

Documents Distributed to the County Board at the Meeting

Committee of the Whole January 11, 2011

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MONTHLY REPORT for DECEMBER 2010¹

Champaign
County
Department of

**PLANNING &
ZONING**

Zoning Cases

The distribution of cases filed, completed, and pending is detailed in Table 1. No zoning case was filed in December and two were filed in December 2009. The average number of cases filed in the preceding five years was 2.6.

One ZBA meeting was held in December and two cases were finalized. Two ZBA meetings were held in December 2009 and one case was completed. The average number of cases finalized in the preceding five years was 0.8.

By the end of December there were 7 cases pending (three were text amendments). By the end of December 2009 there were also 7 cases pending.

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Table 1. Zoning Case Activity in December 2010

| Type of Case | December 2010 1 ZBA meetings | | December 2009 2 ZBA meeting | |
|--|---------------------------------|-----------------|--------------------------------|-----------------|
| | Cases Filed | Cases Completed | Cases Filed | Cases Completed |
| Variance | 0 | 0 | 1 | 0 |
| SFHA Variance | 0 | 0 | 0 | 0 |
| Special Use | 0 | 0 | 0 | 1 |
| Map Amendment | 0 | 0 | 0 | 0 |
| Text Amendment | 0 | 0 | 1 | 0 |
| Change of Non-conforming Use | 0 | 0 | 0 | 0 |
| Administrative Variance | 0 | 2 | 0 | 0 |
| Interpretation / Appeal | 0 | 0 | 0 | 0 |
| TOTALS | 0 | 2 | 2 | 1 |
| Total cases filed (fiscal year to date) | 0 cases | | 2 cases | |
| Total cases completed (fiscal year to date) | 2 cases | | 1 cases | |
| Case pending* | 7 cases | | 7 cases | |
| * Cases pending includes all cases continued and new cases filed | | | | |

¹ Note that approved absences, 2.5 sick days, and the loss of the Associate Planner resulted in full staffing (5 staff members present) for only 7 of the 20 work days in December and an average of 82% staffing (on average a little more than 4 of 5 staff members present) for the entire month.

Subdivisions

There was no County subdivision approval in December and no applications and no municipal subdivision was reviewed for compliance with County zoning.

Zoning Use Permits

A detailed breakdown of permitting activity appears in Table 2. A list of all Zoning Use Permits issued for the month is at Appendix A. Permitting activity in December can be summarized as follows:

- There were 6 permits received for 5 structures in December 2010 compared to 5 permits for 4 structures in December 2009. The five-year average for permits in December is 8.4.
- Only two months in the last 22 months (September 2010 and September 2009) have exceeded the five-year average for number of permits.
- The average turnaround (review) time for complete initial residential permit applications in December was 5.25 days.
- The reported value for construction authorized in permits for December was \$895,800 compared to \$231,678 in December 2009. The five-year average reported value for authorized construction in December is \$613,733.
- Only three other months (August and May 2010 and December 2009) in the last 24 months have equaled or exceeded the five-year average for reported value of construction.
- The County collected \$1,112 in fees for December compared to \$1,089 in December 2009. The five-year average for fees collected in December is \$1,445.
- Fees equaled or exceeded the five-year average for collected permit fees in only three months (August 2010 and December and December 2009) in the last 21 months.
- There were also 6 lot split inquiries and 167 other zoning inquiries in December.

Zoning Compliance Inspections

A list of the Zoning Compliance Certificates approved in December is included as Appendix B. Compliance inspection activity in December can be summarized as follows:

- 12 compliance inspections were made in December for a total of 12 compliance inspections so far in FY2011.
- 12 compliance certificates were issued in December. Note that a compliance certificate should be authorized no longer than 12 months after the permit was issued so this compares to the total of 5 permits for 4 structures that were approved in December 2009. Thus, the backlog of compliance inspections decreased slightly in December.

TABLE 2. PERMIT ACTIVITY DECEMBER, 2010

| PERMITS | CURRENT MONTH | | | FISCAL YEAR TO DATE | | |
|--|---------------|----------------|------------------|---------------------|----------------|------------------|
| | # | Total Fee | \$ Value | # | Total Fee | \$ Value |
| AGRICULTURAL: | | | | | | |
| Residential | 1 | N.A. | 400,000 | 1 | N.A. | 400,000 |
| Other | 1 | N.A. | 30,000 | 1 | N.A. | 30,000 |
| SINGLE FAMILY Residential: | | | | | | |
| New - Site Built | 1 | 741 | 220,000 | 1 | 741 | 220,000 |
| Manufactured | | | | | | |
| Additions | 1 | 305 | 243,800 | 1 | 305 | 243,800 |
| Accessory to Residential | 1 | 66 | 2,000 | 1 | 66 | 2,000 |
| TWO-FAMILY Residential | | | | | | |
| Average turn-around time for permit approval | 5.25 days | | | | | |
| MULTI - FAMILY Residential | | | | | | |
| HOME OCCUPATION: | | | | | | |
| Rural | | | | | | |
| Neighborhood | 1 | N.A. | 0 | 1 | N.A. | 0 |
| COMMERCIAL: | | | | | | |
| New | | | | | | |
| Other | | | | | | |
| INDUSTRIAL: | | | | | | |
| New | | | | | | |
| Other | | | | | | |
| OTHER USES: | | | | | | |
| New | | | | | | |
| Other | | | | | | |
| SIGNS | | | | | | |
| TOWERS (Includes Acc. Bldg.) | | | | | | |
| OTHER PERMITS | | | | | | |
| TOTAL | 6/5 | \$1,112 | \$895,800 | 6/5 | \$1,112 | \$895,800 |

* 6 permits were issued for 5 structures during December, 2010

◇ 6 permits have been issued for 5 structures since December, 2010 (FY 12/2010 - 11/2011)

NOTE: Home occupations and other permits (change of use, temporary use) total 1 since December, 2010, (this number is not included in the total # of structures).

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- Inspections have cleared compliance for a total of 12 permits so far this fiscal year (since December 1, 2010) which averages to 2.6 completed compliance inspections per week for FY2011. The FY2011 budget anticipates a total of 516 compliance inspections for an average of 9.9 compliance inspections per week.

Zoning and Nuisance Enforcement

Table 3 contains the detailed breakdown of enforcement activity for December 2010 that can be summarized as follows:

- 2 new complaints were received in December 2010 compared to 11 in December 2009. No complaint was referred to other agencies in December 2010 and one was referred in December 2009.
- 8 enforcement inspections were conducted in December compared to 13 inspections in December 2009.
- No contacts were made prior to written notification in December compared to 1 in December 2009.
- 8 initial investigation inquiries were made in December for an average of 1.8 per week in December and for the fiscal year. The FY2011 budget had anticipated an average of 6.5 initial investigation inquiries per week.
- 2 First Notices and no Final Notice were issued in December compared to one First Notice and two Final Notices in December 2009. The FY2011 budget had anticipated a total of 60 First Notices and so far there has been a total of 2 First Notices (3% of that total) by the end of the December.
- One new case was referred to the State's Attorney in December and no cases were referred in December 2009.
- 1 case was resolved in December compared to 1 case that was resolved in December 2009.
- 554 cases remain open at the end of December compared to 583 open cases at the end of December 2009.

APPENDICES

A Zoning Use Permits Authorized

B Zoning Compliance Certificates Issued

TABLE 3. ENFORCEMENT ACTIVITY FOR DECEMBER, 2010

| | FY 2010 Enforcement | December, 2010 |
|--|------------------------|-------------------|
| Complaints Received | 99 | 2 |
| Initial Complaints Referred to Other Agencies | 15 | 0 |
| TOTAL CASES INCLUDING PREVIOUS YEARS | | |
| Inspections | 347 | 8 |
| Phone or On-Site Contact Prior to Written Notification | 24 | 0 |
| 1st Notices Issued | 40 | 2 |
| Final Notices Issued | 14 | 0 |
| Referrals to State's Attorney's Office | 5 | 1 |
| Cases Resolved ¹ | 119 | 1 |
| Open Cases ² | 553 | 554*/** |

¹Resolved cases are cases that have been inspected, notice given, and violation is gone, or inspection has occurred and no violation has been found to occur on the property.

²Open Cases are unresolved cases, and include any cases referred to the State's Attorney's Office or new complaints not yet investigated.

*Open Cases include the previous number of open cases plus the number of new complaints received in the current month less the number of cases resolved in that same month.

**The 554 open cases include 27 cases that have been referred to the State's Attorney's Office, 15 cases that involve properties where kennels are being operated and will be addressed in the Zoning Ordinance revision process, and 8 cases that involve floodplain matters which brings the total of open cases to 504.

APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING DECEMBER, 2010

| <u>NUMBER</u> | <u>LOCATION</u> | <u>NAME</u> | <u>DATE IN/ DATE OUT</u> | <u>PROJECT</u> |
|----------------------|--|--------------------|-------------------------------------|-----------------------|
| 111-05-01 | Pending Special Use Permit | | | |
| 221-05-01 | Pending resolution of violation RHO | | | |
| 345-05-01 | Under review | | | |
| 26-06-02 | Under review | | | |
| 88-06-01 | More information needed RHO | | | |
| 118-06-02 | Under review | | | |
| 277-06-02 | More information needed FP | | | |
| 82-07-01 | Need IDNR response FP | | | |
| 192-07-02 | More information needed FP | | | |
| 219-07-01 | More information needed | | | |
| 219-07-02 | More information needed RHO | | | |
| 250-07-02 | More information needed | | | |
| 320-07-01 | More information needed FP | | | |
| 18-08-01 | Under review | | | |
| 137-08-01 | Under review | | | |
| 187-08-02 | Under review | | | |
| 200-08-01 | Under review | | | |
| 235-08-01 | More information needed, possible Variance | | | |
| 235-08-02 | More information needed, possible Variance | | | |
| 237-08-01 | Under review | | | |
| 266-08-01 | Variance needed | | | |
| 310-08-01 | Under review, possible RRO, subdivision issues | | | |
| 12-09-01 | Under review | | | |

APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING DECEMBER, 2010

| | | | | |
|-----------|---|--------------------------|----------------------|---|
| 147-09-01 | Under review | | | |
| 357-09-01 | Under review | | | |
| | RHO | | | |
| 41-10-01 | Pending Special Use Permit | | | |
| 54-10-01 | Under review | | | |
| 251-10-01 | Variance needed | | | |
| 328-10-01 | A tract of land located in the W ½ of the E ½ of the SE 1/4 of the Section 28, Compromise Township; 2074 CR 2550N, Thomasboro, IL PIN: 06-10-28-400-013 | Alan and Vicki Mennenga | 11/24/10 12/07/10 | construct a single family home with attached garage |
| | AG-1 | | | |
| 328-10-02 | Lots 1 and 2 of Homestead Estates Subdivision, Section 26, Newcomb Township; 490 CR 2500N, Mahomet, Illinois PIN: 16-07-26-477-002 & 003 | Kevin Warner | 11/24/10 12/08/10 | construct additions to an existing single family home |
| | AG-1 | | | |
| 334-10-01 | Tract 3 of the Stephens Section 6 Survey, South Homer Township; 2553 CR 1200N, Homer, IL PIN: 26-30-06-200-013 | Gary and Angela Stephens | 11/30/10 12/09/10 | construct a barn for horses and hay storage |
| | CR | | | |
| 335-10-01 | Lots 2 & 3, Stout Subdivision, Section 23, Ludlow Township; 1674 CR 3200N, Rantoul, IL PIN: 14-03-23-451-008 & 009 | Craig Bertram | 12/02/10 12/09/10 | erect an above ground swimming pool on the subject property |
| | AG-2 | | | |
| 342-10-01 | Lot 126, Wiltshire Estates 8 th Subdivision, Section 13, St. Joseph, Illinois PIN: 28-22-13-329-003 | Joshua and Mindy Hale | 12/08/10 12/15/10 | construct a single family home with attached garage |
| | R-1 | | | |
| 362-10-01 | Under review | | | |
| 364-10-01 | Under review | | | |

APPENDIX B: ZONING COMPLIANCE CERTIFICATES ISSUED DURING DECEMBER, 2010

| <u>DATE</u> | <u>LOCATION</u> | <u>PROJECT</u> |
|-------------------------|---|---|
| 10/07/2010 137-99-02 | Lo 327, Lakeview 7 th Subdivision, Section 13, Mahomet Township; 1907 Juniper Drive, Mahomet, IL PIN: 15-13-13-103-003 | a single family home with attached garage and an above ground swimming pool |
| 11/03/10* 202-01-01 | Lot 100, Summerfield North Subdivision, Section 25, Newcomb Township; 540 CR 2500N, Dewey, Illinois PIN: 16-07-25-300-038 | a single family home with attached garage |
| 11/22/10* 170-07-04 | Tract 3 of Jacob H. Henning Survey and a portion of Tract C immediately to the West of Tract 3 of Jacob H. Henning Survey, Section 3, Urbana Township; 2705 Brownfield Road, Urbana, Illinois PIN: 30-21-03-203-008 & 010 | a detached garage |
| 11/22/10* 117-01-01 | Lot 29, Brownfield Subdivision, Section 3, Urbana Township; 2703 Clifton Drive, Urbana, Illinois PIN: 30-21-03-126-007 | an addition to an existing detached garage and a one story room addition to an existing single family home |
| 11/22/10* 186-07-01 | Lot 32, Prairie View 4 th Subdivision, Section 3, Urbana Township; 2002 Barnes Street, Urbana, Illinois PIN: 30-21-03-303-019 | a personal wind turbine |
| 11/22/10* 200-01-02 | A tract of land located in the NW Corner of the NE 1/4 and the NE 1/4 of the NW 1/4 of Section 4, Urbana Township; Northwood Mobile Home Park, Urbana, IL PIN: 30-21-04-201-033 | a screen between an existing mobile home park and a single family home subdivision |
| 12/08/10 71-10-01 | A tract of land in the NE 1/4 of the SE 1/4 of Section 2, Urbana Township; 2011 N. Cottonwood Road, Urbana, Illinois PIN: 30-21-02-277-006 | a detached garage/storage shed |

APPENDIX B: ZONING COMPLIANCE CERTIFICATES ISSUED DURING DECEMBER, 2010

| | | |
|-----------------------|--|---|
| 12/09/10 228-10-01 | Tract 1 of the Miebach Survey of Section 6, South Homer Township; 1104 CR 2400E, Homer, Illinois PIN: 26-29-06-300-023 | a single family home with attached garage |
| 12/10/10 33-05-03 | Lot 1, Green Island Inc., Subdivision, Section 2, Urbana Township; 2412 N. Highcross Road, Urbana, Illinois PIN: 30-21-02-102-006 | an attached garage addition to an existing single family home |
| 12/10/10 218-02-02 | Lots 1 & 2, Randallville Subdivision, Section 5, Urbana Township; 403 ½ E. Illini Airport Road, Urbana, Illinois PIN: 30-21-05-229-013 | a detached storage building to be used as a single rental storage space as a second Rural Home Occupation |
| 12/13/10 307-10-01 | Lot 1, E. E. Rogers Subdivision, Section 27, Crittenden Township; 177N CR 1600E, Villa Grove, IL PIN: 08-33-27-200-005 | a detached storage shed with a porch and an addition to an existing detached garage |
| 12/14/10 286-10-01 | A three acre tract of land located in the NE 1/4 of Section 16, Compromise Township; 2787 CR 2100E, Rantoul, Illinois PIN: 06-10-16-200-004 | a detached storage shed for agriculture equipment |