

**KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE**  
**Kendall County Office Building**  
**Rooms 209 and 210**  
**111 W. Fox Street, Yorkville, Illinois**  
**6:30 p.m.**  
**Meeting Minutes of March 7, 2022**

**CALL TO ORDER**

The meeting was called to order by Chairman Gengler at 6:31 p.m.

**ROLL CALL**

Committee Members Present: Elizabeth Flowers, Scott Gengler (Chairman), Judy Gilmour (Vice-Chairwoman), Dan Koukol, and Robyn Vickers

Committee Members Absent: None

Also Present: Matt Asselmeier (Senior Planner), Brian Holdiman (Code Compliance Official), Andrew Doyle, and Patti Bernhard

**APPROVAL OF AGENDA**

Member Flowers made a motion, seconded by Member Gilmour, to approve the agenda as presented. With a voice vote of five (5) ayes, the motion carried.

**APPROVAL OF MINUTES**

Member Flowers made a motion, seconded by Member Koukol to approve the minutes of the February 7, 2022, meeting. With a voice vote of five (5) ayes, the motion carried.

**PUBLIC COMMENT**

None

**EXPENDITURE REPORT**

The Committee reviewed the expenditure report from February 2022. Mr. Asselmeier noted the Department purchased binoculars.

**PETITIONS**

*Petition 22-03 Executive Pastor Sean Mabee on Behalf of Grace Bible Church of Shorewood and Fire Chief Andrew Doyle on Behalf of the Troy Fire Protection District*

Mr. Asselmeier summarized the request.

In July 2004, the Kendall County Board granted a special use permit for a church at the subject property. The property was for sale and the Troy Fire Protection District would like to purchase the property in order to construct a new fire station and training facility.

The application materials, plat of survey, site plan, renderings of some of the proposed buildings, Ordinance 2004-24 and the aerial of the property were provided.

The property is located at 748 Jones Road.

The property is approximately twenty-five (25) acres in size.

The Future Land Use Map calls for this area to be Suburban Residential (Max 1.00 DU/Acre). The Village of Shorewood's Future Land Use Map calls for this area to be Residential.

Jones Road is maintained by the City of Joliet at this property. Jones Road is a Minor Collector maintained by Seward Township in the unincorporated area. Shorewood has a north-south road planned near the subject property.

There are no trails planned in the area.

There are no floodplains or wetlands on the property.

The adjacent land uses are Agricultural and Farmstead.

The adjacent properties are zoned R-1 B Single-Family Residential inside Joliet and A-1 in the unincorporated area.

The Land Resource Management Plan calls for the area to be Suburban Residential. Shorewood's Future Land Use Map calls for this area to be Residential and Commercial. Joliet's Future Land Use Map calls for this area to be Residential with 2.5 DU/Acre for single-family and 3.0 DU/Acre for mixed use.

The zoning districts within one half (1/2) mile are R-1 B, B-2, and B-3 inside Joliet and A-1 in the unincorporated area.

Six homes plus several homes in the Hunters Ridge Subdivision inside the City of Joliet are located within one half (1/2) mile of the property.

EcoCAT Report was submitted on December 17, 2021, and consultation was terminated.

The NRI application was submitted on December 17, 2021. The LESA Score was 183 indicating low level of protection. The NRI Report was provided.

Petition information was sent to Seward Township on December 23, 2021. The Seward Township Planning Commission reviewed this proposal on January 4, 2022. They recommended approval by a vote of four (4) in favor and zero (0) in opposition. The minutes of the meeting were provided.

Petition information was sent to the Village of Shorewood on December 23, 2021. In the special use permit for the church, condition 3 required an annexation agreement with Shorewood that did not occur. At the ZPAC meeting, the Village of Shorewood requested an annexation agreement with the Petitioners; the Petitioners were agreeable to the request. At the Kendall County Regional Planning Commission meeting, an email from the Petitioner was read explaining that an annexation agreement could be not secured until the Fire District owned the property. The email was included in the minutes of the February 23, 2022, Kendall County Regional Planning Commission meeting.

Petition information was sent to the City of Joliet on December 23, 2021. In the special use permit for the church, condition 4 required the church to develop a time table for improvements to Jones Road. The City of Joliet supplied information regarding planned improvements to Jones Road. This information was provided. The Petitioners agreed to establish an escrow account with the City of Joliet to cover the cost for some of the improvements to Jones Road. At the Kendall County Regional Planning Commission meeting, an email from the Petitioner was read explaining that the City of Joliet had no record of the establishment of an escrow with the church and the Fire District would be required to establish an escrow, if the Fire District could

not provide information to the contrary. The email was included in the minutes of the February 23, 2022, Kendall County Regional Planning Commission meeting.

ZPAC reviewed the proposal on January 4, 2022. The Health Department noted a change of use would be necessary for the property. They requested the septic area be protected and to secure appropriate permits for the well based on the usage of the property. A fire suppression system would be installed in the existing buildings. The Petitioners would provide information regarding the brightness of lights. The fire equipment would not use their horns at night unless there were vehicles on the road. ZPAC recommended approval of the proposal with the conditions proposed by Staff, a requirement that an escrow be paid to Joliet and an annexation agreement was secured with Shorewood by a vote of seven (7) in favor and zero (0) in opposition. The minutes of the meeting were provided.

The Kendall County Regional Planning Commission did not have quorum for their meeting on January 26, 2022. The Kendall County Regional Planning Commission reviewed this proposal at their meeting on February 23, 2022. Discussion occurred about having an antenna at the property and reducing the brightness of the sign to match the ambient light of the area instead of a 10:00 p.m. reduction. The Kendall County Regional Planning Commission recommended approval of the proposal with the conditions proposed by Staff and changing the time the brightness of the sign was reduced by a vote of eight (8) in favor and zero (0) in opposition with one (1) member absent. The minutes of the January 26, 2022, gathering and the February 23, 2022 meeting were provided.

The Kendall County Zoning Board of Appeals started a public hearing on this proposal on January 31, 2022. The hearing was continued to February 28, 2022. Discussion occurred regarding the berms. The berms would be created from dirt moved as part of the pond project and would block some lights from vehicles from leaving the property. Discussion also occurred regarding increased traffic at the property when trainings occurred. The Fire District hoped to occupy the building by fall 2023. The Kendall County Zoning Board of Appeals recommended approval of the special use permit with the conditions proposed by Staff by a vote of five (5) in favor and zero (0) in opposition with two (2) members absent. The minutes of the January 31, 2022, and February 28, 2022, hearings were provided.

The Troy Fire Protection District plans to convert the property into a fire station and training facility. The fire station would be staffed twenty-four (24) hours per day and would serve as the District's third (3<sup>rd</sup>) fire station. The station would have a maximum of eight (8) firefighters.

The indoor training facility would be housed in the existing four thousand five hundred (4,500) square foot building. The building will have four (4) classrooms and one (1) office. Three (3) of the classrooms can hold twenty (20) students and the other classroom can hold fifty-two (52) students. The total number of students and instructors would be a maximum of one hundred twenty (120). Hours of operations would be Monday through Friday from 8:00 a.m. until 10:00 p.m. and Saturdays and Sundays from 8:00 a.m. until 5:00 p.m.

The outside training area and tower would be used for live fire training, non-live fire training, search and rescue, and technical rescue. The hours of operation for this site would be the same as the hours of operation for the indoor training facility. The total number of students and instructors at this site would be twenty (20).

The total maximum occupancy of all of the classrooms, training tower site, and fire station employees would be one hundred forty-eight (140).

The District currently holds a Basic Operations Fire Academy in partnership with Joliet Junior College at Fire Station #1. This course would be moved to the subject property.

According to the site plan, a proposed boat dock for water training is planned south of the retention pond. No information was provided regarding any trainings that may occur at this portion of the property.

According to the site plan, the property presently consists of one (1) one (1) story eighteen thousand two hundred (18,200) square foot building used as a church. This building would be converted to the fire station. One (1) one (1) story four thousand five hundred (4,500) square foot accessory building will be converted to office and classrooms. One (1) pre-engineered building presently located on the southwest corner of the property would be moved next to the outdoor training area.

The renderings for the fire station and office classroom building were provided. At its highest point, the façade of the fire station will be fifty-four feet (54') tall. Three (3) bays will exist for fire apparatus. There will also be at least one (1) door on each side of the building. There will not be any windows on the east side of the building except by the door. The office/training building will have one (1) door on the east side of the building and windows on all sides.

The site plan calls for a training pad area west of the existing main building. This area will have a forty foot (40') tall training tower, a storage area, fire investigation area, and a SCBA trailer. The training tower will be approximately sixty feet (60') long and thirty feet (30') feet wide. The rendering of the training tower was provided. The storage area will be an open area for the storage of pallets and straw bales and will be approximately sixteen feet (16') long, forty feet (40') wide, and eight feet (8') feet in height. The fire investigation area will also be an open area for trainings/scenarios. This area will be approximately sixteen feet (16') long, twenty feet (20') wide, and eight feet (8') feet in height. The trailer will be used to store breathing apparatus and will be approximately eight feet (8') wide, fifty-three feet (53') long, and fourteen feet (14') in height.

Any structures related to the proposed operations would be required to obtain applicable building permits.

The property is served by well and septic.

One (1) trash enclosure area is shown on the site plan. The Petitioners' intent would be to use this area to house one (1) four (4) yard dumpster and one (1) four (4) yard recycling dumpster.

Per the plat of survey, most of the property drains to the south. The area north of the existing church building drains towards the retention pond.

The site plan called for the enlargement of the retention pond. The exact enlargement of the pond has not been determined and will be based on the ground and earth in the area. A stormwater management permit will be required for the expansion.

Per the plat of survey, the property has two access points off of Jones Road. The eastern drive is asphalt and the western drive is gravel. Per the site plan, the eastern drive will be concrete

from Jones Road to the vehicle turnaround area; the remainder of the eastern drive will be asphalt. The western drive will be concrete.

According to the site plan, one (1) three hundred (300) parking space asphalt parking lot is located on the property. Per the Americans with Disabilities Act, seven (7) handicapped parking spaces are required for a parking lot with this number of parking spaces; one (1) additional handicapped parking space is needed. The Petitioners indicated that seven (7) handicapped parking spaces presently exist at the property. The parking lot will be resurfaced.

Per the site plan, a portion of the eastern drive will be turned to concrete, a new apron will be installed, and the drive will be altered to provide direct access to the fire apparatus bays.

According to the plat of survey, there are four (4) existing light poles in the parking lot. Each pole has four (4) lights. There is also one (1) additional light pole by the northeast corner of the existing church. There are also lights pointing downwards above each door of the existing church.

According to the site plan, one (1) digital ground sign is proposed west of the eastern entrance. This sign will be a maximum of ten feet (10') in length and a maximum five feet (5') tall. The sign will be lit from dusk until dawn. However, the lighting output was originally planned to be reduced to fifty percent (50%) at 10:00 p.m. Per Section 12:08.A.2.a, signs at public safety facilities are exempt from the requirement to turn off illuminated signs at 11:00 p.m. The Kendall County Regional Planning Commission requested that the reduction time be adjusted to reflect changes in sunset times and ambient light levels. Staff has concerns regarding having a rotating reduction time for the lighting of the sign.

Per the renderings, the number 3 will be placed above the bays for the fire apparatus on the north side of the building and a Troy FPD 3 sign will be installed on the west side of building. The letters will be three feet (3') tall and the signs will be backlit with LED lights.

The site plan shows one (1) new steel double gate at the entrance of the western driveway. The site plan also shows the western end of parking lot fenced and gated. This fence will be chain link with slats at six feet (6') in height.

Both the plat of survey and the site plan show numerous existing trees, arborvitae, and other vegetation throughout the property. No information was provided regarding the types or numbers of the various planting currently placed on the property. Section 11:02.F.8 provides screening requirements for parking lots with more than twenty (20) parking spaces. These requirements are presently met. The Petitioners' intention is to keep all of the existing vegetation onsite except for those plantings in the new concrete apron area, new training pad area, and pond extension area.

The site plan shows five (5) new turf berms. The berms would be a maximum slope of three to one (3:1). The minimum height of the berms shall be five feet (5'). The trees planted on top of the berms would be arborvitae, spruce, or other similar tree. The berms would be installed at the same time the pond is dug with trees planted after completion of the berms.

The Petitioners plan to have emergency dispatch horns, strobes, and speakers on the property. These items will not be broadcast or used outside of the buildings between 10:00 p.m. and 8:00 a.m.

All training burns should occur inside the training tower. No other burning or odor causing activities are foreseen at the property.

If approved, this would be the first (1<sup>st</sup>) special use permit for a fire station in the unincorporated area. This would be the fifth (5<sup>th</sup>) special use permit for a government facility in the unincorporated area; the others are highway related or government office related.

The Findings of Fact were as follows:

That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. Provided the site is developed in accordance with the submitted site plan and provided that conditions are included in the special use permit to mitigate outside noise, odor, and lighting, the proposed use should not be detrimental or endanger the public health, safety, morals, comfort, or general welfare. Placing a fire station at this location, with trained first responders, should enhance the public safety of the area.

That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The Zoning classification of property within the general area of the property in question shall be considered in determining consistency with this standard. The proposed use shall make adequate provisions for appropriate buffers, landscaping, fencing, lighting, building materials, open space and other improvements necessary to insure that the proposed use does not adversely impact adjacent uses and is compatible with the surrounding area and/or the County as a whole. Appropriate restrictions should be placed in the special use permit to regulate outside noise, odors, and lighting. It is acknowledged that a fire station could produce noise, particularly sirens, at any point in time. Landscaping is incorporated in the controlling site plan for the property. Presently, very few houses are located within a half mile of the property. The neighboring property owners should not suffer loss in property values caused by the placement of this use.

That adequate utilities, access roads and points of ingress and egress, drainage, and/or other necessary facilities have been or are being provided. Provided the City of Joliet and Seward Township have no concerns regarding the use of Jones Road for the purposes of a fire station, adequate roads are provided. Adequate utilities are onsite or will be upgraded. Drainage issues shall be addressed as part of the stormwater management permit for the property.

That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the County Board pursuant to the recommendation of the Zoning Board of Appeals. This is true; no variances are needed.

That the special use is consistent with the purpose and objectives of the Land Resource Management Plan and other adopted County or municipal plans and policies. True, the proposal is consistent with the goals and objectives included in the Public Safety section found on pages 4-10 and 4-11 of the Kendall County Land Resource Management Plan.

Staff recommended approval of the request special use permit subject to the following conditions and restrictions:

1. The special use permit granted by Ordinance 2004-24 is hereby revoked and Ordinance 2004-24 is repealed in its entirety.
2. The site shall be developed substantially in accordance with the plat of survey and site plan. The exact size of the retention pond expansion shall be determined by the stormwater management permit related to that expansion. The pond expansion must occur within two (2) years of the issuance of the special use permit. The Kendall County Planning, Building and Zoning Committee may extend this deadline upon request by the property owner.
3. The vegetation presently shown on the plat of survey and site plan shall remain in substantially the same locations as shown on these documents with the exception that the vegetation around the concrete apron, training pad area, and pond extension may be removed.
4. The berms shown on the site plan shall be a minimum of five feet (5') in height. Evergreen type vegetation shall be planted on top of the berms. The berms and evergreens must be installed within two (2) years of the issuance of the special use permit. The Kendall County Planning, Building and Zoning Committee may extend this deadline upon request by the property owner.
5. Damaged or dead plantings related to the landscaping of the property shall be replaced on a timeframe approved by the Kendall County Planning, Building and Zoning Department.
6. The fire station, four thousand five hundred (4,500) square foot training building, and fire tower, shall be developed substantially in accordance with the elevations.
7. Any new structures constructed or installed related to the use allowed by this special use permit on the property shall not be considered for agricultural purposes and must secure applicable building permits.
8. The training tower shown on the site plan shall be approximately sixty feet (60') in length, thirty feet (30') in width, and forty feet (40') in height.
9. The storage area shown on the site plan shall be an open area for outdoor storage approximately sixteen feet (16') in length and forty feet (40') in width. The maximum height of materials stored in this area shall be eight feet (8').
10. The fire investigation area shown on the site plan shall be an open area used for trainings and shall be approximately sixteen feet (16') in length, twenty feet (20') in width, and eight feet (8') in height.
11. The SCBA trailer shown on the site plan shall be approximately eight feet (8') in width and fifty-three feet (53') in length. The trailer shall be approximately fourteen feet (14') in height.
12. The eastern driveway shall be concrete from Jones Road to the vehicle turnaround around area as shown on the site plan. The remainder of the eastern driveway shall be asphalt.
13. The parking area shall be maintained in substantially the same location as shown on the site plan with approximately three hundred (300) parking spaces. The property owners shall ensure that handicapped parking spaces required by the Americans with Disabilities Act are provided. Per the site plan, seven (7) handicapped accessible parking spaces with applicable signage shall be provided for the three hundred (300) spaced parking lot.

14. The fence around the western portion of the parking lot shall be chain link with slats added. The maximum height of the fence shall be six feet (6').
15. One (1) free standing sign may be installed in substantially the location shown on the site plan. The sign shall be a maximum ten feet (10') in length and a maximum five feet (5') in height. The sign may be lit from dusk until dawn. However, the lighting output of the sign shall be set to a maximum of fifty percent (50%) of capabilities between 10:00 p.m. and dawn.
16. Wall signage on the building shall be installed in substantially the locations and sizes as shown on the renderings. These signs may be back lit.
17. The trash enclosure shall be placed in substantially the location shown on the site plan and shall be large enough to hold one (1) four (4) yard dumpster and one (1) four (4) yard recycling dumpster. The enclosure shall be screened per the requirements of the Kendall County Zoning Ordinance.
18. No burning, other than burning normally allowed on A-1 zoned property, may occur outdoors at the subject property.
19. Emergency dispatch horns, strobes, and speakers shall not broadcast or be used outdoors at the subject property between the hours of 10:00 p.m. and 8:00 a.m.
20. The owners of the businesses allowed by this special use permit shall diligently monitor the property for leaks from equipment, vehicles, and materials parked and stored on the subject property and shall promptly clean up the site if leaks occur.
21. None of the vehicles or equipment parked or stored on the subject property related to the use allowed by the special use permit shall be considered agricultural vehicles or agricultural equipment.
22. The operators of the use allowed by this special use permit acknowledge and agree to follow Kendall County's Right to Farm Clause.
23. Within one (1) year of the approval of this special use permit ordinance, the owners of the subject property shall submit an escrow payment to the City of Joliet for improvements to Jones Road. The Kendall County Planning, Building and Zoning Committee may extend the deadline for payment of the escrow funds.
24. Within one (1) year of the approval of this special use permit ordinance, the owners of the subject property shall enter into an annexation agreement with the Village of Shorewood. The Kendall County Planning, Building and Zoning Committee may extend the deadline for the creation of the annexation agreement.
25. The property owner and operator of the use allowed by this special use permit shall follow all applicable Federal, State, and Local laws related to the operation of this type of use.
26. Failure to comply with one or more of the above conditions or restrictions could result in the amendment or revocation of the special use permit.
27. If one or more of the above conditions is declared invalid by a court of competent jurisdiction, the remaining conditions shall remain valid.



28. This special use permit shall be treated as a covenant running with the land and is binding on the successors, heirs, and assigns as to the same special use conducted on the property.

Member Koukol asked where the church relocated. Chief Andrew Doyle of the Troy Fire Protection District responded that the church remained at their original location.

The Troy Fire Protection District has a contract to purchase the property. The Troy Fire Protection District hopes to occupy the building in Fall 2023.

Chief Doyle discussed the mutual aid agreements that the Troy Fire Protection District has with other fire districts.

Jones Road is a paved road; at least part of the Jones Road is marked with yellow lines.

The Troy Fire Protection District was paying for the project through savings and taking out a loan. The project cost was between six and eight million (6-8 Million) not counting the cost of the land. They will pay cash for the land.

Member Gilmour requested an image of the chain link fence. She noted the poor quality of a similar chain link fence on Eldamain Road. Discussion occurred regarding the location of the chain link fence on the subject property in relation to property lines and vegetation.

Discussion occurred regarding weight restrictions on Jones Road. There were no weight limit signs on Jones Road.

Discussion occurred regarding reducing the brightness of the sign. The consensus of the Committee was to keep the lighting reduction time at 10:00 p.m.

Discussion occurred regarding increased traffic when trainings occur at the property. Based on the attendees at these trainings, the amount of traffic would be less than the amount of traffic generated by the church, if the church's plans had been implemented.

Discussion occurred regarding drainage at the property. A low spot exists at the southeast corner of the property. Drainage will be examined when at the time of stormwater permit application.

Member Vickers made motion, seconded by Member Flowers, to recommend approval of the proposal.

With a voice vote of five (5) ayes, the motion carried.

The proposal goes to the County Board on March 15, 2022, on the consent agenda.

*Petition 22-04 John and Laura Gay*

Mr. Asselmeier summarized the request.

In November 2019, the County Board approved a special use permit and related variance to allow a kennel at the subject property through Ordinance 2019-33. This Ordinance required that the site be developed substantial in accordance with an attached site plan.

On December 21, 2021, the Petitioners submitted a major amendment to the existing special use permit altering the site plan in the following ways:

1. Shifting the building orientation; the proposed building size remains the same.
2. Shifting the access for the special use slightly southeast to provide separation between the residence and business.
3. Moving the parking area from the northwest side of the building to the southwest side of the building; the number of parking spaces remains unchanged.
4. Modifying the emergency access road to include a one hundred percent (100%) concrete surface area and hammerhead turnaround.

The application materials, Engineering Plans, Ordinance 2019-33, survey, building elevations, and updated landscaping plan were provided.

The property is located at 3601 Plainfield Road.

The area for the special use is approximately four point seven (4.7) acres.

The Future Land Use Map calls for the property to be Suburban Residential (Max 1.0 DU/Acre).

Plainfield Road is a County Road Classified as a Major Collector.

No trails are planned in the area.

There are no floodplains or wetlands on the property, but Morgan Creek runs along the northeastern boundary of the property.

The adjacent land uses are Agricultural and Farmstead.

The adjacent properties are zoned A-1.

The Future Land Use Map calls for this area to be Suburban Residential and Commercial.

Zoning Districts within one half (1/2) mile include A-1 and R-1 in the County and R-2 inside the Village of Oswego.

The Ashcroft Place subdivision is located within one half mile (1/2) to the north.

The Deerpath Trails and Morgan Crossing subdivisions are located within one half (1/2) mile to the west.

EcoCat submitted on December 21, 2021, and consultation was terminated.

NRI application submitted on September 12, 2019, as part of the original application for special use. The LESA Score was 170 indicating a low level of protection. The NRI Report was provided.

Oswego Township was emailed information on December 23, 2021.

Oswego Fire Protection District was emailed information on December 23, 2021. On January 3, 2022, the Oswego Fire Protection District submitted an email noting that the building had to be alarmed and have sprinklers. The email also requested an auto-turn exhibit and that the proposed turnaround area was sixty feet (60') short on the right side. The Petitioners submitted an auto-turn exhibit on January 19, 2022. The Oswego Fire Protection District requested that no landscaping or obstructions be in the area, a block or stop be installed to prevent apparatus from falling off the hard surfaced area, low growth or height landscaping in the area beyond the parking stop, and "No Parking-Fire Lane" markings or signage in the area. The Petitioners

submitted updated plans on February 2, 2022, and the Oswego Fire Protection District approved them on February 3, 2022. The emails and exhibit were provided.

The Village of Oswego was emailed information on December 23, 2021.

ZPAC reviewed the proposal on January 4, 2022. Discussion occurred regarding the new driveway. It was clarified that the existing eastern access point would be removed. The Petitioners' Engineer agreed to provide the information requested by the Oswego Fire Protection District. The Sheriff's Department expressed concerns regarding traffic congestion and that the sign be placed in an appropriate location to prevent lines-of-sight issues. The septic system was still under design. The Planning, Building and Zoning Department requested improved area calculations because, based on the information provided, the area of improvement was close to the threshold for requiring a stormwater permit, if the berms were not installed. ZPAC recommended approval of the proposal with the conditions proposed by Staff by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

The Kendall County Regional Planning Commission reviewed this proposal at their meeting on February 23, 2022. The Petitioners were offering grooming and daycare services on the property presently. The Kendall County Regional Planning Commission recommended approval of the proposal with the conditions proposed by Staff by a vote of eight (8) in favor and zero (0) in opposition with one (1) member absent. The minutes of the January 26, 2022, gathering and the February 23, 2022 meeting were provided.

The Kendall County Zoning Board of Appeals started a public hearing on this proposal on January 31, 2022. The hearing was continued to February 28, 2022. Discussion occurred regarding the outdoor play area in relation to the existing house to the southwest. It was noted that none of the neighbors submitted comments in favor or in opposition to the request. The Petitioners pursued the amendment for cost reasons and operational concerns. The Kendall County Zoning Board of Appeals recommended approval of the proposal with the conditions proposed by Staff by a vote of five (5) in favor and zero (0) in opposition with two (2) members absent. The minutes of the January 31, 2022, and February 28, 2022, hearing were provided.

The Petitioners currently reside in the one-story frame house on the property.

Because of the shape of the property, a variance was required to the distance from the kennel to non-residentially zoned property.

The conditions placed in Ordinance 2019-33 were as follows:

- A. The site shall be developed substantially in accordance with the attached site plan, security plan, landscaping plan, and lighting plan attached hereto as Exhibit C. The previously listed plans may be slightly altered to meet the right-of-way dedication mentioned in Condition B.
- B. Within one hundred eighty (180) days of approval of this special use permit ordinance, the property owners shall convey a strip of land along the entire Plainfield Road portion of the property to Kendall County to be used as Plainfield Road right-of-way. This dedication shall have a depth of fifteen feet (15') as measured from the right-of-way line that existed on the date of adoption of this special use permit ordinance.
- C. A variance is granted to Section 7.01.D.27 of the Kendall County Zoning Ordinance

allowing the kennel operation granted by this special use permit to be placed thirty feet, six and one half inches (30' 6 1/2") at its closest point to lot lines of properties zoned other than residential or shown on the Land Resource Management Plan (LRMP) map as non-residential.

- D. The use allowed by this special use permit shall be located a minimum of two hundred fifty feet (250') from the lot line of lots zoned residential or shown as Residential on the Land Resource Management Plan (LRMP) map.
- E. One (1) non-illuminated sign may be installed on the subject property in substantially the location shown on the site plan attached hereto as Exhibit C. The specific location of the sign may be adjusted slightly to reflect the right-of-way dedication in Condition B.
- F. A maximum of one hundred (100) pets may be on the subject property at any time.
- G. All pets shall be indoors between the hours of sunset and sunrise except for the purposes of owners dropping-off and picking-up pets.
- H. The hours of operation for the business allowed by this special use permit shall be Monday through Sunday from 6:00 a.m. until 6:00 p.m. The operator(s) of the business allowed by this special use permit may reduce these hours of operation. Pets experiencing medical emergencies may be tended to outside the hours of operation.
- I. The maximum number of employees for the business allowed by this special use permit shall be seven (7), including the business owners.
- J. Refuse shall be removed from the subject property at least one (1) time per week or as necessary to prevent litter or odors from emanating from the subject property.
- K. Any construction on the property related to the use allowed by this special use permit shall not be considered as agricultural purposes and shall secure applicable permits.
- L. The operator(s) of the kennel allowed by this special use permit may sell ancillary items related to their kennel operations.
- M. The operator(s) of the kennel acknowledge and agree to follow Kendall County's Right to Farm Clause.
- N. The operator(s) of the kennel allowed by this special use permit shall follow all applicable Federal, State, and Local laws related to the operation of this type of business.
- O. Failure to comply with one or more of the above conditions or restrictions could result in the amendment or revocation of the special use permit.
- P. If one or more of the above conditions is declared invalid by a court of competent jurisdiction, the remaining conditions shall remain valid.

The Petitioners dedicated the land for a right-of-way as outlined in condition 2.

Neither the Sheriff's Department nor the Planning, Building and Zoning Department had received complaints against the kennel operation at this property.

According to the information provided to the County in 2019, the Petitioners plan to offer pet daycare, boarding, and grooming services. The proposed hours of operation are Monday through Sunday from 6:00 a.m. until 6:00 p.m. However, the Petitioners would like to have the option to be closed on weekends and to allow boarders to drop-off and pick-up pets on the weekends on a pre-scheduled basis. The Petitioners plan to hire five (5) employees. The maximum number of pets planned for the site is one hundred (100). Per the Kendall County Zoning Ordinance, all animals will be indoors by sunset. The Petitioners believe the area is lacking this type of service.

As noted in the engineering plans, the Petitioners plan to construct an approximately four thousand, one hundred fifty (4,150) square foot building southeast of the existing home on the property. A six foot (6') tall wood fence would be located approximately fifteen feet (15') from the building to the northeast and twenty-four (24') from the building to the southeast. The fenced area would be approximately three thousand two hundred thirty (3,230) square feet in size and serve as a play area for the dogs and other pets at the facility.

According to the building elevations, the building shall consist of multiple rooms including a lobby, manager's office, restroom, bathroom, laundry, pet bathing room, three (3) pet suites, and pet areas for small, medium, and large pets.

Building and Occupancy Permits will be required for the new building.

The well would be located northeast of the building. The septic field would be located southeast of the building and turnaround area. The Petitioners indicated that they were working with the Health Department regarding well and septic facilities.

The property fronts Plainfield Road. As part of the proposed amendment, a new driveway would connect Plainfield Road and the kennel. The width of the entrance is twenty-two feet (22'). The plans show the removal of the existing southeastern access point.

The Petitioners propose to install an eleven (11) spot parking lot. One (1) of the spaces would be handicapped accessible.

The turnaround around would be twenty feet (20') wide.

The Petitioners plan to install one (1) light along the driveway and in the parking lot. This lights will be twelve feet (12') in height. Two (2) wall packs will be installed along the east side of the building. Eleven (11) wall lights will be installed on the building; three (3) will be on the north side of the building and one (1) will be on the east side of the building. The description of the types of lighting and the location of these lights can be found on the elevations. The exact light fixtures are not known.

The Petitioners plan to have one (1) non-illuminated sign along Plainfield Road. The sign location is shown on the landscaping plan. The Petitioners were allowed to have one (1) sign per their original special use permit.

The Petitioners plan to install approximately eight (8) canopy trees, six (6) deciduous shrubs, twenty-eight (28) evergreen shrubs, and six (6) groundcovers, grass, and perennials in substantially the sizes and locations as shown on the landscaping plan. The landscaping plan

also shows one (1) approximately four foot (4') tall berm and a retention pond. All landscaping was planned to be installed by June 1, 2022.

Seven (7) existing trees in front of the house will be protected with fencing. One (1) tree will be removed.

Per the Kendall County Stormwater Management Ordinance, a stormwater permit will be required for the project. The stormwater related correspondence was provided.

The Petitioners believe the distance of their facility to existing houses combined with having the pets indoors by sunset will prevent any noise issues.

The Petitioners plan to install a four foot by eight foot (4' X 8') refuse enclosure to the northeast of the parking lot southwest of the building. The enclosure is proposed to be fenced with a six feet (6') tall wood board privacy fence with double gates.

One (1) future gate is planned near the entrance to the property as shown on the landscaping plan.

The Findings of Fact were as follows:

That the establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare. Provided the Oswego Fire Protection District approves the new turnaround area and the Kendall County Highway Department approves the new access point, the operation of the special use will not be detrimental to the public health, safety, morals, comfort, or general welfare. The immediately adjacent properties are also zoned A-1. There are no existing structures on adjacent properties within one hundred feet (100') of the property line. Taking into account the residential properties to the west and southwest of the property, the proposed kennel location will be situated on the east end of the property, thereby well-exceeding the two hundred fifty foot (250') setback requirement from any residential district set forth in the Zoning Ordinance. In addition, the Petitioners have a waste management plan and have considered the impact of noise on surrounding properties. A six foot (6') tall fencing is planned around the outdoor play area. The Petitioners intend to follow the Kendall County Zoning Ordinance as it relates to having all pets inside by dusk.

That the special use will not be substantially injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood. The Zoning classification of property within the general area of the property in question shall be considered in determining consistency with this standard. The proposed use shall make adequate provisions for appropriate buffers, landscaping, fencing, lighting, building materials, open space and other improvements necessary to insure that the proposed use does not adversely impact adjacent uses and is compatible with the surrounding area and/or the County as a whole. As noted in the previous finding, the proposed special use will be setback further than the required setback for residentially zoned properties. The Petitioners plan to install a fence and appropriate lighting. The Petitioners agreed to have animals indoors by sunset. The proposed hours of operation will also prevent injury to neighboring land uses.

That adequate utilities, access roads and points of ingress and egress, drainage, and/or other necessary facilities have been or are being provided. This is true. An existing curb cut is already located off of Plainfield Road at the subject property. The Petitioners will have to secure applicable permits related stormwater, drainage, well, septic systems, and the new driveway access.

That the special use shall in all other respects conform to the applicable regulations of the district in which it is located, except as such regulations may in each instance be modified by the County Board pursuant to the recommendation of the Zoning Board of Appeals. Kendall County previously granted a variance regarding distance to non-residentially zoned or use properties through Ordinance 2019-33 at this property. No variances are necessary for the proposed amendment and the special use would otherwise conform to the applicable regulations of the district.

That the special use is consistent with the purpose and objectives of the Land Resource Management Plan and other adopted County or municipal plans and policies. True, the proposed use is consistent with an objective found on Page 6-34 of the Kendall County Land Resource Management Plan which calls for “a strong base of agricultural, commercial and industrial uses that provide a broad range of job opportunities, a healthy tax base, and improved quality of services to County residents” through the encouragement “. . . of locally owned businesses.”

Staff recommended approval of the requested amendment to an existing special use permit for a kennel subject to the following conditions:

1. The site plan, security plan, landscaping plan, and lighting plan referenced as Exhibit C in Ordinance 2019-33 is replaced with the site plan, elevations, and landscaping plan.
2. The vegetation and berm outlined in the landscaping plan shall be installed in the quantities outlined and described in the landscaping plan and shall be installed by June 1, 2022. The Planning, Building and Zoning Committee may extend this deadline upon the request of the property owner. Damaged or dead vegetation shall be replaced on a timeframe approved by the Planning, Building and Zoning Department.
3. The remaining conditions and restrictions contained in Ordinance 2019-33 shall remain effective.
4. Failure to comply with one or more of the above conditions or restrictions or the conditions and restrictions contained in Ordinance 2019-33 could result in the amendment or revocation of the special use permit.
5. If one or more of the above conditions is declared invalid by a court of competent jurisdiction, the remaining conditions shall remain valid.
6. This special use permit and major amendment to an existing special use permit shall be treated as a covenant running with the land and is binding on the successors, heirs, and assigns as to the same special use conducted on the property.

Patti Bernhard, Attorney for the Petitioners, explained the proposal.

Member Koukol asked about the timeline for the project. The Petitioners wanted to be operational in 2022.

Discussion occurred regarding current activity on the property and the storage container on the property.

Discussion also occurred regarding traffic on Plainfield Road.

Member Vickers made motion, seconded by Member Flowers, to recommend approval of the proposal.

With a voice vote of five (5) ayes, the motion carried.

The proposal goes to the County Board on March 15, 2022, on the **consent** agenda.

### **NEW BUSINESS**

None

### **OLD BUSINESS**

Discussion and Approval of Policy Requiring Applicants to the Planning, Building and Zoning Department to be Free of Debt or Current on an Approved Payment Plan to the County at the Time of Application Submittal.

Mr. Asselmeier explained the issue.

The Planning, Building and Zoning Department has started checking to see if applicants were free of debt to the County using the tax bill search information on the County's website.

Staff is still formulating a method regarding contacting other Department. If this procedure caused a delay in the issuance of permits, Staff was wondering if the Planning, Building and Zoning Committee had any concerns about such delays.

Mr. Holdiman noted that simple permit applications can be turned around in two or three (2 or 3) business days. Permits for houses might take seven (7) business days.

The consensus of the Committee was that slight delays were OK.

Discussion of Intergovernmental Agreements with Townships Regarding Additional Code Enforcement

Mr. Asselmeier explained the issue.

The Planning, Building and Zoning Department reached out to Oswego and Seward Townships to see if they would each be in favor of paying Nine Thousand Dollars (\$9,000) per year for five (5) hours per week of additional code enforcement in their respective township.

Seward Township is taking the proposal to their Annual Meeting in April.

The Oswego Township Board plans to discuss the proposal. No firm date was known for when Oswego would discuss the matter.

Member Gilmour asked how the dollar amount was determined. Mr. Asselmeier responded that the figure was Seven Hundred Fifty Dollars (\$750) per month for five (5) hours per week of work.



Discussion occurred regarding potentially hiring one (1) additional part-time person. Mr. Holdiman said the current part-time inspector was not available due to the duties of his other job.

Discussion occurred regarding issuing citations without giving a warning notice if the complaint came from the township.

Discussion occurred regarding the number of complaints in Oswego Township compared to Seward Township. Mr. Holdiman said the majority of complaints occur in Oswego Township. Member Gilmour suggested a higher amount for Oswego Township. Mr. Holdiman was unsure the number of hours necessary for enforcement in Oswego Township; he felt that five (5) hours was a good starting point.

*Discussion of Having a Planning, Building and Zoning Committee Meeting in Boulder Hill in the Spring of 2022*

Mr. Asselmeier noted that when the Committee originally discussed the idea for another meeting in Boulder Hill, the intent was to have an intergovernmental agreement either in place or substantially drafted before having a meeting. Given that at least one (1) township was waiting until April with making a decision, Staff felt that it was unlikely a meeting could occur in Boulder Hill in the spring. Time would be needed to negotiate the intergovernmental agreement and promote the meeting.

The consensus of the Committee was to wait with having the meeting in Boulder Hill until the summer of 2022.

The meeting would be more of a question and answer meeting.

*Update on Special Use Permit Enforcement*

Mr. Asselmeier provided an update.

At the December 14, 2021, and January 25, 2022, Planning, Building and Zoning Committee meeting, the Committee reviewed several special use cases. Below please find updates on the unresolved cases.

1. Ordinance 2004-24-Special Use Permit for a Church at 748 Jones Road  
Issue: Condition 3 requires an annexation agreement with Shorewood.  
How Department Became Aware of Violation: Property is for sale.  
Current Status: Troy Fire Protection District is going through the special use process.
2. Ordinance 2005-37-Special Use Permit for a Landscaping Business at 5681 Whitewillow Road  
Issue: Condition 6 requires a right-of-way dedication  
How Department Became Aware of Violation: Property owner submitted a special use permit for a craft fair.  
Current Status: The County Highway Engineer is working with the property owner to complete the necessary documents for the dedication. \
3. Ordinance 2012-26-Special Use Permit for YPAC  
Issue: Condition 6 requires paved parking lot by 2014 with 28 parking spaces

How Department Became Aware of Violation: YPAC approached County for financial assistance in 2018.

Current Status: PBZ Department has been instructed not to issue a citation on this property until January 1, 2023.

4. Ordinance 2014-21-Special Use Permit for Peaceful Pathways Montessori School at 8250 Route 71

Issue: Condition 2 requires the gravel driveway to be paved with asphalt no later than May 15, 2017

How Department Became Aware of Violation: The Parcel ID number for the property was updated in 2021 and Staff discovered the condition.

Current Status: Request had been sent to the Petitioner's Attorney for a time line for paving the driveway; Petitioner did not respond. Violation warning sent February 22, 2022; Petitioner has until March 24, 2022, to respond or a citation will be issued.

*Follow-Up from February 16, 2022, Kendall County Historic Preservation Commission meeting at the Little White School Museum*

Mr. Asselmeier summarized the meeting. There were approximately twenty (20) people in attendance. The Committee reviewed the unapproved minutes of the meeting and presentations of the meeting.

Mr. Asselmeier noted that the County was still waiting to hear from the Illinois Historic Preservation Agency regarding the Certified Local Government Grant.

**REVIEW VIOLATION REPORT**

The Committee reviewed the violation report.

**REVIEW NON-VIOLATION REPORT**

The Committee reviewed the non-violation report.

**UPDATE FOR HISTORIC PRESERVATION COMMISSION**

Mr. Asselmeier noted that the Commission received five or six (5 or 6) applications for historic preservation awards which the Commission will be reviewing at their next meeting.

**REVIEW PERMIT REPORT**

The Committee reviewed the report.

**REVIEW REVENUE REPORT**

The Committee reviewed the report.

**CORRESPONDENCE**

None

**COMMENTS FROM THE PRESS**

None

**EXECUTIVE SESSION**

None

## **ADJOURNMENT**

Member Flowers made a motion, seconded by Member Vickers, to adjourn. With a voice vote of five (5) ayes, the motion carried.

Chairman Gengler adjourned the meeting at 7:38 p.m.

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

Enc.



**KENDALL COUNTY  
PLANNING, BUILDING, & ZONING COMMITTEE  
MARCH 7, 2022**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
<i>Andrew Doyle</i>		
<i>Patti Bernhard</i>		