

**COUNTY BOARD
COMMITTEE OF THE WHOLE
MINUTES OF THURSDAY, OCTOBER 19, 2006**

Chairman of the Board – Kenneth D. Koehler (District 2)

<p>District 1 Donald R. Brewer Anna May Miller Marc Munaretto Dan Shea</p>	<p>District 2 James Heisler Kenneth Koehler Lyn Orphal Marie Chmiel</p>	<p>District 3 Ed Dvorak Vacant Nick Provenzano Barbara Wheeler</p>
<p>District 4 Sue Draffkorn John Hammerand Pete Merkel Sandra Fay Salgado</p>	<p>District 5 Tina Hill John Jung, Jr. Perry Moy Virginia Peschke</p>	<p>District 6 Ann Gilman Vacant Don Larson Mary Lou Zierer</p>

The Honorable County Board of McHenry County, Illinois met as a Committee of the Whole on Thursday, October 19, 2006 at 8:30 a.m. The meeting was held at McHenry County Government Center – Administration Building; 667 Ware Road, Woodstock Illinois.

Chairman Kenneth D. Koehler called the meeting to order at 8:30 a.m.

The roll of members was called, the following County Board Members were present: Marie Chmiel, Sue Draffkorn, Ed Dvorak, Ann Gilman, Tina Hill, Don Larson, Pete Merkel, Anna May Miller, Perry Moy, Marc Munaretto, Lyn Orphal, Virginia Peschke, Dan Shea, Barbara Wheeler, Mary Lou Zierer and Chairman Koehler. John Hammerand, James Heisler, Blake Hobson, Nick Provenzano and Sandra Fay Salgado were absent. Arriving after roll call: John Jung, Jr. (8:37 a.m.); Mary Lou Zierer (8:35 a.m.); and Don Brewer (8:40 a.m.).

Also attending: Ralph Sarbaugh, Associate County Administrator - Finance; Peter Austin, County Administrator; SuzAnne Ehardt, Director – Planning and Development Department and staff; Planning Commission Members; interested public; and press.

CHAIRMAN'S REMARKS

Chairman Koehler noted that today's meeting would be the first in a number of training sessions that will be held to provide information on various ordinances and procedures regarding planning and zoning. Chairman Koehler then turned the meeting over to Ms. Ehardt.

NEW BUSINESS

Training Workshop: Ms. Ehardt stated that today's workshop would focus on the land use planning process. State statutes grants counties the authority to create a land use plan as provided in ILCS, Section 5-14001,

“...general purpose of guiding and accomplishing a coordinated, adjusted and harmonious development of said region...and which plans will, in judgment of the County Board, in accordance with the present and future needs of the region and of the State, best promote health, safety, morals, order, convenience, prosperity, efficiency and economy in the process of development and the general welfare of said region.”

Ms. Ehardt reported that planning for the County has been occurring since 1963. When planning for the future of a County, many aspects must be considered, including agriculture, suburbanization, commercial and industrial development. The goal of planning is to enhance the quality of life. When developing a land use plan one must look at the whole picture including, state and federal planning issues.

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This is accomplished through a planning partnership consisting of the County, municipalities and the Chicago Metropolitan Agency for Planning (CMAP).

The role of the County Board in the planning process includes:

- (1) The appointment of members to the Planning Commission to act in an advisory capacity;
- (2) appoint a County Board Member to serve as liaison – the liaison member is considered an ex-officio (non-voting) member of the Planning Commission who will act as a “conduit” to the Board;
- (3) provide direction to the Planning Commission by setting goals and strategies; and
- (4) adopt and implement a comprehensive land-use plan.

The role of the Planning Commission is:

- (1) to serve in an advisory capacity to the County Board;
- (2) to recommend a long-range land use plan;
- (3) to monitor development of the County in light of the adopted plan; and
- (4) to forward recommendations to the Planning and Development Committee.

The Plan will be a combined Land Use and Transportation Plan. The Plan should include a summary of the most important findings of the preliminary studies (soils, farmland, groundwater, floodplains, flood hazards, etc); the policies, guidelines and proposals that the Board (the legislative body) intends to follow in future development decisions; and a variety of maps, statistical tables and narrative discussions.

Ms. Ehardt provided the 2005 existing land use map and the 2010 land use map so the members to compare the differences over this 13 year time span. She noted that the County has always considered environmental aspects when developing the land use plan.

The planning process will include the following five major steps:

- (1) Establishment of basic goals
- (2) Study and analysis
- (3) Plan preparation
- (4) Plan implementation
- (5) Monitoring and feedback

The 2030 Plan will be developed over three phases.

Phase one: Commissioners and staff will meet with focus groups
The County Board will develop and approve goals and objectives
Data collection
Map preparation

Phase two: Analysis of data and working maps
Presentation to the County Board of what has been done to date
Preparation of the Plan text and maps – by staff
Countywide presentation of the “draft” plan through public meetings held in the quad areas of the County

Phase three: Preparation of the final document – including County Board and public comments
Public meeting on the Final Draft
Revisions are incorporated
Final Plan presented to the County Board
Adoption of the Plan by the County Board

The timeline to accomplish this task is proposed to be 18 to 24 months.

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Ms. Ehardt stated that CMAP will review the Plan and make any comments before the Plan is adopted by the County Board. Comments made by CMAP will be included in the final document.

The Plan will be implemented through Ordinances (Zoning, Subdivision, Stormwater, Transportation, Historic Preservation, Health, etc.), Board Policies (LESA, water resources study, economic development, etc) and municipal partnerships (dialog, intergovernmental agreements, etc.).

Ms. Ehardt noted that a web page containing a calendar of meetings and discussion topics would be available and updated regularly to keep the public informed. Chairman Koehler stated that the John Jung, Jr. (the County Board's liaison to the Planning Commission) would provide updates at the County Board's first meeting of each month.

Ms. Chmiel asked Ms. Ehardt to provide an explanation to the differences between planning and zoning. Ms. Ehardt responded that zoning is the number one tool used to implement the Land Use Plan and all decisions the County Board makes on a zoning issue impacts the Plan. She also pointed out that the maps used in the Plan will not necessarily reflect what is happening currently. Mr. Brewer questioned why the maps could not be updated regularly as there are programs available to do so. Ms. Ehardt recommended that the Plan maps not updated regularly as this would make the Plan a short term document. She explained that the map indicates what the County would like to see as a whole and must be used in conjunction with the text. She stated it may be possible to update specific areas as sub-areas when appropriate. The goal is to create a long-range Plan.

Ms. Gilman introduced the following Plan Commission members that were in attendance: Jim McNutt (District 1); Jeremy Shaw (District 2); James Coughlin (District 2); Jerry Davenport (District 3); Nancy Schietzelt (District 3); C. William Swenson (District 4); Robert Thompson (District 5); Ronald Bauman (District 6); and Craig Hubert (District 6).

Chairman Koehler stated that although the County did not adopt the 2020 Land Use Plan, it did contain some good information that could be used in developing the 2030 Plan. Ms. Ehardt agreed, noting that it would not be necessary to "re-invent" the wheel and the Commission would use pertinent information. Mr. Shea reminded the members that the Transportation component of the 2020 Plan was adopted.

Chairman Koehler noted that the McHenry County Council of Governments (McCog) has expressed a desire to be involved in the process to develop the Plan as a collective group for municipalities. Ms. Ehardt stated they would be kept informed of all meetings.

Ms. Ehardt reported that P & D staff members are meeting with the Division of Transportation staff to work on a modeling program that will help in modeling different scenarios. Staff is also scheduled to meet with representatives from the IDNR next week.

Chairman Koehler recommended that the Planning Commission members be invited to do a fly over tour of the County, much like the one done a few weeks ago. He noted that such a tour is an eye-opening vision of what is happening in the County and could provide invaluable information.

Ms. Ehardt stated that the first meeting of the Planning Commission would be in November. This meeting will be a "get acquainted" session for the members. She will provide a summary of today's information for those who missed the first portion.

Ms. Ehardt provided a brief summary to the Planned Development Section of the Zoning Ordinance (310.2 #3), noting that a future workshop will address in more detail the Zoning Ordinance. She

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distributed a copy of the section on general procedures for reviewing and approving a planned development, which involves the following: (1) Sketch plan submittal – staff reviews the feasibility of the plan; (2) the developer makes an initial presentation to the County Board for their feedback on the plan concept; (3) Plan goes back to staff as a preliminary tentative plat (which takes place prior to filing for zoning and procurement of appropriate signatures); once the preliminary temporary plat is accepted, the developer then can go to the ZBA (a developer is only required to go for staff plat review twice. They have the right to file for zoning without approval of the plat). After the ZBA public hearings, the preliminary tentative plat is reviewed by the Planning and Development Committee (still in the negotiation process); the P & D Committee can make a recommendation on the preliminary tentative plat to the County Board; if the County Board approves the preliminary tentative plat it goes back to staff plat review as a tentative plat at which time the developer gets signatures and submits the tentative plat to the P & D Committee. If the Committee makes significant changes, it could go back to the staff plat review or it can be forwarded to the County Board with little change. She noted that once the ZBA holds a hearing and forwards their recommendations the plat does not go back to the ZBA as they have completed their job. She pointed out that Staff Plat Review only looks at the plans feasibility; they do not look at zoning. She reviewed the notification process and when a ¾ vote by the County Board is necessary. Members questioned what would happen if any party refuses to sign a tentative plat and Ms. Ehardt responded that it would most likely end up in court.

Ms. Ehardt asked that Members let her know what other topics they would like to see as part of a workshop. She stated that future sessions will include zoning, soil and water.

MEMBERS' COMMENTS:

Members commended staff for today's informative workshop. Chairman Koehler acknowledged the members of the Planning Commission and thanked them for attending.

MOTION TO RISE:

The Committee of the Whole adjourned at 10:36 a.m. on a motion by Ms. Orphal, seconded by Ms. Wheeler, with a unanimous voice vote of all ayes.

Dated and approved at Woodstock, Illinois this ninth day of November, A.D., 2006.

Kenneth D. Koehler, Chairman
McHenry County Board

ATTEST:

Katherine C. Schultz, County Clerk

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