

**MINUTES – UNOFFICIAL UNTIL APPROVED**  
**KENDALL COUNTY**  
**ZONING BOARD OF APPEALS MEETING**  
110 WEST MADISON STREET (109 WEST RIDGE STREET), THIRD FLOOR COURTROOM  
YORKVILLE, IL 60560  
**September 28, 2020 – 7:00 p.m.**

**CALL TO ORDER**

Chairman Randy Mohr called the Zoning Board of Appeals meeting to order at 7:00 p.m.

**ROLL CALL:**

Members Present: Scott Cherry, Cliff Fox, Tom LeCuyer, Randy Mohr, Dick Thompson, and Dick Whitfield

Members Absent: Karen Clementi

Staff Present: Matthew Asselmeier, AICP, CFM, Senior Planner

Others Present: Greg Dady, Gregg Ingemunson, and Michael Ballas

Chairman Mohr swore in Greg Dady, Gregg Ingemunson, and Michael Ballas.

**PETITIONS**

The Zoning Board of Appeals started their review of Amended Petition 20-01 at 7:52 p.m.

**Amended Petition 20 – 01 – Kendall County Planning, Building and Zoning Committee**

**Request:** Text Amendments to the Kendall County Zoning Ordinance Amending Recreational Vehicle Park and Campground Zoning Regulations and Repealing the 1983 Recreational Vehicle Park and Campground Regulations

**Purpose:** Proposal Updates the Recreational Vehicle Park and Campground Zoning Regulations

Mr. Asselmeier summarized the request.

At the end of 2019, the Kendall County Planning, Building and Zoning Committee started reviewing the existing 1983 Recreational Vehicle Park and Campground Regulations.

After review by the Committee and the State’s Attorney’s Office, the suggestion was made to incorporate the amended regulations into the Zoning Ordinance.

On August 26, 2020, the Kendall County Comprehensive Land Plan and Ordinance Committee reviewed the proposal and offered their suggested changes.

On August 31, 2020, the Kendall County Planning, Building and Zoning Committee initiated the text amendment to the Zoning Ordinance.

ZPAC reviewed this proposal at their meeting on September 1, 2020, and recommended approval by a vote of six (6) in favor and zero (0) in opposition. Four (4) members were absent. The minutes of this meeting were provided.

The Kendall County Regional Planning Commission reviewed this proposal at their meeting on September 23, 2020. Discussion occurred regarding the importance of maps of the campgrounds and recreational vehicle parks. Discussion also occurred regarding the need for picnickers to be included on the register. The Kendall County Regional Planning Commission recommended approval by a vote of eight (8) in favor and zero (0) in opposition. One (1) Commissioner was absent. The minutes of the meeting were provided.

The redlined proposal was sent to the townships on September 1, 2020. To date, no township has provided comments.

In summary, the proposed changes are as follows:

1. Repeals the 1983 Recreational Vehicle Park and Campground regulations in their entirety.
2. The purpose section from 1983 regulations was not incorporated into the Zoning Ordinance because a purpose section already exists in the Zoning Ordinance.
3. The definitions of Camper, Sanitary Station, Service Buildings, and Tent were added to the Zoning Ordinance from the 1983 regulations.
4. The definition of Collector Streets or Collector Roads was added to the Zoning Ordinance, but requires discussion.
5. The definition of Minor Streets was added to the Zoning Ordinance, but requires discussion.
6. The definition of Picnicker was added to the Zoning Ordinance.
7. The definition of Recreational Vehicle Park or Campground was added from the 1983 regulations and additional language was added regarding permanent place of abode.
8. The definition of Register was added to the Zoning Ordinance.
9. The definition of Accessory Building or Use was amended.
10. The definition of Lot was amended.
11. The definition of Recreational Areas was amended.
12. The definition of Recreational Vehicles was amended by incorporating the language from the 1983 regulations combined with the existing definition found in the Zoning Ordinance. Also, the reference to pickup campers was deleted. Finally, the reference to jet skis, boats, snowmobiles, and other similar vehicles was clarified to apply to the parking regulations only.
13. Section 2 from the 1983 regulations was placed inside the Zoning Ordinance with an amendment that the reference to the Kendall County ACSC office was changed to the Soil and Water Conservation District (Section a.6.xv).

14. Throughout the regulation, reference to the Zoning Department was changed to the Planning, Building and Zoning Department.
15. Throughout the regulation, numbers are spelled out completely.
16. Section 3 from the 1983 regulation was placed inside the Zoning Ordinance.
17. The minimum lot size of twenty (20) acres was changed to minimum parcel size of twenty (20) acres (Section e).
18. The twenty percent (20%) maximum forest clearance was changed to exempt the clearing of invasive species. The definition of invasive species would be set by the Illinois Department of Natural Resources (Section k).
19. The reference to the Kendall County Soil and Erosion Ordinance was changed to Stormwater Management Ordinance (Section n).
20. Lots in a park or campground would need to be clearly marked on the ground with landmarks on the lot corners and lot signage would be approved by the local fire protection district (Section dd).
21. The requirement that campgrounds and parks not cause demands that increase additional public funds to be expended for fire or police services was deleted because this requirement was difficult to quantify (Section hh). The subsequent sections of would be re-lettered to reflect this deletion.
22. The requirement that no permanent resident is allowed to live at a campground or recreational vehicle park was added and a recreational vehicle or tent would not be considered a location within a recreational vehicle park or campground. A camp caretaker would be exempt from the permanent resident requirement (Section jj).
23. The penalties section from the 1983 regulations was removed because a penalties section already exists in the Zoning Ordinance.
24. The requirement that recreational vehicle parks and campgrounds provide their registers to the Planning, Building and Zoning Department, Health Department, law enforcement agencies with jurisdiction, and the local fire protection district upon request was added. The register would be required to be updated daily at minimum. The register shall include campers, picnickers, and other visitors (Section kk.3).
25. A reasonable notice requirement for inspections was added (Section kk.4).
26. The Health Department standards were clarified to apply to all Health Department standards (Section ll).
27. Applicants must seek approval from fire and police departments at the time of application submittal for the special use permit (Section mm).

28. A street sign requirement was added and all trails shall be marked at their beginnings and ends (Section nn).
29. Submitting a map to KenCom and a timeline for changing the map was added (Section oo).
30. The maximum continuous stay requirement that is currently in Zoning Ordinance was deleted.
31. Section 9.04.C.15, regarding recreational camps and recreational vehicle parks as special uses in the B-4, M-1, and M-2 District was changed to reference the A-1 special use requirements.

A copy of the 1983 regulations and the redlined version of this proposal were provided.

Member Fox asked if the information required for submittal was similar to subdivisions in terms of utilities. Mr. Asselmeier responded that the information required for submittal is the same information required for other special use permits and that some lots within the campground or recreational vehicle park may be primitive and not have water or sewer facilities for a given lot.

Chairman Mohr asked if existing campgrounds and recreational vehicle parks were grandfathered. Mr. Asselmeier stated that the existing campgrounds and recreational vehicle parks were grandfathered unless they changed their special use permit.

Chairman Mohr asked about enforcement in cases of permanent residents. Mr. Asselmeier responded that the campground or recreational vehicle park is notified to remove the permanent resident. If the campground or recreational vehicle park does not remove the permanent resident, then they are prosecuted through the ordinance enforcement process.

Discussion occurred regarding trail maintenance. The consensus of the Board was that the recreational vehicle park or campground's insurance company would have concerns regarding trail maintenance.

Chairman Mohr opened the public hearing at 8:06 p.m.

Michael Ballas requested clarification on grandfathering. Mr. Asselmeier explained the amendment process for existing special use permits. The existing campgrounds and recreational vehicle parks should assume that if they change their site plans, even for minor amendments, the new regulations would apply.

Staff will note in the files of existing campgrounds that they are grandfathered.

Chairman Mohr closed the public hearing at 8:10 p.m.

Member Whitfield made a motion, seconded by Member Fox, to recommend approval of the text amendment as presented.

The votes were as follows:

Ayes (6): Cherry, Fox, LeCuyer, Mohr, Thompson, and Whitfield  
Nays (0): None  
Absent (1): Clementi

The motion passed.

The townships will be notified of the results of the hearing.

This proposal will go to the Kendall County Planning, Building and Zoning Committee on November 9, 2020.

The Zoning Board of Appeals completed their review of Amended Petition 20-01 at 8:12 p.m.

**PUBLIC COMMENTS**

Mr. Asselmeier reported that the County received a request from Grainco FS to amend the Future Land Use Map for their property on Wabena Avenue. Grainco FS would also like to rezone the property to M-1 Limited Manufacturing.

**ADJOURNMENT OF THE ZONING BOARD OF APPEALS**

Member LeCuyer made a motion, seconded by Member Cherry, to adjourn. With a voice vote of six (6) ayes, the motion carried.

The Zoning Board of Appeals meeting adjourned at 8:18 p.m.

The next hearing/meeting will be on November 2, 2020.

Respectfully submitted by,  
Matthew H. Asselmeier, AICP, CFM  
Senior Planner

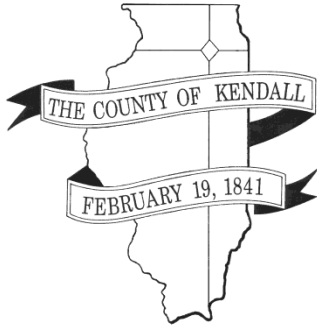
**Exhibits**

1. Memo on Amended Petition 20-01 Dated September 25, 2020
2. Certificate of Publication for Amended Petition 20-01 (Not Included with Report but on file in Planning, Building and Zoning Office).

**KENDALL COUNTY  
ZONING BOARD OF APPEALS  
SEPTEMBER 28, 2020**

In order to be allowed to present any testimony, make any comment, engage in cross-examination, or ask any question during this public hearing, you must enter your name, address, and signature on this form prior to the commencement of the public hearing. By signing this registration sheet, you agree that you understand that anything you say will be considered sworn testimony, and that you will tell the truth, the whole truth and nothing but the truth.

NAME	ADDRESS	SIGNATURE
Greg Ferguson		
Michael Ballas		



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**DEPARTMENT OF PLANNING, BUILDING & ZONING**

111 West Fox Street • Room 203

Yorkville, IL • 60560

(630) 553-4141

Fax (630) 553-4179

**MEMORANDUM**

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**To:** Kendall County Zoning Board of Appeals

**From:** Matthew H. Asselmeier, AICP, CFM Senior Planner

**Date:** 9/25/2020

**Subject:** Petition 20-01 Amendment to the Kendall County Recreational Vehicle Park and Campground Regulations

At the end of 2019, the Kendall County Planning, Building and Zoning Committee started reviewing the existing 1983 Recreational Vehicle Park and Campground Regulations.

After review by the Committee and the State's Attorney's Office, the suggestion was made to incorporate the amended regulations into the Zoning Ordinance.

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18. The twenty percent (20%) maximum forest clearance was changed to exempt the clearing of invasive species. The definition of invasive species would be set by the Illinois Department of Natural Resources (Section k).
19. The reference to the Kendall County Soil and Erosion Ordinance was changed to Stormwater Management Ordinance (Section n).
20. Lots in a park or campground would need to be clearly marked on the ground with landmarks on the lot corners and lot signage would be approved by the local fire protection



district (Section dd).

21. The requirement that campgrounds and parks not cause demands that increase additional public funds to be expended for fire or police services was deleted because this requirement was difficult to quantify (Section hh). The subsequent sections of would be re-lettered to reflect this deletion.
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24. The requirement that recreational vehicle parks and campgrounds provide their registers to the Planning, Building and Zoning Department, Health Department, law enforcement agencies with jurisdiction, and the local fire protection district upon request was added. The register would be required to be updated daily at minimum. The register shall include campers, picnickers, and other visitors (Section kk.3).
25. A reasonable notice requirement for inspections was added (Section kk.4).
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31. Section 9.05.C.15, regarding recreational camps and recreational vehicle parks as special uses in the B-4, M-1, and M-2 District was changed to reference the A-1 special use requirements.

A copy of the 1983 regulations and the redlined version of this proposal are attached.

If you have any questions, please let me know.

Thanks,

MHA

Encs.: 1983 Regulations  
Redlined Proposal  
September 1, 2020 ZPAC Minutes  
September 23, 2020 Kendall County Regional Planning Commission Minutes

KENDALL COUNTY  
RECREATIONAL VEHICLE PARK  
AND CAMPGROUND REGULATIONS

1.00 PURPOSE

This ordinance is designed to:

- 1.01 Protect and maintain productive agricultural lands;
- 1.02 Protect and maintain the future development of agricultural operations by protecting existing agricultural operations from incompatible uses;
- 1.03 Prevent excessive increases in public service costs by directing proposed campgrounds to areas served by or adjacent to public service facilities;
- 1.04 Protect the County's high quality recreational resource areas including wooded areas, natural watercourses, ponds, wetlands, unique topographic features, and slopes exceeding 10%, and,
- 1.05 Insure that Recreational Vehicle Parks and Campgrounds maintain the high quality of the County's recreational resource areas.

2.00 DEVELOPMENT APPLICATION AND SITE PLAN REQUIREMENTS

2.01 All applications for a permit to operate a recreational vehicle park or campground shall contain the following:

- a. Name, address and telephone number of applicant.
- b. Percentage of interest of the applicant and/or owners in the proposed campground.
- c. Name and address of all persons holding an interest or having an interest in the proposed campground.
- d. Location, address and legal description of the entire proposed campground.
- e. Existing zoning of subject property and all adjacent properties.
- f. Complete engineering plans and specifications of the proposed campground showing:
  1. The area and dimensions of the entire tract of land;
  2. The number, location and size of all lots intended for use by recreational vehicles or tents;
  3. The number, location and size of all unimproved, partially improved and fully improved lots;
  4. The location, right-of-way and surfaced roadway width and surfacing materials of roadways and walkways;
  5. The location of proposed interior vehicular and pedestrian circulation patterns;
  6. The location of service buildings, sanitary stations and any other existing or proposed structures;
  7. The location of water and sewer lines;
  8. Plans and specifications of all buildings constructed or to be constructed within the campground;
  9. Plans and specifications of the water supply, refuse and sewage disposal facilities, pet exercise and sanitation areas;

10. The location and details of lighting and electrical systems;
11. The location of fire hydrants, if provided;
12. Location of all drainage easements to comply with County drainage plans.
13. Quantity and point or area of departure of storm water runoff prior to and subsequent to construction of the proposed RV park.
14. Erosion control and landscaping plans;
15. Kendall County ASCS soils report;
16. The calendar months of the year during which the applicant will operate the proposed campground.

Where a campground development is proposed for construction in a series of stages, a master plan for the development of the entire tract of land shall be submitted along with the detailed plans and specifications for the initial stage, as well as any subsequent stages.

2.02 Every application for the construction, operation, maintenance and occupancy for a campground shall be accompanied with plans and specifications, fully setting out the trailer spaces, the position of each RV, motor vehicle parking spaces, the driveway giving access thereto and a plan of landscaping. Before any permit is issued for a campground and the use thereof, the plans and specifications shall first be approved by the Kendall County Building and Zoning Department and the Kendall County Health Department, taking into account all the provisions as set out herein, as well as such special conditions as may be imposed by the Kendall County Board or its specified subcommittee, and provided further that said plans and specifications are in accordance with State regulations governing campgrounds.

2.03 After completing the necessary zoning requirements and when upon review of the application, the Building and Zoning Department has determined that the proposed plan meets all requirements of this Ordinance, a permit shall be issued.

### 3.00 CRITERIA TO BE USED IN EVALUATING RECREATIONAL VEHICLE PARKS

- 3.01 Compatibility with nearby agricultural and other land uses;
- a. The park or campground must be screened from nearby agricultural and other land uses by a vegetative buffer other than multiflora rose or honeysuckle. The width of the buffer should vary in proportion to the maximum campground or park population up to a maximum of 300 feet.
  - b. The periphery of the park or campground, except at designated access roads, must be completely enclosed and maintained by a fence which will not permit people or farm animals to pass through it;
  - c. The park or campground must maintain litter control and refuse collection so as to prevent litter or refuse from blowing onto or otherwise being deposited on nearby lands;
  - d. Traffic from the park or campground must not seriously impair the movement of or cause hazard to agricultural and vehicular traffic.
- 3.02 Maintaining and protecting high quality recreational resource areas;
- a. All lands classified as floodplains shall remain in permanent open space;
  - b. No more than 20% of any forest shall be cleared or developed and the remaining 80% shall be retained in permanent open space;
  - c. All ponds, wetlands, and watercourses shall be left in permanent open space and no dredging, filling, or diversion of water shall be permitted;

- d. Storm water runoff shall be limited to the rate which would occur under natural conditions;
- e. All ponds, wetlands, and watercourses are to be protected from erosion and sedimentation in accordance with the Kendall County Soil and Erosion ordinance;
- f. Areas with slopes greater than 15% are to be retained in permanent open space;
- g. Scenic views from public highways or adjoining lands must be maintained.

3.03 Insuring high quality recreational vehicle parks or campgrounds.

- a. The park or campground should provide separate circulation systems for vehicles and pedestrians;
- b. Access to the park must be safe and convenient;
- c. To insure adequate open space and protection of resource areas, lots within the park or campground should be clustered;
- d. Internal roads, except one main collector road, should be one way and no wider than 18';
- e. Collector roads should be no wider than 24';
- f. Recreation facilities within the park should be in proportion to the maximum park population;
- g. Recreational space within the park should be in proportion to the maximum park population and may include up to 60% of the park or campground;
- h. Water supply and waste disposal facilities shall be designed, constructed and maintained in accordance with Health Department regulations.
- i. The storage, collection and disposal of refuse shall be performed as to minimize accidents, fire hazards, air pollution, odors, insects, rodents or other nuisance conditions;
- j. No parking is permitted on interior roads;
- k. All outdoor cooking facilities shall be located, constructed, and maintained to minimize fire hazard and smoke nuisance;
- l. All accessory uses should be limited to park residents;
- m. There shall be no indication of retail accessory uses visible from any public road or street;
- n. Lots in the park or campground must be at least 1500 square feet;
- o. Trailers and accessory structures must be separated from one another by at least 10 feet in all directions;
- p. Off street parking is to be provided at the rate of 2.25 parking spaces per lot.

3.04 Prevent excessive increases in Public Service Costs.

- a. Traffic generated by the maximum park or campground population must not exceed capacities of the local traffic network or cause public funds to be used for traffic safety or control improvements;
- b. Demands produced by the park or campground for fire or police service must not cause additional public funds to be used to maintain current service levels;
- c. Demands for public water or sanitary waste disposal must not overburden current facilities;
- d. No recreational vehicle or trailer shall be used as a permanent place of abode. Continuous occupancy beyond three months is considered to be permanent.

4.00 PENALTIES

Any person who violates any provision of this Ordinance shall upon conviction be punished by a fine of not less than \$200 nor more than \$500; each day's failure of compliance with any such provision shall constitute a separate violation.

5.00 INSPECTION OF RECREATIONAL VEHICLE PARK OR CAMPGROUND

5.01 The Building and Zoning Department and the Health Department are hereby authorized and directed to make such inspections as are necessary to determine satisfactory compliance with this Ordinance, but in no case shall such inspection take place less than once per year.

5.02 The Zoning Department and the Health Department shall have the power to enter at reasonable times upon any private or public property for the purpose of inspecting and investigating conditions relating to the enforcement of this Ordinance.

5.03 The Zoning Department and the Health Department shall have the power to inspect the register containing a record of all campers and picnickers of the park.

5.04 It shall be the duty of the park management to give the Zoning Department and the Health Department free access to all lots and other areas at reasonable times for the purpose of inspection.

5.05 It shall be the duty of every camper or picnicker in the park to give the owner thereof or his agent or employee access to any part of such recreational vehicle park at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this Ordinance and to facilitate inspections.

6.00 DEFINITIONS

ACCESSORY BUILDINGS. Those buildings which house facilities or services relating to recreational uses at the park or campground.

CAMPER. Any person or persons occupying a recreational vehicle and/or tent for recreational purposes.

COLLECTOR STREETS. Any park street which extends from a park entrance street and intersects with three or more other streets or any street which intersects with five or more other streets or any street which extends for more than 1200 feet.

DAILY USER. Any person or persons using the park for recreational purposes on a daily basis.

GROUP CAMPING. The assembly of not more than 30 recreational vehicles and/or tents when registered as a group in advance with the park management. Normally, these groups are youth, scouting and clubs in an approved designated area for the purpose of recreational camping.

HEALTH AUTHORITY. The Kendall County Health Department or the Illinois Department of Public Health.

LOT. A parcel of land designated on the official plot plan for the placement of a single recreational vehicle or tent and for the exclusive use of its occupants.

MINOR STREETS. Any park street which is not a collector street.

Kendall County Recreational Vehicle Park and Campground Regulations

RECREATIONAL AREA. Area which is set aside for non-camping use. Recreational areas may include space for service buildings and/or accessory buildings as well as natural open space, children's playgrounds and other recreational facilities.

RECREATIONAL VEHICLE (RV). A vehicular portable structure designed as a temporary dwelling for travel, recreational or vacation uses, and to be used without a permanent foundation.

RECREATIONAL VEHICLE PARK OR CAMPGROUND. A contiguous parcel of land which has been developed for the non-permanent placement of recreational vehicles and/or tents. Recreational Vehicle Parks may not be operated in whole or in part for the lease or rent of such vehicles by the park owner(s) or operator(s), nor can any such vehicle be inhabited for purposes of permanent year-round dwelling units.

SANITARY STATION. Facility used for removing and disposing of wastes from RV holding tanks.

SERVICE BUILDINGS. Those required in all parks or campground, including those which house sanitary facilities, shelters.

TENT. Collapsible shelter of canvas or other material stretched and sustained by poles fixed in the ground and used for a temporary outdoor camping shelter.

PASSED THIS 14th day of  
June, 1983.

ATTEST:

  
\_\_\_\_\_  
Jean P. Brady, Clerk

  
\_\_\_\_\_  
Frank Coffman, Chairman  
Kendall County Board

## RV Park and Campground Amendments (8-31-20)

Repeal 1983 Recreational Vehicle Park and Campground Regulations in their entirety.

Amend Section 3.02 by adding the following terms and definitions:

**CAMPER.** Any person or persons occupying a recreational vehicle and/or tent for recreational purposes.

**CAMPGROUND AND RECREATIONAL VEHICLE PARK COLLECTOR STREETS OR COLLECTOR ROADS.** Any park street which extends from a park entrance street and intersects with three or more other streets or any street which intersects with five or more streets or any street which extends for more than **one thousand two hundred feet (1200') feet.**

**CAMPGROUND AND RECREATIONAL VEHICLE PARK MINOR STREETS.** Any park street which is not a collector street.

**CAMPGROUND AND RECREATIONAL VEHICLE PARK SANITARY STATION.** Facility used for removing and disposing of wastes from RV holding tanks.

**CAMPGROUND AND RECREATION VEHICLE PARK SERVICE BUILDINGS.** Those required in all parks or campground, including those which house sanitary facilities, shelters.

**PICNICKER.** Any person or persons that visits the recreational vehicle park or campground, but does not stay overnight and is not employed by the recreational vehicle park or campground.

**RECREATIONAL VEHICLE PARK OR CAMPGROUND.** A contiguous parcel of land which has been developed for the non-permanent placement of recreational vehicles and/or tents. Recreational Vehicle Parks may not be operated in whole or in part for the lease or rent of such vehicles by the park owner(s) or operator(s), nor can any such vehicle be inhabited **as a permanent place of abode as defined in Section 7:01.D.**

**REGISTER.** In cases of recreational vehicle parks and campgrounds, a listing of the names, make of car, and license plate number of all campers and picnickers. Said list shall identify each person as a camper or a picnicker, the date the person arrived on the property, and the date that the person left the property. In the case of campers, the register shall also list which lot(s) the person camped.

**TENT.** Collapsible shelter of canvas or other material stretched and sustained by poles fixed in the ground and used for a temporary outdoor camping shelter.



Amend Section 3.02 by changing the following terms and definitions:

ACCESSORY BUILDINGS OR USE. An "accessory building or use" is one which:

1. Is subordinate to the principal building or principal use served in terms of area and function; and
2. Contributes to the comfort, convenience, or necessity of occupants of the principal use served.

**In cases of recreational vehicle parks and campgrounds**, accessory buildings or **accessory structures** are those buildings which house facilities or services relating to recreational uses at the park or campground.

LOT. A parcel of land legally described as a distinct portion or piece of land of record.

**In cases of recreational vehicle parks and campgrounds**, a lot is a parcel of land designated on the official plot plan for the placement of a single recreational vehicle or tent and for the exclusive use of its occupants.

RECREATIONAL AREAS. Parks and open space devoted primarily to the pursuit of outdoor recreational activities such as golf courses, fishing lakes, playgrounds, trails and nature preserves; does not include outdoor commercial sporting activities. **In cases of recreational vehicle parks and campgrounds**, areas which are set aside for non-camping use. Recreational areas may include space for service buildings and/or accessory buildings as well as natural open space, children's playgrounds and other recreational facilities.

RECREATIONAL VEHICLE (RV). A vehicular portable structure designed as a temporary dwelling for travel, recreational or vacation uses, and to be used without a permanent foundation or a vehicle that is built on a single chassis, designed to be self-propelled or permanently towable by a light duty vehicle, and designed primarily for recreation, camping, travel or seasonal use. For purposes of regulation in this code, **pickup campers**, jet skis, boats, snowmobiles, or similar vehicles shall also be considered to be recreational vehicles **for the purposes of parking regulations**.

Delete Section 7.01.D.43 and Replace with the Following:

7.01.D.43 (Special Uses in the A-1)

Recreational camps and recreational vehicle parks subject to the following conditions:

- a. All applications for a permit to operate a recreational vehicle park or campground shall contain the following:
  1. Name, address and telephone number of applicant.
  2. Percentage of interest of the applicant and/or owners in the proposed campground.
  3. Name and address of all persons holding an interest or having an interest in the proposed campground.

4. Location, address and legal description of the entire proposed campground.
5. Existing zoning of subject property and all adjacent properties.
6. Complete engineering plans and specifications of the proposed campground showing:

- i. The area and dimensions of the entire tract of land;
- ii. The number, location and size of all lots intended for use by recreational vehicles or tents;
- iii. The number, location and size of all unimproved, partially improved and fully improved lots;
- iv. The location, right-of-way and surfaced roadway width and surfacing materials of roadways and walkways;
- v. The location of proposed interior vehicular and pedestrian circulation patterns;
- vi. The location of service buildings, sanitary stations and any other existing or proposed structures;
- vii. The location of water and sewer lines;
- viii. Plans and specifications of all buildings constructed or to be constructed within the campground;
- ix. Plans and specifications of the water supply, refuse and sewage disposal facilities, pet exercise and sanitation areas;
- x. The location and details of lighting and electrical systems;
- xi. The location of fire hydrants, if provided;
- xii. Location of all drainage easements to comply with County drainage plans.
- xiii. Quantity and point or area of departure of storm water runoff prior to and subsequent to construction of the proposed RV park.
- xiv. Erosion control and landscaping plans;
- xv. Kendall County **ASGS Soil and Water Conservation District** soils report;
- xvi. The calendar months of the year during which the applicant will operate the proposed campground.

- b. Where a campground development is proposed for construction in a series of stages, a master plan for the development of the entire tract of land shall be submitted along with the detailed plans and specifications for the initial stage, as well as any subsequent stages.
- c. Every application for the construction, operation, maintenance and occupancy for a campground shall be accompanied with plans and specifications, fully setting out the trailer spaces, the position of each RV, motor vehicle parking spaces, the driveway giving access thereto and a plan of landscaping. Before any permit is issued for a campground and the use thereof, the plans and specifications shall first be approved by the Kendall County **Planning**, Building and Zoning Department and the Kendall County Health Department, taking into account all the provisions as set out herein, as well as such special conditions as may be

imposed by the Kendall County Board or its specified subcommittee, and provided further that said plans and specifications are in accordance with State regulations governing campgrounds.

- d. After completing the necessary zoning requirements and when upon review of the application, the **Planning**, Building and Zoning Department has determined that the proposed plan meets all requirements of this Ordinance, a permit shall be issued.
- e. The minimum **lot parcel** size must be **twenty** (20) acres.
- f. The park or campground must be screened from nearby agricultural and other land uses by a vegetative buffer other than multiflora rose or Honeysuckle. The width of the buffer should vary in proportion to the maximum campground or park population up to a maximum of **three hundred feet (300') feet**.
- g. The periphery of the park or campground, except at designated access roads, must be completely enclosed and maintained by a fence which will not permit people or farm animals to pass through it;
- h. The park or campground must maintain litter control and refuse collection so as to prevent litter or refuse from blowing onto or otherwise being deposited on nearby lands;
- i. Traffic from the park or campground must not seriously impair the movement of or cause hazard to agricultural and vehicular traffic.
- j. All lands classified as floodplains shall remain in permanent open space;
- k. No more than **twenty percent (20%)** of any forest shall be cleared or developed and the remaining **eighty percent (80%)** shall be retained in permanent open space; **this provision does not apply to the clearing of invasive species. Invasive species shall be defined by the Illinois Department of Natural Resources.**
- l. All ponds, wetlands, and watercourses shall be left in permanent open space and no dredging, filling, or diversion of water shall be permitted;
- m. Storm water runoff shall be limited to the rate which would occur under natural conditions;
- n. All ponds, wetlands, and watercourses are to be protected from erosion and sedimentation in accordance with the Kendall County **Soil and Erosion ordinance Stormwater Management Ordinance**;

- o. Areas with slopes greater than **fifteen percent (15%)** are to be retained in permanent open space;
- p. Scenic views from public highways or adjoining lands must be maintained.
- q. The park or campground should provide separate circulation systems for vehicles and pedestrians;
- r. Access to the park must be safe and convenient;
- s. To insure adequate open space and protection of resource areas, lots within the park or campground should be clustered;
- t. Internal roads, except one main collector road, should be one way and no wider than **eighteen feet (18')**;
- u. Collector roads should be no wider than **twenty-four feet (24')**;
- v. Recreation facilities within the park should be in proportion to the maximum park population;
- w. Recreational space within the park should be in proportion to the maximum park population and may include up to **sixty percent (60%)** of the park or campground;
- x. Water supply and waste disposal facilities shall be designed, constructed and maintained in accordance with Health Department regulations.
- y. The storage, collection and disposal of refuse shall be performed as to minimize accidents, fire hazards, air pollution, odors, insects, rodents or other nuisance conditions;
- z. No parking is permitted on interior roads;
- aa. All outdoor cooking facilities shall be located, constructed, and maintained to minimize fire hazard and smoke nuisance;
- bb. All accessory uses should be limited to park residents;
- cc. There shall be no indication of retail accessory uses visible from any public road or street;

dd. Lots in the park or campground must be at least **one thousand five hundred (1500) square feet and clearly marked on the ground with landmarks on the lot corners and lot signage approved by the local fire protection district;**

ee. Trailers and accessory structures must be separated from one another by at least **ten feet (10') feet** in all directions;

ff. Off street parking is to be provided at the rate of **two point two five (2.25)** parking spaces per lot.

gg. Traffic generated by the maximum park or campground population must not exceed capacities of the local traffic network or cause public funds to be used for traffic safety or control improvements;

~~hh. Demands produced by the park or campground for fire or police service must not cause additional public funds to be used to maintain current service levels;~~

ii. Demands for public water or sanitary waste disposal must not overburden current facilities;

~~jj. No recreational vehicle or trailer tent, or other location within a recreational vehicle park or campground shall be used as a permanent place of abode. Continuous occupancy within the recreational vehicle park or campground beyond three (3) months is considered to be permanent. If the address of the recreational vehicle park or campground is listed as a person's address on any government issued document, including, but not limited to, any government roll or registry (such as a voter roll or registry), or any application or enrollment information for a public, private, or parochial educational institution, the recreational vehicle park or campground shall be considered that person's permanent place of abode, regardless of the length of that person's occupancy. This provision shall not apply to campground caretakers.~~

kk. Inspections

1. The **Planning**, Building and Zoning Department and the Health Department are hereby authorized and directed to make such inspections as are necessary to determine satisfactory compliance with this Ordinance, but in no case shall such inspection take place less than once per year.
2. The **Planning, Building and Zoning** Department and the Health Department shall have the power to enter at reasonable times **and upon reasonable notice** upon any private ~~or public~~ property for the purpose of inspecting and investigating conditions relating to the enforcement of this Ordinance.
3. **The owner of the recreational vehicle park or campground, or his agent or employee, shall be required to maintain a register containing a record of all campers, picnickers, and visitors in the park or campground.** The

- Planning, Building and Zoning Department and the Health Department, law enforcement agency with jurisdiction, and the local fire protection district shall have the power to inspect the register upon request. containing a record of all campers and picnickers of the park. The register shall be updated daily at minimum.**
4. It shall be the duty of the park management to give the **Planning, Building and Zoning Department** and the Health Department free access to all lots and other areas at reasonable times **and upon reasonable notice** for the purpose of inspection.
  5. It shall be the duty of every camper or picnicker in the park to give the owner thereof or his agent or employee access to any part of such recreational vehicle park at reasonable times for the purpose of making such repairs or alterations as are necessary to effect compliance with this Ordinance and to facilitate inspections.
- II. All standards of the Health Department **are shall be met in accordance with the requirements set forth in the most recent version of the Kendall County Food Establishment Sanitation Ordinance and Kendall County Food Establishment Sanitation Ordinance.**
- mm. Must seek approval from the **Fire and police departments at the time of application submittal for the special use permit.**
- nn. Adequate directional signage must be throughout the property, **including street signs. All trails shall be marked at their beginnings and ends.**
- oo. **A map of the recreational vehicle park or campground shall be supplied to KenCom. At minimum, the map shall show the location and names or numbers of all lots and trails in the recreational vehicle park or campground and the location and names of all streets and trails. Changes to the map or any identification information on the map shall be reported to KenCom within thirty (30) days of the change.**
- ~~pp. Maximum continuous stay shall not exceed 90 days.~~

Delete Section 9.05.C.15 and Replace with the Following: (Special Uses in B-4, M-1, and M-2 Districts).

Recreational camps and recreational vehicle parks subject to the conditions contained in Section 7.01.D

**ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)  
September 1, 2020 – Unapproved Meeting Minutes**

PBZ Chairman Matthew Prochaska called the meeting to order at 9:03 a.m.

Present:

Matt Asselmeier – PBZ Department  
Brian Holdiman – PBZ Department (Attended Remotely)  
Commander Jason Langston – Sheriff's Department (Attended Remotely)  
Alyse Olson – Soil and Water Conservation District (Attended Remotely)  
Matthew Prochaska – PBZ Committee Chair  
Aaron Rybski – Health Department

Absent:

Meagan Briganti – GIS  
Greg Chismark – WBK Engineering, LLC  
David Guritz – Forest Preserve  
Fran Klaas – Highway Department

Audience:

Greg Dady and Mary Murray

**AGENDA**

Mr. Rybski made a motion, seconded by Chairman Prochaska, to approve the agenda as presented.

The votes were as follows:

Ayes (6): Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski  
Nays (0): None  
Present (0): None  
Absent (4): Briganti, Chismark, Guritz, and Klaas

The motion passed.

**MINUTES**

Mr. Rybski made a motion, seconded by Chairman Prochaska, to approve the August 4, 2020, meeting minutes.

The votes were as follows:

Ayes (6): Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski  
Nays (0): None  
Present (0): None  
Absent (4): Briganti, Chismark, Guritz, and Klaas

The motion passed.

**PETITIONS**

**Amended Petition 20-02 Greg Dady on Behalf of DTG Investments, LLC**

Mr. Asselmeier summarized the request.

DTG Investments, LLC owns the property at 3485 Route 126 (PIN 06-09-400-005) in Na-Au-Say Township. This property is presently zoned A-1 Agricultural District, but the Petitioner would like to operate a trucking company, specifically for offices related to the trucking company, minor repair facilities for company trucks, and company truck parking.

In February 2020, the Petitioner submitted a request for a map amendment rezoning the subject property to M-1 and this request was reviewed by ZPAC in March 2020. However, Na-Au-Say Township expressed concerns about rezoning the property to M-1 and the Petitioner decided to pursue a text amendment to the A-1 District and a special use permit under A-1 for the proposed uses.

According to Section 3:02 of the Zoning Ordinance, a truck parking area or yard is defined as follows:

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“TRUCK PARKING AREA OR YARD. Any land used or intended to be used for the storage or parking of trucks, trailers, tractors, and including commercial vehicle, while not loading or unloading, and which exceeds one and one-half tons in capacity.”

This use is not listed as a permitted or special use in any zoning district.

Staff believes that truck parking area or yard use most closely matches the Petitioners proposed use and offers the following text amendment to Section 7:01.D of the Kendall County Zoning Ordinance:

“Truck Parking Area or Yard Including Offices and Maintenances Facilities Provided that the Use has Direct Access to a Road Designated as a Major Collector or Higher in the County Land Resource Management Plan.”

The list of special uses in the A-1 District should be renumbered to reflect the addition of this use to the list of special uses.

The Agricultural Zoning Map with road classifications was provided.

Mr. Asselmeier noted that Fran Klaas requested that proposed use be restricted to roads classified as Minor Arterials of higher as designated by the Illinois Department of Transportation's Five (5) Year Functional Classification Map. Mr. Klaas had no objection to the proposed use going in at 3485 Route 126.

Mr. Rybski made a motion, seconded by Mr. Holdiman, to recommend approval of the request text amendment with the restriction that use be placed on roads classified as Minor Arterials of higher as designated by the Illinois Department of Transportation's Five (5) Year Functional Classification Map.

The votes were as follows:

Ayes (6): Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski  
Nays (0): None  
Present (0): None  
Absent (4): Briganti, Chismark, Guritz, and Klaas

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on September 23, 2020.

**Amended Petition 20-05 Greg Dady on Behalf of DTG Investments, LLC**

Mr. Asselmeier summarized the request.

Greg Dady, on behalf of DTG Investments, LLC would like to operate a trucking company, specifically offices related to a trucking company, minor repair facilities for company trucks, and company truck parking at the subject property.

In February 2020, the Petitioner submitted a request for a map amendment rezoning the subject property to M-1 and this request was reviewed by ZPAC in March 2020. However, Na-Au-Say Township expressed concerns about rezoning the property to M-1 and the Petitioner decided to pursue a text amendment to the A-1 District and a special use permit under A-1 for the proposed uses.

The proposed text amendment (Amended Petition 20-02) would add the following to the list of special uses in the A-1 District:

“Truck Parking Area or Yard Including Offices and Maintenances Facilities Provided that the Use has Direct Access to a Road Designated as a Major Collector or Higher in the County Land Resource Management Plan.”

The application materials, aerial of the property, aerial with the flood zone, plat of survey, and site were provided.

The subject property is approximately five point five (5.5) acres in size.

Route 126 is a State maintained arterial; there is a trail planned along Route 126.

There is a floodplain on the north end of the property (Zone A-no base flood elevation determined).



The adjacent uses are agricultural or agricultural related.

The adjacent zonings are A-1. The zonings in the area are A-1, R-1, and A-1 with special use permits.

The Future Land Use Map calls for the area to be Rural Residential and Public Institutional.

The A-1 SU to the east is for a farm market, garden shop, winery, corn maze, and fall festival. The A-1 SU to the west is for a farm equipment sales and service business.

Oswego School District 308 owns the property southwest of the subject property.

Ten (10) existing houses are within one half (1/2) mile of the subject property.

Pictures of the property and area were provided.

EcoCAT Report submitted and consultation was terminated.

The LESA Score was 189 indicating a low level of protection. The NRI Report was provided.

Petition information was sent to Na-Au-Say Township on August 25, 2020.

Petition information was sent to the Village of Oswego on August 25, 2020. The property is inside Oswego's planning boundary.

Petition information was sent to the Village of Plainfield on August 25, 2020. The property is within one point five (1.5) miles of Plainfield.

The Oswego Fire Protection District was sent information on August 25, 2020. The Oswego Fire Protection District noted that the fire alarm system at the property was not functioning. Other than that concern, they had no objections to the proposal.

The subject property has been used as a landscaping business and repair and restoration business. The order and special use permit that allowed these businesses were provided. The Petitioner would like to retain the special use permit for a cleanup and restoration business at the property.

According to the business plan, the property is leased to United Group Logistics. United Group Logistics is a trucking company that hauls freight throughout the State. They use the property for office space, minor truck repair/maintenance and a truck depot. The office space is used for accounting and dispatch and the bays are used for maintenance. Ten (10) employees are at the site and the hours of operation are Monday through Friday from 8:00 a.m. until 5:00 p.m. and Saturday from 8:00 a.m. until 3:00 p.m.

According to the site plan, there is one (1) approximately fourteen thousand (14,000) square foot metal building on the property that is used for office operations and maintenance. The site plan also shows one (1) metal silo and one (1) corn crib in the planned truck parking area. One (1) approximately one thousand six hundred (1,600) square foot wood frame machine shed is located on the northeast corner of the truck parking area. One (1) single-family home with a detached garage is located on the west side of the property.

Any new structures would require applicable building permits.

The property is served by well and septic.

There is floodplain as part of the Little Slough Creek on the property. This area is considered Zone A which means no flood elevation has been determined; therefore, this area is considered Floodway. No storage or parking should take place in the floodway.

Depending on the nature of new construction, which is not planned as part of this special use permit, stormwater management permits could be required.

The property has two accesses off of Route 126. The western most access would be used by the existing house and the eastern most access would be used by the business operating out of the metal barn.

According to the site plan, a parking area for trucks is shown north of the metal building. The parking area is gravel. No dimension information is provided.

The site plan shows fifteen (15) additional parking spaces to the north of the metal building and ten (10) parking spaces south of the metal building, including two (2) handicapped accessible spaces. A proposed asphalt addition is shown on the site plan. No information was provided regarding a timetable for installing the parking addition.

No information was provided regarding a plan to address spills or other motor vehicle related leaks.

No additional lighting beyond the existing lighting on the building and light near the entrance is planned at this time. Section 11:02.F.12.A requires an illumination plan for parking lots with thirty (30) or more parking spaces.

The site plan shows a sign. The sign is four feet by eight feet (4'X8') in size. A light exists next to the sign. A sign permit will be required.

The site plan shows a wooden fence around the property and a single gate east of the metal building. No information was provided regarding the size of the fence or gate.

A berm and several mature trees are between the metal building and Route 126. No specific landscaping information was provided.

No information was provided regarding noise control.

No new odors are foreseen by the proposed use.

Before issuing a recommendation, Staff would like comments from Na-Au-Say Township, the Village of Oswego, the Village of Plainfield, and ZPAC members.

Mr. Rybski asked about the septic assessment and catching spills in the maintenance bays. Greg Dady responded that a triple catch basin exists in the maintenance bays and then into the tank. A soil analysis may be necessary.

Mr. Holdiman noted that a change of occupancy is required for the office and maintenance building.

Mr. Asselmeier noted that parking is not allowed in the front yard setback. Mr. Dady stated that no parking signs would be installed on the east side of the parking lot, rear of the property, and in front of the building. Mr. Dady was agreeable to have the parking lot asphalted within ninety (90) days of approval of the special use permit.

Mr. Dady said that the hours of operation could be impacted if an emergency breakdown occurred.

Mr. Dady will provide information on the berm and number of trees on the berm.

Mr. Dady noted that nobody will sleep at the site.

Chairman Prochaska noted that flyovers have increased and Mr. Asselmeier noted that Mr. Dady needs to make sure that the conditions in the special use permit were workable.

Mr. Asselmeier made a motion, seconded by Mr. Rybski, to recommend approval of the special use permit.

The votes were as follows:

Ayes (6):	Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski
Nays (0):	None
Present (0):	None
Absent (4):	Briganti, Chismark, Guritz, and Klaas

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on September 23, 2020.

**Amended Petition 20-01 Kendall County Planning, Building and Zoning Committee**

Mr. Asselmeier summarized the request.

At the end of 2019, the Kendall County Planning, Building and Zoning Committee started reviewing the existing 1983 Recreational Vehicle Park and Campground Regulations.

After review by the Committee and the State's Attorney's Office, the suggestion was made to incorporate the amended regulations into the Zoning Ordinance.

On August 26, 2020, the Kendall County Comprehensive Land Plan and Ordinance Committee reviewed the proposal and offered their suggested changes.

On August 31, 2020, the Kendall County Planning, Building and Zoning Committee initiated the text amendment to the Zoning Ordinance.

In summary, the proposed changes are as follows:

1. Repeals the 1983 Recreational Vehicle Park and Campground regulations in their entirety.
2. The purpose section from 1983 regulations was not incorporated into the Zoning Ordinance because a purpose section already exists in the Zoning Ordinance.
3. The definitions of Camper, Sanitary Station, Service Buildings, and Tent were added to the Zoning Ordinance from the 1983 regulations.
4. The definition of Collector Streets or Collector Roads was added to the Zoning Ordinance, but requires discussion.
5. The definition of Minor Streets was added to the Zoning Ordinance, but requires discussion.
6. The definition of Picnicker was added to the Zoning Ordinance.
7. The definition of Recreational Vehicle Park or Campground was added from the 1983 regulations and additional language was added regarding permanent place of abode.
8. The definition of Register was added to the Zoning Ordinance.
9. The definition of Accessory Building or Use was amended.
10. The definition of Lot was amended.
11. The definition of Recreational Areas was amended.
12. The definition of Recreational Vehicles was amended by incorporating the language from the 1983 regulations combined with the existing definition found in the Zoning Ordinance. Also, the reference to pickup campers was deleted. Finally, the reference to jet skis, boats, snowmobiles, and other similar vehicles was clarified to apply to the parking regulations only.
13. Section 2 from the 1983 regulations was placed inside the Zoning Ordinance with an amendment that the reference to the Kendall County ACSC office was changed to the Soil and Water Conservation District (Section a.6.xv).
14. Throughout the regulation, reference to the Zoning Department was changed to the Planning, Building and Zoning Department.
15. Throughout the regulation, numbers are spelled out completely.
16. Section 3 from the 1983 regulation was placed inside the Zoning Ordinance.

17. The minimum lot size of twenty (20) acres was changed to minimum parcel size of twenty (20) acres (Section e).
18. The twenty percent (20%) maximum forest clearance was changed to exempt the clearing of invasive species. The definition of invasive species would be set by the Illinois Department of Natural Resources (Section k).
19. The reference to the Kendall County Soil and Erosion Ordinance was changed to Stormwater Management Ordinance (Section n).
20. Lots in park or campground would need to be clearly marked on the ground with landmarks on the lot corners and lot signage would be approved by the local fire protection district (Section dd).
21. The requirement that campgrounds and parks not cause demands that increase additional public funds to be expended for fire or police services was deleted because this requirement was difficult to quantify (Section hh). The subsequent sections of would be re-lettered to reflect this deletion.
22. The requirement that no permanent resident is allowed to live at a campground or recreational vehicle park was added and a recreational vehicle or tent would not be considered a location within a recreational vehicle park or campground. A camp caretaker would be exempt from the permanent resident requirement (Section jj).
23. The penalties section from the 1983 regulations was removed because a penalties section already exists in the Zoning Ordinance.
24. The requirement that recreational vehicle parks and campgrounds provide their registers to the Planning, Building and Zoning Department, Health Department, law enforcement agencies with jurisdiction, and the local fire protection district upon request was added. The register would be required to be updated daily at minimum. The register shall include campers, picnickers, and other visitors (Section kk.3).
25. A reasonable notice requirement for inspections was added (Section kk.4).
26. The Health Department standards were clarified to apply to all Health Department standards (Section ll).
27. Applicants must seek approval from fire and police departments at the time of application submittal for the special use permit (Section mm).
28. A street sign requirement was added and all trails shall be marked at their beginnings and ends (Section nn).
29. Submitting a map to KenCom and a timeline for changing the map was added (Section oo).
30. The maximum continuous stay requirement that is currently in Zoning Ordinance was deleted.
31. Section 9.05.C.15, regarding recreational camps and recreational vehicle parks as special uses in the B-4, M-1, and M-2 District was changed to reference the A-1 special use requirements.

A copy of the 1983 regulations and the redlined version of this proposal were provided.

Mr. Rybski requested clarification regarding Health Department as stated in the proposal. Mr. Asselmeier noted that the proposal applies to the Kendall County Health Department.

The proposal applies to new campgrounds and campgrounds that amend their special use permits.

Chairman Prochaska made a motion, seconded by Mr. Rybski, to recommend approval of the text amendment.

The votes were as follows:

Ayes (6):	Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski
Nays (0):	None
Present (0):	None
Absent (4):	Briganti, Chismark, Guritz, and Klaas

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on September 23, 2020.

**REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD**

None

**OLD BUSINESS/NEW BUSINESS**

Mr. Asselmeier informed the Committee that upcoming meetings will be at the Historic Courthouse because of renovations to the County Board Room.

**CORRESPONDENCE**

None

**PUBLIC COMMENT**

None

**ADJOURNMENT**

Mr. Rybski made a motion, seconded by Chairman Prochaska, to adjourn.

The votes were as follows:

Ayes (6): Asselmeier, Holdiman, Langston, Olson, Prochaska, and Rybski  
Nays (0): None  
Present (0): None  
Absent (4): Briganti, Chismark, Guritz, and Klaas

The motion passed.

The ZPAC, at 9:34 a.m., adjourned.

Respectfully Submitted,  
Matthew H. Asselmeier, AICP, CFM  
Senior Planner

**KENDALL COUNTY  
REGIONAL PLANNING COMMISSION**

*Kendall County Historic Courthouse  
Third Floor Courtroom  
110 W. Madison Street (109 W. Ridge Street), Yorkville, Illinois*

**Unapproved - Meeting Minutes of September 23, 2020 - 7:00 p.m.**

Chairman Ashton called the meeting to order at 7:02 p.m.

**ROLL CALL**

**Members Present:** Bill Ashton, Roger Bledsoe, Tom Casey, Dave Hamman, Karin McCarthy-Lange, Larry Nelson, Ruben Rodriguez, and Claire Wilson

**Members Absent:** Bob Stewart

**Staff Present:** Matthew H. Asselmeier, Senior Planner and Scott Koeppl County Administrator (Attended Remotely)

**Others Present:** Greg Dady and Mary Murray (Attended Remotely)

**APPROVAL OF AGENDA**

Member Nelson made a motion, seconded by Member McCarthy-Lange, to approve the agenda. With a voice vote of eight (8) ayes, the motion carried.

**APPROVAL OF MINUTES**

Member Wilson made a motion, seconded by Member Casey, to approve the minutes of the August 26, 2020, meeting. With a voice vote of eight (8) ayes, the motion carried.

**PETITIONS**

**Amended Petition 20-02 Greg Dady on Behalf of DTG Investments**

Mr. Asselmeier summarized the request.

DTG Investments, LLC owns the property at 3485 Route 126 (PIN 06-09-400-005) in Na-Au-Say Township. This property is presently zoned A-1 Agricultural District, but the Petitioner would like to operate a trucking company, specifically for offices related to the trucking company, minor repair facilities for company trucks, and company truck parking.

In February 2020, the Petitioner submitted a request for a map amendment rezoning the subject property to M-1 and this request was reviewed by ZPAC in March 2020. However, Na-Au-Say Township expressed concerns about rezoning the property to M-1 and the Petitioner decided to pursue a text amendment to the A-1 District and a special use permit under A-1 for the proposed uses.

According to Section 3:02 of the Zoning Ordinance, a truck parking area or yard is defined as follows:

“TRUCK PARKING AREA OR YARD. Any land used or intended to be used for the storage or parking of trucks, trailers, tractors, and including commercial vehicle, while not loading or unloading, and which exceeds one and one-half tons in capacity.”

This use is not listed as a permitted or special use in any zoning district.

Staff believes that truck parking area or yard use most closely matches the Petitioners proposed use and offers the following text amendment to Section 7:01.D of the Kendall County Zoning Ordinance:

“Truck Parking Area or Yard Including Offices and Maintenance Facilities Provided that the Use has Direct Access to a Road Designated as a Major Collector or Higher in the County Land Resource Management Plan.”

The list of special uses in the A-1 District should be renumbered to reflect the addition of this use to the list of special uses.

This proposal was sent to the townships on September 1, 2020. No comments have been received.

ZPAC reviewed this proposal at their meeting on September 1, 2020. Fran Klaas requested that proposed use be restricted to roads classified as Minor Arterials or higher as designated by the Illinois Department of Transportation's Five (5) Year Functional Classification Map. Mr. Klaas had no objection to the proposed use going in at 3485 Route 126. ZPAC recommended approval of the proposed text amendment with Mr. Klaas' proposed amendment by a vote of six (6) in favor and zero (0) in opposition. Four (4) members were absent. The minutes of this meeting were provided.

The Agricultural Zoning Map with road classifications was provided. The Illinois Department of Transportation's Five (5) Year Functional Classification Map for Kendall County was also provided.

Member Wilson expressed concerns that the use started before the zoning application and the lack of a limit on the number of trucks and trips.

Greg Dady stated that he thought that the necessary zoning was in place. Once he found out that a new special use permit was needed, he started working through the process. He originally explored a map amendment, but wanted to get the opinion of Na-Au-Say Township on the matter. Then COVID hit and Na-Au-Say Township did not meet for a couple months. Once they did meet, they favored keeping the A-1 zoning and going for a special use permit under A-1. Based on Na-Au-Say Township input, Mr. Dady changed his application from a map amendment to a text amendment and special use under A-1 zoning.

Several Commissioners questioned Mr. Dady about his lack of knowledge about his existing special use and leasing the property without obtaining the necessary zoning before leasing the property.

Member McCarthy-Lange asked if approving this request would open the door to similar requests. Mr. Asselmeier responded that, if the text amendment is approved, anyone zoned A-1 could ask for the special use. Also, even with the road classification requirement, a property owner could ask for a variance if they demonstrated a hardship.

The trucking company moved in spring in 2019.

The property had a court order for an excavating company and landscaping business. The court order stated that if the excavating company and landscaping business ceased, then the special use for those businesses would cease. The Petitioner secured a special use permit for ServPro in 2014.

Several Commissioners favored placing this type of use in a commercial or manufacturing district instead of the agricultural district because there are several places in the County with agricultural zoning where this use would be incompatible.

Member Hamman asked about a property on Eldamain Road near Galena Road. Mr. Asselmeier stated that, in that case, the property was rezoned to M-1.

Discussion occurred about placing additional restrictions in the text amendment such as number of employees, number of trucks onsite, number of trips, or restricting the use to certain townships. Mr. Dady was agreeable to a restriction on number of trucks at the site.

Na-Au-Say did not provide any comments about the proposal.

Member Wilson made a motion, seconded by Member Nelson, to recommend approval of the text amendment as presented.

The votes were as follows:

Ayes (0): None

Nays (8): Ashton, Bledsoe, Casey, Hamman, McCarthy-Lange, Nelson, Rodriguez, and Wilson

Absent (1): Stewart

The motion failed.

Member Nelson voted no because the proposal was too broad, the use could go anywhere, and the use was undesirable at other locations with inadequate protection for the agricultural community and people living in agricultural areas.

Member Hamman voted no because he favored more restrictions in the text amendment and requests for this use could come before the Commission monthly.

Chairman Ashton voted no because the proposal had inadequate restrictions and he was upset that the Petitioner did not secure the necessary zoning before leasing the property. He suggested that the Petitioner attempt to rewrite the proposal.

Member Wilson concurred with Member Nelson and Chairman Ashton and her concerns regarding the lack of a limit on the number of trucks and trips.

This proposal goes to the Kendall County Zoning Board of Appeals on September 28, 2020.

**Amended Petition 20-05 Greg Dady on Behalf of DTG Investments**

Because the Commission recommended denial of the Petition 20-02, the Commission did not take any action on Petition 20-05; the proposal was moot.

This proposal goes to the Kendall County Zoning Board of Appeals on September 28, 2020.

**Amended Petition 20-01 Kendall County Planning, Building and Zoning Committee**

Mr. Asselmeier summarized the request.

At the end of 2019, the Kendall County Planning, Building and Zoning Committee started reviewing the existing 1983 Recreational Vehicle Park and Campground Regulations.

After review by the Committee and the State's Attorney's Office, the suggestion was made to incorporate the amended regulations into the Zoning Ordinance.



On August 26, 2020, the Kendall County Comprehensive Land Plan and Ordinance Committee reviewed the proposal and offered their suggested changes.

On August 31, 2020, the Kendall County Planning, Building and Zoning Committee initiated the text amendment to the Zoning Ordinance.

ZPAC reviewed this proposal at their meeting on September 1, 2020, and recommended approval by a vote of six (6) in favor and zero (0) in opposition. Four (4) members were absent. The minutes of this meeting were provided.

The redlined proposal was sent to the townships on September 1, 2020. To date, no township has provided comments.

In summary, the proposed changes are as follows:

1. Repeals the 1983 Recreational Vehicle Park and Campground regulations in their entirety.
2. The purpose section from 1983 regulations was not incorporated into the Zoning Ordinance because a purpose section already exists in the Zoning Ordinance.
3. The definitions of Camper, Sanitary Station, Service Buildings, and Tent were added to the Zoning Ordinance from the 1983 regulations.
4. The definition of Collector Streets or Collector Roads was added to the Zoning Ordinance, but requires discussion.
5. The definition of Minor Streets was added to the Zoning Ordinance, but requires discussion.
6. The definition of Picnicker was added to the Zoning Ordinance.
7. The definition of Recreational Vehicle Park or Campground was added from the 1983 regulations and additional language was added regarding permanent place of abode.
8. The definition of Register was added to the Zoning Ordinance.
9. The definition of Accessory Building or Use was amended.
10. The definition of Lot was amended.
11. The definition of Recreational Areas was amended.
12. The definition of Recreational Vehicles was amended by incorporating the language from the 1983 regulations combined with the existing definition found in the Zoning Ordinance. Also, the reference to pickup campers was deleted. Finally, the reference to jet skis, boats, snowmobiles, and other similar vehicles was clarified to apply to the parking regulations only.
13. Section 2 from the 1983 regulations was placed inside the Zoning Ordinance with an amendment that the reference to the Kendall County ACSC office was changed to the Soil and Water Conservation District (Section a.6.xv).

14. Throughout the regulation, reference to the Zoning Department was changed to the Planning, Building and Zoning Department.
15. Throughout the regulation, numbers are spelled out completely.
16. Section 3 from the 1983 regulation was placed inside the Zoning Ordinance.
17. The minimum lot size of twenty (20) acres was changed to minimum parcel size of twenty (20) acres (Section e).
18. The twenty percent (20%) maximum forest clearance was changed to exempt the clearing of invasive species. The definition of invasive species would be set by the Illinois Department of Natural Resources (Section k).
19. The reference to the Kendall County Soil and Erosion Ordinance was changed to Stormwater Management Ordinance (Section n).
20. Lots in a park or campground would need to be clearly marked on the ground with landmarks on the lot corners and lot signage would be approved by the local fire protection district (Section dd).
21. The requirement that campgrounds and parks not cause demands that increase additional public funds to be expended for fire or police services was deleted because this requirement was difficult to quantify (Section hh). The subsequent sections of would be re-lettered to reflect this deletion.
22. The requirement that no permanent resident is allowed to live at a campground or recreational vehicle park was added and a recreational vehicle or tent would not be considered a location within a recreational vehicle park or campground. A camp caretaker would be exempt from the permanent resident requirement (Section jj).
23. The penalties section from the 1983 regulations was removed because a penalties section already exists in the Zoning Ordinance.
24. The requirement that recreational vehicle parks and campgrounds provide their registers to the Planning, Building and Zoning Department, Health Department, law enforcement agencies with jurisdiction, and the local fire protection district upon request was added. The register would be required to be updated daily at minimum. The register shall include campers, picnickers, and other visitors (Section kk.3).
25. A reasonable notice requirement for inspections was added (Section kk.4).
26. The Health Department standards were clarified to apply to all Health Department standards (Section ll).
27. Applicants must seek approval from fire and police departments at the time of application submittal for the special use permit (Section mm).
28. A street sign requirement was added and all trails shall be marked at their beginnings and ends (Section nn).
29. Submitting a map to KenCom and a timeline for changing the map was added (Section oo).
30. The maximum continuous stay requirement that is currently in Zoning Ordinance was deleted.

31. Section 9.05.C.15, regarding recreational camps and recreational vehicle parks as special uses in the B-4, M-1, and M-2 District was changed to reference the A-1 special use requirements.

A copy of the 1983 regulations and the redlined version of this proposal were provided.

Member Nelson stated that he visited with first responders and asked about problems at campgrounds and the first responders said that their problem was a lack of maps and lots numbers which made it difficult to find people.

Member Wilson asked why picnickers needed to register. Mr. Asselmeier responded the register was required to know who was on the property. Member Nelson stated that the proposal only applies to campgrounds and not picnic groves or State parks. Discussion occurred regarding staffing or keycard to control access to the campgrounds.

Discussion occurred about pickup campers. Mr. Asselmeier responded that the language related to parking regulations.

Member Wilson favored the definition of Recreational Vehicle Park or Campground be amended by saying “. . . lease or rental . . .” instead of “. . . lease or rent . . .”

Member Wilson questioned the use of the word forest regarding clearing an area. Mr. Asselmeier stated that he did not know why that term was used in the 1983 regulation.

Member Nelson made a motion, seconded by Member Rodriguez, to recommend approval of the requested text amendment.

The votes were as follows:

Ayes (8): Ashton, Bledsoe, Casey, Hamman, McCarthy-Lange, Nelson, Rodriguez, and Wilson  
Nays (0): None  
Absent (1): Stewart

The motion carried.

This proposal goes to the Kendall County Zoning Board of Appeals on September 28, 2020.

Member Nelson noted a court case regarding numbering boards as they relate to campgrounds.

#### **CITIZENS TO BE HEARD/ PUBLIC COMMENT**

None

#### **NEW BUSINESS**

#### **Approval of Letter from the Kendall County Regional Planning Commission to the Village of Shorewood Regarding the Go Pro Athletic Facility and Four Seasons Storage Development**

Mr. Asselmeier presented the letter. Mr. Asselmeier noted that the Attorney representing the development requested that the letter be sent after the Village of Shorewood signed the plats.

Member Nelson made a motion, seconded by Member Hamman, to approve the letter. With a voice vote of eight (8) ayes, the motion carried.

**Recommendation on Kendall County Regional Planning Commission Fiscal Year 2020-2021 Meeting Calendar**

Member Wilson asked how the Annual Meeting would occur if COVID was still an issue. Mr. Asselmeier stated that the Commission would gather at a location. Attendees would have to socially distance and attendees would be encouraged to attend the meeting remotely.

Member Nelson made a motion, seconded by Member McCarthy-Lange, to recommend approval of the calendar as presented. With a voice vote of eight (8) ayes, the motion carried.

**Discussion of Amendment to Article IX of the Kendall County Regional Planning Commission's Bylaws Pertaining to the Location of the Annual Meeting of the Election of Officers; Commission Could Make a Motion to Amend the Location of the Annual Meeting of the Election of Officers**

Mr. Asselmeier presented the proposed amendment. The proposed amendment removes the location of the annual meeting for the election of officers.

Member Wilson made a motion, seconded by Member McCarthy-Lange, thirded by Member Casey, to approve the amendment as presented. The vote on the amendment will occur at the next Commission meeting.

**OLD BUSINESS**

None

**REVIEW OF PETITIONS THAT WENT TO COUNTY BOARD**

Mr. Asselmeier stated that Petition 19-39 Map Amendment and Special Use Permit for Four Seasons Storage and Petition 20-15 Final Plat Approval for the Go Pro Sports Subdivision passed at the County Board.

Mr. Asselmeier stated that Petition 20-14 Zoning Ordinance Project passed at the County Board with an amendment removing the language regarding research related home occupations and an amendment removing the soils requiring non-traditional septic systems from the calculation of open space.

Mr. Asselmeier reported that Petition 20-21 Fee Schedule Amendment passed at the County Board. The fee for conditional use permits for beekeeping would be One Hundred Dollars (\$100), the same as other conditional use permits. The annual permit renewal fee for beekeeping was removed.

**OTHER BUSINESS/ANNOUNCEMENTS**

Chairman Ashton asked Mr. Asselmeier to send a letter asking townships to submit comments on zoning petitions.

Mr. Asselmeier reported that the County received a request from Grainco FS to amend the Future Land Use Map for their property on Wabena Avenue. Grainco FS would also like to rezone the property to M-1 Limited Manufacturing.

**ADJOURNMENT**

Member Wilson made a motion, seconded by Member Hamman, to adjourn. With a voice vote of eight (8) ayes, the motion carried.

The Kendall County Regional Plan Commission meeting adjourned at 8:26 p.m.

Respectfully submitted by,  
Matthew H. Asselmeier, AICP, CFM  
Senior Planner