

**PLANNING AND DEVELOPMENT COMMITTEE**  
**McHenry County Government Center – Administration Building**  
**667 Ware Road – Conference Room A**  
**Woodstock, IL 60098**

Minutes of Thursday, September 6, 2007

Barbara Wheeler, Chairman	
Randy Donley	Mary L. Donner
Jim Heisler	Peter Merkel
Marc Munaretto	Virginia Peschke

Chairman Wheeler called the Planning and Development Committee meeting to order at 8:15 a.m. The following members were present: Barbara Wheeler; Mary Donner; Jim Heisler; Randy Donley; Peter Merkel; Virginia Peschke; and Marc Munaretto. Also in attendance: Planning and Development Department staff members; Peter Austin; County Administrator; interested public; and the press

MINUTE APPROVAL

Mr. Heisler made a motion, seconded by Ms. Donner, to approve the regular session minutes of the August 21, 2007 Planning and Development Committee meeting. The minutes were approved as submitted with a unanimous voice vote.

PUBLIC COMMENT: None.

PRESENTATIONS: None

SUBDIVISIONS

*Wallen Woods – Tentative Plat:* This item was pulled from the agenda.

OLD BUSINESS

*ZBA Signs:* In response to the Committee's request, Ms. Ehardt reported that staff had researched alternatives to the current ZBA informational poster which is used to notify the public of a ZBA hearing. The current sign measures 11" X 17". When looking at various options, costs, materials, size and ease of storage were considered. She noted that one possible replacement would be a 24" X 48" corrugated single-faced sign (\$12.75 per sign if ordered in lots of 50); a standard frame (12.5" X 33") (\$3.25 per frame) and an 11" X 17" Inkjet White Waterproof Vinyl Sticker (\$140 per package of 100). The frame would be reusable. Mr. Munaretto commented that he has not had good experiences with the use of corrugated signs and the proposed standard frame is flimsy. He felt a more durable sign with a steel frame should be considered. Ms. Donner stated she has used steel type frames and they appear to be sturdy and suggested a slider type pocket to hold the sign as opposed to the sticker. She stated she could provide a sample of such signage at the next meeting. Chairman Wheeler noted it would make sense to see other options and asked Ms. Donner to provide a sample for the next meeting. Ms. Donner asked if consideration had been given to requesting a deposit which could be returned when the sign/frame is returned to the department. Ms. Ehardt stated such a deposit could be a consideration, but suggested it might be easier to state that a request would not be presented to the County Board for consideration until the sign has been returned to the department.

NEW BUSINESS

*Greenwood Drainage District – Reappointment of Leonard Schultz:* Mr. Munaretto made a motion, seconded by Mr. Heisler, to recommend the re-appointment of Leonard Schultz to the Greenwood Drainage District. The motion carried with all members present voting aye on a voice vote.

*Reid/Flathau – judgment lien discussion:* Mr. Stone joined the Committee and reported that a notice has been received indicating that a tax buyer is applying for a tax deed on a property that the County has a recorded judgment lien on in the sum of \$10,000 as a result of an ordinance violation. To protect this lien, the County would

need to redeem the taxes prior to the October 18, 2007 date. The redeem amount is \$44,199.93. This is a 9.40 acre vacant piece of property located south of E. Solon Road abutting an abandoned railroad right of way. Noting that it would make no sense to pay \$44,000 to redeem a \$10,000 judgment lien, the Committee directed Mr. Stone to contact the McHenry County Conservation District to see if they would be interested in this property.

*ZBA Chairman Appointment:* Ms. Ehardt reported that the term of the ZBA Chairman expired on 9/1/07 and the current Chairman, Rich Kelly, has expressed an interest in being re-appointed for another two year term as Chairman. After discussion, Ms. Donner made a motion, seconded by Mr. Merkel, to recommend the County Board appoint Richard Kelly as Chairman of ZBA for a term to expire on September 1, 2009. The motion carried with all members present voting aye on a voice vote. Chairman Wheeler announced that an ad has been placed for an appointment on the ZBA; the application deadline is September 27, 2007. She encouraged those interested in this appointment to apply for consideration prior to the deadline. She asked that ZBA appointment interviews be held at the October meeting if possible.

*Adoption of Community Development Block Grant (CDBG) Action Plan Funding allocations for Program Year 2007 and 2008:* Ms. Sandy Nueschen joined the Committee to review and request adoption of the Community Development Block Grant (CDBG) Action Plan funding allocations for Program Year 2007 and 2008. She stated that the County has consistently received approximately \$1.2 million annually and have used this figure in allocating funds for 2008. Ms. Donner made a motion, seconded by Mr. Heisler, to recommend the County Board approve a Resolution adopting the CDBG Action Plan Funding Allocations for Program Year 2008. Mr. Munaretto made a motion to amend the Resolution to change the allocated amount of \$50,000 to the LEAM project to \$100,000 by using \$50,000 from the unallocated funds. Mr. Heisler seconded Mr. Munaretto motion to amend. After a discussion, a voice vote was called on the motion to amend. The motion carried with all members present voting aye. A roll call vote on the main motion was then called. The motion carried with 6 ayes (Donner, Heisler, Merkel, Munaretto, Donley and Wheeler). Ms. Peschke abstained from the vote.

The Committee then reviewed a Resolution authorizing adoption of the CDBG Action Plan Funding Allocations for Program Year 2007. Mr. Munaretto made a motion, seconded by Ms. Peschke, to recommend the County Board approve the Resolution as presented. The motion carried with all members present voting aye on a roll call vote (Donner, Heisler, Merkel, Munaretto, Donley, Peschke and Wheeler).

*Resolution – Budget Line item Transfer:* Ms. Ehardt stated that the proposed Resolution will allow for the transfer of funds to cover the consultant fees for the remainder of the year to conduct stormwater reviews pursuant to the Stormwater Management Ordinance. Mr. Munaretto made a motion, seconded by Mr. Heisler, to recommend the County Board approve a Resolution authorizing a budget line item transfer in the Planning and Development's FY 06/07 budget. During discussion it was noted that the application review takes approximately 1 to 3 days after it is received. Ms. Ehardt provided a brief overview to the Stormwater Management Ordinance, the review process and the cost effectiveness of having an outside consultant available to conduct stormwater reviews. After discussion, a roll call vote was taken. The motion carried with all members present voting aye (Donner, Heisler, Merkel, Munaretto, Donley, Peschke and Wheeler).

REPORTS TO COMMITTEE, AS APPLICABLE:

*Stormwater:* Ms. Ehardt reported that this Committee is scheduled to meet four times a year if necessary. The next scheduled meeting is October 31, 2007. She stated a response from IDNR and FEMA should be received by that date and the ordinance will then be completed for review. Mr. Munaretto recommended that the item requiring a tile survey to be conducted is futile and a waste of time/money to the developer and this item should be removed.

*CMAAP:* Mr. Austin reported that the Division of Transportation has hired Chalen Hunter to serve as planning liaison to the Council of Mayors.

*MCCD:* Mr. Merkel reported that planning sessions are currently being held. Tonight's meeting will address office space allocations. A preliminary study for the utilization of the lodge building at Glacier Ridge has been completed and will also be discussed.

*Planning Commission:* The next meeting is scheduled for September 13<sup>th</sup> at 6 p.m. Representatives from surrounding counties have been invited to attend this meeting.

*Imagine McHenry County:* Nothing to report

*Agritourism:* A meeting of the task force is planned for Monday, September 24, 2007 at 2 p.m. A discussion and review of the final report will be conducted during this meeting. The Task Force will forward their recommendations to the P & D Committee for consideration.

MISCELLANEOUS

*2006 Solid Waste Stream Analysis – FYI:* Ms. Ehardt asked that the members review/read the information provided on the 2006 McHenry County Solid Waste Stream Analysis for discussion at the next meeting. Should they have any questions prior to that time they could contact her.

*Conservation Design Environmental Triggers:* Ms. Spring Duffy and Mr. Dennis Dreher provided a presentation on a computer program designed to trigger environmental concerns for conservation design. The program will allow for the screening of parcels in a uniform manner.

EXECUTIVE SESSION: None

ADJOURNMENT

Ms. Donner made a motion, seconded by Mr. Heisler, to adjourn at 9:40 a.m. The motion carried with a unanimous voice vote.

\* \* \* \* \*

**RECOMMENDED FOR BOARD ACTION:**

- Resolution to reappoint Leonard Schultz to the Greenwood Drainage District
- Resolution to appoint ZBA Chairman
- Resolution to adopt the CDBG Action Plan Funding Allocations for Program Year 07
- Resolution to adopt the CDBG Action Plan Funding Allocations for Program Year 08
- Resolution authorizing a budget line item transfer

:bjt