



VILLAGE OF ORLAND PARK

14700 Ravinia Avenue
Orland Park, IL 60462
www.orlandpark.org

Meeting Agenda

Committee of the Whole

Village President Keith Pekau

Village Clerk John C. Mehalek

*Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Daniel T. Calandriello,
William R. Healy, Cynthia Nelson Katsenes, and Michael R. Milani*

Monday, February 1, 2021

6:00 PM

Village Hall

A. CALL TO ORDER/ROLL CALL

B. PLEDGE OF ALLEGIANCE

C. APPROVAL OF MINUTES

[2021-0049](#) Approval of the January 4, 2021, Committee of the Whole Minutes

Attachments: [Draft Minutes](#)

D. ITEMS FOR SEPARATE ACTION

1. [2021-0067](#) Sponsorship Appreciation - Four Seasons Heating and Air Conditioning Body-Worn Camera Contribution.
2. [2021-0068](#) Adding any negligent, intentional, or malicious acts to the Disruption of Utility Service - Recommended Amended Ordinance
Attachments: [Ordinance](#)
3. [2021-0086](#) Clarifying the roles and responsibilities of a business as it pertains to Title 7 Chapter 4, Section 23 CONDUCT OF LIQUOR LICENSEE - Recommended Amended Ordinance.
Attachments: [Ordinance](#)
4. [2021-0080](#) Ballfield Fence Banner Sponsorship Program
Attachments: [2021 Sponsorship Pack](#)
5. [2021-0028](#) Remote Virtual Inspections
Attachments: [Remote Virtual Inspections Waiver Form](#)

E. NON-SCHEDULED CITIZENS & VISITORS

F. ADJOURNMENT

DATE: January 18, 2021

REQUEST FOR ACTION REPORT

File Number:	2021-0049
Orig. Department:	Village Clerk
File Name:	Approval of the January 4, 2021, Committee of the Whole Minutes

BACKGROUND:

BUDGET IMPACT:

REQUESTED ACTION:

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of January 4, 2021.

VILLAGE OF ORLAND PARK

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Meeting Minutes

Monday, January 4, 2021

6:00 PM

Village Hall

Committee of the Whole

*Village President Keith Pekau
Village Clerk John C. Mehalek
Trustees, Kathleen M. Fenton, James V. Dodge, Jr., Daniel T. Calandriello,
William R. Healy, Cynthia Nelson Katsenes, and Michael R. Milani*

CALL TO ORDER/ROLL CALL

This meeting was called to order at 6:00 P.M.

Present: 6 - President Pekau; Trustee Fenton; Trustee Calandriello; Trustee Healy; Trustee Nelson Katsenes and Trustee Milani

Absent: 1 - Trustee Dodge

ROLL CALL

Trustee Dodge arrived at 6:01 P.M.

Present: 7 - President Pekau; Trustee Fenton; Trustee Dodge; Trustee Calandriello; Trustee Healy; Trustee Nelson Katsenes and Trustee Milani

APPROVAL OF MINUTES

2021-0009 Approval of the December 21, 2020, Committee of the Whole Minutes

I move to approve the Minutes of the Regular Meeting of the Committee of the Whole of December 21, 2020.

A motion was made by Trustee Milani, seconded by Trustee Calandriello, that this matter be APPROVED. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

Nay: 0

ITEMS FOR SEPARATE ACTION

2020-0858 The Orland Park Police Department's Awards Ceremony, Badge Pinning and the Swearing in of Recently Certified Police Officers and Newly Promoted Sergeants

In the first ever held ceremony at a Committee of the Whole Board Meeting, Mayor Pekau and Chief Joseph Mitchell will honor members of the Orland Park Police Department and community members for their heroic and selfless actions that took place from October of 2019 through October of 2020.

Recently promoted Deputy Chief Eric Rossi and Commander Kenneth Rosinski will have their badges pinned on them by their wives (Laura and Jennifer).

Additionally, Dave O'Connor, the Chairman of the Board of Fire and Police Commission will swear in newly promoted Sergeants John Swendsen and Scott Shuster along with two new officers, Ryan Barth and Tyler Lindgren.

Mayor Pekau made comments. (refer to audio)

Chief of Police Joseph Mitchell made comments. (refer to audio)

Chairman of the Board of Fire and Police Commission David O'Connor made comments. (refer to audio)

Chief of Police Mitchell and Chairman of the Board of Fire and Police Commission O'Connor swore in new officers and promoted current officers. (refer to audio)

Chief of Police Mitchell and Chairman of the Board of Fire and Police Commission O'Connor presented promotion badges to current officers. (refer to audio)

Deputy Chief of Police Eric Rossi made comments. (refer to audio)

Tami O'Brien of Alliance Against Intoxicated Motorists made comments. (refer to audio)

Deputy Chief of Police Rossi made comments. (refer to audio)

Chief of Police Mitchell made comments. (refer to audio)

This item was for discussion only. NO ACTION was required.

2021-0015 Agenda Initiative - Independent Investigation of Single Family Homes Purchased and Sold by the Village

Per the Village Code, any individual Trustee can request that an initiative be placed on the Committee of the Whole agenda by instructing the Village Manager, either verbally or in writing, before noon on the Friday preceding the meeting, to place an item on the Committee of the Whole agenda. Village/Legal staff time is restricted until after at least three Trustees vote to move the 'Agenda Initiative' forward.

Agenda Initiatives include (1) the expenditure of money; (2) modifications to the Village Code; (3) formation/modification of Village policies; (4) the introduction of an ordinance or resolution; (5) the formation/modification of committees; (6) budget changes and/or (7) the appropriation of Village/Legal staff time.

Trustee Milani presented the item. (refer to audio)

Trustee Katsenes made comments. (refer to audio)

Trustee Calandriello made comments. (refer to audio)

Trustee Fenton made comments and asked questions. (refer to audio)

Village Manager George Koczwara responded to Trustee Fenton's question. (refer to audio)

Trustee Healy made comments. (refer to audio)

Trustee Dodge made comments. (refer to audio)

Trustee Fenton and Village Manager Koczwara asked questions. (refer to audio)

Trustee Fenton and Village Manager Koczwara made comments. (refer to audio)

Trustees Milani, Healy, Dodge and Calandriello made comments. (refer to audio)

Trustee Milani, Mayor Pekau and Village Manager Koczwara made comments. (refer to audio)

Trustee Calandriello asked a question. (refer to audio)

Village Attorney Dennis Walsh and Trustee Calandriello made comments. (refer to audio)

A Consensus was taken as to whether or not this item should be brought forward to the Board level to be voted on. This passed with a unanimous vote. (refer to audio)

This item was for discussion only. NO ACTION was required.

ADJOURNMENT 7:05 P.M.

A motion was made by Trustee Fenton, seconded by Trustee Healy, that this matter be ADJOURNMENT. The motion carried by the following vote:

Aye: 7 - President Pekau, Trustee Fenton, Trustee Dodge, Trustee Calandriello, Trustee Healy, Trustee Nelson Katsenes, and Trustee Milani

Nay: 0

2021-0018 Audio Recording for the January 4, 2021, Committee of the Whole Meeting.

NO ACTION

/LI

Respectfully Submitted,

John C. Mehalek, Village Clerk

DATE: February 1, 2021

REQUEST FOR ACTION REPORT

File Number:	2021-0067
Orig. Department:	Police Department
File Name:	Sponsorship Appreciation - Four Seasons Heating and Air Conditioning Body-Worn Camera Contribution.

BACKGROUND:

David Musial, the CEO of Four Seasons Heating and Air Conditioning and an Orland Park resident, has graciously donated \$20,000.00 to the Orland Park Police Department to assist in funding the Body-Worn Camera Program.

BUDGET IMPACT:

REQUESTED ACTION:

For Discussion

REQUEST FOR ACTION REPORT

File Number:	2021-0068
Orig. Department:	Police Department
File Name:	Adding any negligent, intentional, or malicious acts to the Disruption of Utility Service - Recommended Amended Ordinance

BACKGROUND:

The Police Department is seeking to amend Title 6, Chapter 7, Section 6-7-2, of the Orland Park Village Code with regard to amending the disruption of utility service to include “or any other negligent, intentional or malicious acts.” Currently, by ordinance, a violation of the disruption of utility service only occurs when utilities are interrupted during excavation.

The Orland Park Police Department has crucial public safety (i.e. radio communication system) equipment installed on Village of Orland Park Property that is above ground and essential to police operations. Private sector companies often place equipment on the same village owned locations as the Police Department. This enacted ordinance will assist in ensuring that public safety equipment continues to operate without interference or obstruction.

BUDGET IMPACT:

REQUESTED ACTION:

I move to recommend to the Village Board to approve an ordinance entitled: AN ORDINANCE AMENDING TITLE 6, CHAPTER 7 SECTION 6-7-2 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO DISRUPTION OF UTILITY SERVICE

..T

AN ORDINANCE AMENDING TITLE 6, CHAPTER 7 SECTION 6-7-2 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO DISRUPTION OF UTILITY SERVICE

..B

WHEREAS, the Village President and Board of Trustees of the Village of Orland Park (the "Village") have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to 65 ILCS 5/1-2-1, the Village may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities; and

WHEREAS, the Village deems it to be in the best interest of the public to clarify the Village Code provision prohibiting the disruption of utility service.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Orland Park, Cook and Will Counties, Illinois, and pursuant to its home rule powers, as follows:

SECTION 1:

The above recitals are incorporated herein by reference as though fully set forth herein.

SECTION 2:

Title 6, Chapter 7, Section 6-7-2, of the Orland Park Village Code is amended in its entirety to provide as follows:

"6-7-2: PROHIBITION:

....

No person, through excavation or any other negligent, intentional or malicious act within the corporate limits of the Village of Orland Park, shall disrupt any utility service to any resident or property owner of the Village of Orland Park."

SECTION 3:

This Ordinance shall be in full force and effect from and after its adoption and publication in pamphlet form as provided by law.

DATE: February 1, 2021

REQUEST FOR ACTION REPORT

File Number:	2021-0086
Orig. Department:	Police Department
File Name:	Clarifying the roles and responsibilities of a business as it pertains to Title 7 Chapter 4, Section 23 CONDUCT OF LIQUOR LICENSEE - Recommended Amended Ordinance.

BACKGROUND:

The Police Department is seeking to amend Title 7, Chapter 4, Section 23, of the Orland Park Village Code to provide clarification on the roles and responsibilities of a Liquor Licensee as it pertains to public safety, specifically the conduct of both patrons and employees within and immediately adjacent to the establishment.

BUDGET IMPACT:

REQUESTED ACTION:

I move to recommend to the Village Board to approve an ordinance entitled: AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 SECTION 23 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO CONDUCT OF LIQUOR LICENSEE.

..T

AN ORDINANCE AMENDING TITLE 7, CHAPTER 4 SECTION 7-4-23 OF THE ORLAND PARK VILLAGE CODE IN REGARD TO THE CONDUCT OF LIQUOR LICENSEES

..B

WHEREAS, the Village President and Board of Trustees of the Village of Orland Park (the “Village”) have the authority to adopt ordinances and to promulgate rules and regulations that pertain to its government and affairs and protect the public health, safety, and welfare of its citizens; and

WHEREAS, pursuant to 65 ILCS 5/1-2-1, the Village may pass all ordinances and make all rules and regulations proper or necessary, to carry into effect the powers granted to municipalities; and

WHEREAS, the Village deems it to be in the best interest of the public to clarify the Village Code provision with respect to the conduct of those licensed by the Village to sell, or offer to sell, alcoholic liquor for use or consumption.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Orland Park, Cook and Will Counties, Illinois, and pursuant to its home rule powers, as follows:

SECTION 1:

The above recitals are incorporated herein by reference as though fully set forth herein.

SECTION 2:

Title 7, Chapter 4, Section 7-4-23, of the Orland Park Village Code is amended in its entirety to provide as follows:

“7-4-23: CONDUCT OF LICENSEE:

Every person and club licensed under this Chapter shall be subject to the following regulations:

It shall be unlawful for any person under the age of twenty-one (21) years to tend bar and/or draw, pour, open or mix alcoholic liquor in any licensed retail premises, and it shall be unlawful for any person under the age of twenty-one (21) years to dispense, sell or deliver any alcoholic liquor in the original package, bottle or case for consumption off the premises of any licensed establishment. Except for the provisions in this Section, it shall be lawful for any person eighteen (18) years of age or older to work in a licensed premises, and to serve alcoholic liquor.

Illegal or disorderly activities on or about the licensed premises is prohibited. No licensee under this Chapter nor any officer, associate, member, representative, agent or employee of such licensee shall engage, in or around the premises, in any activity or conduct or permit any other person to engage in any activity in or around the premises, which is prohibited by any ordinance of the Village or any law of Illinois or the United States. For purposes of this Chapter, "in or around the premises" shall mean in or around the licensed premises and in and around any adjacent or contiguous parking lot, which is utilized by a licensee to fulfill the parking requirements of the licensed premises.

Maintenance of order standard. Every licensee under this Chapter shall at all times maintain the licensed establishment in a good, peaceful and orderly manner and shall eject therefrom or refuse admittance to any person engaged in illegal, disorderly or violent conduct. Each licensee shall perform, or require its officers, associates, members, representatives, agents and employees to perform, at a minimum, the following acts to ensure that the maintenance of order standard is met in or around the licensed premises:

1. Provide sufficient security personnel and establish and implement procedures and policies to reasonably prevent the incidence of illegal, disorderly and/or violent conduct in or around the premises;
2. Removal and/or ejection of patrons exhibiting illegal, disorderly and/or violent conduct;
3. Provide sufficient training to the licensee's employees in such matters as recognizing signs of intoxication, over-serving and preventing illegal, disorderly and/or violent conduct;
4. Check identification of persons consuming alcohol to determine that such patrons are of lawful age;
5. Check identification of persons entering establishment during applicable hours, if applicable, to determine that such patrons are of lawful age;
6. Provide sufficient lighting for security purposes in and around the licensed premises;
7. Promptly address and report disturbances in or around the licensed establishment or in the parking lot of the licensed establishment to the police;
8. Cooperate with police in suppressing illegal, disorderly and/or violent conduct;
9. Assist the police in obtaining the names and addresses of any perpetrators or witnesses to such illegal, disorderly and/or violent conduct;
10. Cooperate in the prosecution of offenders;
11. Discontinue service of alcoholic beverages to persons who exhibit signs that they are becoming intoxicated;
12. Obey closing time regulations;
13. Prohibit the sale, exchange or use of illegal drugs or chemical substances in or around the licensed premises;
14. Prohibit prostitution or the soliciting of drinks; and
15. Perform any other act(s) as deemed necessary by the Village from time to time to ensure order is maintained in or around the licensed premises.

All licensees, officers, associates, members, agents, representatives or employees of such licensee dispensing or serving food or alcoholic liquor shall be decently clothed. Topless or similar type of attire is prohibited.

It shall be unlawful for any person, while acting as a waiter, waitress or entertainer to:

1. Expose his or her genitals, pubic hair, buttocks, natal cleft, perineum, anal region or pubic hair region; or
2. Expose any device, costume or covering which gives the appearance of or simulates the genitals, pubic hair, buttocks, natal cleft, perineum, anal region or pubic hair region; or
3. Expose any portion of the female breast at or below the areola thereof.

It shall be unlawful for any licensee to permit or allow any waiter, waitress or entertainer to commit any of the unlawful acts in this Section. A person shall be deemed to be a waiter, waitress or entertainer if such person acts in that capacity without regard to whether or not such person is paid any compensation by the management of the establishment in which the activity is performed.

It shall be unlawful to employ in any premises used for the retail sale of alcoholic liquor any person who is afflicted with, or who is a carrier of, any contagious, infectious or venereal disease, and it shall be unlawful for any person who is afflicted with or a carrier of any such disease to work in or about any premises or to engage in any way in the handling, preparation or distribution of such liquor.

It shall be unlawful for any licensee to suffer or permit any species of gambling in his premises or any part thereof or any place adjacent thereto under his control.

It shall be unlawful for anyone not having a license which provides for consumption on the premises where sold, to offer for sale, deliver or donate any alcoholic liquor for consumption on the premises, or to permit the same to be consumed on the premises where sold, delivered or donated.

It shall be unlawful to consume or permit the consumption of alcoholic liquor in public restaurants, catering establishments or other places of public gathering not having the appropriate liquor license. Any person, firm, corporation or entity who violates, disobeys, omits, neglects, refuses to comply with or who resists enforcement of any of the provisions of this Chapter, shall upon conviction be fined according to the fine schedule located in Appendix B for each offense.”

SECTION 3:

This Ordinance shall be in full force and effect from and after its adoption and publication in pamphlet form as provided by law.

REQUEST FOR ACTION REPORT

File Number: **2021-0080**
Orig. Department: **Recreation and Parks Department**
File Name: **Ballfield Fence Banner Sponsorship Program**

BACKGROUND:

The Recreation and Parks Department offers a Ballfield Banners Sponsorship Program through the Special Events Sponsorship Packet (attached).

Staff seeks to increase participation in this program by utilizing both Centennial Park and John Humphrey complex homerun fences instead of the scoreboards. This would provide more visibility for sponsor banners.

Additionally, staff is evaluating sponsorship rates, including potentially lowering the fee to a more affordable cost to Orland Park businesses. The cost to produce a 4' x 8' banner is \$125.

The lower cost and the move to outfield fences at Centennial Park may create a more commercial appearance of fields as compared to the past.

BUDGET IMPACT:

No financial impact.

REQUESTED ACTION:

I move to recommend to the Village Board to approve allowing sponsorship banners to be hung on both Centennial Park and the John Humphrey complex field homerun fences.



Ballfield sponsorships provide the opportunity for your business to be exposed to over 290,000 people visiting our complexes for tournaments, games and practices at Centennial Park and John Humphrey Complex.

BALLFIELD BANNERS



BALLFIELD BANNERS

CENTENNIAL PARK SCOREBOARDS* †

3 years—\$1,200

1 year—\$500

- > Banner on any scoreboard or outfield fence at Centennial Park during the outdoor season, April through October.
- Cost of a 4' x 8' banner included.

JOHN HUMPHREY COMPLEX† **

3 years—\$1,100

1 year—\$400

- > Outfield fence only
- > Platinum sponsorship includes entrance fence

For more info: Kurt Heinlen • 708.403.6284 • kheinlen@orlandpark.org

**Pending availability. Guidelines will be provided.*

† No proration of fees/dates will take place. The season for outdoor banners is April 1 to October 31.

***All rules apply. Double sided banners are \$50 extra per banner.*

For your convenience, all sponsorship forms are available online at OrlandPark.org



14600 S. Ravinia Avenue
Orland Park, IL 60462
708.403.5000

REQUEST FOR ACTION REPORT

File Number: **2021-0028**
Orig. Department: **Development Services Department**
File Name: **Remote Virtual Inspections**

BACKGROUND:

As restrictions associated with COVID-19 continue, municipalities throughout the country are utilizing alternative forms of service delivery to help assist and accommodate the business community. One such program is conducting Remote Virtual Inspections (RVI). The International Code Council (ICC) has provided guidance on RVI and set a template for municipalities to follow. RVI is a method of inspection that allows the needed inspections to proceed in a timely manner by the owner or contractor located on the jobsite and the inspector or inspection teams performing the inspection remotely.

Examples of jurisdictions utilizing RVI include but are not limited to:

Algonquin, IL - Allows as option for certain inspections
Arlington, VA - Allows as option for all inspections, with Building Official approval
San Bernardino County - Allows for certain inspections, with Building Official approval
Naperville, IL - Allows for certain inspections, with Building Official approval

The proposed guidelines for RVI are attached to this document and as summarized below:

All RVI requests must be scheduled at least 2 business days prior to the requested date. The owner/contractor will have the ability to select the RVI as an option.

Village of Orland Park Building Official will determine if the request is eligible for RVI and contact the applicant. The inspector(s) involved with the inspection will determine the appropriate timing with the contractor and schedule an agreed upon time for the virtual inspection.

The jobsite must have high-speed Wi-Fi connectivity or minimum 4G cellular service with a strong signal. The contractor/owner must have a device capable of completing the inspection (smartphone/tablet)

If at any point the inspector believes that the remote inspection process is not allowing them to properly assess compliance, they may require that a site inspection be required at a future date at the sole discretion of the inspector/Building Official.

The following inspection types can be conducted via RVI:

Residential A/C Final
Residential Alarm System
Residential Driveway Final
Residential Fence Final
Residential Fire Pit
Residential Patio Final
Residential Paver Base Final
Residential Pergola Final
Residential Retaining Wall Final
Residential Demolition of Accessory Structures
Commercial Lawn Sprinkler
Sewer/Water Service Repair
Residential Shed Final
Residential Sidewalk Final
Residential Siding Final
Residential Solar Panel Final
Residential Hot Tub/Spa Final
Residential Stoop Final
Commercial Roof Final
Residential Roof Final
Residential Windows/Doors Final

The inspection will be scheduled online or in-person, the same process in place for current inspections.

In anticipation of this program, the Village conducted sample RVIs. A similar learning curve is anticipated for this program.

Based on discussions with other jurisdictions, RVI can work to accommodate certain inspection types however, it does have some limitations. The time an inspection takes could be significantly increased because there are additional steps necessary to verify the location is accurate and other details. In addition, it will take time for inspectors to adjust to this type of inspection procedure.

Based on staff research, RVI can be used as requested by a homeowner for less complicated inspections, where accuracy can be maintained. In order to ensure accuracy, more complex inspections may not be appropriate for virtual inspection at this time. RVI can assist in offering alternatives for building permit inspection for those that are weary of an in-person inspection.

Staff is looking for direction to implement a RVI program as outlined in the above and attached. The discussion and recommendation will be forwarded to the Village Board for approval.

BUDGET IMPACT:

REQUESTED ACTION:

I move to direct staff to implement a Remote Virtual Inspection program as outlined above.

Remote Virtual Inspections (RVI)

A form of visual inspection which uses visual or electronic aids to allow an inspector or team of inspectors to observe products and/or materials from a distance because the objects are inaccessible or are in dangerous environments, or whereby circumstances or conditions prevent an in-person inspection.

Process

As the COVID-19 pandemic continues, the Village of Orland Park continues to provide precautions to provide a high level of service to residents, businesses and contractors. Remote Virtual Inspections (RVI) is being added as an option. The contractor must demonstrate that they have access to the technology that will allow the Village to complete the RVI.

Currently, all inspections received by 4:00pm on a weekday will be completed that next weekday. If you are requesting a RVI – please allow an additional 2 business days to determine if the requested inspection is eligible. This window will allow the Village's Building Official to review the request and make the appropriate accommodations. The Village Building Official has discretion to allow RVI. Some inspections may be deemed too complicated for RVI in which case, the Building Official will determine a supplementary in-person inspection is required.

In cases where an RVI is not suitable or technology fails to provide sufficient visual clarity (i.e., poor/no service or Wi-Fi, poor lighting, etc.), an onsite inspection may be required. Where Wi-Fi and/or cellular reception are poor or not available, in-person inspections will be required.

The applicable Codes and Standards to be used for RVI are the same as the adopted codes and referenced standards of the Village. The implementation of the RVI is intended to achieve the same results as the typical in-person site inspection by applying the provisions of adopted codes such as the IBC®, IRC®, IFC® and other applicable codes.

Steps

Scheduling

1. You must have the **zoom.us application** or FaceTime on your phone or tablet in order to conduct the RVI.
2. Ensure there is an active permit issued or the appropriate one prior to attempting to schedule an inspection for the project in question.
3. All remote inspections must be scheduled a minimum of **two business days** prior to the requested date.
4. Electronically sign a notice indicating that you consent to the use of the RVI using zoom.us or FaceTime
5. **[Click here to schedule inspections online.](#)**
6. Must be at least 18 years old or with an adult to perform the video inspection.
7. When scheduling the inspection, provide the address, permit number, and type and number of requested inspections.
8. Village of Orland Park Building Official will determine if the request is eligible for RVI and contact the applicant. The inspector(s) involved with the inspection will determine the

appropriate timing with the contractor and schedule an agreed upon time for the virtual inspection.

9. If approved, please prepare for the inspection as described below.

Prepare

1. Prior to the inspection, ensure that:
 - 1.1. The jobsite is safe at all times for the individual(s) using the device during the remote inspection including health safety.
 - 1.2. The device (smartphone, tablet, drone, etc.) is fully charged and has a suitably charged additional power supply (battery pack).
 - 1.3. The use of a noise-canceling head-set is recommended.
 - 1.4. The jobsite has high-speed Wi-Fi connectivity or minimum 4G cellular service with a strong signal.
 - 1.5. The necessary tools based on type of inspection are readily available.
 - 1.5.1. For example, carry a flashlight, tape measure, level, step ladder (for close ups of ceiling), GFCI tester, etc. An extending pole for the video device, such as selfie pole, may be very helpful in taking the smartphone or other video device closer to the point of inspection in various places such as very high ceilings.
2. Have approved plans, permit card, and other necessary construction documents available onsite.
3. Make sure good lighting is available and clear the area of any unnecessary objects.
4. All features applicable to the required inspection must be visible at the time of the remote inspection. These features must be captured sufficiently and clearly for the inspector to evaluate.
5. If at any point the inspector believes that the remote inspection process is not allowing them to properly assess compliance, they may require that a site inspection be required at a future date at the sole discretion of the inspector.
 - 5.1. In areas within the jobsite where there is no Wi-Fi or cell service, at the sole discretion of the inspector, the inspector will perform in-person inspection at a later time.

Inspection

1. Ensure that the lens and screen of any device being used to capture images or video has been cleaned. Dust, grit, smudges, etc., might interfere with the image quality and distorting the inspector's view.
2. To minimize interruptions during the RVI and to ensure that the video feed will be uninterrupted, make sure that all notifications are turned off in the Settings of the mobile device used for the RVI. Should the video be interrupted, the inspection could be delayed or may have to be re-scheduled.
3. Be prepared to answer the inspector's call at any time during the scheduled time frame. Be cooperative and closely follow the inspector's instructions.
4. As each site and inspection is different, allow the proper amount of time for the type of inspection and accessibility of the site.
5. Carefully follow the inspector's instructions for where to direct the device and for covering the site. Do not rush the inspector but allow him or her adequate time to conduct the RVI to his or her satisfaction.
6. As much as possible, minimize background noise as that can interfere with communication with the inspector.

What to Expect

1. Begin inspection at the street view looking at the structure with the address or other required jobsite identification in the video display.
 - 1.1 Inspector may also verify location through GPS/Geotagging where the service is available.
2. Follow the directions of the inspector with respect to the order and direction of inspection.
3. As the inspection progresses, write down any items that the inspector finds that need to be corrected. Be sure the notes are detailed and ask questions of or seek clarification from the inspector at the time of the RVI.
4. In most cases, the inspector will relay the results of the inspection before the end of the RVI, typically pass, fail or not ready for inspection.
5. Do not cover any work needing corrections until corrections are verified by re-inspection.
6. There must be an adult of legal age on site who will represent the owner/representative during the entire duration of the RVI. The adult may be the contractor.
7. The owner/representative must be able to verbally communicate with the remote inspector at all times during the inspection.

Inspection Results

1. Results of the inspection will be entered into the Village's permit database as soon as practicable after the RVI is completed.
2. A field correction notice, documenting the outstanding inspection items will be sent to the applicant after conclusion of the RVI.
3. Scheduling a re-inspection or the next inspection is based on availability.
4. The project address and permit number must be included on all submitted correspondence or communications.

Inspections Eligible for RVI

Residential A/C Final
Residential Alarm System
Residential Driveway Final
Residential Fence Final
Residential Fire Pit
Residential Patio Final
Residential Paver Base Final
Residential Pergola Final
Residential Retaining Wall Final
Residential Demolition of Accessory Structures
Commercial Lawn Sprinkler
Sewer/Water Service Repair
Residential Shed Final
Residential Sidewalk Final
Residential Siding Final
Residential Solar Panel Final
Residential Hot Tub/Spa Final
Residential Stoop Final
Commercial Roof Final
Residential Roof Final
Residential Windows/Doors Final

By signing this Waiver of Liability form, I provide consent to the following:

1. I consent to the use of the Remote Virtual Inspections (RVI) using the zoom.us or FaceTime platforms.
2. I am responsible for my own safety during the RVI.
3. I allow the complete use of the videos and photos of the RVI by the Village.
4. I certify that I am making available the site and inspection items truthfully and to the best of my ability.
5. I am responsible for compliance with all codes and standards applicable to the project.
6. I acknowledge that participation in the RVI program is voluntary.
7. I acknowledge that the decision to perform a RVI is at the sole discretion of the Village.
8. Required inspection records, including, but not limited to, correction notices, electronic media, recordings or photo documentation, shall be maintained in accordance with the Village's policy, laws, regulations, and applicable codes, and may be subject to disclosure.

Owner/Applicant Name _____ Date _____

Owner/Applicant Signature _____ Date _____



Download Center

Download for IT Admin ▾

Zoom Client for Meetings

The web browser client will download automatically when you start or join your first Zoom meeting, and is also available for manual download here.

[Download](#)

Version 5.4.9 (59931.0110)

Zoom Plugin for Microsoft Outlook

The Zoom Plugin for Outlook installs a button on the Microsoft Outlook tool bar to enable you to start or schedule a meeting with one-click.

[Download](#)

Version 5.4.59734.1218

[Add Zoom](#) as an Add-in for Outlook on the web

Zoom Plugin for IBM Notes

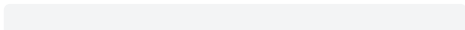
The Zoom Plugin for IBM Notes installs a button on the IBM Notes meeting schedule window to enable you to schedule a meeting with one click.

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Zoom Extension for Browsers

The Zoom Extension for Browsers allows you to start or schedule your Zoom meeting with a single click from your browser or within Google calendar.



Currently available for [Chrome](#) and [Firefox](#).

Zoom Plugin for Intel Unite

A solution designed to modernize meetings spaces for an easy and intuitive way to collaborate – with Zoom's world-class video conferencing capabilities.

[Download](#)

Zoom Mobile Apps

Start, join and schedule meetings; send group text, images and push-to-talk messages on mobile devices.



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[App Store](#)



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Zoom Client Plugin for Sharing iPhone/iPad

The Zoom client plugin will be automatically installed when you try to share your iPhone/iPad screen to remote meeting participants during your Zoom meeting time.

[Download](#)

Version 5.4.9 (59931.0110)

Zoom Rooms for Conference Rooms and Touchscreen Displays

Install the Zoom Rooms (Win) application to setup your conference room for one-touch meeting and calendar integration.

[Download](#)

Version 5.4.3 (2161.0108)

Controllers for Zoom Rooms

Install the Controller software to the iPad, Android or Windows Tablet used to control Zoom Room meetings in your conference room.



Zoom Plugin for Skype for Business

The Zoom Plugin for Lync has been renamed to Zoom Plugin for Skype for Business. This plugin lets you to start Zoom instant meetings and invite contacts directly from Skype.



Version 5.2.44882.0827

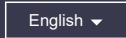
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INSPECTIONS

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COVID-19:

INSPECTIONS

As of June 29, 2020 we will be performing all inspections. We will continue to follow CDC guidelines. For all inspections, if anyone on the job site is ill or has been in contact with someone who is ill, please cancel and reschedule. We ask that only one person is present for the inspection and please practice social distancing during

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All Inspections

[* SCHEDULE AN INSPECTION *](#)

the inspection.

Ways to turn in an Inspection Request:

- Email inspectionrequest@orlandpark.org with permit number, address, name of business/homeowner, phone number, contractor name if applicable, type of inspection, date of inspection
- Submit form in person to Development Services located on the second floor of the Village Hall, 14700 Ravinia Ave.

PLEASE NOTE:

- Inspection requests will not be taken over the phone.
- Inspection requests due by 3:50pm the working day prior to the inspection date.

[Rough & Final Inspections](#)

[Electrical Service Inspection Request](#)

[Inspection Request Form](#)

[Concrete Inspection Request](#)

[Foundations, Flatwork and Sewer/Water Inspection Request](#)

[Residential Express & Commercial No-Work Occupancy Inspection Request](#)

[Residential / Commercial / Multi-Family New Construction or Alterations Inspection Request](#)



ORLAND PARK

14700 Ravinia Avenue,

Orland Park, IL 60462
P: (708) 403-6100

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Clerk's Office
Communications and Marketing
Development Services
Email Elected Officials
Finance Department
Human Resources
Parks & Grounds
Police Department
Public Works
Recreation Department

See All

HELPFUL NUMBERS

911 - Emergency
811 - Call J.U.L.I.E. Before you Dig

Non-Emergency:

(708) 349-4111 - Police Department
(708) 349-0074 - Fire Department
(708) 403-6175 - Water Billing

Check weather and field conditions:

(708) 401-0043

ORLAND PARK AREA LINKS

Illinois Secretary of State
Orland Fire Protection District
Orland Park Public Library
Orland Park Area Chamber of
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