

*Note: These minutes are not official until approved by the Stormwater Management Planning Committee 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

**Planning and Zoning Committee Minutes**  
(January 25, 2017)

The Planning and Zoning Committee of the DeKalb County Board met of January 25, 2017 at 7:00 p.m. in the DeKalb County Administrative Building, Conference Room – East, in Sycamore, Illinois. In attendance were Committee Members: Kevin Bunge, Dan Cribben, Steve Faivre, Tracy Jones, Mark Pietrowski, Craig Roman, and Suanne Willis. Also in attendance were: Jeff Whelan, Greg Millburg, Greg Maurice, Mr. Bellanger, and Planning, Zoning, and Building Department Staff: Derek Hiland and Marcellus Anderson.

Mr. Faivre, Planning and Zoning Chairman, called the meeting to order. Committee member Craig Roman arrived late.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

*Mr. Cribben moved to approve the minutes of the November 9, 2016 meeting, seconded by Ms. Prain, and the motion carried unanimously.*

**PUBLIC COMMENTS**

No public comments were made.

**OLD BUSINESS – ZONING TEXT AMENDMENTS**

Mr. Hiland reintroduced Petition DC-16-04. This was a petition filed by the Planning, Zoning, and Building Department, under the direction of the Planning and Zoning Committee, for a number of zoning text amendments intended to make it easier for businesses to locate in the unincorporated portion of DeKalb County, to clarify definitions and remove inconsistencies, and to address several small, proof-reading-type errors in the Code. He explained that the required public hearing was held on June 16, 2016 by the DeKalb County Hearing Officer Ron Klein, who recommended approval of the proposed zoning text amendments, with one added change. Mr. Hiland then related to the Committee that the petition had first appeared before them at the July 2016 Committee meeting, the matter being tabled at both that meeting and the following August meeting, and finally postponed at the September meeting to be revisited at the Committee's January meeting. He finished by noting that the Committee was requested to review the proposed text amendment, the Findings and Recommendation of the Hearing Officer, and to forward an ordinance to the Full County Board.

Mr. Jones asked if Mr. Hiland had been able to review the petition and accompanying findings and recommendation by the Hearing Officer. Mr. Hiland responded that he had briefly read the materials and that it appeared to be simplifying matters.

Mr. Jones noted that the DeKalb County Farm Bureau had indicated to him that they had some concerns regarding the petition that they would like to discuss, and asked that Mr. Hiland meet with them before the Committee reviewed the petition. Mr. Hiland said that he would arrange to meet with the Farm Bureau.

*Mr. Jones moved to table the petition until the February Committee Meeting, seconded by Mr. Pietrowski, and the motion carried unanimously.*

#### **NEW BUSINESS – CHAPTER 14 BUILDING CODE AMENDMENT OF THE COUNTY CODE**

Mr. Hiland informed the Committee that the DeKalb County Health Department had submitted a petition to amend Chapter 14 of the DeKalb County Code regarding the differentiation of duties performed by the Health Department and duties performed by the other County personnel, and noted the change being proposed. He then introduced Greg Maurice, Director of Public Health Protection for the DeKalb County Health Department.

Mr. Bunge inquired as to the purpose of the proposed changes. Mr. Maurice explained the reasoning and purpose behind the proposed changes.

Mr. Bunge asked who the “designated officer” would be. Mr. Maurice replied that besides him, it would probably be the County Building Inspector.

Ms. Willis inquired as to who would be designating the person. The Committee then discussed this issue. Mr. Maurice indicated that it would be a collaborative effort to determine who was in charge.

Mr. Bunge suggested the following change to the definition of “Authorized representative”, which was further refined by Mr. Faivre, Ms. Willis, and Mr. Pietrowski: “... a designated employee of DeKalb County, as jointly determined and agreed upon by the County Health and Building Departments.”

*Ms. Willis moved to recommend approval of the text amendment with the alteration noted about, seconded by Mr. Bunge.*

Mr. Pietrowski inquired as to who the State Codes indicate is responsible for addressing such issues. Mr. Maurice explained that the State Code does not indicate a particular person, rather it dictates the qualifications said person needs to possess in order to perform the function.

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Mr. Pietrowski inquired whether Mr. Hiland felt there were any issues that currently go to the Health Department that should be handled by the Planning, Zoning, and Building Department. Mr. Hiland responded no.

Ms. Willis inquired about Section 14-4, which was proposed for deletion. Mr. Maurice and Mr. Hiland explained that the section in question was a left-over remnant from previous iterations of the County Code that was no longer in use and that its removal was a matter of cleaning up the language of the code.

*The motion was carried unanimously.*

#### **OTHER BUSINESS**

Ms. Willis noted that it had been reported by the local news agency that in addition to the public hearing to be held by the County starting at 1:00 p.m. on February 9, 2019 regarding the proposed Northwestern Medicine Health and Wellness Center, another public hearing regarding the same project was to be held by State officials on the same day from 11:30 a.m. to 1:00 p.m. She asked whether it would be possible to reschedule the County's hearing. Mr. Hiland explained that to reschedule the County's hearing would require re-posting the public notice, which would result in the hearing being delayed by several weeks.

Mr. Pietrowski initiated discussion about changing the times that the County holds its public hearings. Discussion was had concerning the fact the availability of the Hearing Officers determined the dates to hold public hearings, and about the fact that variations from, the bulk regulations of the Zoning Ordinance are determined by the Hearing Officer, while all other zoning actions (including other variations) are determined by the County Board.

Mr. Jones inquired about a potential text amendment first presented by staff at the August Committee meeting that would amend Article 14 of the County Code to create a limited waiver option for the building regulations (those not mandated by the State or Federal governments) in the A-1 District. Staff informed the Committee that it had directed staff to pursue this amendment, however it had been determined that due to the personnel changes happening within the Planning, Zoning, and Building Department, further action would be held until such time as a new Director had been hired and been given a chance to review the issue, so that the matter could then properly initiate amendment proceedings. Mr. Hiland informed the Committee that he would review the materials already compiled and will add the item as a discussion item for the February Committee meeting.

Mr. Hiland presented the Committee with an Application Deadline Calendar for zoning actions, and elaborated on how it will help with explaining the timeline associated with the processing of zoning actions to petitioners.

Mr. Hiland informed the Committee that he was currently reviewing the Zoning Ordinance and the County Code, and would be bringing forth ideas regarding potential updates and changes at future Committee meetings.

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Mr. Jones asked that staff look into creating a wind farm ordinance for the governing of any future wind farms that might be proposed for the County. Mr. Hiland responded that he would add the item to the agenda of the next Committee Meeting for further discussion. Mr. Jones added that he would be recusing himself from any votes regarding the potential wind farm proposed to be located in South Grove Township due to potential conflicts of interests.

Mr. Bunge inquired about the regulations for accessory buildings, explaining that his interest had been spurred by questions posed by a constituent of his. Staff elaborated on the purpose and history the regulations regarding accessory buildings.

#### **ADJOURNMENT**

Mr. Jones motioned to adjourn, seconded by Mr. Pietrowski, and the motion carried unanimously.

**Respectfully submitted,**

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**Steve Faivre**  
**Chairman, Planning and Zoning Committee**

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