

PLANNING AND DEVELOPMENT COMMITTEE
McHenry County Government Center – Administration Building
667 Ware Road – Conference Room A
Woodstock, IL 60098

Minutes of Thursday, May 4, 2006

Ann Gilman, Chairman

Marie Chmiel	Jim Heisler
Peter Merkel	Marc Munaretto
Virginia Peschke	Barbara Wheeler

Chairman Gilman called the Planning and Development Committee meeting to order at 8:15 a.m. The following members were present: Ann Gilman; Marie Chmiel; Marc Munaretto; Virginia Peschke; Barbara Wheeler; and Pete Merkel. James Heisler arrived at 9:30 a.m. Also in attendance: Planning and Development Department staff members; Peter Austin, County Administrator; interested public; and press.

MINUTE APPROVAL

Ms. Peschke made a motion, seconded by Mr. Munaretto, to approve the regular session minutes of the Planning and Development Committee meeting of April 20, 2006. Chairman Gilman asked that the minutes be amended in the discussion relative to the membership on the Planning Commission to reflect that it was the consensus of the Committee that the membership should consist of two members from each County Board District and an additional member at large, with a Chairman being elected by the members. The minutes were approved as amended with a unanimous voice vote.

PUBLIC PARTICIPATION

None

PRESENTATION

None.

SUBDIVISIONS

Whiskey Creek – Final Plat: Mr. Munaretto made a motion, seconded by Ms. Peschke, to accept the Final Plat for Whiskey Creek, authorizing the Committee Chairman and the Code Enforcement Officer to sign said Plat to allow the project to proceed to the County Board. Ms. Ehardt reviewed the proposed Final Subdivision Plat for Whiskey Creek which will consist of 26 lots on 68.98 acres in Coral Township. The site contains an area of Special Flood Hazard and a wetland which runs through the center in a north-south direction. Two of the proposed lots do not have the ½ acre of suitable soils for conventional on-site wastewater disposal systems and will need designated septic areas with designated septic replacement areas. The Health Department has reviewed this project and has affixed its signature to the Final Plat. The Coral Township Highway Commissioner has reviewed, accepted and signed said Final Plat. A letter of no objection has been received from the Army Corp of Engineers. A permit has also been received from the Illinois Department of Natural Resources regarding the Special Flood Hazard area. In response to members' inquiry, Ms. Ehardt stated that under a previous subdivision ordinance each lot would need ½ acre of suitable soils for wastewater disposal, however the new health ordinance allows for a designated septic area for lots that do not meet these criteria. Members also questioned the two half cul-de-sac areas and it was pointed out that this allows for easier snow-plowing according to the township. On a voice vote, the motion carried unanimously.

OLD BUSINESS

Plan Commission – Member Job Description and Bylaws - Revised: Ms. Ehardt stated that there had been no changes to the Job Description since the last meeting. She noted that the Bylaws will be revised to reflect that in addition to two members from each County Board District, a member at large will be appointed. Ms. Peschke raised the following two concerns: (1) she asked if this will be another joint land use and transportation plan; and (2) she felt the County Board liaison should be a voting member of the Commission. Mr. Austin confirmed that the plan will be a joint transportation and land use plan. Chairman Gilman stated that the County Board member

should not be a voting member on this Commission, but will provide reports on the Commission's activity at each P & D Committee regular meeting. It was the consensus of the Committee that the liaison member should not be a voting member on the Planning Commission. Ms. Peschke stated she was also concerned that a member's term does not continue until they are replaced noting that this could be a problem if a replacement was not appointed in a timely manner. She noted that according to a previous State's Attorney's opinion membership on a board could continue until reappointment or a replacement is appointed. Ms. Ehardt noted that the idea is to make sure notices and interviews are held well in advance of an expiration date. Chairman Gilman felt the appointment expiration date should remain as stated. Mr. Munaretto made a motion, seconded by Ms. Chmiel, to approve the Job Description of the McHenry County Planning Commission Member. The motion carried with five ayes and one nay (Ms. Peschke explained that she objected to the liaison member being non-voting).

In reviewing the proposed Bylaws, the consensus of the Committee was to make the following revisions:

- In the Job Description use the title "Integrated Land Use Transportation Plan"
- Replace the wording to "in coordination with the Director of the McHenry County Department of Planning and Development" wherever the document refers to "prior approval of..."
- Under point 6 of Regular Meetings, add to the last sentence, "and provide secretarial support."
- Under point 4 of Quorum and Vote, add the following sentence, "A reason for abstention should be noted."
- Under point 7 of Membership, add the word "unexcused" before absences.
- Under point 3 of Regular Meetings, first sentence add "at least" before monthly
- Under point 2 of Rules of Order, add that the meetings will be governed by "Roberts Rules of Order Newly Revised (latest issue)"

Mr. Munaretto made a motion, seconded by Mr. Merkel, to amend the Bylaws of the McHenry County Planning Commission as discussed. The motion carried with five ayes and one nay (Ms. Peschke noted she objected to the wording that a membership shall cease on December 1st unless reappointment occurs).

NEW BUSINESS

Chairman Gilman noted that representatives from the University of Illinois along with Mr. Craig Hubert are in attendance to make a request. She asked that those individuals come forward and address the Committee. Mr. Hubert reported that the MCCD and the County has an opportunity to partner with the University of Illinois at Urbana-Champaign to explore and learn about new approaches for environmental protection through a grant. He introduced Mr. Edwin Herricks and asked Mr. Herricks to provide an overview to the proposed project. Mr. Herricks reported that the USEPA has asked for submission of proposal for projects relating to innovative thinking and practical applications of science and engineering for sustainability. The University of Illinois would like to partner with McHenry County and the MCCD to address the problem of sustaining both water supplies and ecosystem quality. Proposals must be received by the USEPA no later than May 17th. Mr. Herricks stated the project would have no financial or staff impact at the present time. He asked only that a letter of support of this proposal be sent by McHenry County indicating the County's interest to join the EPA-SNA project as partners. After a discussion, Members voiced their support of this proposal and pointed out that the project could be a very valuable tool on future objectives. Chairman Gilman asked if Mr. Herricks would be willing to meet with the Committee once this project proposal is approved. Both Mr. Hubert and Mr. Herricks agreed to meet in the future. Chairman Gilman stated a letter of support will be provided.

MCCD Trustee Interviews: The following applicants were interviewed for appointment to the McHenry County Conservation District Board of Trustees: Lynn Malenfant; Jeff Keck; John Wyrstek; Rob Laporta; James McNutt; Nancy Williamson, Joan Higgins and Jim Albright. Chairman Gilman noted that no decision would be made at today's meeting and asked members to review the applicants for consideration at the next regularly scheduled meeting.

U.S. Department of Housing and Urban Development 2006 Super Notification of Funding Availability: Mr. Hansel reported that the application submission to the U.S. Department of Housing and Urban Development (HUD) on behalf of not-for-profit agencies for homeless assistance program funding has been approved. Under the Associated application, the County must certify that projects meet the needs of its Continuum of Care Strategy. As part of the Associated Application, the following projects will be submitted: McHenry County Pads – Day Program Supportive Services; Pioneer Center – Support Services at Jackson and Madison Group Homes; Pioneer Center – Supportive Housing Program; Thresholds – AMI (Alliance for the Mentally Ill) House; Thresholds – MISA (Mentally Ill Substance Abuse) House; Home of the Sparrow – Transitional Apartment Program; Home of the Sparrow – Transitional Shelter Support Staff; Transitional Living Services – Permanent Supportive Housing Project; and Warren and Jolene Young Ministries/Peace 4 All. After a review, Ms. Peschke made a motion, seconded by Ms. Wheeler, to recommend the County Board approve a Resolution authorizing submission of an application to U.S. Department of Housing and Urban Development for 2006 Homeless Assistance Program Grant Funding. The motion carried with all members present voting aye on a voice vote.

Resolution – Recognizing Kay Burrill's Service on CDBG Commission: Ms. Peschke made a motion, seconded by Ms. Wheeler, to recommend the County Board approve a Resolution recognizing Kay Burrill's Service on the CDBG Commission. The motion carried with all members present voting aye.

Resolution – Recognizing Edward Haerter's Service on the ZBA: Ms. Wheeler made a motion, seconded by Mr. Heisler, to recommend the County Board approve a Resolution recognizing Edward Haerter's service on the Zoning Board of Appeals.

Resolution authorizing a budget line item transfer to the P & D FY 06 budget to allow for temporary administrative services: Ms. Wheeler made a motion, seconded by Mr. Merkel, to recommend the County Board approve a resolution authorizing a budget line item transfer to the P & D's FY 06 budget. The motion carried with all members present voting aye.

REPORTS

Stormwater – The next meeting is scheduled for May 31, 2006

NIPC – Chairman Gilman reported that she attended a presentation by Manhard Consulting on "Considering a Stormwater Utility Fee? Define...Educate...Enlist. She felt the information gleaned from this conference may be helpful in the future. She will place a copy in the Administration/County Board office if any member would like to review the document.

MCCD – Ms. Wheeler reported that the MCCD may have made a decision on the new director. She also reminded members of the meeting tomorrow at MCC and asked all to attend if possible.

Planning Commission – Nothing reported

Imagine McHenry County – Nothing reported

MISCELLANEOUS:

Ms. Peschke suggested that when a Committee conducts interviews they should have name plates to identify the Committee members to the applicants. She also asked Ms. Ehardt if there had been a settlement to the Kastimiros case. Ms. Ehardt stated that this case was settled after a State's Attorney's review. Mr. Kastimiros gave the land without a court order prior to the court's ruling. The property status will maintain as non-conforming.

Chairman Gilman asked members to let her know if they had any thoughts or ideas on the information she distributed at the County Board meeting.

EXECUTIVE SESSION: None

ADJOURNMENT

Ms. Wheeler made a motion, seconded by Ms. Chmiel, to adjourn at 11:25 a.m. The motion carried with a unanimous voice vote.

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RECOMMENDED FOR BOARD ACTION:

Resolution authorizing submission of an application to U.S. Department of Housing and Urban Development for 2006 Homeless Assistance Program Grant Funding

Resolution recognizing Kay Burrill's Service on the CDBG Commission

Resolution recognizing Edward Haerter for service on the Zoning Board of Appeals

Resolution authorizing a budget line item transfer

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