

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Government  
Sycamore, Illinois

## **DEKALB COUNTY REGIONAL PLANNING COMMISSION MINUTES**

(June 28, 2018)

The DeKalb County Regional Planning Commission (RPC) met on June 28, 2018 at 6:30 p.m. in the DeKalb County Administrative Building, Conference Room East, in Sycamore, Illinois. In attendance were Commission Members: Cheryl Aldis, Jo Ellen Charlton, Rich Gentile, Danielle Marion, John Fisher, Steve Devlieger, Martha May, Dan Nolan, Brian Gregory, and Kevin Bunge. Also in attendance were: Debbie Armstrong, Executive Director of the DeKalb County Convention & Visitors Bureau; Anita Zurbrugg, of the DeKalb County Community Foundation; and County Staff members: Derek Hiland, Jolene Willis, and Marcellus Anderson.

**1. Roll Call** – Commission members Bryan Rhodes, Les Redden, Becky Morphey, and Linda Swenson, were absent. Alternate Commission Member Danielle Marion took the place of Russell Kula (Hinckley) for the meeting.

**2. Approval of Agenda**

*Ms. Aldis moved to approve the agenda, seconded by Mr. Bunge, and the motion carried unanimously.*

**3. Approval of Minutes** – *Mr. Gentile moved to approve the minutes of the April 26, 2018 meeting, seconded by Ms. Aldis, and the motion carried unanimously.*

**4. Public Comment**

None.

**5. Election of RPC Chair and Vice Chair**

Mr. Hiland informed the Commission that per its charter, the Chair and Vice-Chair are to serve two-year terms, and that the terms for the current Chair (Mr. Gregory) and Vice-Chair (Ms. Aldis), which began in the spring of 2016, were ending. He noted that the Commission needed to nominate and vote to fill the two positions.

*Mr. Gregory nominated Ms. Aldis for the Chair position, seconded by Mr. Bunge, and Ms. Aldis accepted the nomination. The vote to elect Ms. Aldis as the New Chair carried unanimously.*

*Ms. Aldis nominated Mr. Fisher for the Vice-Chair position, seconded by Ms. May, and Mr. Fisher accepted the nomination. The vote to elect Mr. Fisher as the Vice-Chair carried unanimously.*

**6. DeKalb County Community Foundation (DCCF) Economic Development Grant Status**

Mr. Hiland introduced Ms. Zurbrugg, of the DCCF. Ms. Zurbrugg distributed a handout detailing the current status of the DCCF Economic Development Grants made available to the local municipalities, and discussed the information contained on the handout. She encouraged those communities that had not taken advantage of the program to do so, and noted that the deadline for doing so would be February 1, 2019. She also noted that Resource Bank was also willing to aid local communities by donating \$500 towards the community contribution. Ms. Zurbrugg then answered questions and various ways in which the grant could and was being used.

Ms. Zurbrugg asked the Commission to make a formal commitment, if interested, to partner with DCCF in putting on an event in the fall. She noted that DCCF would be willing to host and arrange catering the event. The purpose in the event would be to explore opportunities for collaboration, share knowledge gained over the past few years, and to invite people from outside of the communities to take advantage of the rich resources available in the communities. The Commission agreed that this would be a good idea and would participate in such an event. Ms. Zurbrugg said she would coordinate with Ms. Aldis to arrange the event.

**7. Presentation by DeKalb County Convention & Visitors Bureau (DCCVB)**

Mr. Hiland introduced Debbie Armstrong, of the DCCVB. Ms. Armstrong gave a presentation about the history and mission of the DCCVB, and described publications and events produced by them. Some of the items highlighted were: the Museum and History Centers of DeKalb County brochure; the “Bold Spirits of DeKalb County” logo, which will be unveiled on August 11<sup>th</sup> at the Bold Spirits Tasting at Jonomac Orchard; getting Sandwich to join their CVB; helping win the bid for the IESA State Wrestling Championships; getting coverage in the Chicago Tribune for the Sycamore Speedway and the Egyptian Theater; initiating the first DeKalb County Barn Quilt Tour; working with an international group to develop an event that would host a 50 to 60 person “farm to table” dinner and a tour of Whiskey Acres; and, looking into possibly hosting a drone event.

Ms. Armstrong described how the group is funded, which is through matching municipal dollars and a grant coming from a portion of the “Bed Tax” generated in the county. She then discussed the impacts of AirBNB on the Bed Tax. It was noted by the Commission that AirBNB’s would be a good future topic for the Commission.

Ms. Armstrong was asked about how can communities, such as those along State Route 30, develop a community brand, and if any assistance was available through their CVB. Ms. Armstrong did note that the Village of Hinckley has optioned to join the Aurora CVB. She also noted that the DCCVB had minimal funding and was in need of more staff.

**8. Discussion of DeKalb County’s Comprehensive Economic Development Strategy (CEDs)**

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

Mr. Hiland described the CEDS program, highlighting its themes and goals, and emphasizing the need for working together. Ms. Willis then elaborated upon the particular goals of the CEDS program, detailing how the Commission can help and the role the Commission will play. Mr. Gregory inquired whether the program had been adopted yet. Mr. Hiland responded that the DeKalb County Economic Development Corporation had adopted it, but that the County Board had yet to adopt it. Mr. Gregory noted the need for communities to manage the headlines and work on highlighting the positives of their communities.

#### **9. Adult Oriented Uses in Your Community**

Mr. Hiland noted that the topic of how the communities regulate adult oriented businesses was suggested. He gave a presentation talking about the type of language that should be included, using the ordinances from City of DeKalb and the County as examples, and discussed some potential challenges with regulating these uses. He also emphasized the need to talk to the elected and appointed officials about what could and could not be done, especially, that outright prohibition was illegal.

Mr. Nolan noted that the Village was trying to be proactive, and planned on using zoning and liquor regulations to control these uses.

Mr. Gregory noted the need to establish definitions and regulations before any such uses approached their communities.

Mr. Hiland noted that a good resource that the communities could use was the “Planners Dictionary”, and said that he would bring his copy to the Commission’s next meeting for them to peruse.

Ms. Charlton inquired as whether there were any state regulations regarding the placement of these uses. Mr. Hiland replied that he wasn’t sure. Ms. Charlton said that she would look into it a bit more and forward what she finds to Mr. Hiland.

#### **10. Municipal Development Permits / Projects / Challenges / Champions**

Mr. Nolan (Shabbona) reported that the Village had been busy. He noted that they had a Building Permit for a roof-mounted residential solar project. He informed the Commission that the Shabbona Forward Economic Development Committee was doing well. Mr. Nolan reported that the Prairie Band of the Potawatomies were back in town. He noted that their spokesman was out at the country club at a meet-&-greet, and that he was pitching their plans as economic development. He noted that they were looking for a letters of support from entities, individuals, etc. for their plans. Ms. May inquired if the Village was as split as it was when they first showed up. Mr. Nolan admitted he had no idea yet. Mr. Nolan also noted that the longtime mayor had resigned and that they now had a new interim mayor, Don Goncher. He noted that the Village sewage plant needs to be cleaned and dredged, and also noted that they now have a Village Office.

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

DeKalb County Regional Planning Commission Minutes  
(June 28, 2018)

Mr. Devlieger (Kirkland) reported that the Village was working on the DCCF grant. He noted that there would be fireworks and a parade that coming Wednesday for the 4<sup>th</sup> of July. He noted that they recently began working on a new road project. He noted that a citizen's group was working on providing some recommendations on what to do with the old IGA building downtown, and that the Village may put some of the grant money towards this project. He finished by noting that Hickory Ridge subdivision had lots up for sale.

Ms. May (Lee) reported that the Village was trying to acquire an eyesore on the main street, and hoped to have it demolished in July. She also reported that the Village was having some issue with water drainage and that a local resident offered to construct a website for the Village.

Ms. Marion (Hinckley) reported that the Village was still in the process of getting certified as a "Tree City" with the Morton Arboretum. She also noted that the Village was also still working on the DCCF grant. Otherwise, things were pretty quiet in the Village.

Ms. Charlton (DeKalb) noted that the City was getting more single-family construction this year, noting that twenty of the lots in Devonaire Farms was purchased by D. R. Horton, with an options on the others. She noted however that other permits were down. She reported that the Anne Glidden North sub-area plan was still ongoing. She noted that the City was working on a new TIF district for the downtown area. Ms. Charlton noted that some of the Challenges that the City has had were: lots of transition in their staffing, and various budgetary issues. Some of the Champions for the City were: volunteerism among the community has been great, and "Music at the Mansion" event has been doing well and getting bigger.

Mr. Fisher (Kingston) reported that the Village received its first new home permit in six years. He noted that the Village has also brought in new building inspectors. He reported that the new cell tower was up, and that it was generating revenues for the Village. He noted that money had been set aside in the budget to meet the 10% Village portion for the DCCF grant.

Mr. Gentile (Genoa) reported that they had somebody looking at the undeveloped lots in the Riverbend subdivision. He noted that it was their biggest challenge, and potentially their biggest reward. Otherwise, things were quiet.

Ms. Aldis (Cortland) noted that permits were going well. She reported that the grain elevator in Town was purchased by Poplar Farms for their own use, and that they had demolished the old office and would be repainting the grain bin. She noted that the Town would be purchasing the companion property to the grain elevator in July, and that they planned to remove the remaining grain bin and will be using the metal building for storage. She noted that the Robinson Farms development has been their biggest challenge and potential reward; they now have ten new townhouses available for sale, and are just waiting for the documents to record a re-subdivision of units three and four of the subdivision. She noted that their planning commission had reapplied for American Planning Association (APA) membership. Ms. Aldis also noted that the closing on the Cortland Mobile Home Park was in June, and that they had met with the Town.

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

Mr. Gregory (Sycamore) reported that the twenty-four Single-family homes had been permitted, with a lot of interest being expressed in fifty-five and older and multifamily housing. He noted that O'Reilly's Auto Parts had submitted a permit to build on the old Chuck's Auto property. He noted that Sutter's was finishing their expansion, and that the old Brown's location was going to be converted into a storage facility. He reported that the Supreme Court's ruling on online sales taxes have been a good thing. He reported that a PUD amendment from Meijers to change its footprint slightly had been submitted, but that the project is still on track to move ahead. He noted that a new museum being built on the Ang Farm. The City is also moving forward on trying to restart a lot of the stalled subdivisions.

Mr. Hiland (DeKalb County) reported that the County was working on developing wind energy regulations and detailed the status of that process. He noted that County had approved a new solar energy ordinance earlier in the year, and that the County had since received quite a few applications for solar facilities. He also described the status of the State's program, the status of the applications received by the County, and the various challenges the County has faced in processing them. Ms. Charlton inquired as to the timing for the State program to issue its credits. Mr. Hiland replied that no date had been set yet, but that sometime in November was the current expectation. Ms. Charlton noted that the City of DeKalb had been approached by a couple of people asking about solar projects. Mr. Gregory inquired about the impact of the 1.5 mile planning jurisdiction. Mr. Hiland elaborated that if a Special Use (which solar farm are) is proposed within that 1.5 mile area, the municipality has the right of formal review and comment, and if the community filed an objection, the County Board would have to have a supermajority to approve the project. He noted however that the County Board's policy has been to give a lot of weight to any objections from a community. Mr. Hiland noted that the intersection of Peace Road and State Route 64 were in for an engineering safety study. Mr. Gregory noted that it was planned to widen Peace Road north of the intersection. Mr. Hiland also noted that the County had asserted the State law that if a community had a leaf burning ban, leaf burning would be prohibited within 1,000 feet of their municipal boundaries, and noted that the Sheriff's office would be in charge of enforcing this law and would be issuing citations to property owners found violating this prohibition.

Ms. Willis informed the Commission about two workshops were scheduled to occur in July at the Community Outreach Building. The first would be the ComEd Energy Efficient public sector program, to be held on July 10<sup>th</sup>. The second was the IEPA Brownfield Redevelopment workshop on July 25<sup>th</sup>, between 9 am to 3 pm. She described both workshops and encouraged the members to attend. She then informed the Commission about the Illinois Housing Development Authority's Demo and Abandoned Properties programs, and told them that the North Central Illinois Council of Governments out of the Peru/Ottawa area was willing to arrange a separate meeting or conference call/webinar for those communities that would like more information about these programs. She noted that if the Commission members were interested, she could set it up. She then talked about the USDA Rural Development, describing some of the programs they have available.

~~

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*

Mr. Hiland informed the Commission that he had noted that AirBNB's as a topic of discussion for the next Commission Meeting, and asked the members to contact him if they have any other topics they wish to discuss at the next meeting.

**11. Next Meeting Date**

Mr. Hiland noted that the next scheduled meeting date would be on August 23<sup>rd</sup>, at 6:30 p.m. in the Conference Room – East, DeKalb County Administrative Building.

**12. Adjournment** – *Ms. Charlton motioned to adjourn, seconded by Mr. Devlieger, and the motion carried unanimously.*

Respectfully submitted,

---

Brian Gregory  
Chairman, DeKalb County Regional Planning Commission

Moa: moa

P:\Zoning\Regional\Minutes\2018\RPC 06-28-18 Minutes.docx

*Note: These minutes are not official until approved by the DeKalb County Regional Planning Commission at a subsequent meeting. Please refer to the meeting minutes when these minutes are approved to obtain any changes to these minutes.*