

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 October 10, 2023

CALL TO ORDER

The meeting was called to order by Chairman Wormley at 6:30 p.m.

ROLL CALL

Committee Members Present: Dan Koukol, Ruben Rodriguez, and Seth Wormley

Committee Members Absent: Elizabeth Flowers and Brooke Shanley

Also Present: Matthew H. Asselmeier, Director, Wanda A Rolf, Administrative Assistant, Todd C. Volker, Economic Development Coordinator, Vernon Fatima, Part Time Code Inspector, and Dee Studler

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

Member Koukol made a motion, seconded by Member Rodriguez, to approve the minutes of the September 11, 2023, meeting. With a voice vote of three (3) ayes, the motion carried.

PUBLIC COMMENT

None

EXPENDITURE REPORT

The Committee reviewed the Expenditure Report.

PETITIONS

Petition 23 – 30 Michael R and Darla J Cappellett

Mr. Asselmeier summarized the request.

A ten foot (10') drainage and utility easement presently exists between Lots 65 and 66 in Whitetail Ridge Subdivision. Michael and Darla Cappellett own the subject lots and would like to construct an addition to the home in the area of the existing easement.

The Petitioners previously combined the lots into one (1) parcel identification number.

The property address is 6145 Whitetail Ridge Drive, Yorkville.

The property is approximately one point five (1.5) acres in size.

The property is zoned RPD-2.

The current land use is One-Family Residential and Vacant.

The future land use is Rural Residential (Max 0.65 Du/Acre).

Whitetail Ridge Drive is a Township Road classified as a Local Road.

There are no trails planned in the area.

There are no floodplains or wetlands on the property.

The adjacent land uses are wooded and single-family residential.

The adjacent properties are zoned A-1 and RPD-2.

The future land use for the area is Rural Residential (Max 0.65 Du/Acre).

Kendall Township was emailed information on September 21, 2023.

The United City of Yorkville was emailed information on September 21, 2023. The Yorkville Economic Development Committee reviewed the proposal at their meeting on October 3, 2023, and recommended approval of the proposal. An email on the subject was provided.

The Bristol-Kendall Fire Protection District was emailed information on September 21, 2023.

ZPAC reviewed the proposal at their meeting on October 3, 2023. ZPAC recommended approval of the proposal by a vote of six (6) in favor and zero (0) in opposition with four (4) members absent. The minutes of the meeting were provided.

The application materials, plat for this area of Whitetail Ridge, and plat of vacation were provided.

Petition information was sent to WBK on September 21, 2023.

On September 19, 2023, a representative from the Whitetail Ridge Homeowners' Association submitted an email stating the HOA was agreeable to the requested vacation. This email was provided.

As of the date of this meeting, the Petitioner has not contacted any of the utility companies directly. Emails from Comed, NICOR, Comcast, and AT&T were provided.

Pending comments from the various utilities and WBK Engineering, Staff recommends approval of the proposal subject to the following conditions:

1. The site plan should be included to the vacation ordinance.
2. Certificates indicating approval of the vacation by the applicable utilities shall be added to the recorded Plat of Vacation.
3. Lots 65 and 66 of Whitetail Ridge Subdivision shall not be sold as individual lots upon the successful recording of the Plat of Vacation with certificates of approval from the applicable utilities.
4. One (1) single-family residence may be constructed on Lots 65 and 66 of Whitetail Ridge Subdivision combined.
5. This vacation shall become effective upon the successful recording of the Plat of

Vacation in the timeframe outlined in Section 7.06.H of the Kendall County Subdivision Control Ordinance unless an extension is granted by the Kendall County Board.

The draft ordinance was provided.

The Petitioner has not contacted any of the utility companies.

Discussion occurred regarding the placement of utilities within the easement and the placement of the addition on the property.

Member Koukol made a motion, seconded by Member Rodriguez, to wait with issuing a recommendation until the Petitioner received approvals from the applicable utilities for the vacation.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley

Nays (0): None

Abstain (0): None

Absent (2): Flowers and Shanley

The motion carried.

NEW BUSINESS

Update on Planning, Building and Zoning Staffing

Mr. Asselmeier introduced Wanda A. Rolf, Administrative Assistant, Todd C. Volker, Economic Development Coordinator, and Vernon Fatima, Part Time Code Official. The Committee welcomed the new employees.

Review of Comments From WBK Engineering Regarding Dam Removals on the Fox River

Mr. Asselmeier presented comments from WBK Engineering regarding proposed removal of several dams by the Corps of Engineers along the Fox River.

Discussion occurred regarding the uses of the dams and the impact of sedimentation on the Yorkville dam.

Recommendation on 2024 Comprehensive Noxious Weed Work Plan

Mr. Asselmeier presented the Plan.

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. Other than changing the name of the County Board Chairman, this proposal is the same as the 2023 Noxious Weed Comprehensive Work Plan.

Member Rodriguez made a motion, seconded by Koukol, to approve the 2024 Noxious Weed Comprehensive Work Plan.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley

Nays (0): None

Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

The proposal goes the October 17, 2023, County Board meeting on the consent agenda.

Recommendation on Fiscal Year 2023-2024 Meeting Calendar

Mr. Asselmeier presented the Calendar.

Member Koukol made a motion, seconded by Member Rodriguez, to recommend approval of the Calendar.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

OLD BUSINESS

Approval to Extend or Revoke Building Permit 01-2020-146 for a Single Family Home at 7702 Tanglewood Trails

Mr. Asselmeier presented an email from Brian Holdiman recommending a ninety (90) day extension because substantial progress has been made. Discussion occurred regarding the progress at the property.

Member Rodriguez made a motion, seconded by Member Koukol, to approve a ninety (90) day extension.

Member Koukol asked about yard maintenance at the property. Mr. Asselmeier will check with Brian Holdiman regarding yard maintenance.

The votes were as follows:

Yeas (3): Koukol, Rodriguez, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Shanley

The motion carried.

REVIEW VIOLATION REPORT

The Committee reviewed the report.

REVIEW PRE-VIOLATION REPORT

The Committee reviewed the report.

UPDATE FOR HISTORIC PRESERVATION COMMISSION

The October meeting will be at Pickerill-Pigot House on October 16, 2023. The February group meeting will be at Au Sable Church on February 21, 2024. The speakers will discuss the history of the Au Sable Church, which is celebrating one hundred seventy-five (175) years and the importance of landmarking properties.

REVIEW PERMIT REPORT

The Committee reviewed the report.

Member Koukol asked about solar permits. Mr. Asselmeier that the solar permits listed in the report are for onsite consumption of energy. If someone wants to do a utility scale solar project where the energy produced on the premises was consumed off-premises, a special use permit was required.

REVIEW REVENUE REPORT

The Committee reviewed the report.

Discussion occurred regarding revenues from solar permits.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS

None

EXECUTIVE SESSION

The consensus of the Committee was not to go into executive session and to keep the minutes of previous executive sessions confidential.

NEW BUSINESS

Approval to Release Executive Session Minutes of October 10, 2023

Since the Committee did not go into executive session, there were no minutes to release.

ADJOURNMENT

Member Koukol made a motion, seconded by Member Rodriguez, to adjourn. With a voice vote of three (3) ayes, the motion carried.

Chairman Wormley adjourned the meeting at 6:49 p.m.

Minutes prepared by Wanda A. Rolf, Administrative Assistant