

**KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE**  
***Kendall County Office Building***  
***Rooms 209 & 210***  
***111 W. Fox Street, Yorkville, Illinois***  
**8:00 a.m.**  
**Meeting Minutes of February 26, 2019**

**CALL TO ORDER**

The meeting was called to order by Chairman Prochaska at 8:02 a.m.

**ROLL CALL**

Committee Members Present: Elizabeth Flowers, Judy Gilmour, Matt Kellogg (Vice-Chairman), John Purcell (arrived at 8:09 a.m.), and Matthew Prochaska (Chairman)

Committee Members Absent: None

Also Present: Matt Asselmeier (Senior Planner), Brian Holdiman (Code Inspector), and Scott Koeppel (County Administrator)

**APPROVAL OF AGENDA**

Member Flowers made a motion, seconded by Member Kellogg, to approve the agenda as presented. With a voice vote of four (4) ayes, the motion carried unanimously.

**APPROVAL OF MINUTES**

Member Gilmour made a motion, seconded by Member Flowers, to approve the minutes of the February 11, 2019, meeting as presented. With a voice vote of four (4) ayes, the motion carried unanimously.

Member Flowers made a motion, seconded by Member Gilmour to correct the approved minutes of the February 11, 2019, meeting by noting that Member Kellogg did not vote on Petition 19-05. The motion passed unanimously.

**EXPENDITURE REPORT**

The Committee reviewed the expenditure report.

Member Gilmour made a motion, seconded by Member Flowers, to forward the expenditures to the Finance Committee.

Nine (9) plumbing inspections occurred.

The votes were as follows:

Yeas (4):      Flowers, Gilmour, Kellogg, and Prochaska  
Nays (0):      None  
Abstain (0):   None  
Absent (1):    Purcell

The motion carried unanimously.

## **PUBLIC COMMENT**

None

## **PETITIONS**

None

## **NEW BUSINESS**

*Approval of Publishing the Annual Noxious Weed Notice in the Kendall County Record at a Cost Not to Exceed \$110.00; Related Invoices to Be Paid from the PBZ Legal Publications Line Item (010-2-002-6209)*

Mr. Asselmeier summarized the request.

Member Kellogg made a motion, seconded by Member Flowers, to approve the publishing.

Yeas (4):       Flowers, Gilmour, Kellogg, and Prochaska  
Nays (0):       None  
Abstain (0):    None  
Absent (1):     Purcell

The motion carried unanimously. The proposal will go to County Board on March 5, 2019.

*Follow-Up on Kendall County Regional Planning Commission Annual Meeting*

Mr. Asselmeier read the report.

Member Purcell arrived at this time (8:09 a.m.).

The Committee congratulated Brian Holdiman on reaching twenty (20) years of service with the County.

Discussion occurred regarding the difference between major and minor special use permits.

Discussion occurred regarding the timing of updating the Land Cash Ordinance; this Ordinance can be updated anytime by the County Board.

Discussion occurred regarding the reasons the County transferred special use hearing responsibilities to the Zoning Board of Appeals. The Planning, Building and Zoning Committee, at that time, wanted to hear multiple opinions on special use cases. In addition, the law changed to allow Zoning Boards of Appeal to hear special use cases as legislative decisions.

There is one (1) designated historic landmark in the unincorporated area.

Open subdivisions are platted, but not developed.

There was a spike in the number of complaints from the Boulder Hill area. Mr. Holdiman has not issued any citations under the new Inoperable Vehicle Ordinance because no complaints have warranted issuing citations.

2018 County-Wide Building Permit Memo

Mr. Asselmeier read the memo.

Mr. Asselmeier was unaware of any special service areas impacted by the new construction.

Discussion occurred regarding the difference between attached single-family homes and multi-family structures.

**OLD BUSINESS**

Approval of a Resolution Approving an Intergovernmental Agreement for Reciprocal Building Inspection Services between Kendall County, Illinois and the United City of Yorkville, Illinois

Mr. Asselmeier read the memo. The County's insurance consultant recommended changes in the insurance requirements. The United City of Yorkville is reviewing the proposal.

If this Intergovernmental Agreement did not exist, both parties would use consultants to meet their inspection needs and the proposal was originally financial beneficial for both parties.

Member Flowers made a motion, seconded by Member Gilmour, to approve the agreement with the insurance changes.

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

Nays (0): None

Abstain (0): None

Absent (0): None

The motion carried unanimously. The proposal will go to County Board after the United City of Yorkville approves the agreement.

Zoning Ordinance Project Update

Mr. Asselmeier read Mike Hoffman's email. Mr. Hoffman continues to work on this project with the hope of completing the project by March 15<sup>th</sup>. The contract calls for completion of the project by March 29<sup>th</sup>.

**REVIEW VIOLATION REPORT**

The Committee reviewed the violation report.

Discussion occurred regarding processing violations and the definition of commercial vehicles.

Discussion occurred regarding businesses reporting their competition to the Planning, Building and Zoning Department to ensure that their competition has appropriate zoning permits.

The property with the manure issue is on Wolf's Crossing not Minkler Road.

**REVIEW NON-VIOLATION REPORT**

The Committee reviewed the non-violation report.

### **UPDATE FOR HISTORIC PRESERVATION COMMISSION**

Mr. Asselmeier reported that the Historic Preservation Commission held a meeting with other historic preservation groups on February 13<sup>th</sup> at LaSalle Manor. Approximately twenty (20) people attended. The consensus of attendees was that the County should create a map showing the location of historic structures. Historic structures are structures listed on the National Register of Historic Places or are locally designated landmarks or districts.

### **REVIEW PERMIT REPORT**

The Committee reviewed the permit report.

### **REVIEW REVENUE REPORT**

The Committee reviewed the revenue report.

Discussion occurred regarding the purpose and amount charged in the Land Cash Ordinance. The Land Cash Ordinance will be put on the March 11<sup>th</sup> Planning, Building and Zoning Committee agenda.

### **CORRESPONDENCE**

None

### **PUBLIC COMMENT**

Chairman Prochaska asked Committee members if they wished to attend the March 5<sup>th</sup> ZPAC meeting at 9:00 a.m.

Discussion occurred about having a Planning, Building and Zoning Committee meeting in Boulder Hill. Member Kellogg was fine with not holding the meeting. Members Gilmour, Flowers, and Prochaska favored having a Boulder Hill focused meeting at the County Office Building in Yorkville. Member Purcell favored waiting until the Inoperable Vehicle Ordinance had been applied on a more frequent basis.

### **COMMENTS FROM THE PRESS**

None

### **EXECUTIVE SESSION**

None

### **ADJOURNMENT**

Member Flowers made a motion, seconded by Member Gilmour, to adjourn. With a voice vote of five (5) ayes, the motion carried unanimously. Chairman Prochaska adjourned the meeting at 9:10 a.m.

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