

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Office Building
Rooms 209 and 210
111 W. Fox Street, Yorkville, Illinois
4:00 p.m.
Meeting Minutes of October 6, 2022

CALL TO ORDER

The meeting was called to order by Chairman Gengler at 4:02 p.m.

ROLL CALL

Committee Members Present: Elizabeth Flowers (Arrived at 4:41 p.m.), Scott Gengler (Chairman), Judy Gilmour (Vice-Chairwoman) (Arrived 4:22 p.m.), Dan Koukol, and Robyn Vickers

Committee Members Absent: None

Also Present: Matt Asselmeier (Senior Planner), Scott Koeppel (County Administrator), and Judd Lofchie

APPROVAL OF AGENDA

Member Koukol made a motion, seconded by Member Vickers, to approve the agenda as presented. With a voice vote of three (3) ayes, the motion carried.

APPROVAL OF MINUTES

Member Vickers made a motion, seconded by Member Koukol, to approve the minutes of the September 12, 2022, meeting and the September 14, 2022, meeting in Boulder Hill. With a voice vote of three (3) ayes, the motion carried.

PUBLIC COMMENT

None

EXPENDITURE REPORT

The Committee reviewed the expenditure report. Mr. Asselmeier noted that the Department purchases new shirts with the new County logo on them. He also noted that business cards were purchased for the new part-time inspector Matthew Yackley.

PETITIONS

None

NEW BUSINESS

Recommendation on Fiscal Year 2022-2023 Meeting Calendar

Mr. Asselmeier presented the proposed calendar. It was noted that the new PBZ Committee could change the schedule and times of meetings after they are seated in December.

The consensus of the Committee was to let the new Committee decide meeting dates and times.

Recommendation on the 2023 Comprehensive Noxious Weed Work Plan

Mr. Asselmeier summarized the request.

Kendall County is required by Illinois law to submit an annual Noxious Weed Comprehensive Work Plan to the State by November 1st of each year. This proposal is the same as the 2022 Noxious Weed Comprehensive Work Plan.

Member Koukol made a motion, seconded by Member Vickers, to recommend approval of the meeting work plan.

With a voice vote of three (3) ayes, the motion carried.

The proposal goes to the County Board on October 18, 2022, on the consent agenda.

Approval of a Proposal from WBK Engineering Regarding Reviewing Potential Amendments to the Kendall County Stormwater Management Ordinance in Relation to the Illinois Revised Floodplain Ordinance at a Cost Not to Exceed \$4,500; Related Invoices To Be Paid from the PBZ Consultation Line Item (11001902-63630)

Mr. Asselmeier presented the proposal. He noted the proposal only called for one (1) public meeting with WBK Engineering. Mr. Asselmeier also asked if the Committee had any objections to allowing WBK Engineering to bill the County for the project in the current fiscal year. There was approximately Five Thousand Five Hundred Dollars (\$5,500) remaining in the Consultation Line Item in the current fiscal year.

Chairman Gengler made a motion, seconded by Member Koukol, to approve the proposal and to pay it entirely in the current fiscal year.

With a voice vote of three (3) ayes, the motion carried.

Discussion of Requiring Middle Initials on Applications; Committee Could Approve Changing Applications

Mr. Asselmeier stated that, in order to conduct some debt checks, a middle initial was necessary. Mr. Asselmeier said, to date, the system has caught two (2) people that owed the County money.

Member Koukol asked which department requested the change. Mr. Asselmeier responded the Circuit Clerk's Office.

Mr. Koepfel was in favor of the change.

Chairman Gengler made a motion, seconded by Member Vickers, to approve requiring middle initials on applications.

With a voice vote of three (3) ayes, the motion carried.

1038 Harvey Road Items

Approval to Issue New, Additional Citations at the Property

Approval to Request that the State's Attorney's Office Pursue the Collection of the Lien for Planning, Building and Zoning Related Penalties Issued Against the Property

Mr. Asselmeier reported that the proposal will be at the Committee of the Whole on October 13, 2022. The business was still operating without a special use permit and a driveway permit has not been issued. The Village of Oswego issued an access permit. Normally, an applicant would not pursue permits until the County Board approved the zoning request. However, in this case the driveway was installed without a permit. The owner was requesting a variance to the

driveway setback requirements.

Member Vickers asked why the stormwater information was not finished. Judd Lofchie, Attorney for the Petitioner, said the stormwater report was finished. Mr. Asselmeier explained that a driveway permit was still needed and that applicants normally do not apply for driveway permits until after the County Board takes action on the zoning request. Mr. Lofchie said the property owner would apply for a driveway permit. The business was still operating without a special use permit. The stormwater report has not been submitted to WBK Engineering, to date.

Member Koukol asked about the court case. Mr. Asselmeier said the Thirty-Two Thousand Eight Hundred Dollar (\$32,800) fine has been recorded as a lien against the property. Mr. Asselmeier recommended not pursuing the lien until the County Board makes a decision on the special use permit. The Petitioner could ask the court to reduce or drop the fines. Mr. Koepfel recommended that the Committee wait until the County Board makes a decision on the special use permit before pursuing the lien since a decision is likely on October 18th or November 1st.

Chairman Gengler expressed his opposition to issuing new citations.

Member Gilmour arrived at this time (4:22 p.m.).

The proposal goes to the Committee of the Whole on October 13, 2022.

Member Koukol agreed with Chairman Gengler.

Discussion occurred regarding the location of the driveway and driveway specifications.

Member Gilmour asked what had changed since the last meeting. Mr. Lofchie said the stormwater report was complete. Mr. Asselmeier said that he had not seen the report.

Members Vickers and Gilmour favored not issuing new citations at this time.

Member Vickers requested that the stormwater report be submitted prior to the October 13th Committee of the Whole meeting.

Mr. Asselmeier and Mr. Koepfel recommended waiting with pursuing the lien until after the County Board decision on the special use permit.

The consensus of the Committee was to wait for County Board action before pursuing the lien.

OLD BUSINESS

October 21, 2022 Illinois Association of County Zoning Officials Training

Mr. Asselmeier stated that the Illinois Association of County Zoning Officials will have a training on October 21, 2022, at 9:00 a.m., via Zoom. The first session will be on carbon dioxide pipeline regulations. The second session will be on zoning hearings. A roundtable discussion will be held after lunch on activities and concerns in the various counties. Members should contact Mr. Asselmeier if they were interested in attending. There was no application fee. Chairman Gengler was interested attending.

Follow-Up Discussion of September 14, 2022, Meeting in Boulder Hill

Chairman Gengler felt the meeting went well. He was glad to have representatives from the

Sheriff's and Health Department in attendance. He thanked Oswego School District 308 for allowing the Committee to use the building.

Member Koukol felt that having a larger room was beneficial.

Member Vickers felt that attendees had a better understanding of the meeting's procedure.

Members Gilmour and Vickers thought there would be more questions from attendees.

REVIEW VIOLATION REPORT

The Committee reviewed the violation report.

Chairman Gengler asked, if someone was interested in purchasing 1539 Collins Road, what steps would they need to take. Mr. Koepfel said that once the County acquired ownership of the property, the County would attempt to sell the property after cleanup. The County could explore selling the property prior to cleanup with a stipulation in the contract that the property be cleaned up in a certain period of time or face consequences. Discussion occurred regarding the costs to the County to clean up the property compared to the cost of allowing a private individual to clean up the property.

Member Flowers arrived at this time (4:41 p.m.).

REVIEW PRE-VIOLATION REPORT

The Committee reviewed the pre-violation report.

Mr. Asselmeier discussed the silt fence issue in Whitetail Ridge.

UPDATE FOR HISTORIC PRESERVATION COMMISSION

Update on Historic Structure Survey

Mr. Asselmeier said the Commission will be having a training session on October 8, 2022, and October 15, 2022, for the volunteers. There are approximately ten (10) volunteers. The training will consist of an overview meeting and a site visit at Harris Forest Preserve.

REVIEW PERMIT REPORT

The Committee reviewed the report.

Chairman Gengler asked how many solar permits had been issued year-to-date in 2021. Mr. Asselmeier will get the answer to that question.

REVIEW REVENUE REPORT

The Committee reviewed the report.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS

None

EXECUTIVE SESSION

Member Gilmour made a motion, seconded by Member Flowers, to enter into executive session for the purposes of reviewing minutes of meetings lawfully closed under the Illinois Open Meetings Act (5 ILCS 120/2(c)(21)).

The votes were as follows:

Yeas (5): Flowers, Gengler, Gilmour, Koukol, and Vickers

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried.

The Committee recessed at 4:50 p.m.

Chairman Gengler called the Committee back to order at 4:53 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) and Scott Koeppel (County Administrator)

NEW BUSINESS

Approval to Release Executive Session Minutes of October 6, 2022

Member Gilmour made a motion, seconded by Member Vickers, to recommend approval of the release of the Executive Session Minutes of October 6, 2022.

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

The proposal goes to the County Board on October 18, 2022, on the consent agenda.

ADJOURNMENT

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

Chairman Gengler adjourned the meeting at 4:53 p.m.

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

Enc.



**KENDALL COUNTY
PLANNING, BUILDING, & ZONING COMMITTEE
OCTOBER 6, 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)
Judd Lefkowitz		

Matt Asselmeier

From: Matt Asselmeier
Sent: Friday, October 7, 2022 9:29 AM
To: Brian Holdiman; Dan Koukol; Elizabeth Flowers; Judy Gilmour; Matthew Yackley; Pam Herber; Robyn Vickers; Scott Gengler; Scott Koeppel
Subject: RE: October 6 PBZ Committee Packet

Members of the Planning, Building and Zoning Committee:

A question was asked at yesterday's meeting regarding the number of solar panel permits the County had issued year-to-date in 2021. The answer to that question was 21.

The number of solar panel permits issued year-to-date in 2022 was 62.

Thanks,

Matthew H. Asselmeier, AICP, CFM
Senior Planner
Kendall County Planning, Building & Zoning
111 West Fox Street
Yorkville, IL 60560-1498
PH: 630-553-4139
Fax: 630-553-4179

From: Matt Asselmeier
Sent: Monday, October 3, 2022 9:35 AM
To: Brian Holdiman <BHoldiman@kendallcountyil.gov>; Dan Koukol <dkoukol@kendallcountyil.gov>; Elizabeth Flowers <EFlowers@kendallcountyil.gov>; Judy Gilmour <jgilmour@kendallcountyil.gov>; Matthew Yackley <MYackley@KendallCountyil.gov>; Pam Herber <pherber@kendallcountyil.gov>; Robyn Vickers <rvickers@kendallcountyil.gov>; Scott Gengler <sgengler@kendallcountyil.gov>; Scott Koeppel <skoeppel@kendallcountyil.gov>
Subject: October 6 PBZ Committee Packet

Members of the Planning, Building and Zoning Committee:

Attached please find the packet for Thursday's meeting.

If you have any questions, please let me know.

Thanks,

Matthew H. Asselmeier, AICP, CFM
Senior Planner
Kendall County Planning, Building & Zoning
111 West Fox Street
Yorkville, IL 60560-1498
PH: 630-553-4139
Fax: 630-553-4179

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
4:00 p.m.
Executive Session Minutes of October 6, 2022

CALL TO ORDER

The executive session was called to order by Chairman Scott Gengler at 4:51 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)

The purpose of this executive session was to review minutes of meetings lawfully closed under the Illinois Open Meetings Act (5 ILCS 120/2(c)(21)).

The Committee reviewed the minutes from the following meetings:

December 19, 2016

August 7, 2017

The consensus of the Committee was to release the minutes of October 6, 2022. The other minutes shall remain confidential for personnel reasons.

Motion by Member Gilmour, seconded by Member Vickers, to adjourn executive session.

The votes were as follows:

Yeas (5): Flowers, Gengler, Gilmour, Koukol, and Vickers

Nays (0): None

Abstain (0): None

Absent (0): None

Chairman Gengler adjourned the executive session at 4:52 p.m.

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