

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

Minutes of Thursday, September 25, 2008

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 8:30 a.m. The following members were present: Barbara Wheeler; Mary Donner; Virginia Peschke; Randy Donley; Peter Merkel; and Marc Munaretto. Jim Heisler arrived at 8:38 a.m. Also in attendance: Planning and Development Department staff members; interested public; and the press

MINUTE APPROVAL

Mr. Munaretto made a motion, seconded by Ms. Peschke, to approve the regular session minutes of the August 19, 2008 Planning and Development Committee meeting and the September 9, 2008 Joint meeting minutes of Planning and Development Committee and the Finance and Audit Committee. The minutes were approved as submitted with a unanimous voice vote.

PUBLIC COMMENT: Mr. Richard Dankert, Oak Grove Road, Harvard addressed the Committee and thanked everyone for the efforts and support in stopping off-road racing events that were a constant problem in his area. He noted that the problem has been reduced significantly and life is becoming better.

PRESENTATIONS: None.

SUBDIVISIONS:

*Arbor Haven Subdivision – Final Plat:* Ms. Wanaski reviewed the Final Plat noting that the proposed development divides 60 acres into 13 lots, all in accordance with E-3 zoning. The Final Plat meets all requirements of such zoning. The Road Commissioner is in agreement with all aspects of this proposal. All platting requirements have been met. School District #158 will accept cash in lieu of land. There are no pipelines. It is the recommendation of the Staff Plat Review Committee that this Final Plat be approved. Mr. Munaretto made a motion, seconded by Mr. Donley, to recommend the County Board approve the Final Plat for Arbor Haven Subdivision as presented. The motion carried with all members present voting aye on a voice vote.

*Calvert Subdivision – Final Plat:* This development will divide approximately 8.375 acres into 3 lots, all in accordance with E-2 zoning. All lots will be served by existing roads. The Road Commissioner is in agreement with all aspects of this proposal. All platting requirements have been met. School Districts #18 and #154 will accept cash in lieu of land. There are no pipelines. It is the recommendation of the Staff Plat Review Committee that this Final Plat be approved. Mr. Peschke made a motion, seconded by Ms. Donner, to recommend the County Board approve the Final Plat for Calvert Subdivision as presented. The motion carried with all members present voting aye on a voice vote.

*Preserves at Twin Creeks – Tentative Plat:* The proposal is to develop 93 acres into 67 home sites, all with E-1 Estate zoning. This proposal is subject to the Conservation Design addendum due to the presence of wetlands, floodplain and woods. It was noted that the plat does not meet 50 feet buffer requirements. However, a proposal to revise the Conservation Design addendum is being considered and if approved this requirement would be removed. All other Conservation Design requirements have been met. After discussion, Mr. Heisler made a motion, seconded by Mr. Merkel, to approve the Tentative Plat for Preserves at Twin Creeks as presented. The motion carried with all members present voting aye.

*Hennings Phase I East – Tentative Plat:* The proposal is to develop approximately 124.5 acres into 107 lots. Although this proposal did not trigger the Conservation Design addendum to the McHenry County Subdivision Ordinance, the developer has agreed to follow Conservation Design Development (CDD) for this subdivision. All pertinent Conservation Design requirements have been met. The Township Road Commissioner is in agreement with the proposal and has affixed his signature to the plat. Platting Requirements have been met. School Districts #18 and #154 will accept cash in lieu of land. There are no pipelines. After discussion, Ms. Donner made a motion, seconded by Mr. Donley, to approve the Tentative Plat for Hennings, Phase I East Subdivision as presented. The motion carried with all members present voting aye.

OLD BUSINESS: None

NEW BUSINESS:

*Resolution – Sign Ordinance:* Chairman Wheeler stated that this item will be postponed until the October 2, 2008 meeting.

*Resolution for zoning fee waiver Huntley Fire Protection District:* Ms. Donner made a motion, seconded by Mr. Munaretto, to recommend the County Board approve a Resolution authorizing waiver of zoning application fees for the Huntley Fire Protection District. The motion carried with all members present voting aye on a roll call vote (Donley, Heisler, Donner, Peschke, Merkel, Munaretto and Wheeler).

*Ordinances Updating McHenry County Building Codes:* Mr. Hansel provided a review of the five proposed Ordinances to update the McHenry County Building Codes:

- A. Ordinance to adopt the International Building Code 2006
- B. Ordinance to adopt the International Fire Code 2006
- C. Ordinance to adopt the International Mechanical Code 2006
- D. Ordinance to adopt the International Residential Code 2006
- E. Ordinance to adopt the National Electric Code 2008.

Mr. Hansel noted that changes to the International Residential Code 2006 (item D) has been revised to indicate that no building permit is required for the construction of a shed that is less than 64 square feet that is not permanently anchored to the ground. The shed construction must meet set-back requirements. In addition, this ordinance has been revised to add a section to require a separate insulation inspection. Ms. Donner commented that she is not “thrilled” with the addition of another requirement. Mr. Munaretto stated that the insulation inspection can easily be combined with other inspections, such as those for electric and plumbing. Mr. Heisler agreed this could be bundled with other inspections, noting the importance of conducting such an inspection. Committee consensus was to not include a separate inspection for insulation as it is addressed under other inspection requirements. Mr. Heisler noted that previously there have been problems with the construction of sheds, playhouses, lawn/ garden storage buildings etc. He asked if there might be some mechanism to make the public aware of building requirements and suggested information be available at building centers. Mr. Munaretto commented it is not the responsibility of the retailer to inform the public of such requirements. Mr. Hansel noted that information would be available on the website, at the P&D Department and through news releases. Mr. Heisler also suggested a future discussion of affordable housing. It was noted that this would be a discussion for the Public Health & Human Services Committee. Ms. Peschke agreed that affordable housing is a problem and provided an example of a proposed single story complex that was denied by the City of Woodstock because the square footage of each unit was under the required 900 square feet. Ms. Donner then made a motion, seconded by Mr. Heisler, to recommend the County Board approve the five building code ordinances as revised. Mr. Donley stated he is not sure that the Insulation Inspection requirements should be removed. In response, it was noted that the inspection would be carried out in combination with other inspections. Mr. Donley stated he would like to keep this as a separate item to further clarify the requirement. Mr. Munaretto stated that the inspection is not being ignored and would be required, but not as a separate inspection with a separate fee. After discussion, a vote was called. The motion carried with all members voting aye on a voice vote.

*Resolution – Fire District Building Permit Review:* Fire Chief Bradbury joined the Committee to discuss a proposed Resolution to allow a building permit review by McHenry County Fire Protection Districts. The fees for such inspection would be the same as charged by municipalities. He stated that in the past the Fire Protection Districts were not notified of new residential construction in unincorporated parts of the County and this posed serious problems. The inspection would address driveway construction to insure access by emergency vehicles, standard address signage, etc. It was noted that the builder would need to have the Fire Protection District carry out their inspection and their report would be provided to the P&D Department along with other application documents. Mr. Munaretto questioned why such an inspection could not be done concurrently with other requirements. Mr. Donley noted that such inspections are done for commercial properties and the Fire Protection District must sign-off before it goes to the P&D Department. He noted this has not been a problem and the process should be the same for residential construction. Mr. Munaretto raised concerns with added turn-around time. It was noted that no building could be done without the inspection and turn-around time depends on the number of requirements. Time for inspection completion can vary from 48 hours to 10 days. He also asked that the Resolution be changed to indicate the process will be reviewed and reevaluated after 18 months, Ms. Donner made a motion, seconded by Mr. Merkel, to recommend the County Board approve a Resolution consenting to a building permit review by McHenry County Fire Protection Districts. The motion carried with all members present voting aye on a roll call vote (Donley, Heisler, Donner, Merkel, Peschke, Munaretto and Wheeler).

*Greenwood Drainage District Appointment:* Mr. Munaretto made a motion, seconded by Ms. Peschke, to recommend the County Board approve a Resolution appointment Keith Weingart to the Greenwood Drainage District No. 1. The motion carried with all members present voting aye on a voice vote.

*Resolution – SuperNOFA:* Members reviewed a Resolution to submit an application to HUD on behalf of the Pioneer Center, Thresholds, PADS and Home of the Sparrow for 2008 Homeless Program Funding. Ms. Peschke made a motion, seconded by Mr. Heisler, to recommend the County Board approve a Resolution allow for the submission of an application to HUD for 2008 Homeless Assistance funding. The motion carried with all members present voting aye on a voice vote.

*Resolution – ADDI program funding assignment to CAHMCO:* This program is to assist first time homebuyers. Ms. Donner made a motion, seconded by Mr. Heisler, to recommend the County Board approve a Resolution authorizing entering into an agreement with CHMCO for the ADDI Program. The motion carried with six ayes (Donley, Heisler, Donner, Merkel, Munaretto and Wheeler). Ms. Peschke abstained from voting.

*Resolution authorizing adoption of Community Development Block Grant action plan funding allocations for Program Year 09:* Mr. Heisler made a motion, seconded by Ms. Donner, to recommend the County Board approve a Resolution authorizing adoption of Community Development Block Grant action plan funding allocations for Program Year 09. The motion carried with six ayes (Donley, Heisler, Donner, Merkel, Munaretto and Wheeler). Ms. Peschke abstained from voting.

*Resolution authorizing adoption of additional Community Development Block Grant Funding allocations for program year 2008:* Ms. Peschke made a motion, seconded by Ms. Donner, to recommend the County Board approved a Resolution authorizing adoption of additional Community Development Block Grant Funding allocations for program year 2008. Mr. Munaretto stated he objected to the use of these funds for a private purpose and had strong feelings regarding funding the Village of Wonder Lake's Wooded Shores Street Improvement project in the amount of \$207,144. He stated this should be considered a private project and another mechanism for funding should be sought by the Village. Mr. Hansel stated this project is an eligible project under HUD requirements. It was noted that a similar project for the City of Harvard received such funding. After discussion a roll call vote was called. The motion carried with six ayes (Donley, Heisler, Donner, Merkel, Peschke and Wheeler) and one nay (Munaretto).

*Conservation Design Review Update:* Chairman Wheeler provided an update to the Conservation Design review process which began in July with a public meeting. She noted staff is working on the draft and when it has been

prepared another public meeting will be held. She was hopeful that this document will be completed by the beginning of 2009 and could eventually become a quasi "unified" ordinance.

REPORTS TO COMMITTEE, AS APPLICABLE:

*Stormwater:* Next meeting is in October. The Technical Advisory Committee has been formed.

*CMAF:* A Resolution will be considered by the County Board on October 7<sup>th</sup> for a contribution of \$25,000 to CMAF.

*MCCD:* The group is working on a 2010 strategic plan along with preparation of their budget. The Trail Of History is scheduled for October 18<sup>th</sup> and 19<sup>th</sup>.

*Planning Commission:* The Commission meets this evening. Mr. Munaretto noted that there appears to be a strain between various people on the Commission and a break-down seems to be taking place. He asked how these concerns were being addressed. Mr. Hansel stated that Commission is continuing their work in going through the various chapters. Maps are being developed and will provide for an overall of all maps to allow for a full view by all and discuss what compromises need to be made. The initial work is to focus on the text and then move to the maps so the two eventually will become one document. Chairman Wheeler stated there are strong personalities in the group but felt with LEAM and the consultants the Commission will be able to work through the concerns and compromises. Mr. Munaretto noted the continued need to achieve a balance. He commented that the County has outgrown the ability to engage our constituents and perhaps consideration should be given to hiring a firm for the 2040 update. Ms. Peschke stated that she did not understand how the consultant can begin to write the document if the Commission has not agreed to compromise. Ms. Wanaski stated if the group has not agreed to a compromise the firm will put in a compromise for consideration and review by the Commission.

MISCELLANEOUS

*Discussion: P&D Meeting Schedule:* Chairman Wheeler announced that for the remainder of the year the P&D Committee will also meet on the third Thursday of the month at 8:30 a.m to consider regular business.

Chairman Wheeler reported that the recruitment process for the P&D Director position is moving along. She noted that the PAR group was hired to do a nationwide recruitment and 51 applications were received. That group was initially narrowed down to six individuals. Those individuals were interviewed this past week, and after further review will be down to three last candidates. Final interviews will be held next week, date and time to be determined, she invited anyone interested to attend those interviews. She will keep the Committee informed as to time, date and location.

EXECUTIVE SESSION: None.

ADJOURNMENT

Ms. Donner made a motion, seconded by Mr. Heisler, to adjourn at 9:55 a.m. The motion carried with a unanimous voice vote.

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**RECOMMENDED FOR BOARD ACTION:**

- Approve the Final Plat for Arbor Haven Subdivision
- Approve the Final Plat for Calvert Subdivision
- Resolution authorizing waiver of zoning application fees for the Huntley Fire Protection District
- Resolution consenting to a building permit review by McHenry County Fire Protection Districts
- Resolution appointment Keith Weingart to the Greenwood Drainage District No. 1
- Resolution allow for the submission of an application to HUD for 2008 Homeless Assistance funding
- Resolution authorizing entering into an agreement with CHMCO for the ADDI Program

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Resolution authorizing adoption of additional Community Development Block Grant Funding allocations for program year 2008

Resolution authorizing adoption of Community Development Block Grant action plan funding allocations for Program Year 09

30 Day review:

- A. Ordinance to adopt the International Building Code 2006
- B. Ordinance to adopt the International Fire Code 2006
- C. Ordinance to adopt the International Mechanical Code 2006
- D. Ordinance to adopt the International Residential Code 2006
- E. Ordinance to adopt the National Electric Code 2008