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DeKalb County Government
Sycamore, Illinois

**Planning and Zoning Committee Minutes
(July 27, 2016)**

The Planning and Zoning Committee of the DeKalb County Board met on July 27, 2016 at 7:00 p.m. in the Conference Room East located in the DeKalb County Administration Building. In attendance were Committee Members Tim Bagby, Kevin Bunge, John Emerson, Steven Faivre, Anita Turner, and Suzanne Willis. Also in attendance were Don Willrett, Gene Frieders, Mr. & Mrs. Yingling, Greg Milburg of the DeKalb County Farm Bureau, and staff members Paul Miller and Marcellus Anderson.

Mr. Emerson, Planning and Zoning Committee Chairman, called the meeting to order and noted that Tracy Jones was absent.

APPROVAL OF AGENDA

Ms. Willis moved to approve the agenda, seconded by Mr. Bagby. Mr. Faivre moved to have the discussion of items eight (8) and nine (9) of the agenda tabled until the August 2016 meeting, seconded by Ms. Turner, the motion carried unanimously. The motion to approve the amended agenda carried unanimously.

APPROVAL OF MINUTES

Ms. Turner moved to approve the minutes of May 25, 2016 meeting of the Planning and Zoning Committee, seconded by Mr. Faivre. Ms. Willis identified a correction to the minutes. The motion to approve the amended minutes carried unanimously.

PUBLIC COMMENTS

No comments were offered.

SPECIAL USE - MID-DAY PET SERVICES

Mr. Miller explained that Mid-Day Pet Services, on behalf of the property owners, Lanette and Jim Yingling, had filed a petition for a Special Use Permit to allow a “dog day care” business on property located at 703 Eva Lane in unincorporated Sandwich Township. The 3.5-acre parcel is located on the west side of Eva Lane, approximately 300 feet north of the intersection with Suydam Road, and is zoned A-1, Agricultural District. The application was been filed in accordance with the requirements of Section 10.04 of the DeKalb County Zoning Ordinance.

The required public hearing was held on June 16, 2016 by DeKalb County Hearing Officer Ron Klein. The petitioner provided testimony and exhibits in support of the requested Special Use, explaining that the “doggy day care business” began as a dog-walking service and evolved into a day-care and dog-training business. The business takes place in a portion of an existing outbuilding, and includes a fenced-in play area. There is no signage as part of the building, and dogs are picked-up by 4:30 p.m. Staff pointed out that the Special Use was being requested as being substantially similar to a kennel, which is listed as a possible Special Use in the A-1 District. Staff also noted that the parking area and building will have to meet applicable codes if the use is approved. Eleven members of the public spoke in favor of the application and several letters of support for the request were received. No one spoke in opposition to the application.

The Hearing Officer submitted his findings and recommends approval of the Special Use Permit with conditions. The Planning and Zoning Committee was requested to make a recommendation to the full County Board on the requested Special Use in the form of an ordinance. The Committee may recommend approval, approval with conditions, or denial of the request.

Mr. Faivre moved to recommend approval of the Special Use, seconded by Mr. Bunge, and the motion carried unanimously.

SPECIAL USE AMENDMENT - FRIEDERS

Mr. Miller explained that Gene and Larry Frieders, d.b.a. Ag-Tech Services Inc., filed a petition for approval of an Amendment to Special Use Permit to allow the expansion of an agribusiness on property located south of St. Rte. 34 and on the east side of Gletty Road in Sandwich Township. The subject property consists of two parcels comprising approximately 41 acres. The property is zoned A-1, Agricultural District with a Special Use for an agribusiness.

The required public hearing was conducted on July 7, 2016 by DeKalb County Hearing Officer Ron Klein. The petitioners provided testimony and exhibits in support of the requested Amendment to a Special Use Permit, including that the business, Ag-Tech, operates from the adjacent property to the north, and that the proposed expansion is to add an 80' x 300' building for storage of seed and for chemical storage and mixing. The proposed building would allow all of the materials associated with the business to be stored inside. The bulk of the subject property would remain in row crops. The plan would also accommodate a 90-foot-diameter tank. The proposed uses in the new building would require State EPA and Department of Agriculture approval. Staff pointed out that the Special Use Permit was granted in 2004, and that the proposed building represents more than 10% of the combined area of existing buildings, which necessitates the Amendment. The petitioner is requesting waivers to allow vehicle circulation areas to be gravel rather than paved, and to eliminate the need for an engineered stormwater plan. No members of the public spoke in favor of or in opposition to the petition.

The Hearing Officer submitted his findings and recommends approval of the Special Use Permit Amendment with conditions (see attached Findings of Fact). The Planning and Zoning Committee was requested to make a recommendation to the full County Board in the form of an ordinance. The Committee may recommend approval, approval with conditions, or denial of the request.

Ms. Willis moved to recommend approval of the Amendment to the Special Use, seconded by Mr. Faivre, and the motion carried unanimously.

OTHER BUSINESS

Mr. Miller informed the Committee of the recent staffing changes within the Planning, Zoning, and Building Department, the effects these changes have had on the operation of the Department, and his proposals for addressing the impacts of these changes. He mentioned that both the Assistant Planner and the Building Inspector had both recently resigned to take positions in Oak Brook, Illinois. He informed them that the Zoning Technician had been temporarily reassigned to the Assistant Planner position, with the reassignment proposed to become permanent with the start of the next fiscal year. He also informed them that he was proposing to increase the hours worked by the Office Manager from 35 to 40 hours per week to help staff compensate for the reduction of staff within the Department. He explained the impact that the lack bodies within the Department was having on staff's ability to operate efficiently and effectively. Mr. Miller talked about the need to fill the vacant Building Inspector position, including his proposal to increase the starting salary of the Building Inspector by three dollars an hour so as to be able to draw in and retain applicants with higher qualifications. He finished by informing the Committee that he had finished his draft department budget for the next fiscal year, and that even with approval of the proposed changes, he would still meet the budgetary goals set forth by the County Board. Mr. Miller asked whether the Committee had any objections with any of his proposals. No objections were voiced.

Mr. Bagby inquired as to when the Griffith Variation would be coming before the Committee. Mr. Miller informed him that variations from the bulk regulations of the Zoning Ordinance were determined by the Hearing Officer, not the Committee. He also informed him that the Variation in question had been approved.

ADJOURNMENT

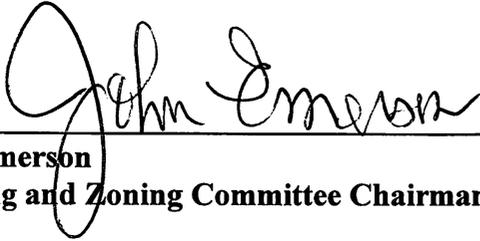
The Planning and Zoning Committee is next scheduled to meet Wednesday, August 24, 2016 at 7:00 p.m. in the Conference Room East.

Mr. Bagby moved to adjourn, seconded by Ms. Willis, and the motion carried unanimously.

Respectfully submitted,

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Respectfully submitted,

A handwritten signature in black ink that reads "John Emerson". The signature is written in a cursive style with a large, looping initial "J".

John Emerson
Planning and Zoning Committee Chairman

MOA:moa

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