

ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)
July 12, 2016 – Meeting Minutes
Approved August 2, 2016

Senior Planner John Sterrett called the meeting to order at 9:00 a.m.

Present:

Scott Gryder – PBZ Committee Chair
Fran Klaas – Highway Department
David Guritz- Forest Preserve
Commander Mike Peters – Sheriff's Office
Aaron Rybski – Health Department
Greg Chismark – WBK Engineering, LLC
Brian Holdiman- PBZ Department
Megan Andrews – Soil & Water Conservation District
John Sterrett – PBZ Department

Absent: None

Audience: Attorney Dan Kramer; Robert Delaney; Jamie Bradley; David Renick

AGENDA

Mr. Gryder made a motion, seconded by Mr. Klaas, to approve the agenda as written. With a voice vote of all ayes the motion carried.

MINUTES

Mr. Guritz made a motion, seconded by Mr. Gryder, to approve the May 3, 2016 meeting minutes as written. With a voice vote of all ayes the motion carried.

PETITIONS

#16-14 – Robert Delaney

Mr. Sterrett outlined the request for a special use in the A-1 Agricultural District to operate an outdoor shooting range, which is permitted as a special use in the A-1 Agricultural District with certain requirements. The property is located at 16502 Church Road in Lisbon Township. The property is just under 40 acres. The petitioner has submitted a business narrative to the PBZ Department including proposing twenty-four (24) shooting lanes with twelve (12) future lanes. The proposed range is located on the far eastern portion of the property, just west of the existing ComED right-of-way. Thirty-six (36) parking stalls are proposed for the use. Although the County's Zoning Ordinance does not have a specific requirement for the number of parking stalls for an outdoor shooting range, the NRA Range Source book recommends at least 1.5 parking stalls for each shooting lane. The Zoning Ordinance requires that a 1,000' buffer is maintained between a shooting range and any residential dwelling units. The petitioner has submitted an exhibit that depicts 1,000' from the edge of the shooting range to the southeast corner of the nearest residential dwelling unit. The property is landlocked and does not have direct access onto Church Road. The petitioner has indicated that an easement for ingress and egress exists with the property owner to the west to obtain access on an gravel existing drive to Church Road. Staff has a series of conditions that are recommended primarily dealing with NRA standards. The conditions include:

- The shooting range operation shall conform with NRA standards established in the NRA Source Book
- Berming shall be a minimum height of twenty (20) feet per the NRA Range Source Book
- A sign shall be installed that is visible to all visitors of the shooting range that lists allowed firearm types, rules of operation – hearing and vision protection required
- A State recognized, nationally recognized or NRA Certified range supervisor shall be present at all times
- A range flag, a sign, or red light shall be displayed at all times when firing is taking place
- Access to the shooting range shall be controlled by a lockable gate.
- Hazardous waste plan addressing lead management required with a lead removal occurring at least once a year
- Submission of a maintenance bond annually for removal of lead
- Submission of the types of firearms to be used
- No discharge of lead shall occur into any wetlands

- No alcohol shall be allowed
- Sunday hours of operation shall be limited to 12:00pm to 8:00pm, or until one-half hour before dusk
- Baffles shall be installed to prevent projectiles from leaving the boundaries of the site
- All applicable Federal, State and County rules and regulations shall be adhered to
- Must meet all requirements of the Kendall County Health Department
- A stormwater management permit shall be approved prior to the start of construction
- Proposed signage shall meet the requirements of Section 12 of the Zoning Ordinance
- Lighting shall meet the standards of Section 11.02.F.12.d of the Zoning Ordinance
- Must adhere to the Performance standards of Section 10.01.F of the Zoning Ordinance

Attorney Dan Kramer, representing the petitioner, stated that the easement for the access onto Church Road is binding on all successors, heirs, and assigns and is a covenant running with the land. The engineer for the petitioner, Jamie Bradley, explained the layout of the proposed use including the gravel parking area and using portable toilets on the property. Mr. Bradley stated that as a future endeavor a building may be constructed to serve a check-in facility with restrooms. Mr. Bradley stated the range will be used for handguns. Mr. Bradley stated that stormwater management will be developed to address a future building on the site. Aaron Rybski of the Health Department asked about plans to develop septic facilities and stated that portable toilets are not best for long term use. Mr. Rybski stated that there is a non-community water well program that is applicable when a use has at least 25 patrons for 60 days each calendar year. Mr. Rybski suggested that the petitioner meet with the Health Department to discuss the requirements for well and septic as well as the possibility of using food trucks on site. David Guritz of the Forest Preserve District asked about the abatement of lead on the property. Mr. Sterrett stated that the Zoning Ordinance requires a hazardous waste plan addressing lead management be submitted. Staff is suggesting that in addition to this, there be a requirement that the property is screened of lead at least once a year and that a maintenance bond be submitted on an annual basis for lead removal. Megan Andrews of the Kendall County Soil and Water Conservation District (KCSWCD) asked about the type of berm that will be built. Mr. Bradley stated it will be an earthen berm. The KCSWCD will be doing an NRI Executive Report on the project.

Mr. Delaney elaborated on the use of portable toilets and that he anticipates they will be used on a short term basis. Mr. Delaney also stated that the hours of operation will be shortened on Sundays. Mr. Delaney indicated that he has been in contact with the Kendall County Sheriff's Office about the possible use of the range for the Sheriff's Office. Mr. Delaney stated that to address baffles, a sheltered structure can be constructed where the shooters are located to prevent projectiles from obtaining a trajectory that will leave the limits of the range. Mr. Gryder asked if concealed carry classes would be offered at the site. Mr. Delaney stated that it is anticipated to have concealed carry classes and that no shotguns or high powered firearms will be used. Only handguns will be used. Mr. Gryder stated that he has received questions from the public about some concerns and asked if Mr. Delaney has spoken to any of the neighbors about the proposed use. Mr. Delaney stated he has spoken to a few. Mr. Delaney stated that there will be fencing along the access the road on the subject property and fencing will be around the parking area and check in area. Mr. Gryder asked if the easement language addresses commercial uses. Attorney Kramer stated there are no specifics on the type of traffic on the easement. Mr. Delaney stated that as the volume of traffic increases on the access road he would be willing to upgrade it to tar and chip. David Guritz asked about wetlands on the property. Mr. Sterrett stated that there is a wetland at the northwest portion of the subject property but away from the shooting range. The Endangered Species Consultation report from IDNR did not identify any endangered or threatened species in the vicinity. Mr. Holdiman stated a condition should be placed on either the building permit or the special use that would provide a time limit for the use of the portable toilets and that plumbing will need to be addressed when the future building is constructed.

David Reinick described the operation of the range. New patrons to the range will be required to watch an 8-12 minute video about range safety and directions and then be required to view the video on an annual basis. A log will be kept of all those who have viewed the video to verify the last time that the video was watched. Each patron will be required to sign in when using the range. There will be range safety commands and signs posted throughout the range. Each range bay of 12 lanes will have one range safety officer to monitor. There will also be a certified chief range safety officer to oversee all the range bays as well as a daily inspection of the range. There will always be at least one employee per shooting bay that is open and one individual in the building at all times.

Without further questions or comments from the ZPAC committee, Mr. Sterrett stated the petition is schedule to go to the July 27th Plan Commission. Mr. Gryder made a motion, seconded by Mr. Klaas, to forward the petition onto the Plan Commission with a favorable recommendation. With a voice vote of all ayes, the motion carried.

#16-16 – Megan and Chris Jensen

Mr. Sterrett outlined the request for a special use in the A-1 Agricultural District to operate a landscape and excavating business at 7225 Caton Farm Road in Kendall Township on the north side of Caton Farm Road, just west of Church Road. Mr. Sterrett pointed out that excavating businesses are not permitted in the A-1 Agricultural District either by right or by special use and therefore the special use request may only include a landscape operation. Staff recommends that an additional condition be added to the special use ordinance that permits only uses typically found in landscape businesses and that the approval is not for an excavating business.

The operation will include landscape maintenance, installation of landscaping, and related activities. No yard waste will be stored on-site with the possible exception of balled trees and bushes that have been prepared for installation. No retail or wholesale material will occur on site. No outdoor storage will take place and all equipment will be kept within a proposed building. No landscape waste will be stored on-site. No more than three (3) employees will be part of the operation.

The petitioner has indicated that much of the equipment used in the landscaping business is related to excavating including diggers, small and large, and dump trucks used to haul dirt for installation of plant material.

A 16,000sf building is proposed on the north end of the property to be used for storage of all equipment. This building will require a building permit.

The property has an existing access point onto Caton Farm with an asphalt drive. The submitted site plan proposes a widening of this drive on the subject property as well as within the R.O.W. of Caton Farm Road.

No parking is identified on the site plan. A proposed gravel area is located to the north of the site surrounding a proposed 16,000sf building. The petitioners have indicated that there will be no more than three (3) employees reporting to the site and that no wholesale or retail will be offered to the public. Staff is of the opinion that this gravel parking area will be adequate for employee parking. This gravel area and the proposed pond near it may require a stormwater management permit.

No lighting is proposed with the exception of a security light at the south edge of the proposed building.

A proposed non-lit free-standing sign is depicted at the southwest corner of the property along Caton Farm Road. This sign is subject to the requirements of Section 12 of the Zoning Ordinance and must be setback at least ten (10) feet from the edge of the ROW.

The Zoning Ordinance requires all vehicles, equipment and materials associated with a landscaping business shall be stored entirely within an enclosed structure, unless otherwise permitted under the terms of this Special Use Permit. The petitioner has indicated all equipment will be stored within the proposed building satisfying this requirement.

Attorney Dan Kramer stated that Chris and Megan Jensen operate a landscape business currently out of their home on East High Point Road. There are no employees that will report to the site. No landscape materials will be brought back to the site. The petitioners intend to plant nursery stock and trees but will have no retail or wholesale sales. Attorney Kramer stated that the existing house will not change uses and will maintain as a home. The proposed 16,000sf building will have maintenance performed in it. Mr. Rybski stated that a triple basin interceptor will be required for oil changes. If a class V injection well is chosen by the property owners then the IEPA must be contacted by the property owners. Bathrooms or water supply to the building will require a small septic system. The non-community well program will not be applicable given the low intensity of the property.

Mr. Chismark stated a field tile survey is required as part of the stormwater management permit submittal. Based on the area of disturbance stormwater detention will be required. Attorney Kramer stated that an engineer will be involved as the site plan progresses. An NRI executive summary report will be prepared.

Mr. Sterrett stated that this petition will be heard at the July 27th Plan Commission meeting.

Mr. Klaas made a motion, seconded by Mr. Gryder, to forward the petition onto the Plan Commission with a favorable recommendation. With a voice vote of all ayes, the motion carried.

REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD

16-09 Joe Gomoll – A-1 Special Use for producing and selling products from items produced on and off-site and ancillary items – Approved by County Board 6.21.16

16-10 Whitetail Ridge – A-1 Special Use for Banquet Facility – Hearing Officer 7.7.16; PBZ 7.11.16

OLD BUSINESS

None

NEW BUSINESS

None

ADJOURNMENT

Mr. Klaas made a motion, seconded by Ms. Andrews, to adjourn. With a voice vote of all ayes, the motion carried. The ZPAC, at 9:41 am, adjourned.