

MINUTES
CONSERVATION, PLANNING, AND ZONING COMMITTEE
WOODFORD COUNTY, ILLINOIS
TUESDAY, May 8, 2018
5:30 P.M.

1. Call to Order:

Chairman Kingdon called the meeting to order at 5:30 pm.

2. Roll Call: Doug Huser, Blake Parsons, Duane Kingdon, and Bryant Kempf were present. Andy Rokey was Excused.

3. Approval of Monthly claims: Motion was made by Huser to approve the claims, seconded by Rokey. *Motion Carried.*

4. Approval of April 10, 2018 Meeting Minutes

Motion to approve the February minutes made by Huser, seconded by Parsons. *Motion Carried*

5. Review of Executive Session Minutes: September 13, 2016, September 20, 2016, March 14, 2017 Motion to release or Keep Confidential. These will be reviewed next month.

6. Public Input: None

7. Unfinished Business:

a) Minonk Wind LLC Special Use - Meeting with company, Letter of Credit

Ms. Jording stated that Mr. Minger contacted her and asked if the committee could provide a list of all the Special Use violations the Wind farm currently has so he can send a letter requesting they correct the issues. Mr. Huser stated that 2.5 years ago right after Christmas he went with Mr. Jording to the States Attorney's office and discussed a list of violations. Nothing has been done. The committee stated that the wind farms violations are:

- Did not pay for decommissioning report
- No letter of credit on file for the new amount
- Not following the road agreement

It was discussed that any one of these items constitutes non-compliance with the Special Use. Ms. Jording stated she would provide this information to Mr. Minger.

b) Zoning Ordinance discussion* Section 28 WECS - security and roads – Kingdon

Mr. Kingdon noted that this was discussed last month. Ms. Jording stated she added the verbage to the proposed ordinance changes that will go to the ZBA in June.

c) Review/recommend changes to Woodford County Zoning Ordinance Section 22 – Signs

The committee discussed the need for changes in the sign section particularly the temporary signs and their placement in the right of way. Ms. Jording discussed that the temporary signs section has different placement requirements for different types of signs, they should all have the same placement guidelines. Mr. Huser discussed placing a provision in the ordinance that signs in violation may be removed immediately. Ms. Jording discussed that policing the signs is a time consuming and there is not enough staffing in the zoning office to patrol the entire county and find these sign violations. Ms. Jording discussed that she would like to review sign rules for commercial or Special Uses in Agriculture district for signs. She discussed that she will review the sign section when time allows. Mr. Huser recommended including that the Special use may allow a sign if it is part of the application. Ms. Jording discussed that perhaps a sign rules letter could be added to the election materials mailed out to candidates.

d) Discuss establishing commercial Development Zones/Standards for recommending Re-zoning vs. Special Use

The committee discussed that they prefer to continue to push for Special Use over re-zoning unless the parcel adjoins existing commercial or industrial districts. This will allow for review of future uses and does not permanently re-zone a parcel for a potentially temporary activity.

e) Permit Fees discussion

Mr. Kingdon discussed that he would like to review the ZBA fee reductions effect on the revenue vs costs after several years of the new cost structure. Ms. Jording discussed looking at the permitting fees, possible

raising the Single Family Dwelling fee. Mr. Huser discussed reducing the shed permitting fee. Ms. Jording also discussed that the fee structure for accessory and additions jumps after 1500 sq ft from \$.10 a sq ft to \$.15 a sq ft. Mr. Kingdon stated this will stay on the agenda for further discussion.

f) Court reporter for ZBA Hearings verbiage

Ms. Jording added to the verbiage changes that will go to the ZBA in June.

g) Zoning ordinance changes required from proposed subdivision code changes

Ms. Jording discussed that these are the changes requested for the road agreements, court reporter as well as the changes driven from the proposed changes to the subdivision Code. These will need to go to the ZBA for their recommendation and review. Ms. Jording asked the committee to review the ordinance and the subdivision code to ensure all needed changes have been identified. The committee is ready for this to go to the ZBA.

h) Subdivision Code Changes and recommendations

Mr. Bob Cherveney discussed his concerns with the surveyors certifying the entrances. He discussed that he is both a certified engineer and a licensed surveyor and he feels that this is reasonably within the duties of the surveyors according to the surveyors act. He discussed that he feels this will look out for the property owner dividing the land and also for the tax payers by keeping the highway department from having to spend large amounts of time on determining entrances. Ms. Jording discussed that they had discussed last month moving the certification out of the surveyors signature block and placed a requirement into the code that surveyors must contact the highway department about entrances. The language was discussed and it was determined adjusting the verbiage in 6.1 and 10.5 to read:

Surveyors shall contact the County Highway Department or the appropriate Township Road Commissioner to determine if the entrance proposed and sited by land surveyor shall require a site visit to determine if the entrance meets required safety standards. Entrances shall comply with all applicable access requirements.

The committee and highway department felt that would be a satisfactory change and would produce a better product than the highway department is currently seeing.

Mr. Huser made the motion to send the draft of the Land subdivision ordinance to the full board for review, seconded by Parsons. *Motion Carried.*

Ms. Jording noted that the changes to the Zoning Ordinance will need to go to the ZBA in June for approval before the Land Subdivision Ordinance can be approved at the County Board level.

8. New Business:

Discuss joining fee study with Assessment and County Clerk (discussed at County Offices Committee)

Adopt-a Lot agreement for Dan Richey 1271 Sunset Dr

Adopt-a Lot agreement for Dan Richey 1273 Sunset Dr

Adopt-a Lot agreement for Dan Richey 1293 Sunset Dr

Adopt-a Lot agreement for Dan Richey 1295 Sunset Dr

Ms. Jording discussed that Mr. Richey resides at 1279 Sunset Dr, between the two sets of lots. He would like to adopt them to keep them maintained and improve the appearance of the area.

9. Planning and Zoning Issues:

a) Wettstein Plat approval

Mr. Don Wettstein explained that he is dividing out his mother's house from the farm ground. Ms. Jording explained that Germantown Hills is in the review process now, she recommended the Committee approve contingent on approval by Germantown Hills. Motion to approve contingent of approval by Germantown Hills made by Huser, seconded by Kempf. *Motion Carried.*

10. Other:

a) Tri-County Regional Planning Commission report

b) ZBA Hearing - ZBA hearing on May 22

- Variance in allowable shed size
- 2 Solar Farms

Ms. Jording discussed that the variance is in Spring Bay Township for a shed larger than 1800 sq ft, the two solar farms, one in Cruger Township and one in Clayton Township, there are two interested party forms files for each

solar petition. Mr. Huser asked about overflow crowd, if there was concern about room capacity, the room can hold 128, it was determined that that should be sufficient.

c) Schedule special meetings (if necessary)

10. Executive Session (if necessary): None

11. Any action coming out of Executive Session: None

12. Adjournment:

Mr. Huser made the motion to adjourn at 7:40, seconded by Parsons. *Motion Carried.*

Lisa Jording, Secretary

Duane Kingdon, Chairman

Date