City Council Memo

Crest Hill, IL

Meeting Date:	November 16, 2026
Submitter:	Ashley Monroe, Assistant City Administrator /HR Director Daniel Ritter, Community and Economic Development Director
Department:	Community Development & Administration
Agenda Item:	An Ordinance amending Title 2 (Administration and Personnel), Chapter 2.40 (Building Commissioner), Sections 2.40.010, 2.40.020, 2.40.030, 2.40.040, and 2.40.050 of the Crest Hill City Code

Summary: To effectively and efficiently meet department operational needs, the City desires to replace the position of Building Commissioner with a Chief Building Official. The City Code currently includes reference to the Building Commissioner in Title 2 (Administration and Personnel), Chapter 2.40 (Building Commissioner), Sections 2.40.010, 2.40.020, 2.40.030, 2.40.040, and 2.40.050.

The City Attorney has prepared proposed amendments to the City Code which repeal the Building Commissioner position and replaces the position with a Chief Building Official. Additionally, the Code will no longer list responsibilities of the position within the City Code but instead reference the position's job description, which is adopted and amended from time to time by City Council.

With the adoption of this change, Crest Hill City Code Chapter 2.42 (Building Commissioner) will be repealed and replaced with Chapter 2.40 Chief Building Official.

Financial Impact: None

Recommended Council Action: An Ordinance amending Title 2 (Administration and Personnel), Chapter 2.40 (Building Commissioner), Sections 2.40.010, 2.40.020, 2.40.030, 2.40.040, and 2.40.050 of the Crest Hill City Code

Attachment:
Resolution