

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

Minutes of Thursday, June 17, 2010

Tina Hill, Chairman

Randy Donley
Sue Draffkorn
Lyn Orphal

Mary L. Donner
Marc Munaretto
Ersel Schuster

Chairman Hill called the Planning and Development Committee meeting to order at 8:30 a.m. The following members were present: Tina Hill; Randy Donley; Mary Donner; Marc Munaretto; Lyn Orphal; and Ersel Schuster. Sue Draffkorn arrived at 8:31 a.m. Also in attendance: Ken Koehler, County Board Chairman; Planning and Development Department staff members Dennis Sandquist, Matt Hansel and Darrell Moore; Pam Palmer, Auditor; Lt. John Miller and Undersheriff Andy Zinke, McHenry County Sheriff's Department; Pat McNulty, McHenry County Public Health; Don Leist, State's Attorney's Office; interested public; and press.

MINUTE APPROVAL: Mr. Munaretto made a motion, seconded by Ms. Donner, to recommend approval of the June 3, 2010 minutes of the Planning and Development Committee. Chairman Hill asked if there were any corrections – there were none. The minutes were approved as submitted with all members present voting aye on a voice vote.

PUBLIC COMMENT:

Mr. Frazier and Ms. Ksiazek joined committee members to discuss ongoing issues of horse racing events within their neighborhood. The new owner has applied for another Temporary Use Permit. Previously the ZBA informed them that no other permits would be allowed for this type of event. The Department has scheduled a meeting with this property owner. Mr. Sandquist informed the Committee that their Department would make certain that the owner understood all aspects of the Temporary Use Permit and all ordinance codes will be enforced. One horse racing event has been held at this location this year. A question was brought up concerning off-duty police officers providing security for these events. Committee members were informed this off-duty police officer would be covered under Workman's Compensation insurance. Lt. Miller provided Committee members with details of the Sheriff's Department off-duty detail program. Contract workers are able to wear their uniforms and use squad cars. Many large gatherings use these off-duty members instead of hiring private security. As an officer, they are able to enforce all State and County laws and ordinances, and their primary function is to assist people into and out of the events. Lt. Miller stated they will be unable to provide off-duty detail for the upcoming 4th of July event since they were provided a short notice. The owner will be required to obtain private security and the Sheriff will assign extra patrols for this event. Chairman Koehler requested that language be added to the Temporary Use Permit agreement stating that if the premises are occupied by large numbers of people after the ending time of the event, that security needs to stay until all people are disbursed. The event should be charged double time for any overtime incurred by off-duty detail officers. Questions were raised whether sales tax should be charged for these events. Chairman Hill thanked Mr. Frazier and Ms. Ksiazek for attending this meeting.

PRESENTATIONS: None.

SUBDIVISIONS: None.

OLD BUSINESS: None.

NEW BUSINESS:

Resolution for Leasing Wide Format Printer/Scanner. Committee members reviewed a Resolution for Leasing Wide Format Printer/Scanner. Mr. Munaretto made a motion, seconded by Ms. Donner, to recommend the County Board approve the Resolution as presented. Committee members questions whether they knew what the outright purchase price would be for this machine. Staff stated that they did not know. The County Board had decided in the past to lease this type of equipment versus buying because it would be more cost effective in the long run. After a lengthy discussion, a roll call vote was taken and the motion carried with seven ayes (Hill, Donley, Draffkorn, Orphal, Donner, Munaretto, Schuster.)
Planning & Development Committee

Approved: 07-01-10

Development of Unified Development Ordinance (UDO). Mr. Sandquist informed the Committee that the County will contract a consulting firm to develop the UDO. The project is anticipated to take 18 to 24 months to complete and will cost \$200,000 to \$250,000. The County will issue a Request for Proposals to identify and select a consultant. Funding for the project will be appropriated from the County's Contingency Fund and the UDO will update and consolidate the following existing Ordinances: Zoning Ordinance; Subdivision Ordinance (including the Conservation Design Addendum); Sign Ordinance; Cell Tower Ordinance; and the Groundwater Monitoring Ordinance. He stated that the consultant will be overseen by a staff committee lead by the Director of Planning and Development and the staff committee will be involved in all stages of the project. There was discussion as to whether or not there was talent in this County to develop a UDO. This is a very time-consuming endeavor and it would be advisable to hire a consultant who does this type of work on a full-time basis. The UDO will include a public participation. The committee discussed whether or not this should be handled in-house, or if it would be better to hire someone who has done this type of work before which would seem to be more cost effective. The first meeting will provide an opportunity for residents, property owners, developers, community leaders, and advocates to provide up front recommendations regarding possible desirable regulatory changes. Future meetings will also provide the public an opportunity to review the consultant's proposals before they are finalized. Mr. Munaretto inquired whether or not this Committee would have an opportunity to review the scope of work before any proposals. The Committee directed staff to proceed with developing a scope of services for the project for the Committee's review prior to the request for proposals being released by the County.

Public comment continued: Mr. McNulty was questioned on health permits required for the horse racing event. Mr. McNulty informed Committee members that inspectors reviewed the site of the event twice at the time of set-up and later. There were two permitted vendors selling pre-packaged foods so permits were not required. It wasn't stated that a complete list of vendors is needed at the time of application. They can apply for six permits per year. Committee members questioned if these events could be limited to a lesser amount. They would need to see how many groups this would affect. Chairman Koehler suggested pictures be taken by the inspectors for proof of how/where vendors are setting up their equipment. Committee members questioned if pictures would be admissible in court. Only the person who took the pictures can provide the pictures in court. It was suggested that pictures be taken before and after the event to address clean-up issues. Concern was voiced that food was being served in areas where animals are pastured. Concerns were also voiced that there would be altercations between neighbors and event holders.

REPORTS TO COMMITTEE, AS APPLICABLE:

Chicago Metropolitan Agency for Planning: Mr. Sandquist stated that the public release of the McHenry County 2030 Comprehensive Plan will be presented on June 17, 2010 at 6:30 p.m. in the McHenry County Administration building's conference rooms in Woodstock, Illinois.

A short presentation by Randy Blankenhorn, Executive Director of the Chicago Metropolitan Agency for Planning, is scheduled to begin at 7:00 p.m. of CMAP's 2040 plan. Chairman Koehler stated that he has received a copy of the CMAP plan, which is approximately 400 pages, and the Executive Summary is very good for review. A copy has been placed in the County Board Members mailboxes for review. CMAP would like comments on the draft Plan by August 6th.

Community Development Block Grant Commission: None.

Historic Preservation Commission: None.

Housing Commission: None.

MISCELLANEOUS: None.

EXECUTIVE SESSION: None.

ADJOURNMENT

Ms. Orphal made a motion, seconded by Ms. Donner, to adjourn at 10:00 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

Resolution for Leasing Wide Format Printer/Scanner
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