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DeKalb County Government
Sycamore, Illinois

DEKALB COUNTY REGIONAL PLANNING COMMISSION MINUTES

(December 7, 2017)

The DeKalb County Regional Planning Commission (RPC) met on December 7, 2017 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, Russell Kula, John Fisher, Steve Devlieger, Martha May, Les Redden, Dan Nolan, Becky Morphey, and Brian Gregory. Also in attendance were: Jim Hutchison; Glenna Johnson, DeKalb County 911 Coordinator; Sheila Santos, DeKalb County Information Management Office Director; and County Staff members: Derek Hiland, Jolene Willis, and Marcellus Anderson.

1. Roll Call – Commission members Linda Swenson, Kevin Bunge, Bryan Rhodes, and Elizabeth Peerboom were absent. Commission Members Martha May and Brian Gregory arrived late.

2. Approval of Agenda

Mr. Nolan moved to approve the agenda, seconded by Ms. Charlton, and the motion carried unanimously.

3. Approval of Minutes – *Mr. Gentile moved to approve the minutes of the September 28, 2017 meeting, seconded by Ms. Morphey, and the motion carried unanimously.*

4. Public Comment

None.

5. Resolution of Appreciation for Don Pardridge

Mr. Hiland read a copy of a proposed Resolution in Appreciation to Don Pardridge (representative for the Village of Shabbona), acknowledging his participation in and many contributions to the Regional Planning Commission.

Ms. Morphey moved to approve the Resolution in Appreciation to Don Pardridge, seconded by Mr. Fisher, and the motion carried unanimously.

6. Addressing a New Business

Mr. Hiland noted that a topic currently impacting several local communities was the addressing of new businesses. He informed the Commission that the DeKalb County Community Development Department, the 911 Coordinator, and the DeKalb County Economic Coordinator had received calls from local communities regarding the process for assigning of new 911 addresses. He introduced the Commission to Ms. Glenna Johnson, the DeKalb County 911 Coordinator and Sheila Santos, DeKalb County Information Management Office Director, who had come to the meeting to discuss the processes used to establish new 911 addresses and to discuss some of the concerns that had recently arisen.

Mr. Hiland first had Mr. Anderson describe the process used by the County for addressing unincorporated portions of the County. Ms. Johnson and Ms. Santos then provided a detailed description of the processes commonly used to establish new addresses, the structure, development, and use of the 911 system in DeKalb County. Various Commission members then discussed the addressing processes used in their communities, and further discussion was had regarding several recent issues.

7. Cellular and/or Internet Water Tower Contracts

Mr. Hiland stated that the Commission had indicated that it wished to have a discussion regarding best practices in the development of lease agreements with companies looking to establish cellular and/or internet hubs on municipal owned properties, such as: water towers, street lights, etc. He noted that included in the Commission member's meeting packet was a sample of a generic water tower lease.

The Commission entered into a discussion of the potential benefits and costs of entering into such agreements, with additional discussion on ways to find more information to aid communities in making better informed decisions and on how best to regulate such uses.

Ms. Aldis noted that the DeKalb County Tax Assessor's office would have copies of current leases, due to such uses being taxable. Mr. Hiland informed the Commission that he would attempt to acquiring this information and, if possible, pass it on to the Commission members.

8. Gaming Parlors in Your Community

Mr. Hiland commented that a member of the Commission had sought feedback regarding video gaming / gambling from the rest of the partner communities in the County. He noted that staff

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had previously shared the Illinois Gaming Board's website, where information regarding revenues, locations, and number of machines could be found for each community in the State. He informed the Commission that included in their meeting packet was a quick table showing the communities in DeKalb County and their revenues received for the month of October 2017, discussed how it was formed and what it showed.

The Commission had a discussion where the various members shared their communities' experiences with regulating video gaming, including the interplay of liquor licensing with video gaming and the various regulatory methods used their communities.

9. Municipal Development Permits / Projects / Challenges / Champions

Mr. Devlieger (Kirkland) reported that an old brick building located downtown was being demolished. He noted that the community was still trying to sell the former IGA grocery store. He also noted that "Christmas in Kirkland" would be occurring that coming weekend, and described some of the events included as part of it.

Ms. Charlton (DeKalb) noted that the "Taste of The Season" event, which occurred the previous weekend, had been very successful. She noted the efforts of the City and Northern Illinois University to develop better student relations and to help inform the students on the opportunities for food, shopping, and entertainment available in the downtown area. She especially noted the efforts of the local Chamber to inform local residents about these same opportunities. She also noted that the City Council was in the process of evaluating what to do with remaining TIF monies, and described some of the various considerations involved in the process.

Ms. May (Lee) reported that the Village finally got its ordinances updated, approved, and in affect. Ms. May inquired of the Commission members whether there was a state regulation as to the total number of persons that could inhabit a rental unit, or was that something that the Village would have to establish itself. Mr. Redden commented that there may be something in the Building Code used by the Village. Ms. Aldis noted that the ICC book may have specific rules regarding it, but that the Village would have to establish and adopt a regulation regarding the issue.

Ms. Morphey (Somonauk) reported that not much was happening. She noted that the school was trying to get rid of an old gym it owns.

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Mr. Gentile (Genoa) reported that a new Dunkin Donuts was coming to Genoa, noting that it would be located at Prairie Street and State Route 72, northeast of the McDonalds.

Mr. Fisher (Kingston) reported that things were quiet in Kingston.

Mr. Kula (Hinckley) reported that the Village was looking into acquiring the "Tree City, USA" status, and that the Village had applied for the DeKalb County Community Foundation grant. He added that the "Lucky Dog Grooming Parlor" had expanded, and that the Village was investigating pricing for some proposed "Welcome to Hinckley" signs.

Mr. Nolan (Shabbona) reported that the Village had no new housing permits, but that it did have four (4) new garage permits over the past few weeks. He noted that the Village's Economic Development Committee did apply for and receive a \$20,000 DeKalb County Community Foundation grant. Ms. Willis described the grant. Mr. Nolan also noted that the ribbon cutting for the new "Foster Financial" building built downtown.

Ms. Aldis (Cortland) reported that the Town had opened its first public parking lot, and that the Town's new electronic sign is located there. She noted that two new 5-unit townhouses were being built in the Robinson Farms Subdivision, and that the developer was meeting with the Town's Planning Commission to talk about amending the Special Use approving the Planned Unit Development. Ms. Aldis reported that Casey's was probably finished with the review for their building permit for their new building and would soon begin work on their demolition permit for the existing building. She also noted that some building had also occurred in the Nature's Crossing Subdivision.

Mr. Gregory (Sycamore) reported that the City was meeting with a potential developer to review some concept plans for a rural residential subdivision, consisting of 5-acre, or larger, lots; with the expectation is that they could begin breaking ground next spring. He noted that the City has issued building permits for 45 Single-family detached homes this year. Mr. Gregory also reported that a Hardee's was in the process of being built, and that an O'Reilly Auto Parts was coming. He added that the City had constructed a new "Welcome" sign along Peace Road.

Mr. Redden (Sandwich) noted that a new 28-unit apartment complex had finished construction. He noted that Middlevale was just about done, and that Jim Gord was not quite done. He noted that a new Burger King was coming to Sandwich. Mr. Redden reported that a couple of new streets and that a new 12-inch water main had been put in this year.

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Mr. Hiland and Mr. Anderson (DeKalb County) noted that the County was developing solar farm regulations, and described the development of the new Northwestern Medicine Wellness Center, which was under construction.

Ms. Willis discussed the grants available to each community through the DeKalb County Community Foundation. She also described the efforts of the chambers, Score chapters, NIU, and community colleges from across the County coming together to look into what resources are available for small businesses and entrepreneurs and how to get that information out to them.

10. Next Meeting Date

Mr. Hiland noted that the next scheduled meeting date would be on January 26, 2018, at 6:30 p.m. in the Conference Room – East, DeKalb County Administrative Building. However, after some discussion, the Commission decided to reschedule the meeting to February 22, 2018.

Mr. Hiland noted that possible topics for the next meeting were: a follow-up discussion regarding the lease agreements for water towers; small cell sites; and reaching out to Paul Borek, of the DeKalb County Economic Development Corporation, to see if he would be available to discuss its 30-year overview of what had been done great in DeKalb County. He also requested that the members please inform him if they had any other items they would like to discuss.

Ms. Santos noted that the County's Information Management Office would be getting the new census programs in January, and that updates would be made. She noted that the information may be of value to the communities.

11. Adjournment – Mr. Gregory motioned to adjourn, seconded by Ms. Charlton, and the motion carried unanimously.

Respectfully submitted,

Brian Gregory
Chairman, DeKalb County Regional Planning Commission

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