

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
5:00 p.m.
Special Meeting Minutes of August 31, 2020

CALL TO ORDER

The meeting was called to order by Chairman Prochaska at 5:01 p.m.

ROLL CALL

Committee Members Present: Elizabeth Flowers (Attended Remotely Starting at 5:05 p.m.), Scott Gengler, Judy Gilmour, Matt Kellogg (Vice-Chairman), and Matthew Prochaska (Chairman)

Committee Members Absent: None

Also Present: Matt Asselmeier (Senior Planner), Scott Koeppel (County Administrator), and Kate Finlon

APPROVAL OF AGENDA

Member Kellogg made a motion, seconded by Member Gengler, to approve the agenda as presented.

The votes were as follows:

Yeas (4): Gengler, Gilmour, Kellogg, and Prochaska

Nays (0): None

Abstain (0): None

Absent (1): Flowers

The motion carried.

PUBLIC COMMENT

None

PETITIONS

None

NEW BUSINESS

Approval to Initiate a Text Amendment to the Kendall County Zoning Ordinance Amending Recreational Vehicle Park and Campground Zoning Regulations and Repealing the 1983 Recreational Vehicle Park and Campground Regulations

Mr. Asselmeier summarized the request.

After review by the Comprehensive Land Plan and Ordinance Committee, 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 definition of Business Day was original proposed to be added to the Zoning Ordinance. However, the Comprehensive Land Plan and Ordinance Committee proposed that the register be provided upon request and that the register be updated at minimum daily which removed the need for this definition.
4. The definitions of Camper, Sanitary Station, Service Buildings, and Tent were added to the Zoning Ordinance from the 1983 regulations.
5. The definition of Collector Streets or Collector Roads was added to the Zoning Ordinance, but requires discussion.
6. The definition of Minor Streets was added to the Zoning Ordinance, but requires discussion.
7. The definition of Picnicker was added to the Zoning Ordinance.
8. The definition of Recreational Vehicle Park or Campground was added from the 1983 regulations and additional language was added regarding permanent place of abode.
9. The definition of Register was added to the Zoning Ordinance.
10. The definition of Accessory Building or Use was amended.
11. The definition of Lot was amended.
12. The definition of Recreational Areas was amended.
13. 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.
14. 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).
15. Throughout the regulation, reference to the Zoning Department was changed to the Planning, Building and Zoning Department.
16. Throughout the regulation, numbers are spelled out completely.
17. Section 3 from the 1983 regulation was placed inside the Zoning Ordinance.
18. The minimum lot size of twenty (20) acres was changed to minimum parcel size of twenty (20) acres (Section e).
19. 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).

20. The reference to the Kendall County Soil and Erosion Ordinance was changed to Stormwater Management Ordinance (Section n).
21. Lots in park or campground would need to be clearly marked on the ground (Section dd).
22. 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.
23. 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).
24. The penalties section from the 1983 regulations was removed because a penalties section already exists in the Zoning Ordinance.
25. The requirement that recreational vehicle parks and campgrounds provide their registers to the Planning, Building and Zoning Department, Health Department, and KenCom 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).
26. A reasonable notice requirement for inspections was added (Section kk.4).
27. The Health Department standards were clarified to apply to all Health Department standards (Section ll).
28. A street sign requirement was added (Section nn).
29. Submitting a map to KenCom and a timeline for changing the map was added (Section oo).

Member Flowers started attending remotely at this time (5:05 p.m.).

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.

Chairman Prochaska provided a history of this proposal with the objective of having a zoning hearing in September.

Member Gilmour asked about the addition of KenCom to the requirement for reviewing the register. The consensus of the Committee was to change KenCom to law enforcement agencies with jurisdiction and the local fire protection district.

Discussion occurred regarding using the address of a campground and recreational vehicle camp as an address for school registration.

Discussion occurred regarding having lots clearly marked on the ground. The consensus of the Committee was to have landmarks on the corners of the lot and to have signage for each lot approved by the local fire protection district.

Discussion occurred regarding which entity maintains a list of invasive species.

Discussion occurred regarding weight limits on the various roads and trails. The consensus of the Committee was to let local fire districts set weight limits on roads and bridges. The consensus of the Committee to require applicants to seek approval from fire and police departments at the time of application submittal for the special use permit. The consensus of the Committee was to require all trails to be marked with adequate signage at their beginnings and ends.

Member Kellogg made a motion, seconded by Member Flowers, to initiate the text amendment to the Kendall County Zoning Ordinance with the changes proposed by the Comprehensive Land Plan and Ordinance Committee, the requirement that all lots have landmarks on the corners of the lot and to have identification signage for each lot approved by the local fire protection district, that law enforcement agencies with jurisdiction and local fire protection districts be able to request the register, require applicants to seek approval from the fire and police departments at the time of application submittal for the special use permit, require all trails be marked at the beginning and end of the trails, and to require the names and locations of trails on the required map of the recreational park or campground.

The votes were as follows:

Yeas (5): Flowers, Gengler, Gilmour, Kellogg, and Prochaska

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried. The proposal goes to ZPAC on September 1, 2020.

OLD BUSINESS

None

CORRESPONDENCE

None

COMMENTS FROM THE PRESS

None

ADJOURNMENT

Member Gengler, made a motion, seconded by Member Flowers, to adjourn.

The votes were as follows:

Yeas (5): Flowers, Gengler, Gilmour, Kellogg, and Prochaska

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

Chairman Prochaska adjourned the meeting at 5:31 p.m.

Minutes prepared by Matthew H. Asselmeier, AICP, CFM Senior Planner