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

ROLL CALL
Present: Lynn Cullick, Vice-Chair Judy Gilmour, Chairman Scott Gryder and Jeff Wehrli
Absent: Bob Davidson
Also present: Jeff Wilkins: County Administrator; David Berault: Ast. States Attorney; Andrez Beltran, Economic Development and Special Projects Coordinator; Mike Hoffman: Teska Consultant
In the audience: None

APPROVAL OF AGENDA
Lynn Cullick made a motion to approve the agenda as written, Judy Gilmour seconded the motion. Approved 4-0.

APPROVAL OF MINUTES
Judy Gilmour made a motion to approve the minutes from April 13, 2015. Lynn Cullick seconded the motion. Approved 4-0.

EXPENDITURE REPORT
Expenditure report to be sent to Committee and review by Finance Committee.

PUBLIC COMMENT- None

PETITIONS-
1. 14-40 Subdivision Control Regulations- Letters of Credit
Request Text Amendment
Purpose Text Amendment to also allow cash bond, irrevocable letter of credit, surety bond, or letter of commitment

Mr. Hoffman stated that this amendment is to ensure that the County’s subdivision Code is consistent with state statute. This allows developers a choice in what they use for assurances for projects.

Mr. Wehrli asked about the ease of accessibility with all the funds. Mr. Berault stated that none are easier than others to call upon. Except for cash escrow, these options are required by the State so the County cannot limit the options.

Mrs. Gilmore asked about the difference non-revocable versus irrevocable letters of credit in relation to non-revocable being removed but irrevocable being left in. Mr. Berault stated that it was the same, but the language used in state statute is irrevocable.

Mrs. Gilmore asked on the clarification of a maintenance letter of credit that was removed in letter G. Mr. Wehrli answered that it is a guarantee of work quality for a period of time or an amount paid out if refusal to fix
guaranteed work. Mrs. Gilmore asked about its removal; Mr. Wilkins answered that it is covered under the irrevocable letter of credit. Mr. Berault agreed as it is a terminology change and removal is to match state statute.

Mr. Wehrli asked if to remain consistent that cash escrow should be added to Section 10.00.B.1. Motion by Lynn Cullick to add cash escrow to Section 10.00.B.1 and send to the County Board. Seconded by Jeff Wehrli. **Approved 4-0.**

2. **14-37 Home Occupations- Landscape Businesses**
Request: Text Amendment
Purpose: Text Amendment to not allow landscape businesses as home occupations

Mr. Hoffman stated that Planning, Building, and Zoning has had some minor issues with residents operating landscape businesses out of their homes. This revision is to clarify the ordinance landscape businesses as special use only in Agricultural or Business areas whereas a lawncare business would be allowable as a home business in either Agriculture or Residential. The amendment includes added definition for a landscape business and a lawncare business, and some minor modification to language.

Mr. Wehrli asked if both would be allowed in agricultural while only lawncare would be allowed in residential. Mr. Hoffman confirmed, but stated that a landscape business would need a special use permit in agricultural.

Mr. Wehrli asked how this would affect snow plowing as landscaping/lawncare companies tend to undertake plowing in the winter. Mr. Hoffman stated that there was no categorical specifications in regards to snow plowing as it had not been an issue.

Mrs. Gilmore asked about the omission of trailers in the categorization. Mr. Hoffman stated all equipment must be indoors, so the trailer must be stored in doors but clarified that was only for residential. There was some further discussion on the current code specifications of trailers. Mr. Hoffman found the relevant passage in the code for the committee.

Jeff Wehrli made a motion to approve and send to the County Board. Lynn Cullick seconded. **Approved 4-0.**

**NEW BUSINESS/OLD BUSINESS**

1. **Tanglewood Trails** - Mr. Berault provided an update for the Committee on the project. He stated that they have had discussions with the bank to discuss contribution to finish public improvements. Agreed upon amount was $85,000. A contract was drafted by the State’s Attorney Office and sent to the bank and HOA by Jeff Wilkins. Neither the bank nor the HOA has responded as of yet. Mr. Gryder, Mr. Wilkins, and Mr. Berault stated that the bank liaison has seemed enthusiastic about the deal.

2. **Statute requirements for zoning processes** – Mr. Gryder stated that previously staff was directed to look into requirements of state statutes in relation to the zoning process. Mr. Hoffman stated after analysis, a Zoning Board of Appeals is required though a Planning Commission is not. He went on to say that in 2010 this was discussed and meetings were rearranged to make the process flow smoother. An option to reduce the time of the zoning process would be to combine the ZBA and Planning Commission; however, this would reduce the ability for the public to comment. Mr. Wehrli asked if there was something driving these changes. Mr. Hoffman stated that it came from complaints from both sides of the process about the number of meetings. Mr. Gryder also stated it has been harder to keep the Commission seats filled. Mr. Hoffman stated vacancies was a factor for other local governments who combined the boards and by combining boards it also allowed for members to be involved in both the
planning and implementation aspect of zoning. Mrs. Gilmore stated that more meetings allowed for more preparation times for both petitioners and the public. Mr. Wehrli agreed saying he liked the added input and the process has moved faster after the process streamlining. Mr. Wilkins stated that with township and municipal input needed, combination of ZBA and RPC may not shorten the process time. Mr. Gryder agreed and complimented the discussion. No action taken

3. Discussion on bringing back R-2 and R-3 zoning- Mr. Hoffman stated that some townships had concerns with back up septic systems being allowed in common open space. Thus far no problems have occurred, but potential for problems is present. They preferred larger lots and are concerned with lack of maintenance of the common open space. At a subsequent developer roundtable, staff and committee members spoke to developers. Developers were not concerned in the near future because new developments were unlikely to occur. After discussion by Ad-Hoc, one option was to have individual system must be on individual lots but common systems could be in common space. A memo of the potential change will be sent to townships to gather their opinion on it. Mr. Hoffman stated that the flexibility of PUDs are their strong point. Mr. Wehrli stated that maintenance issues were a product of the recession, and that open space is part of conservation design that has been County vision for years. No action taken.

4. Camelot Farms Plat Extension for 1 year: Petition 08-18 – Mr. Wilkins stated that the final plat has not been recorded due to the owner’s house not being able to be sold. Mr. Wehrli stated that the house requires a very particular type of buyer. Lynn Cullick made the motion to approve. Judi Gilmore seconded. **Approved 4-0.**

**UPDATE ON HISTORIC PRESERVATION**- Mr. Wehrli stated that Kendall County has first landmark, Hadley House. An event will be held Saturday, May 16 to commemorate it.

**UPDATE ON CMAP LAND USE COMMITTEE MEETING**- Mr. Hoffman stated that Local Technical Assistance applications are out. Change is that they require local match of about ten percent.

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

**ADJOURNMENT**- Next meeting will be on June 8, 2015
Judi Gilmore made a motion to adjourn the meeting. Lynn Cullick seconded the motion. **Approved 4-0.** Chairman Gryder adjourned the meeting at 7:40 p.m.

Respectfully Submitted,
Andrez P. Beltran
Economic Development and Special Projects Coordinator