KENDALL COUNTY
PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Office Building
Rooms 209 & 210
111 W. Fox Street, Yorkville, Illinois
6:30 p.m.
Meeting Minutes of October 6, 2014

CALL TO ORDER
The meeting was called to order by Chairman Scott Gryder at 6:30 p.m.

ROLL CALL
Present: Chairman Scott Gryder, Amy Cesich, Lynn Cullick and Vice-Chair Judy Gilmour
Absent: Jeff Wehrli
Also present: Planning & Zoning Manager: Angela Zubko, Administrator Jeff Wilkins and John Shaw (7:02pm)
In the audience: Attorney Daniel Kramer

APPROVAL OF AGENDA
Lynn Cullick made a motion to approve the agenda as written, Judy Gilmour seconded the motion. All agreed and the motion was approved.

APPROVAL OF MINUTES
Judy Gilmour made a motion to approve the minutes from September 8, 2014. Lynn Cullick seconded the motion. All agreed and the minutes were approved.

EXPENDITURE REPORT (handed out at meeting)
Vouchers are not due till Thursday so we do not have anything to approve at this time.

PETITIONS-
#14-26 Critter Care
Planner Angela Zubko did an overview of the request stating the property is located at 4287 Eldamain Road on the west side of Eldamain Road about 0.45 miles south of Route 34. The property is about 3.9 acres and the petitioner is requesting an A-1 Special use to operate a veterinary establishment, but not including the boarding of animals except for overnight stays for medical treatment and observation. The petitioner would like to do boarding in the future but a variance cannot be requested for a use so they would need to rezone to commercial. The petitioner is aware of this and already running a doggie day care somewhere else and will keep it at that location. The veterinary clinic has been running at this site for some time and would like to become legal since they are becoming larger. The petitioner has stated there are 2 employees plus the veterinary (petitioner). Staff is waiting to hear how large the building is to calculate parking. The ratio would be one (1) parking space shall be provided for each two hundred and fifty (250) square feet of floor area. Looking at an aerial there seems to be 26 parking stalls provided including 1 handicapped parking stall but staff is not sure the size of the stalls. A plat of survey is requested. The property currently has an access point off of Eldamain Road and also access through the property to the north, which is where Kim, the petitioner/owner lives. The Village of Plano has no objection to the special use and the Little Rock Township Board had no objections either. The building inspector had a few comments and stated that a change of occupancy permit will be required for all structures that will be used for the proposed special use. Since there are no proposed improvements a stormwater permit and storm water detention is not required.
Staff would recommend approval and the following condition be placed on the special use, if approved:

1. A recent plat of survey be drawn showing the parking lot with dimensions.

The ZPAC Committee recommended approval and the Health Department had a comment that they will need to protect the septic system to ensure that it is protected from animal/vehicle traffic.

The Plan Commission recommended approval of the special use with the recommendation in lieu of stamped drawings the petitioner would be permitted to acquire a building inspection stating the building is structurally sound and no life safety issues exist. Planner Zubko stated she is of the opinion this would not qualify as ag exempt.

The Special use hearing officer made a favorable recommendation with staff’s recommended condition.

Attorney Daniel Kramer is in attendance for questions or comments. Mr. Kramer introduced himself and stated she pretty much has been running this as a home occupation but thinking of bringing on another veterinarian would require a special use at this time.

Mr. Gryder asked about the right of way. Planner Zubko stated because Eldamain Road would be state funded Fran Klaas from the Highway Department did not think ROW could be requested at this time but acquired properly thru funds.

Planner Zubko asked if we wanted to include hours of operation or that the certificate of occupancy will be required to be applied for within 30 or 60 days. Mr. Wilkins stated we could put regular business hours excluding emergencies. Mr. Kramer stated some of these clinics may stay open later to accommodate workers and would not like to include hours on the special use.

With no further suggestions or changes Lynn Cullick made a motion, seconded by Judy Gilmour to recommend approval of the special use including the requirement of a certificate of occupancy be applied for within 60 days and forward the petition onto the next County Board meeting. With a roll call vote, all were in favor and this will be forwarded to the full County Board.

PUBLIC COMMENT- None

NEW BUSINESS-
Northwest Water Planning Alliance (NWPA) budget- Planner Zubko stated she just wanted to put it on everyone’s radar that the NWPA will probably be asking for more money shortly. Kendall County joined the NWPA back in 2010 and contributed $500 which has lasted this long. The group is putting together a budget sheet to show what the money will be going towards which is basically 2 interns to help with the newsletters and other items. Planner Zubko asked if this should this be discussed at some other committee like Health and Environment which is where she report what happens at these meetings. The committee decided to take this to the finance committee when ready.

OLD BUSINESS- 
Discussion on allowing beekeeping in the residential districts- Planner Zubko stated in the packet is information on beekeeping in the residential districts showing what other municipalities/counties are doing,
some information and proposed language if we want to allow this use. Mr. Gryder stated he was fine with this until he read the best management practices requiring more time and making sure everyone is doing it properly. Mr. Wilkins explained the fly away barriers and the proposed conditions. Ms. Cesich liked the items Mr. Wilkins presented including a water source and limiting the amount. There was a discussion on having it 30’ from the rear adjoining lot but if there is a roadway maybe it could go closer. Ms. Cullick asked a few questions and would prefer neighbor consent. Ms. Cesich is fine with a courtesy notification but would rather have a valid reason. The committee decided 5’ from railroad row or street row. Also only 2 colonies total, within a certain number of days submit state approval. There is concern over bad neighbors and complaints. The consensus was to start this through the process.

Medical Cannabis Cultivation Centers- Planner Zubko stated in district 5 there were 14 applications for cultivation centers, the most in the state.

UPDATE ON HISTORIC PRESERVATION- Planner Zubko stated the last meeting minutes are in the packet and last month we had elections and also reviewed and put together a letter to Mr. Smiley about the historic courthouse window replacement.

UPDATE ON CMAP LAND USE COMMITTEE MEETING- Planner Zubko stated the committee visited the Little Red Schoolhouse Nature Center in Willow Springs. The displays were quite impressive and a very hands on exhibit.

PROJECT STATUS REPORT– Reviewed
PERMIT REPORT– Reviewed
REVENUE REPORT– Reviewed
CORRESPONDENCE – None
EXECUTIVE SESSION- None

ADJOURNMENT- Next meeting will be on November 10, 2014
Lynn Cullick made a motion to adjourn the meeting. Amy Cesich seconded the motion. All agreed. Chairman Gryder adjourned the meeting at 7:31 p.m.

Respectfully Submitted,
Angela L. Zubko
Planning & Zoning Manager