

Fiscal Year 2009/2010 Budget Program Description

Planning & Development

Department Mission Statement:

To direct the orderly and timely development of McHenry County while establishing a harmonious relationship between people, land use, and the environment to assure the public health, safety and welfare by the promotion, protection and preservation of unique and irreplaceable natural and historic resources of McHenry County, through the adoption, implementation and enforcement of plans, ordinances and policies as established by the McHenry County Board. The department also seeks to ensure the provision of decent, affordable housing for persons of low and moderate income through administration of Federal community development grants programs.

Program Description (By OCA Code)	Customers Served	Mandated Service	Funding Source
<p>OCA: 100005 Management Current Planning (ZBA Activity): Reviewing applications for zoning petitions for submittal through County Board action.</p>	Unincorporated McHenry County	Yes, per Article 8 of the McHenry County Zoning Ordinance	General Fund and Application Fees
<p>Subdivision Development Review: provide record keeping for the County's Staff Plat Review Committee as well as provide for the review and acceptance of subdivision proposals from both a building, zoning and engineering standpoint in accordance with both the McHenry County Subdivision Ordinance and the McHenry County Zoning Ordinance.</p>	Unincorporated McHenry County	Yes, per County Ordinance	General Fund and Application Fees
<p>Long Range Planning (Planning Commission Activity): Provide policy guidelines for land use decisions; monitor growth and development countywide; monitor County land use plan and supporting documentation to ensure timeliness in updates; research and review planning projects per the liaison committee direction.</p>	McHenry County	Yes, per resolution of McHenry County Board	General Fund
<p>Preservation Activity (McHenry County Historic Preservation Commission): Provide staff support to fulfill obligation founded in McHenry County Historic Preservation Ordinance</p>	Unincorporated McHenry County and communities with intergovernmental agreements	Yes, per McHenry County Preservation Ordinance	General Fund
<p>Building Permit Review and Issuance: acceptance and review of building permit applications in accordance with policies and procedures enacted and review of documentation for compliance with adopted building codes. Follow-up inspections for compliance with approved plans and issuance of appropriate Certificates upon completion.</p>	Unincorporated	Yes, per McHenry County Ordinances	General Fund and Application Fees

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Program Description (By OCA Code)	Customers Served	Mandated Service	Funding Source
OCA: 10005 Management (Continued) Code Enforcement: timely and accurate response to and investigation of complaints received regarding zoning violations; building code violations; stormwater violations, etc. with follow-up correspondence and if necessary, legal action and appearance in court situations.	Unincorporated	Yes, per County Ordinance	General Fund
Public Relations/Public Contact: timely, accurate and courteous responses to inquiries from the public, staff, elected and appointed officials, etc. On-going customer assistance training.	All of McHenry County (unincorporated and incorporated)	Yes, per County Ordinance	General Fund
Drafting & Graphics: maintain and update maps and databases, as needed and provide graphics assistance to department, committees, County Board and other agencies, as required.	All residents (primarily unincorporated; county departments and staff)	No	General Fund
Code Enforcement: timely and accurate response to and investigation of complaints received regarding zoning violations; building code violations; stormwater violations, etc. with follow-up correspondence and if necessary, legal action and appearance in court situations.	Unincorporated	Yes, per County Ordinance	General Fund
Public Relations/Public Contact: timely, accurate and courteous responses to inquiries from the public, staff, elected and appointed officials, etc. On-going customer assistance training.	All of McHenry County (unincorporated and incorporated)	Yes, per County Ordinance	General Fund

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<p>OCA: 100030 Stormwater Management Oversight and administration of the McHenry County Stormwater Management Ordinance. Issue stormwater management permits for regulated developments. Review building permits; base flood elevations (BFE) determinations; and Plats for compliance with the ordinance. Review, recommend, and monitor Communities to be certified to enforce the ordinance within their jurisdiction. Coordinate revision of the ordinance with the SMC, TAC, FEMA, and IDNR.</p>	All residents Countywide	Yes, per County Ordinance	General Fund and Application Fees

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OCA 100045 Receipt of entitlement funds provided by the U.S. Department of Housing and Urban Development (HUD). Staffing for County's Community Development Block Grant Commission which administers and plans for the use of funds received.	Low and moderate income persons countywide through services provided by subrecipients	Yes, Federal regulations mandate compliance for receipt and use of HUD grant funds	Federal CDBG, HOME, and NSP grants
Solicit applications, facilitate review, and develop contracts with subrecipient governmental, not for profit, and for profit entities to provided services to low and moderate income persons.	Low and moderate income persons countywide through services provided by subrecipients	Yes, Federal regulations mandate compliance for receipt and use of HUD grant funds	Federal CDBG, HOME, and NSP grants
Contract Monitoring/grant closeouts	Low and moderate income persons countywide through services provided by subrecipients	Yes, Federal regulations mandate compliance for receipt and use of HUD grant funds	Federal CDBG, HOME, and NSP grants
Prepare required HUD Plans and Reports including the CAPER; Annual Action Plan; 5 year Consolidated Plan; and HUD outcome performance measures.	Low and moderate income persons countywide through services provided by subrecipients	Yes, Federal regulations mandate compliance for receipt and use of HUD grant funds	Federal CDBG, HOME, and NSP grants