

DRAFT

**DEKALB COUNTY REGIONAL PLANNING COMMISSION
MEETING MINUTES
October 25, 2012**

The DeKalb County Regional Planning Commission (RPC) met on October 25, 2012 at 7:00 p.m. in the DeKalb County Administration Building, Conference Room East, in Sycamore, Illinois. In attendance were Commission members Derek Hilan, Ken Andersen, John Fischer, Rich Gentile, Brian Gregory, Martha May, Becky Morphey, and Don Pardridge. Staff included Paul Miller and Rebecca Von Drasek.

1. **Roll Call** -- *Commission members Cheryl Aldis, Bill Beverley Les Bellah, Suzanne Fahnestock, Jim Roderick, Anita Sorensen, and Linda Swenson were noted absent.*
2. **Approval of Agenda** -- *Mr. Andersen moved to approve the agenda, seconded by Mr. Gregory, and the motion carried unanimously.*
3. **Approval of Minutes** -- *Mr. Pardridge moved to approve the minutes from July 26, 2012, seconded by Mr. Andersen, and the motion carried unanimously.*

4. Zoning 101 Feedback

Mr. Miller briefed the Commission on the informational seminar held on Saturday, September 15, 2012. He noted that the twenty persons attended, including elected and appointed officials and members of municipal planning commissions from across the County. Mr. Miller explained that he made a presentation on the basics of zoning, public hearings, findings of fact and conditional approvals, and annexation at the seminar. Kelly Cahill, attorney, made a presentation on what municipalities can and should do with respect to abandoned subdivisions and development projects. A variety of related questions from participants were fielded. Feedback from participants was that the information and discussions were helpful and timely. Mr. Miller commended the Commission for continuing to function as a resource to its member communities for issues and information that are common to each jurisdiction.

Staff agreed to provide Commission Members with Ms. Cahill's PowerPoint presentation.

5. Open Meetings Act Training - Reminder

Mr. Miller reminded the Commission that a new law went into effect as of January 1, 2012 which requires elected and appointed members of public bodies to undertake training in the Illinois Open Meetings Act. He explained that the training is on-line, and the responsibility to take the training falls on each official individually. Regional Planning Commission members were encouraged to review with their respective communities whether the training had been taken by the officials required to do so.

The Commission noted that the newly elected individuals will have 90 days to completed the training after they take office or otherwise assume the responsibilities of the office.

6. Year-End Review, Coming Year Preview

Mr. Miller iterated that the Commission remains the only forum in DeKalb County where representatives of the County and of each of the 14 municipalities within its boundaries can meet to discuss and share information and resources regarding issues that affect each jurisdiction. These issues go well beyond those that are related to growth and development, such as stormwater management, watershed planning, new State legislation, and planning for maintenance and enhancement of community character. The economy is beginning to show signs of recovering from the recession of 2008, and planning and zoning authorities can expect a slow but steady up-tick in zoning and development applications. The recession is likely to produce new kinds of proposed developments, and require new approaches to review and approval of that growth. The RPC will remain an ideal format for the exchange of experiences, ideas, techniques, and informed opinion on the best management practices. Mr. Miller asked Commission members to share which topics and activities the Commission should take up in 2013.

Mr. Fischer asked that Boundary and Intergovernmental Agreements be a topic in 2013.

Mr. Andersen suggested a Building Inspection mutual aid arrangement similar to the Public Works mutual aid program. Mr. Gregory noted that Building Inspector positions are unionized in some municipalities and not in others, which may make the program difficult to create.

Mr. Gregory asked that the Commission discuss comprehensive plan review and the process for amending such plans. Mr. Miller noted that the County had updated its plan in 2011.

Mr. Hiland offered that the Commission could discuss a universal waiver of impact fees.

The Commission briefly discussed development within the County and the ability to be unified in planning for the future. The discussion concluded with Mr. Pardridge observing that the Regional Plan Commission was created to give all of the municipalities and the County a place to discuss and plan together.

Mr. Pardridge noted that the water quality and stormwater issues could be addressed by the Commission. Mr. Miller reported that the County was in the process of securing a grant for a watershed study of the East Branch of the South Branch of the Kishwaukee River, which he hoped would be a pilot program for the entire County. Mr. Miller went on to suggest that the stormwater regulations could be a topic for the Commission in 2013 to provide information to communities on this important issue.

Mr. Miller also suggested that the County could make a presentation of the GIS maps for the Commissioners so that they can utilize this powerful planning tool.

Mr. Hiland proposed that the Commission conduct its meeting in different locales around the County in conjunction with related discussion topics (i.e. meet in Genoa if discussing a program implemented in Genoa).

Mr. Gregory suggested a discussion of residential wind energy systems. Staff noted that the topic was discussed in 2010 and offered to provide the Commission minutes and handouts regarding that discussion to Mr. Gregory.

Mr. Miller thanked the Commissioners for all of the insightful suggestions.

7. Municipal Development Projects / Issues

Mr. Hiland asked if any of the Commissioners wanted to report on the status of any projects.

Mr. Andersen announced that the Courthouse expansion was complete and he invited the Commissioners to the Open House scheduled for November 11, 2012 at 11 a.m.

Mr. Fischer reported that Kingston had completed the Water Sense program. He also noted that Kingston was reviewing the Village's Comprehensive Plan, Subdivision, and Zoning Ordinances.

Mr. Hiland highlighted the construction of the police station in DeKalb.

8. Next Meeting Date -- The Commission agreed that the next RPC meeting would be on January 24, 2013 at 7:00 pm in the Conference Room East.

9 Adjournment -- *Mr. Pardridge moved to adjourn, seconded by Mr. Gregory, and the motion carried unanimously.*

Respectfully submitted,

Derek Hiland
Chairman, DeKalb County Regional Planning Commission