

AGENDA
CONSERVATION, PLANNING, AND ZONING COMMITTEE
WOODFORD COUNTY, ILLINOIS
Monday, January 13, 2020
5:30 P.M.

1. Call to Order:
2. Roll Call:
 (*set time to adjourn)
3. Approval of Monthly claims:
4. Approval of December 9, 2019, minutes:
5. Public Input:
6. Unfinished Business:
 - a) Minonk Wind LLC Special Use - Finalize
 - b) Honorary Street procedures and rules – Road Commissioner input
 - c) Inoperable Motor Vehicle ordinance – proposed verbiage
7. New Business:
 - a) Nomination and Election of Committee Vice Chairman
8. Planning and Zoning Issues:
9. Other:
 - a) ZBA Hearing - ZBA hearing January 28
 - o 1 variance, 1 text amendment, 3 SUP
 - b) Schedule special meetings (if necessary)
10. Executive Session (if necessary):
11. 55 ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees...
12. Any action coming out of Executive Session:
 - a) Zoning Administrator Annual Review/salary recommendation
 - b) Salary increase/competitive adjustment
13. Adjournment:

MINUTES
CONSERVATION, PLANNING, AND ZONING COMMITTEE
WOODFORD COUNTY, ILLINOIS
MONDAY, December 9, 2019
6:00 P.M.

1. Call to Order:
Chairman Parsons called the meeting to 6:00 pm.
2. Roll Call: Blake Parsons, Justin Faulk, Jason Spence and Charles Nagel were present.
3. Approval of Monthly claims: Motion was made by Faulk to approve the claims, seconded by Spence. *Motion Carried.*
4. Approval of September 9, 2019 Minutes:
Motion was made by Nagel to approve the minutes, seconded by Spence. *Motion Carried.*
5. Public Input: None
6. Unfinished Business:

- Minonk Wind LLC Special Use - MOU Update

Ms. Spence discussed that he sent this to Mr. Minger for review to be sure that there would be no issues with the Special Use. He noted this was not intended to modify the Special Use but merely to clarify some issues for both parties going forward. The committee discussed that and MOU would likely be considered a modification. It was determined this should be prepared as more of a letter of understanding in which the items already discussed and agreed to are put on paper. Me Spence noted he would work on creating that.

- Honorary Street procedures and rules
 - Jay Hockenbury - Street name change request

The committee discussed the recommended verbiage for the honorary street name program. They would like to move forward with the program, Mr. Spence made the motion to approve the verbiage and send to full board, seconded by Faulk. *Motion Carried.*

- Text amendments
 - Permit Fees discussion
 - Height restrictions
 - Compliance certs

Mr. Parsons discussed the proposed changes, these changes include adjusting the minimum structure size for requiring a permit from 70 sq. ft. to 288 sq. ft., adjusting the permit cost to a flat rate of \$0.15 per sq ft. Changing the Height restriction from a mean height restriction to a peak height restriction in all districts and adding postage cost to the variance and amendment sections. Additionally, Ms. Jording noted that there are a few items that are in conflict within the ordinance that she would recommend correcting, those items include re-wording the type II home occupations as permitted uses in the R-1 and R-2 districts and changing the district sections to match the Home occupation section which requires a special use for all type II Home occupations in the R-1 and R-2 districts. She also noted there is a disagreement with state statute in section 5-1000 B.1. it should be corrected to read "Considering or adopting recommendations for special use". Finally, Ms. Jording recommended a minor rewording to section 5-1300 to allow for the Zoning Compliance certificate to be placed in the permit file and only provided upon request. Mr. Spence made a motion to approve, seconded by Nagel. *Motion Carried.* The committee discussed that they would like to send the petition to the January ZBA only if the Full ZBA will be coming in for the Hearing, otherwise they would like to wait until the next regular hearing with a full ZBA.

7. New Business:

- Intergovernmental agreement with tri-county regional planning commission for special project services

Ms. Jording noted this is an annual agreement for services performed by Tri-County like review of Special Uses and Plats. Motion to approve and send to full board made by Nagel, seconded by Spence, *Motion Carried.*

- PCSWCD - Intergovernmental agreement for review of erosion, sediment and stormwater control ordinance permit applications

Ms. Jording noted this is an annual agreement for Commercial stormwater review. Motion to approve and send to full board made by Faulk, seconded by Faulk, *Motion Carried.*

- WCSWCD - Intergovernmental agreement for review of erosion, sediment and stormwater control ordinance permit applications

Ms. Jording noted this is an annual agreement for residential stormwater review. Motion to approve and send to full board made by Faulk, seconded by Spence, *Motion Carried.*

- Inoperable Motor Vehicle ordinance

Ms. Jording explained that this ordinance was put into effect in 1984, it has not been updated since. The committee needs to decide if they would like to rewrite the ordinance or rescind it entirely. The committee discussed that they would like to look at options for a re-write. Ms. Jording stated she will bring a draft to the January meeting.

- Meeting Schedule for 2020

The committee discussed that they would like to set the meeting time for 5:30, they noted they have members waiting between meetings for a long time. If the Public Safety meeting runs over then this meeting would just start late. Motion to set the meeting time at 5:30 p.m. and move the September and October meetings to the Wednesday after the second Tuesday. Motion made by Spence, seconded by Nagel. *Motion Carried.*

- Zoning Administrator Annual Review

Mr. Parsons presented the annual review for Ms. Jording, the committee discussed that they would like a better metric to determine performance. The committee also discussed the need to determine a unified plan for how all non-union, appointed personnel which report to the board should be evaluated and how raises or salary adjustments will be accomplished. The committee also discussed utilizing the comparable that are being pulled from other counties to help determine what an appropriate wage adjustment may be in the future. The committee requested that Annual review and Raise, salary increase/competitive wage adjustment be added to the January agenda along with an executive session to allow the committee to discuss compensation of a specific employee in closed session. Mr. Spence and Mr. Nagel discussed the need for a specific job description, Ms. Jording noted that the Zoning administrator duties are encompassed in various ordinances, there is also a consolidated job description that has been prepared. The committee asked that that be provided.

- Zoning Update 2018/19

Ms. Jording presented the annual review, see attached.

8. Planning and Zoning Issues: None

9. Other:

- ZBA Hearing - ZBA hearing no December Hearing
- Schedule special meetings (if necessary) No need for a special hearing.

10. Executive Session (if necessary): None

11. Any action coming out of Executive Session: None

12. Adjournment:

Mr. Nagel made the motion to adjourn at 7:37 p. m., seconded by Faulk. *Motion Carried.*

Lisa Jording, Secretary

Blake Parsons, Chairman

Date

SECTION 10

INOPERABLE MOTOR VEHICLES

10-1000. **Purpose.** It is the purpose and intent of this section to declared that an inoperable motor vehicles to be a nuisance; and whereas Illinois compiled statutes Chapter 55, Section 5/5-1092 and Section 5/5-12002 enables the county board by ordinance to declare inoperable motor vehicles whether on public or private property to be a Nuisance, and authorizes the levying of fines for the failure of any person to obey a notice from the county which states that such person is to dispose of any inoperable motor vehicles under his or her control

10-1100. **Definitions**

HISTORIC VEHICLE: A motor vehicle that is over 25 years of age, which is maintained for the purposes of display in antique auto shows. Display in exhibitions, or for exhibition or demonstration.

INOPERABLE MOTOR VEHICLE: Any motor vehicle from which, for a period of at least 15 days, the engine, wheels or other parts have been removed, or on which the engine, wheels or other parts have been altered, damaged or otherwise so treated that the vehicle is incapable of being driven under its own power.

MOTOR VEHICLE: Every vehicle which is self-propelled and every vehicle which is propelled by electric power obtained from overhead trolley wire, but not operated upon rails, except for vehicles moved solely by human power and motorized wheelchairs.

MOTOR VEHICLE OWNER: Any person who holds legal title of a motor vehicle.

10-1200. **Application** This section applies to any motor vehicle within the limits of Woodford County, Illinois, whether on public or private property, which is an inoperable motor vehicle as defined by this ordinance. Such inoperable motor vehicles are declared a nuisance pursuant to authority conferred by Illinois compiled statutes Chapter 55, Section 5/5-1092 and Section 5/5-12002.

10-1300. **Enforcement**

- A. It is the duty of the Woodford County Zoning office to inspect Motor vehicles which may constitute inoperable motor vehicles as defined in this ordinance.
- B. The Zoning office shall follow the violation procedures, if the violation is not abated the motor vehicle owner shall be notified by certified mail. The owner shall dispose of any inoperable motor vehicle under his or her control or repair said vehicle to operable condition and to do so within 20 days of the date of mailing of the notice to dispose.
- C. An inoperable motor vehicle is under the control of a person if that person:
 1. Is the motor vehicle owner as defined by this ordinance, or
 2. Is in custody or possession of the inoperable motor vehicle, or
 3. Is the owner of real property upon which the inoperable motor vehicle is located, or
 4. Has any possessory interest in the real property upon which the Inoperable motor vehicle is located, or
 5. Has any possessory interest in the inoperable motor vehicle.
- D. Any person receiving a notice to dispose of an inoperable motor vehicle shall, within 20 days of the date of mailing of the notice to dispose:

1. Repair all inoperable motor vehicles identified in the notice to operable condition, or
2. Dispose of all inoperable motor vehicles identified in the notice. Said disposal to be made in accordance with all applicable statutes of the State of Illinois and all applicable ordinances of Woodford County, Illinois.

10-1400. **Exclusions.** This ordinance shall not apply to the following:

- A. Operable historic vehicles as defined in this ordinance.
- B. Any motor vehicle that is kept within a building when not in use.
- C. Any motor vehicle on the premises of a place of business that is licensed by the Illinois secretary of state to engage in wrecking or junking of motor vehicles.
- D. Any motor vehicle which has been rendered temporarily incapable of being driven under its own motor power in order to perform ordinary service or repair operations.

10-1500. **Penalty** Penalties shall be in accordance with Section 7.