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 financially 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 15th. The contract calls for completion of the project by March 29th.

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 13th 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 11th Planning, Building and Zoning Committee agenda.

CORRESPONDENCE
None

PUBLIC COMMENT
Chairman Prochaska asked Committee members if they wished to attend the March 5th 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