VILLAGE OF POPLAR GROVE

"A Great Place to Call Home"

200 Hill Street, Poplar Grove, IL 61065
Phone: (815) 765-3201 – Fax: (815)765-3571
www.villageofpoplargrove.com

September 2021

Clerk Monthly Report

General

IML was this month. We had some great classes while down there. Roxanne's office had a great presentation on social media policy. The clerk's office will be working with Roxanne's office to put a social media policy in place.

FOIA

We had 3 FOIA

1. Robin- Connie Description of requested public records: Issued building permits for both commercial and residential with a value of 100,000.00 and up. This request would like all information pertaining to these such as contractor name and addresses, property number, owner of said property, subdivision name and lot number if residential, residential demo permits. I would prefer this report by email. I am disclosing that this request is for commercial purposes.
2. Please advise if there are any Liens/Special assessments (open invoices) that are not recorded on the tax bill and / or if any special assessments have been transferred to the county to be assessed to the property taxes such as weeds, tall grass mowing, fees, fines etc for the below stated property. 209 Briarwood
   Please provide us with any information regarding lawn mowing fees, impact fees; utility account balances (Water, Sewer and Trash) for the property listed below.
3. Michael Bazz- Check your records and let us know if there are any open code violations, any citations, or tickets issues for lot mowing: clean up charges etc, any open water bills or special assessments on the property for 383 Prairie Knoll Dr.

PERMITS

For the month of August, we had 26 residential permits. We issued 6 stop work orders for the month of September. With the nice weather we are still seeing pools, decks and fences.

CODE

For the Month of September, we sent out 5 Notice of Violations. 3 of come into compliance. 1 we have given extra time to clean up the property and one is pulling a permit to fix the issue. B&F put 28 noncompliance stickers residents' doors. All of which have come into compliance.

We have started the demo process for 203 S State. The first inspection will take place the first week of October.