

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

Minutes of Thursday, January 28, 2010

	Tina Hill, Chairman	
Randy Donley		Mary L. Donner
Sue Draffkorn		Marc Munaretto
Lyn Orphal		Ersel Schuster

Chairman Hill called the Planning and Development Committee meeting to order at 8:15 am. The following members were present: Tina Hill; Randy Donley; Mary Donner; Sue Draffkorn; Marc Munaretto; Lyn Orphal; and Ersel Schuster. Also in attendance: Planning and Development Department staff members; Kathleen Bergan Schmidt and Paula Yensen, County Board members; representatives from the Regional Planning Commission; interested public; and press.

MINUTE APPROVAL: Mr. Munaretto made a motion, seconded by Ms. Donner, to approve the Planning and Development minutes of January 21, 2009. Ms. Schuster amended the minutes to delete a sentence on page 2. The minutes were approved as amended with all member present voting aye.

PUBLIC COMMENT: Emily Berendt, Bull Valley, addressed the Committee and asked that they take into consideration a Resolution that was passed by the Village of Bull Valley in which the Village objects to the proposed “estate” planning designation in the mile and one-half planning jurisdiction between Bull Valley and the City of Woodstock. The Village requests that the designation be returned to agriculture.

Ron Baumann addressed the Committee with questions on the proposed map. Chairman Hill asked that he bring up his concerns during discussions on the map.

Chuck Demski, a member of the Hebron Township Planning Commission, addressed the Committee. He questioned the based population number used in the proposed 2030 plan and how the number was determined. He asked if there was any correlation between the number of building permits issued and the number used. Ms. Hill asked that Mr. Demski discuss his concerns with staff after the meeting.

PRESENTATIONS: None

SUBDIVISIONS:

*Westhaven Subdivision – Tentative Plat:* Mr. Munaretto made a motion, seconded by Ms. Donner, to approve the Tentative Plat for Westhaven Subdivision located in Coral Township. Chairman Hill asked for a review of the subdivision process prior to voting on this motion. Ms. Wanaski stated that there are two ways to record a property: (1) by meets and bounds; and (2) through a recorded subdivision. She reported that there are three steps to the subdivision process: (1) a sketch plat is submitted – this can be a very simple sketch of the property; (2) a Tentative Plat is submitted – this plat contains more engineering information, soil survey, a roadway system which has been approved by the township road commissioner, platting requirements, etc.; and (3) the Final Plat is then submitted which has “heavy duty” engineering information and all the requirements for the subdivision. The Final Plat needs final approval by the County Board. Upon adoption of the Final Plat there can be no substantial changes to the Plat. Mr. Moore provided an overview to the Conservation Design Ordinance noting that every subdivision request must present evidence as to whether or not a conservation design must be followed. Every subdivision request is reviewed to see if the design triggers conservation design. The conservation design sketch plan must include information on natural features and identify where natural resources exist on the property. It was noted that many municipalities have also adopted a conservation design ordinance. Members then reviewed the Tentative Plat for Westhaven Subdivision. Ms. Schuster stated she would be voting against this plat as it is located in a rural area with lots less than .5 acres and no services available. After discussion a voice vote was called six members voted aye and one no vote.

NEW BUSINESS:

*Water Heater Discussion:* Mr. Hansel provided a review of the permitting requirements for the installation of water heaters. He stated that the State Plumbing Inspector confirmed that the County's interruption was correct in that a permit is required to replace a water heater. Many retailers request that a resident provide proof of permitting prior to delivery / installation of a water heater. He reported that some municipalities do not require a permit. He noted that inspections are usually done the day after a call is received, some can be done the same day if a call is received before 8:15 am. He noted there are different things staff could perhaps do to make the process friendlier. Mr. Sandquist stated that the current inspection fee is \$74.00 which covers the cost of the service. The inspection makes sure the heater is installed correctly. Ms. Donner questioned how the department enforces inspections for homeowners that do the installation. Mr. Sandquist responded that the property owner can do the installation but a permit is still required. Mr. Munaretto asked how many water heater permits are typically submitted each year. Mr. Sandquist responded the most that has been received is 5. Questions were raised as to what liability does the County assume if something happens. Mr. Sandquist noted this is a general indemnity. Ms. Yensen stated she appreciated the Committee's willingness to bring this issue to the table for discussion. She stated that the person that complained to her appears to be upset with having to come in for the forms as forms were not available on-line, she also was upset with having to take time off work for the paperwork and inspection, and also the price of the permit. Mr. Munaretto stated that permit fees should reflect the costs. He stated any scheduling issues should be reviewed by staff and that the Committee should not be micro-managing. Fees could be addressed when the Committee considers the ordinance to adopt permitting fees. Mr. Donley stated he did not feel any change was necessary. The Committee agreed to let staff address concerns raised.

OLD BUSINESS:

*Future Land Use Map:* As requested by the Committee, staff provided an analysis of the future land use map which identified residential and estate areas and the criteria used. Staff suggestions included: retaining the area in Coral Township with 705 units as previously suggested by the Committee; (2) split the Marengo area into two part (east 92,039) and West (1,254); and (3) split the Woodstock area in to three parts. Mr. Baumann raised concern with the area south of Union and asked that this area remain agriculture. He noted that the LE score is high in this area and it is also an ag protected zone. In addition, there are serious drainage issues in this area. He suggested that units should not be put in prime farmland. Chairman Hill asked the Committee if they would like to move forward to get this to the public for their comments and input prior to making any changes at this point. Mr. Munaretto stated it would be appropriate to wait for all the public input and suggested moving forward. He stated the plan does not assume any development in McHenry County as it is just a vision of what will occur with development. Ms. Schuster stated that on January 7, 2010 the Committee decided the map would remain as is and we would wait for public input. Members reviewed staff's listing of changes previously made by the P&D Committee to the 2030 Plan text. Mr. Sandquist stated that this information will be sent to HLD and the document with changes will be ready for public comments. Public meetings will be scheduled the first week in March at various locations. Ms. Donner made a motion, seconded by Ms. Orphal, to proceed with the Public Hearings as outlined. The motion carried with unanimous voice vote of all ayes.

NEW BUSINESS (CONTINUED)

*Certification of Zoning Maps:* Maps were spread on a table for viewing. Committee members viewed the maps which are now computer generated through GIS. The blue printing machine is no longer needed. Ms. Schuster asked if a list of changes could be provided. Mr. Sandquist stated this could be e-mailed to members. Mr. Munaretto made a motion, seconded by Ms. Donner, to recommend the County Board adopt an Ordinance for the recertification of zoning maps with a waiver of the 30 day review. The motion carried with all members present voting aye on a voice vote. Members agreed it was not necessary to schedule a meeting prior to the County Board meeting to review changes.

*Sign Ordinance:* Ms. Donner made a motion, seconded by Ms. Orphal, to recommend the County Board approve an ordinance amending the McHenry County Sign Ordinance. The motion carried with all members voting aye on a voice vote.

REPORTS TO COMMITTEE, AS APPLICABLE:

*Chicago Metropolitan Agency for Planning:* A recent press release indicated CMAP has approved the regional water plan for the eleven counties. They are looking for support of this plan.

*Community Development Block Grant Commission:* The Commission and staff are reviewing issues and working on ways to address funding concerns. As reported previously HUD has requested the return of some funds due to the inability of some projects to move forward. Some recipients found it difficult to meet the 20% match necessary to start the project. This was due in part to problems with the State of Illinois. It was noted that some "old" money can be reprogrammed and grantees can reapply for funding. All programs are being reviewed at this time.

*Historic Preservation Commission:* No report.

MISCELLANEOUS: None.

EXECUTIVE SESSION: None

ADJOURNMENT

Ms. Donner made a motion, seconded by Ms. Draffkorn, to adjourn at 9:33 a.m. The motion carried with a unanimous voice vote.

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**RECOMMENDED FOR BOARD ACTION:**

Ordinance for the recertification of zoning maps with a waiver of the 30 day review  
Ordinance amending the McHenry County Sign Ordinance

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