

*Note: These minutes are not official until approved by the Planning and Zoning 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  
(December 8, 2015)**

The Planning and Zoning Committee of the DeKalb County Board met on December 8, 2015 at 7:00 p.m. in the Conference Room East located in the DeKalb County Administration Building. In attendance were Committee Members Kevin Bunge, Frank O’Barski, Tim Bagby, Tracy Jones, Steven Faivre, Tim Bagby, and Anita Jo Turner. Also in attendance, were staff members Paul Miller and Rebecca Von Drasek.

Mr. O’Barski, Planning and Zoning Committee Vice-Chairman, called the meeting to order and noted that John Emerson was absent.

**APPROVAL OF AGENDA**

*Mr. Jones moved to approve the agenda, seconded by Mr. Faivre, and the motion carried unanimously.*

**APPROVAL OF MINUTES**

*Mr. Bagby moved to approve the minutes of October 28, 2015 meeting of the Planning and Zoning Committee, seconded by Ms. Turner, and the motion carried unanimously.*

*Mr. Bunge arrived at 7:02 p.m.*

**PUBLIC COMMENTS**

County Board Member Maureen Little informed the Committee of her efforts to address concerns regarding burning of landscape and other waste materials in the unincorporated areas of the County. The Committee agreed to include the item on the January agenda. Mr. Miller indicated he had already contacted Sheriff Scott regarding enforcement, and that research would be needed as to which municipalities had regulations on leaf burning.

**PB&Z FEES SCHEDULES**

The Planning and Zoning Committee, at its meetings of September 23<sup>rd</sup> and October 28<sup>th</sup> discussed the possibility of amending the fee schedules for permits administered by the Planning, Zoning, and Building Department.

*Mr. Jones made a motion to discuss approval of the fee changes, seconded by Mr. Bagby.*  
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Mr. Miller presented the prospective fee changes within the November 24, 2015 staff report to the Committee.

Mr. Bagby inquired why the majority of the fee for a Site Development Permit is given to the Planning and Zoning Department. Mr. Miller responded that Planning Department's staff administers the Permit with continual follow-up throughout the project. Such follow-up can take months and even, in some cases, years.

Mr. Faivre felt that the increased fees had been justified, adding that he felt the increases reduced the subsidies by all tax payers of individual's projects.

Mr. Bunge stated that the fee revisions needed to be done, considering the challenges of the upcoming FY2017 County budget.

The Committee briefly discussed the remaining number of buildable lots in unincorporated areas.

*Following the original motion by Mr. Jones, the Committee unanimously recommended approval of the fee changes as presented.*

## **COMPREHENSIVE PLAN / ZONING CODE AMENDMENTS**

The Planning and Zoning Committee discussed, at its meetings of August 26 and September 23, 2015, the issue of how the County might become more "business-friendly." On October 21, 2015, the County Board passed Resolution R2015-75, which directed the Planning, Zoning and Building staff to initiate the necessary processes to allow possible amendments to the DeKalb County Unified Comprehensive Plan and DeKalb County Zoning Ordinance related to making it easier for businesses to locate in unincorporated portions of the County. Mr. Miller noted that his November 24, 2015 memo detailed the specific revisions that could be the basis of a conversation regarding a more "business-friendly" Comprehensive Plan and Zoning Ordinance.

*Mr. Faivre made a motion to discuss the proposed revisions to the Comprehensive Plan and Zoning Ordinance, seconded by Mr. Jones.*

Mr. Miller suggested that the first step in the review process will be to present the proposal to the Regional Planning Commission. This is because the Comprehensive Plan is a unified plan, incorporating the future land use plans of the municipalities. This approach had been overseen by the RPC in 2002 and 2011.

The Committee briefly noted that the Special Use process that allows for some business type uses would be expanded by these revisions. Mr. Miller cautioned that the allowance of some businesses uses opens the door to other business endeavors not anticipated and possibly less desirable.

Mr. Bunge stated that he wanted to encourage smaller-scale operations that might be prevented by current regulations. The Committee discussed the current allowances for Special Uses.

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Mr. Jones asserted that individuals needed to use common sense and be good neighbors.

The Committee also discussed that Building Code requirements can be an impediment to new businesses and the ability to waive requirements. The Committee inquired if they could waive requirements as part of applications under consideration by the Board.

Mr. Miller explained that some regulations are not the County's rules rather Statewide regulations, such as the Illinois Accessibility Act. He suggested that there might be instances where the County could waive regulations. He also strongly cautioned the Committee that the need for building regulations are born out of tragedies.

The Committee agreed that the issue should be presented to the Regional Plan Commission in January 28, 2016. Mr. Jones asked that the Farm Bureau be invited to attend as well.

#### **ADJOURNMENT**

The Planning and Zoning Committee is next scheduled to meet Wednesday, January 27, 2016 at 7:00 p.m. in the Conference Room East.

*Ms. Turner moved to adjourn, seconded by Mr. Faivre, and the motion carried unanimously.*

**Respectfully submitted,**



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**Frank O'Barski**  
**Planning and Zoning Committee Vice Chairman**

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