of evidence shall not apply. All witnesses shall be sworn, and each party shall have the right to cross-examine adverse witnesses. The hearing may be continued from time to time. The hearing officer shall either allow or overrule the objections or make such other determinations as are consistent with this article and his/her decision shall be final except as provided in this article.

(Ord. No. 2618(NCS), § 1, 3-19-19)

#### Sec. 5-09.10. - Notice of decision.

The hearing officer shall notify the owner of his or her determination in writing and may direct the owner to abate the nuisance at his or her expense within a specified time period to the extent the nuisance has been found to exist. The time period specified shall be subject to the limitations set forth in this article.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.11. - Hearing officer's decision final—Judicial review.

The hearing officer's decision shall be final and shall only be subject to judicial review pursuant to Code of Civil Procedure sections 1094.5 and 1094.6.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.12. - City to perform abatement.

In the event the owner shall fail, neglect or refuse to comply with the notice of abatement, within the prescribed time, and if no appeal has been filed, or the owner appeals the notice of abatement and fails to abate the nuisance within the time specified by the hearing officer in the notice of decision, the city shall have the power to abate such nuisance without further notice, including the power to condemn and destroy any property constituting the nuisance if the nuisance cannot be abated without destruction of such property. Said abatement may be pursued by city personnel or private contractor. The costs of abatement, including administrative and incidental expenses, shall be billed to the owner and shall be due and payable within thirty days thereafter.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.13. - Costs of city abatement deemed lien.

The costs of abatement, including incidental expenses, incurred by the city shall constitute a nuisance abatement lien or a special assessment lien on the property whereon the nuisance existed as determined by the city and shall be recorded as such pursuant to the procedures set forth in the Municipal Code or any other procedures at law which provide for the recovery of abatement costs.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.14. - Warrants.

In the event that the owner fails to consent to the city entering his or her property for the purposes of inspecting and/or abating a nuisance under this article, the city shall apply and be granted said warrants from the appropriate court if cause exists pursuant to Code of Civil Procedure Section 1822.52 to issue said warrants.

(Ord. No. 2618(NCS), § 1, 3-19-19)



Sec. 5-09.15. - No duty on city to enforce.

Nothing in this article shall be construed as requiring the city to enforce the prohibitions in this article against all or any properties which may violate the ordinance. Nothing in this section or the absence of any similar provision from any other city law shall be construed to impose a duty on the city to enforce such other provision of law.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.16. - Violations—Penalties and remedies.

- (a) The remedies provided for under this section, are in addition to any the city or any person might have under applicable law.
- (b) Any person violating or causing the violation of this article, shall be guilty of a misdemeanor, in addition to any other remedies provided for in this article or under applicable law.
- (c) Any property owner ordered by the city to abate a property nuisance pursuant to this article on two or more separate occasions within a one-year period, shall be liable to the city for a civil penalty of one thousand dollars for each separate order to abate beginning with the second such order within a one-year period, except as provided in this article and except as may be provided elsewhere in the Municipal Code or applicable law.
- (d) The city attorney may bring an action under this section on behalf of the city for injunctive or other relief, including an action for public sale of the property to pay any outstanding liens. In such an action, the city shall recover its costs of abatement, and court costs in addition to civil penalties.
- (e) Any person who owns or occupies any premises on the same city block on which the nuisance exists under this article or who lives within five hundred feet of such a nuisance (hereafter "aggrieved person") may file a civil action to abate such nuisance only if pursuant to this article the city has notified the owner to abate the nuisance and the owner has failed to abate the nuisance in the manner required by the city. In any action brought under this subsection, the court may grant all appropriate relief against the property owner causing the nuisance, including public sale of the property, damages and costs which the aggrieved person may have incurred as a result of such nuisance.
- (f) In any action brought under this section, the court shall award reasonable attorney's fees

to any prevailing plaintiff, including the city. Any aggrieved person who initiates a civil action under this section, shall file a copy of his or her complaint against the property owner and a copy of the court's decision with the city clerk.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.17. - Annual review.

One year after the effective date of this article, and every year thereafter, the council shall conduct a hearing upon the report submitted by the code official or his duly authorized representative for the purpose of hearing all protests and objections to same, the work done thereunder, and the costs contained therein.

- (a) At least ten days in advance of such hearing, the city clerk shall notify the persons owning property upon which work was performed under Section 5-08.13 of the date, time and place of such hearing and the total cost to be charged against such person and property, which total cost shall include such charges as the council, by resolution, has determined for administrative expenses connected with the removal and the collection of costs thereof.
- (b) At the public hearing, the council shall hear and determine all protests and objections to the report and the work done thereunder and costs contained therein, and shall, by resolution, confirm, amend, or reject the report, either in whole or in part.
- (c) Any special assessment filed against real property under this article shall be imposed following the procedure set forth in Division 3 of Article V of Chapter 1 of the City Code.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sec. 5-09.18. - Inspection fees.

The city council may, by resolution, establish fees for inspection of properties found to be in violation of this article.

(Ord. No. 2618(NCS), § 1, 3-19-19)

Sat, Apr 22,  
2:06 PM (3 days  
ago)

**Stacey Bristow**

to Don, me

Hi Darlene.

Here are a few thoughts related to our discussion at the Town Hall last week on the downtown's vacant property and possible engagement and enforcement opportunities.

Sending a (certified/return/receipt) letter to vacant property owners asking their input, challenges, and desires for the property.

Seeing what the city currently offers as incentives or support.

Research other cities (use public records request or just call) on various letters used to open dialog with vacant property owners.

Depending on city current ordinances another (education type) letter to owner sharing blight or other relevant ordinances or plans to revitalize the downtown and vacant property locations.

Work with the city in the discussions at various meetings related to possible Vacant Property Ordinances and Registrations Programs (including fees etc..) and inviting vacant property owners to these discussions.

Hope this helps. I will be on-site again and we can chat further.

Have a great day!

Stacey Bristow  
Citygate Associates