

AGENDA

Champaign County Environment & Land Use Committee

Date: *June 13, 2005*

Time: *7:00 p.m.*

Place: *Meeting Room 1
Brookens Administrative Center
1776 E. Washington St.
Urbana, Illinois*

Members:

*Jan Anderson, Patricia Busboom, Chris Doenitz,
Tony Fabri, Nancy Greenwalt (VC), , Ralph
Langenheim (C), Brendan McGinty, Steve Moser,
Jon Schroeder*

Phone: *(217) 384-3708*

AGENDA *Old Business shown in Italics*

1. **Call to Order**
2. **Approval of Agenda**
3. **Approval of Minutes (April 11, 2005)** 1 thru 12
4. **Public Participation**
5. **Correspondence**
6. **County Board Chair's Report**
7. **Recreation and Entertainment License: Champaign County Fair Association, 902 North Coler Av., Urbana, IL, for the County Fair and Carnival. July 22, 2005 thru July 30, 2005.** 13 thru 22
8. **Request of Dewey Public Water District to waive the required fee for a Special Use Permit to authorize replacement of a nonconforming water treatment facility.** 23
9. **Request for endorsement of the 2004 Champaign County Greenways & Trails Plan** 24 thru 25
10. **Request approval of 25% reduction in Liquor License Application Fees for Licenses other than Class E Licenses, through August 31, 2005. (Information to be distributed at meeting)**
11. **Request approval of correction to Special Flood Hazard Areas Ordinance** 26 thru 27
12. **Comprehensive Zoning Review**
 - A. **Request that Subcommittee be formed to recommend changes to Champaign County Land Use Regulatory Policies - Rural Districts** 28 thru 30
 - B. **Champaign County Farm Bureau Resolution** 31

**Environment and Land Use Committee
June 13, 2005 Agenda
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| 13. Planning and Zoning Report | |
| A. Enforcement Case Procedures | 32 thru 45 |
| B. Monthly Report | 46 thru 56 |
| C. Alternative date for October, 2005 ELUC Meeting | 57 thru 58 |
| 14. Other Business | |
| 15. Determination of Items to be placed on the County Board Consent Agenda | |
| 16. Adjournment | |

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MINUTES OF REGULAR MEETING

Champaign County Environment & Land Use Committee	DATE:	April 11, 2005
Champaign County Brookens Administrative Center	TIME:	7:00 p.m.
Urbana, IL 61802	PLACE:	Meeting Room 1 Brookens Administrative Center 1776 E. Washington Street Urbana, IL 61802

MEMBERS PRESENT: Jan Anderson, Patricia Busboom, Chris Doenitz, Tony Fabri, Nancy Greenwalt (VC), Ralph Langenheim (C), Brendan McGinty, Steve Moser, Jon Schroeder

MEMBERS ABSENT: None

STAFF PRESENT: John Hall, Connie Berry, Jamie Hitt, Jeff Roseman, Susan Monte, Frank DiNovo, John Dimit, Joel Fletcher, Barbara Wysocki

OTHERS PRESENT: Norman Stenzel, Roger Meyer, Ronald Minch, Sanjay Goyal, Justin Kneeland, Maris Kneeland, Larry Knox, Andrew Hasdal, Hal Barnhart, Mike Bateman

1. Call to Order, Roll Call

The meeting was called to order at 7:06 p.m. and a quorum was present.

2. Approval of Agenda and Addendum

Mr. Fabri moved, seconded by Ms. Busboom to approve the agenda and the addendum. The motion carried by voice vote.

3. Minutes of Previous Meeting (February 14, 2005 and March 14, 2005)

Ms. Greenwalt moved, seconded by Ms. Anderson to approve the February 14, 2005 and March 14, 2005 minutes as submitted. The motion carried by voice vote.

4. Public Participation

Mr. Ronald Minch, who resides at 661 CR 3350N, Fisher, IL addressed Item #8, Bateman Subdivision. He said that the Bateman property is directly east of his property and his property sits lower than the Bateman

1 property. He said that the Bateman property does have a water issue in that the ground floods very easily
2 and he does not feel that the subject property will pass a percolation test. He said that he viewed a parcel
3 which is directly across the street from the subject property and it had standing water although the area has
4 not received any recent rains. He said that he received the information regarding this case on Thursday
5 night and was unable to reach his attorney until today. He said that he is opposed to the variance and the
6 requested waivers and requested that the Committee defer its decision until he and his attorney have
7 adequate time to review the information. He said that he lived in a subdivision before and moved to the
8 rural setting to escape the close proximity of neighbors therefore he opposes this request.
9

10 **5. Correspondence**

11
12 **The consensus of the Committee was to accept and place on file the following correspondence:**
13 **Urbana and Champaign Sanitary District-Fee Increase.**
14

15 **6. County Board Chair’s Report**

16
17 Ms. Wysocki discussed the Mahomet Aquifer Consortium Board Meeting April 5, 2005 minutes. She said
18 that the interaction between the County and the Board is very important.
19

20 Mr. Langenheim stated that the Mahomet Aquifer Consortium is composed representatives of the State
21 Water Survey, State Geological Survey and representatives of the various communities and counties within
22 the district. The primary concern is with research and obtaining grants to conduct further research. He said
23 that the County would probably be interested in encouraging the Consortium to obtain a consistent
24 monitoring system for groundwater use.
25

26 Ms. Busboom asked if the Aquifer has regenerated the level of water which has been loss due to usage. She
27 said that it was her understanding that there was rule which stated that the water would not be sold outside
28 of the district.
29

30 Mr. Langenheim stated that no such rule exists and water is being shipped to other communities. He said
31 that there are a few myths regarding the aquifer but presently there is no concern with the aquifer. He said
32 that the aquifer is not a continuous flow of groundwater from southern Ohio to the Mississippi River but
33 a series of flows which begins at the Indiana line and ends at Havana. He said that the aquifer is not fossil
34 water and a newly found recharge area was located near Potomac. As a result of replenishment there is
35 potential for pollution and the most significant concern is improperly sealed wells or abandoned wells. He
36 noted that presently there is no major concern but there is potential for concern in the future.
37

38 **7. Recreation and Entertainment License: Eastern Illinois A.B.A.T.E., Inc., for live music,**
39 **motorcycle show and motorcycle rodeo at the Rolling Hills Campground, 3151-A County Road**
40 **2800E, Penfield, IL. June 3rd and 4th, 2005.**
41

42 **Ms. Greenwalt moved, seconded by Ms. Anderson to approve the Recreation and Entertainment**

1 **License: Eastern Illinois A.B.A.T.E., Inc. The motion carried by voice vote.**
2

3 **8. Case 181-05: Bateman Subdivision. Combined Area General Plan and Final Plat approval for**
4 **a two-lot minor subdivision of an existing residential lot located in the CR Zoning District in**
5 **Section 18 of East Bend Township.**
6

7 Mr. Hall distributed photographs of the subject property and one photograph of the adjacent lot (Elliott
8 Subdivision) for the Committee’s Review. He said that during his visit (approximately four weeks ago) he
9 witnessed water standing on the adjacent lot. He distributed Attachment I. Draft Findings for Waivers of
10 Minimum Subdivision Standards dated April 11, 2005 to the Committee for review. The Committee has
11 never made a finding of any waiver in the past fifteen years and even though it is included in the regulations
12 the Committee has never made a finding for a subdivision. He said that he cannot explain why the
13 Committee has not completed this task but with the new minimum subdivision standards and the greater
14 authority to deny subdivision requests it is important that the Committee begin completing findings for
15 waivers. Attachment I, includes bulleted information which is relevant to each finding and the Committee
16 must indicate which bulleted items are relevant. He said that the County Health Department reviewed the
17 percolation test data on Lot One and has approved the subdivision. He noted that all notices were mailed
18 out within the time frame required by the regulations. Mr. Bateman has been coming into the Planning and
19 Zoning Office for the past two years inquiring about the standards and before he was able to submit the plat
20 the Board had adopted the minimum subdivision standards.
21

22 Mr. Fletcher stated that the Zoning Board of Appeals is required to make similar findings during approval
23 of zoning cases.
24

25 Mr. Hall stated that if this subdivision was before the Zoning Board of Appeals they would review each
26 finding and then vote on the final approval or denial. He said that the ZBA is not presented with a summary
27 of bulleted information but are required to review these findings themselves but ELUC has never completed
28 such a finding therefore he tried to make it a smooth process. He said that in general the Committee must
29 decide whether this location is suitable for a subdivision and if the Committee is not ready to make a
30 decision at tonight’s meeting staff could come back with more draft findings.
31

32 Ms. Greenwalt asked who owned the land on the other side of the river.
33

34 Mr. Hall stated that the subdivider, who owns the existing home on proposed Lot Two, also owns the land
35 across the river.
36

37 Mr. Langenheim read the Draft Findings of Fact for Waivers of Minimum Subdivision Standards and
38 indicated that this appears to be very complicated and he does not feel that he has adequate time to review.
39 He said that Mr. Minch requested that the Committee postpone a decision until he was able to review the
40 distributed information therefore perhaps the Committee would also like a deferral for the same reason.
41

42 Ms. Greenwalt stated that she is concerned that the Committee maybe approving a subdivision which is

1 known to flood. She said that even though the subdivider currently owns the land it is possible that he may
2 desire to sell the lot at some point.

3
4 **Ms. Greenwalt moved, seconded by Ms. Anderson to defer Case 181-05: Bateman Subdivision to the**
5 **May 09, 2005 meeting.**

6
7 Mr. Hall stated that anytime there is a lot with river frontage there is potential for flooding. Mr. Bateman’s
8 house was built with a Zoning Use Permit by which he supplied ground elevations and it was verified that
9 it was well above the 100-year flood. He said that in regard to the normal everyday flooding concerns about
10 water-logged soil and standing water the photographs indicate that there is standing water on other locations
11 within the area on different soils.

12
13 Ms. Greenwalt stated that she understands that Lot One is less likely to flood but Lot Two is the lot which
14 requires the waiver and so much of the land is one foot below the BFE. She said that she is still concerned
15 with the approval of Lot Two if the current owner decides to sell it at a later date.

16
17 Mr. Hall stated that parts of Lot Two are one foot below the BFE and the land was that way when Mr.
18 Bateman purchased it in 1988.

19
20 Ms. Busboom questioned Mr. Hall if the County Health Department approved the subdivision.

21
22 Mr. Hall stated yes.

23
24 Mr. Doenitz stated that he has not had a chance to visit the site but he does not consider the flooding of the
25 river an issue.

26
27 Mr. Hall stated that during his visit he couldn’t believe the amount of contrast within a 30 foot distance
28 between the subject property the previously denied Elliott Subdivision . He said that the soil survey
29 indicates a huge difference between the soils of the subject property and the adjacent property. He spoke
30 to Mr. Scott Rodgers, East Bend Township Road Commissioner and he indicated that water was still
31 standing on the adjacent property. Mr. Hall stated that the subject property meets all of the minimum
32 standards but at the cost of making Mr. Bateman’s property not meet the standards.

33
34 **The motion carried.**

35
36
37 **9. Case 182-05: Greenwood Lake 5th Subdivision. Preliminary Plat, Engineering Drawing and**
38 **Final Plat Subdivision Approval for a six lot subdivision of an existing 10.5 acre tract in the**
39 **AG-1 District and RRO District located in Section 21 of East Bend Township, pursuant to**
40 **Case 468-AM-04.**

41
42 **Mr. Doentiz moved, seconded by Mr. Fabri to recommend approval Case 182-05: Greenwood Lake**

1 **Fifth Subdivision.**

2
3 Mr. Fabri questioned why there is a limit to the length of the streets.

4
5 Mr. Hall stated that he was not sure of all the reasons why a limit was created but this is a street without an
6 outlet and it is not desirable to have a very long street with a considerable amount of traffic.

7
8 Mr. DiNovo stated that emergency vehicle access is a consideration when determining the allowable length
9 of a cul-de-sac.

10
11 Mr. Doenitz stated that water drainage is a huge issue with a very long cul-de-sac.

12
13 Mr. Hall stated that the distance is the distance from the north-south township road and that the drainage
14 is not all in one direction. He said that the County Engineer has reviewed the proposed “tear drop”
15 turnaround and discussed it with the East Bend Township Highway Commissioner. Both the East Bend
16 Township Highway Commissioner and the Chief of the Sangamon Valley Fire Protection District have
17 concerns that the proposed turnaround will not accommodate large vehicles and further review is required.
18 He said that at this time it appears feasible to modify the turnaround so that it will get the approval of all
19 parties but it will take more time. The teardrop turnaround is only relevant to the approval of the
20 Engineering Drawings and the Final Plat and those approvals should be continued to the next meeting. He
21 said that the Preliminary Plat is not effected by the specific engineering approval for the proposed
22 turnaround. He said that the Committee could approve the Subdivision conditionally upon receiving the
23 County Engineer’s approval or it could come back to the Committee.

24
25 Mr. Hall said that the township road commissioner did not like the idea that people which have lived at this
26 intersection for some time will suddenly have a cul-de-sac constructed and have people turning around there
27 at all times of the day. He said that the township road commissioner was also concerned about his ability
28 to maneuver road maintenance equipment within the cul-de-sac. Mr. Hall stated that he spoke with Roger
29 Meyer, Engineer and he recognizes that there are some areas where the pavement width needs to be changed
30 from what has been proposed.

31
32 Mr. Fabri stated that he seconded the original motion for discussion purposes but after hearing the concerns
33 he does not feel that he can support the request until additional information is received.

34
35 Mr. Schroeder asked what concerns the fire protection district had in regard to the subdivision.

36
37 Mr. Hall stated that the Chief of the Sangamon Valley Fire Protection District-Fisher Station commented
38 that the proposed cul-de-sac does not provide enough pavement to turn around to accommodate a fire truck.
39 The proposed improvements, in the Chief’s opinion, would not be adequate.

40
41 Mr. Schroeder stated that basically there are existing problems with emergency vehicle turn arounds.
42

1 Mr. Hall stated that Mr. Schroeder was correct and during his site visit he had to do a three point turn around
2 with the department vehicle.

3
4 Mr. Doenitz stated that he would be willing to change his original motion to include that the recommended
5 approval is conditional upon approval of the County Engineer and Township Road Commissioner.

6
7 Mr. Fabri stated that he does not agree with Mr. Doenitz amended motion and would like to have the
8 approvals from the County Engineer and Township Road Commissioner in writing prior to approval of the
9 subdivision.

10
11 Mr. Hall stated that even if the Committee was inclined to recommend approval of the subdivision with a
12 condition the Finding of Fact for the waivers still requires completion.

13
14 **Mr. Doenitz moved, seconded by Ms. Busboom to defer Case 182-05: Greenwood Lake Fifth**
15 **Subdivision to the May 09, 2005 meeting. The motion carried.**

16
17
18 **10. Case 475-AT-04: Zoning Administrator. Request to Amend Sections 9.1.5 through 9.1.10 and**
19 **Section 9.3. A. Adjust parameters of minor and major variance classifications; B. Clarify the**
20 **presiding authority for each variance classifications; C. Restrict hearing officer duties; D.**
21 **Remove option of appealing a hearing officer decision to the ZBA; E. Broaden requirements**
22 **regarding maintenance of minutes and public records to include hearing officer; F. Make**
23 **editorial changes to improve clarity.**

24
25 **Ms. Greenwalt moved, seconded by Ms. Anderson to recommend approval of Case 475-AT-04:**
26 **Zoning Administrator.**

27
28 Ms. Busboom requested the average cost for publication and re-publication as indicated on page 108 of the
29 packet.

30
31 Ms. Monte stated that the average fee is \$75 per notice.

32
33 Ms. Busboom requested information regarding the powers and duties of the hearing officer.

34
35 Ms. Monte stated that Section 9.1.5.B, page 105 of the packet, indicates the powers and duties of the hearing
36 officer.

37
38 Ms. Busboom asked what qualifications would the hearing officer be required to possess.

39
40 Ms. Monte stated that all hearing officers must be residents of separate townships and they need to reside
41 in areas affected by the terms of the Zoning Ordinance. She said that the hearing officer cannot be a
42 member of the County Board. The hearing officer must be appointed to the position by the Policy

1 Committee of the County Board. The hearing officer candidate must possess the training and experience
2 to conduct administrative proceedings of a quasi-judicial nature and practical knowledge of land use
3 regulation, land development and natural resource conservation. The type of person which would be
4 considered would perhaps be an attorney with a specialty in environmental land use or a form Zoning Board
5 of Appeals chairperson.

6
7 Ms. Busboom asked what the per diem would be for the hearing officer.

8
9 Ms. Monte stated that the per diem has not been determined at this time.

10
11 Mr. Doenitz questioned the need for a hearing officer.

12
13 Ms. Monte stated that this in the event that the County Board would choose to utilize a hearing officer. The
14 current Ordinance is more liberal on what a hearing officer can do and this amendment would further restrict
15 those duties.

16
17 Mr. Doenitz stated that his question was why is a hearing officer necessary at all.

18
19 Ms. Monte stated that a hearing officer is already a part of the existing ordinance and utilizing the hearing
20 officer could alleviate the zoning case load from the Zoning Board.

21
22 Mr. Doenitz stated that the continuity of the Zoning Board of Appeals would be lost.

23
24 Ms. Monte stated that the hearing officer would only be utilized during a specific time period specified by
25 the County Board. She said that for instance the hearing officer could be used only during the duration of
26 the Comprehensive Zoning Review.

27
28 Mr. Roseman stated that the only cases which would appear before the hearing officer would be cases which
29 require a minor variance of 25% or less.

30
31 Mr. Fabri asked if these proposals have appeared before the Zoning Board of Appeal and did they determine
32 a time period for utilization of the hearing officer.

33
34 Ms. Monte stated that the Zoning Board of Appeals recommended this case. The text was distributed to
35 townships and municipalities and has been held at ELUC for one month. She said that the time period will
36 be set by the County Board and not by the ZBA. She said that it was anticipated that the hearing officer
37 would be utilized during the duration of the Comprehensive Zoning Review.

38
39 Mr. Roseman stated that the Zoning Board of Appeals desires to hear all cases regarding CZR.

40
41 Ms. Busboom stated that the hearing officer has been in the Ordinance since 1993 and has never been used
42 therefore could it be deleted from the Ordinance.

1 Mr. Fletcher stated that the text regarding the hearing officer could be removed from the Ordinance but a
2 new text amendment would be required to be presented to the Zoning Board of Appeals.

3
4 Ms. Greenwalt stated that it appears that there is a tool available to assist the Zoning Board of Appeals with
5 expediting cases and it would not make sense to delete a tool which may need to be used at some point.
6

7 Ms. Anderson stated that she agreed with Ms. Greenwalt. She said that the tool has not been used
8 previously but it may need to be used in the future and it doesn't make sense to just delete it.
9

10 Mr. Schroeder stated that the case load which is before the ZBA along with CZR is virtually impossible.
11 He said that this a tool in toolbox which is available for use without changing the continuity because it is
12 still a public hearing process. He said that the ZBA is in favor of this and would appreciate ELUC's
13 support. He said that by eliminating some of the current powers of the hearing officer it would eliminate
14 some of the public concerns regarding the hearing officer.
15

16 Mr. McGinty stated that if modification were required at a later date it is possible therefore he supports the
17 amendment and maintaining the hearing officer.
18

19 **The motion carried.**

20
21
22 **11. Comprehensive Zoning Review**

23 **A. Status of CZR Phase One**
24

25 Ms. Monte stated that public hearings for Phase One of CZR were held between November 2003 and
26 September 2004. In January 2005, the Assistant State's Attorney made an inquiry to the Illinois Attorney
27 General regarding the Comprehensive Review and confirmation was received regarding the inquiry. The
28 Phase One hearings have been deferred until a response has been received from the Illinois Attorney
29 General's Office.
30

31 **B. ELUC Motion to withdraw CZR Phase One Cases 415-AT-03 and 428-AM-04**
32

33 Ms. Monte stated that the requested motion is to withdraw the entire Phase One text amendment (Case 415-
34 AT-03, Parts 1-N) and one of a total of four proposed Phase One map amendments (Case 428-AM-04,
35 rezoning selected properties to add the Resource Protection Overlay District (RPO)). She said that the April
36 6, 2005, memorandum contains suggestions for a more specific type of motion which would provide some
37 additional direction to staff. The effect of the Committee selection of any of the motions, other than Motion
38 D, would negate the interim amendments currently in place within the existing Zoning Ordinance. She
39 reviewed each Alternative Motion with the Committee. She noted that any action by the Committee other
40 than Motion D could be viewed as a premature action. She said that by selecting Motion D "no action" at
41 this time will allow ELUC the benefits of receiving the Attorney General response to the State's Attorney
42 inquiry made and reviewing any revisions necessary to Public Review Draft 3.

1 Mr. Doenitz asked how the township protests fall into this process.

2
3 Mr. Roseman stated that the two township protests which were received were in regard to Case 415-AT-03
4 and 428-AM-04. He said that the memorandum indicates some of the implications and side effects of Mr.
5 Doenitz’s original motion.

6
7 Mr. Doenitz stated that if the two cases have been protested then the County Board must approve the cases
8 by a 3/4th majority vote and he does not feel that this will happen.

9
10 Mr. Roseman stated that Public Review Draft 3 is in process and modifications can be made to the
11 amendments plus the Attorney General’s comments and State’s Attorney’s report must be incorporated into
12 the draft.

13
14 Mr. Doenitz stated that the whole process is a merry-go-around.

15
16 **Ms. Anderson moved, seconded by Ms. Greenwalt to approve Motion D: Take no action at this time.**

17
18 Mr. Moser stated that the whole process is frustrating. He said that the County is now expected to spend
19 \$300,000 on a visioning study so that a County Comprehensive Plan can be completed. He asked the
20 Committee how much more time and money will be wasted on trying to write a document which will never
21 be approved. He said that there are four townships which have formed planning commissions and there is
22 no way a 3/4th majority vote will be given for approval. The protests will continue to come in and the
23 whole process is a waste of time.

24
25 Mr. DiNovo stated that Mr. Moser comments relate to Motion C: Withdraw Case 415-AT-03 and Case 428-
26 AM-03 and take no further action at this time.

27
28 Ms. Busboom stated that she is very disappointed that the township planning commissions have taken the
29 time to hold meetings and voice their concerns in writing and the County is ignoring their comments.

30
31 Mr. Doenitz asked staff if they were aware that this process is continuing to go in circles and wasting
32 money.

33 Mr. Roseman stated that staff is aware of the process and they have taken all of the citizen’s comments,
34 township comments and the municipality comments and incorporated those comments into Public Draft 3.
35 The public hearing process is an exchange in comments and those comments are modified into the drafts.
36 He said that if the Committee desires to have the cases withdrawn then so be it but staff requires direction
37 with the rest of Phase One.

38
39 Ms. Busboom requested a roll call vote.

40
41 **Schroeder-yes Moser-yes McGinty-yes**
42 **Greenwalt-yes Fabri-yes Doenitz-no**

Busboom-no

Anderson-yes

Langenheim-yes

The motion carried.

Ms. Busboom asked if the township protests were still valid.

Mr. Fletcher stated that the township protests were still valid.

Ms. Wysocki stated that by the action that this Committee just took it is conceivable that when the Attorney General comments are received those comments may address the issues which the townships have been protesting. She said at that time staff will be required to revise those provisions in accordance the State of Illinois.

Mr. Fletcher stated that the only way that the Attorney General’s opinions will resolve this issue is if the Attorney General indicates that the County cannot do this therefore it will end the entire process.

Ms. Wysocki stated that it is possible that the Attorney General will approve the entire process therefore it is important that the County wait on their opinion.

Mr. Moser stated that the County has waited for 13 years and it will never be resolved. He said that when this all comes to the County Board level the entire package will be defeated.

Mr. Fletcher clarified that the County has no control over the time of receipt of the Attorney General’s opinion.

12. Planning and Zoning Report

A. Barking Dog

Mr. Roseman stated that staff consulted with the State’s Attorney’s Office and they indicated that the Animal Control Act does not give Animal Control the authority to handle the type of domestic animal nuisance complaints that Zoning wishes to assign to Animal Control.

Mr. Schroeder asked if the Sheriff’s Department could be utilized because he is concerned with the staff’s safety when they perform site visits.

Mr. Fletcher stated that the Sheriff’s office or Animal Control could assist staff with a site visit.

Mr. Schroeder stated that it would make more sense to call Animal Control first since they are trained to handle animal complaint situations.

Mr. DiNovo stated that currently the Nuisance Ordinance gives the Sheriff the same authority as the Zoning Administrator for nuisance violations.

1 **B. Champaign County Soil and Water Conservation District-Salt Fork Watershed Plan Technical**
2 **Advisory Committee**

3
4 Mr. Roseman stated that on February 8, 2005 the Champaign County Soil and Water District mad a request
5 of the department to participate in the development of a watershed plan for the Salt Fork Watershed. He
6 said that he has volunteered to serve on the Technical Advisory Committee.

7
8 **C. Monthly Report**

9
10 Mr. Roseman distributed and reviewed the March 2005 Monthly Report.

11
12 **D. Enforcement List**

13
14 Mr. Roseman distributed and reviewed the Open Enforcement Cases as of April 11, 2005. He noted that
15 significant progress is being made by staff in resolving the enforcement cases to date.

16
17
18 **13. Other Business**

19
20 **A1. Request of Bruce Carothers to waive or reduce the Zoning Use Permit fee to the 2001 rate for**
21 **a detached garage which was constructed in May, 2000 without obtaining a permit. The garage is**
22 **located at 3558 N CR 1700E, Ludlow, IL.**

23
24 **Mr. Moser moved, seconded by Mr. Doenitz to approve the request of Bruce Carothers to reduce the**
25 **Zoning Use Permit fee to the 2001 rate for a detached garage which was constructed in May, 2000**
26 **without obtaining a permit.**

27
28 **The motion carried.**

29
30
31 **A2. Support of HB-0025: Eliminating a Loophole from the State Statute 55 ILCS 5/12002 Inoperable**
32 **Motor Vehicles.**

33
34 **Mr. Greenwalt moved, seconded by Mr. McGinty to recommend approval of Support of HB-0025:**
35 **Eliminating a Loophole from the State Statute 55 ILCS 5/12002 Inoperable Motor Vehicles.**

36
37 **The motion carried by voice vote.**

38
39
40 **14. Determination of Items to be placed on the County Board Consent Agenda**

41
42 **Mr. Moser moved, seconded by Mr. Doenitz to place Item #A2. Support of HB-0025: Eliminating a**

1 **Loophole from the State Statute 55 ILCS 5/12002 Inoperable Motor Vehicles.**
2
3

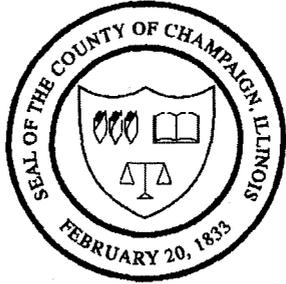
4 **15. Adjournment**
5

6 The meeting adjourned at 8:30 p.m.
7

8
9 Respectfully submitted,
10

11
12
13
14 Secretary to the Environment and Land Use Committee
15

16 eluc\minutes\minutes.frm



**STATE OF ILLINOIS
COUNTY OF CHAMPAIGN**

**ENTERTAINMENT, RECREATION,
LODGING OF TRANSIENTS, AND RACEWAYS LICENSE**

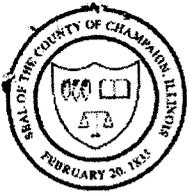
**No. 2004-019
\$**

License is hereby granted to William Alagana/ Champaign County Fair Association to provide Recreation/Entertainment at 902 North Coler Avenue, Urbana Illinois in the County of Champaign from July 22, 2005 thru July 30, 2005. This License expires 12:01am on July 31, 2005.

Witness my Hand and Seal this _____ day of _____, A.D. 2005.

MARK SHELDEN
County Clerk
Champaign County

Chairman, Champaign County License Commission



STATE OF ILLINOIS,
Champaign County
Application for:
Recreation & Entertainment License

Applications for License under County Ordinance No. 55 Regulating Recreational & Other Businesses within the County (for use by businesses covered by this Ordinance other than Massage Parlors and similar enterprises)

For Office Use Only

License No. 2005-019
Date(s) of Event(s) 7-22-7-30-05
Business Name: Champaign County Fair Association
License Fee: \$ 90.00
Filing Fee: \$ 4.00
TOTAL FEE: DUE \$ 94.00
Checker's Signature: ms

Filing Fees: Per Year (or fraction thereof): \$ 100.00
Per Single-day Event: \$ 10.00
Clerk's Filing Fee: \$ 4.00

FILED
MAY 10 2005

Checks Must Be Made Payable To: Mark Shelden, Champaign

Mark Shelden
CHAMPAIGN COUNTY CLERK

The undersigned individual, partnership, or corporation hereby makes application for the issuance of a license to engage a business controlled under County Ordinance No. 55 and makes the following statements under oath:

- A.
1. Name of Business: CHAMPAIGN COUNTY FAIR ASSOCIATION
 2. Location of Business for which application is made: 902 North Coler Avenue, Fairgrounds, Urbana IL
 3. Business address of Business for which application is made: P O Box 544, Urbana IL 61803-0544
 4. Zoning Classification of Property: _____
 5. Date the Business covered by Ordinance No. 55 began at this location: _____
 6. Nature of Business normally conducted at this location: County Fair
 7. Nature of Activity to be licensed (include all forms of recreation and entertainment to be provided): CARNIVAL / FAIR
 8. Term for which License is sought (specifically beginning & ending dates): July 22 - 30 2005
- (NOTE: All annual licenses expire on December 31st of each year)
9. Do you own the building or property for which this license is sought? yes
 10. If you have a lease or rent the property, state the name and address of the owner and when the lease or rental agreement expires: _____
 11. If any licensed activity will occur outdoors attach a Site Plan (with dimensions) to this application showing location of all buildings, outdoor areas to be used for various purposes and parking spaces. See page 3, Item 7.

**INCOMPLETE FORMS WILL NOT BE CONSIDERED FOR A LICENSE
AND WILL BE RETURNED TO APPLICANT**

- B. If this business will be conducted by a person other than the applicant, give the following information about person employed by applicant as manager, agent or locally responsible party of the business in the designated location:

Name: Karen K. Duffin Date of Birth: _____
Place of Birth: Paxton IL Social Security No.: _____
Residence Address: 1035 Strong St. Paxton IL
Citizenship: yes If naturalized, place and date of naturalization: _____

If, during the license period, a new manager or agent is hired to conduct this business, the applicant MUST furnish the County the above information for the new manager or agent within ten (10) days.

Information requested in the following questions must be supplied by the applicant, if an individual, or by all members who share in profits of a partnership, if the applicant is a partnership.

If the applicant is a corporation, all the information required under Section D must be supplied for the corporation and for each officer.

Additional forms containing the questions may be obtained from the County Clerk, if necessary, for attachment to this application form.

- C. 1. Name(s) of owner(s) or local manager(s) (include any aliases): _____
Date of Birth: _____ Place of Birth: _____
Social Security Number: _____ Citizenship: _____
If naturalized, state place and date of naturalization: _____
2. Residential Addresses for the past three (3) years: _____

3. Business, occupation, or employment of applicant for four (4) years preceding date of application for this license: _____

EACH OFFICER MUST COMPLETE SECTION D. OBTAIN ADDITIONAL FORM PAGES IF NEEDED FROM THE COUNTY CLERK AND ATTACH TO THIS APPLICATION WHEN FILED.

- D. Answer only if applicant is a Corporation:

1. Name of Corporation exactly as shown in articles of incorporation and as registered:
CHAMPAIGN COUNTY FAIR ASSOCIATION
2. Date of Incorporation: Feb 28, 1910 State wherein incorporated: Illinois

3. If foreign Corporation, give name and address of resident agent in Illinois:

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

5. Objects of Corporation, as set forth in charter: _____

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: William Alagna Title: President

Date elected or appointed: Nov 15, 2004 Social Security No.: _____

Date of Birth: _____ Place of Birth: Champaign IL

Citizenship: yes

If naturalized, place and date of naturalization: _____

Residential Addresses for past three (3) years: _____

210 East North, Seymour IL 61875

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

3. If foreign Corporation, give name and address of resident agent in Illinois:

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

5. Objects of Corporation, as set forth in charter: _____

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: J. Andrew Edwards Title: First Vice-President
Date elected or appointed: Nov 15, 2004 Social Security No.: _____
Date of Birth: _____ Place of Birth: Urbana IL
Citizenship: yes
If naturalized, **place** and **date** of naturalization: _____

Residential Addresses for past three (3) years: _____
304 West Pennsylvania Ave., Urbana IL 61801

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

3. If foreign Corporation, give name and address of resident agent in Illinois:

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

5. Objects of Corporation, as set forth in charter: _____

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: Edgar Busboom Title: 2nd Vice-President
Date elected or appointed: Nov 15, 2004 Social Security No.: _____
Date of Birth: _____ Place of Birth: Champaign
Citizenship: yes
If naturalized, **place** and **date** of naturalization: _____

Residential Addresses for past three (3) years: _____

2106 County Road 2500 N., Thomasboro IL 618878

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

3. If foreign Corporation, give name and address of resident agent in Illinois:

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

5. Objects of Corporation, as set forth in charter: _____

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: **Bernice Benn** Title: **Secretary**

Date elected or appointed: **Nov 15, 2004** Social Security No.: _____

Date of Birth: _____ Place of Birth: **Pana IL**

Citizenship: **Yes**

If naturalized, **place** and **date** of naturalization: _____

Residential Addresses for past three (3) years: _____

2605 Stillwater Ave., Champaign IL 61821

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

3. If foreign Corporation, give name and address of resident agent in Illinois:

Give first date qualified to do business in Illinois: _____

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

5. Objects of Corporation, as set forth in charter: _____

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: Pamela J. Barham Title: Treasurer

Date elected or appointed: Nov 15, 2004 Social Security No.: _____

Date of Birth: _____ Place of Birth: Champaign

Citizenship: yes

If naturalized, place and date of naturalization: _____

Residential Addresses for past three (3) years: _____

2451 Clayton Blvd, Champaign IL 61822

Business, occupation, or employment for four (4) years preceding date of application for this license: _____

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

AFFIDAVIT

(Complete when applicant is an **Individual or Partnership**)

I/We swear that I/we have read the application and that all matters stated thereunder are true and correct, are made upon my/our personal knowledge and information and are made for the purpose of inducing the County of Champaign to issue the permit hereunder applied for.

I/We further swear that I/we will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of the business hereunder applied for.

Signature of Owner or of one of two members of Partnership

Signature of Owner or of one of two members of Partnership

Signature of Manager or Agent

Subscribed and sworn to before me this _____ day of _____, 20_____.

Notary Public

AFFIDAVIT

(Complete when applicant is a **Corporation**)

We, the undersigned, president and secretary of the above named corporation, each first being duly sworn, say that each of us has read the foregoing application and that the matters stated therein are true and correct and are made upon our personal knowledge and information, and are made for the purpose of inducing the County of Champaign to issue the license herein applied for.

We further swear that the applicant will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of applicant's place of business.

We further swear that we are the duly constituted and elected officers of said applicant and as such are authorized and empowered to execute their application for and on behalf of said application.

William F. Alagna

Signature of President

William F. Alagna

Bernice Benn

Signature of Secretary

Bernice Benn

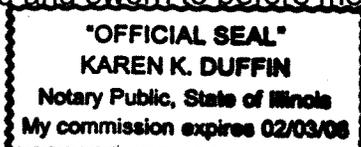
Keith C. Kesler

Signature of ~~Notary Public~~ Agent

Signature of ~~Notary Public~~ Agent

Keith C. Kesler

Subscribed and sworn to before me this 03 day of May, 2005.



Karen K. Duffin

Notary Public

Notary Public

This **COMPLETED** application along with fee made payable to MARK SHELDEN, CHAMPAIGN County Clerk's Office, 1776 E. Washington St., Ur

21

iate amount of cash, or certified check CLERK, must be turned in to the Champaign County Clerk's Office, 1776 E. Washington St., Urbana, IL 61802. A \$4.00 Filing Fee should be included.



STATE OF ILLINOIS,
Champaign County
Recreation & Entertainment License
Check List and Approval Sheet

FOR ELUC USE ONLY

County Clerk's Office

1. Proper Application Date Received: 5-9-05
2. Fee Amount Received: \$94.00 mv

Sheriff's Department

1. Police Record Approval: NSYL Date: 5-12-05
2. Credit Check Disapproval: _____ Date: _____

Remarks: _____ Signature: _____

Planning & Zoning Department

1. Proper Zoning Approval: [Signature] Date: 5/18/05
2. Restrictions or Violations Disapproval: _____ Date: _____

Remarks: _____ Signature: [Signature]

Environment & Land Use Committee

1. Application Complete Approval: _____ Date: _____
2. Requirements Met Disapproval: _____ Date: _____

Signature: _____

Remarks and/or Conditions: _____

Champaign
County
Department of

Memorandum

**PLANNING &
ZONING**

Date: June 6, 2005

To: Environment and Land Use Committee

From: Jeffrey Roseman, Zoning Administrator

Re: Request of John Hurd President of the Dewey Public Water District, to waive the required fee for a Special Use Permit to operate a Public water treatment facility

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

The District is requesting that the Committee waive the required fee of \$400.00 for a Special Use Permit for their property located at the intersection of Main St and Second Street, Dewey, Illinois, Permanent Index No. 10-02-34-179-001. The request to waive the fees is due to a lack of financial ability to pay these fees to bring the property into compliance with the Zoning Ordinance.

The District has secured funds to upgrade their facility but in order to upgrade their facility, the existing structure must be essentially rebuilt. The District services only the immediate area and granting this request would assist them in providing serve to this rural community and support the efforts of this Rural Water District. The Committee should also be aware, that by granting this request, to waive the required Special Use Permit Fee, all of the notification costs will be bourne by the County.



CHAMPAIGN COUNTY REGIONAL PLANNING COMMISSION

TO: Champaign County Board Members

FROM: Susan Chavarria, Transportation Planner, Champaign County Regional Planning Commission (CCRPC)

DATE: 1 June 2005

RE: Endorsement of the 2004 Champaign County Greenways and Trails Plan

REQUESTED ACTION: Recommend endorsement of the 2004 Champaign County Greenways and Trails Plan to the Champaign County Board

RECOMMENDATION: Recommend endorsement

Background

The 2004 Champaign County Greenways and Trails Plan (GT Plan) is a product of two years of planning and coordination between 14 participating agencies and the public. The plan was recommended for approval by the Greenways and Trails Steering Committee, officially approved by the Champaign County Regional Planning Commission Board in February 2004, and officially endorsed by many of the participating agencies over the last year. Requesting endorsement of the County Board over a year after final approval of the plan occurred because 1) we were awaiting endorsements from some agencies; and 2) because there was no urgency in doing so until the State announced a new round of Illinois Transportation Enhancement funding availability in May.

Conformance with local plans and policies

The GT Plan conforms to local area plans and policies, but recommends making changes to some local ordinances in order to improve travel conditions for bicyclists, pedestrians, and other transportation system users. It also asks local officials to look at bicycle and shared-use paths as a system rather than constructing pieces of trail that do not connect to other existing trails and activity centers.

Budget and funding implementation

The original plan was created using funds from all participating agencies. The steering committee is currently seeking funds for implementation from these same agencies. These funds would be used to implement concepts in the plan, rather than construct projects. The committee has prioritized implementation tasks, and anticipates needing \$17,500 for the first year of implementation, which includes two tasks:

- Creating model ordinance for implementing pedestrian/bicycle design elements in new developments
- Creating design guidelines for trails and recreation facilities

If the County Board endorses the plan, the steering committee intends to seek a minimal amount of money from the County Board; the average cost share requested for year one from participating agencies is \$1,750.

Staff Recommendation

Based on local agency support and positive public comment, staff recommends endorsing the plan.

For more information

The GT Plan is available in paper format at a cost of \$25. CDs are available at no charge. The plan and maps are also available on the CCRPC website, www.ccrpc.org.

Champaign County Greenways and Trails Plan & Implementation

Plan approved February 2004

Purpose of the Plan

The purpose of the Champaign County Greenways and Trails Plan is to foster interagency cooperation in order to implement the best greenways and trails system possible for our area. By identifying the needs, issues, and opportunities of each member agency, we can determine what projects need to be done, how they should be prioritized, what funding is available, and the logical order in which projects should be implemented. Further, we can ensure that no duplication of effort or illogical spending will occur. By coordinating with all our stakeholders in this way, we are able to look at the system as a whole concept rather than as many individual pieces scattered throughout the county.

Who is Involved

Champaign County Design & Conservation Foundation
Champaign County Forest Preserve District
Champaign County Highway Department
Champaign County Regional Planning Commission*
Champaign Park District*
Champaign Urbana Mass Transit District*
City of Champaign*

City of Urbana*
Illinois Department of Natural Resources
University of Illinois at Urbana-Champaign
Urbana Park District*
Village of Mahomet
Village of Rantoul
Village of Savoy

*Denotes official endorsement received



What is in the Plan?

The Champaign County Greenways and Trails Plan guides the development of pedestrian paths, bikeways, public open spaces, and other greenways over the next 20 years. The plan identifies issues and forces in our community, outlines goals and objectives for implementing and improving the county Greenways and Trails system, and lists projects that participating agencies believe work toward connecting the missing links in our current system.

Next Steps

Numerous participating agencies have officially endorsed the Greenways and Trails Plan. This helps those writing grant applications for greenways and trails projects by illustrating that we really do have community-wide support in this effort. While we finish acquiring endorsements from the remaining agencies, the Greenways and Trails Steering Committee that directed the creation of the plan is working on how to fund implementation. Project implementation is essentially done by individual agencies via grant applications and constructing or repairing paths and open spaces. Concept-oriented implementation, however, requires staff time and funding to complete background research and follow through with the goals and objectives in the plan.

If we can acquire funding for the concept-oriented implementation, the Steering Committee will continue to work on measures such as guidelines for community-wide greenways and trails design, model ordinance for successfully implementing greenways and trails projects in the community, and perhaps host events such as National Trails Day.

Greenways and Trails Goals

Goal 1: All Champaign County residents will be provided with a system of bikeways, bicycle routes, pedestrian paths, trails, and other greenways that provides connections between residences, schools and workplaces, other travel modes, major activity centers, and recreational sites.

Goal 2: All Champaign County residents will be provided with a greenways and trails system that emphasizes safety and user-friendliness.

Goal 3: All residents will be provided with a greenways and trails system that emphasizes efficiency, mobility, and convenience.

Goal 4: The development and operation of greenways and trails will preserve and enhance the natural environment.

Goal 5: Planning and implementation of all greenways and trails system projects will be done in a coordinated manner emphasizing rational and cost effective measures that promote the economic vitality of Champaign County and its residents.

Goal 6: Greenways and Trails member agencies will provide educational materials and information about the countywide greenways and trails system to all interested persons.

Champaign
County
Department of

**PLANNING &
ZONING**

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

DATE: June 3, 2005
TO: Environment and Land Use Committee
FROM: Susan Monte, Associate Planner
RE: Request Approval of Correction to the Champaign County Special Flood Hazard Ordinance

BACKGROUND

The County Board approved Champaign County Ordinance No. 736 on February 24, 2005. That Ordinance added a *Table of Contents* and a *Fee Schedule* to the County's existing *Special Flood Hazard Areas Ordinance*. However, Ordinance No. 736 contained an error that resulted in the inadvertent deletion of a previously existing Section 8.

PROPOSED CORRECTION

The previously existing Section 8 needs to be re-added to the *Special Flood Hazard Areas Ordinance* and the remaining existing Sections need to be renumbered accordingly.

ATTACHMENT: Strikeout Version of Proposed Corrections to the *Special Flood Hazard Areas Ordinance*

**Strikeout Version of Proposed Corrections to the
Special Flood Hazard Areas Ordinance**

1. *Correct Table of Contents to add missing Section 8:*

<i>Section</i>	<i>Page</i>
8 <u>Subdivision Regulations</u>	10
9 8 Public Health and Other Standards	10 11
10 9 Variances	11
11 10 Fees	11 12
12 11 Disclaimer of Liability	12 13
13 12 Penalty	12 13
14 13 Abrogation and Greater Restrictions	13 14
15 14 Separability	13 14
16 15 Effective Date	14

2. *Correct Paragraph 4G to reference renumbered Section 13.*

4G. Inspect all development projects and take any and all actions outlined in Section ~~12~~ 13 as necessary to ensure compliance with this ordinance.

3. *Add Section 8 to the text and renumber remaining Sections.*

⋮

Section 8 Subdivision Requirements

The Champaign County Board shall take into account flood hazards, to the extent that they are known, in all official actions related to land management use and development.

A. New Subdivisions, manufactured home parks, annexation agreements, planned unit developments, and additions to manufactured home parks and subdivisions shall meet the damage prevention and building protection standards of Sections 6 and 7 of this ordinance. Any proposal for such development shall include the following data:

- i. the base flood elevation and the boundary of the floodplain (where the base flood elevation is not available from an existing study, the applicant shall be responsible for calculating the base flood elevation.);
- ii. the boundary of the floodway when applicable; and
- iii. a signed statement by a Registered Professional Engineer that the proposed plat or plan accounts for changes in the drainage of surface waters in accordance with the Plat Act (765 IL Compiled Statutes 205/2).

⋮

- Section ~~8~~ 9 Public Health and Other Standards ...**
- Section ~~9~~ 10 Variances ...**
- Section ~~10~~ 11 Fees ...**
- Section ~~11~~ 12 Disclaimer of Liability ...**
- Section ~~12~~ 13 Penalty ...**
- Section ~~13~~ 14 Abrogation and Greater Restrictions ...**
- Section ~~14~~ 15 Separability ...**
- Section ~~15~~ 16 Effective Date ...**

Champaign
County
Department of

**PLANNING &
ZONING**

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

DATE: June 7, 2005
TO: Environment and Land Use Committee
FROM: Jeffrey Roseman, Zoning Administrator and Susan Monte, Associate Planner
RE: **Request that a Subcommittee be Formed to Recommend Changes to the
*Champaign County Land Use Regulatory Policies - Rural Districts***

BACKGROUND The *Champaign County Land Use Regulatory Policies - Rural Districts* as adopted on November 20, 2001 are general statements to guide the staff, Zoning Board of Appeals and County Board in the review of proposed Zoning Ordinance amendments.¹

At the May, 2005 ELUC meeting, staff was directed to revise the pending Phase One Zoning Ordinance amendments based on the results of *ad hoc* working group discussions held on April 20, 2005 and May 4, 2005. Some proposed revisions to Phase One will be inconsistent with the adopted *Land Use Regulatory Policies*. Those policies that are inconsistent are noted in the Attachment.

REQUESTED ACTION: That a bipartisan subcommittee of ELUC members be formed to review and recommend proposed adjustments to the adopted *Champaign County Land Use Regulatory Policies - Rural Districts*.

We recommend that the following members be appointed to the subcommittee: Chair Ralph Langenheim; Vice-Chair Nancy Greenwalt; and Steve Moser.

ATTACHMENT: Adopted Land Use Regulatory Policies That Are Inconsistent with the Proposed Phase One Revisions

1. The *Champaign County Land Use Regulatory Policies* dated November 20, 2001 are intended to guide development of specific ordinance amendments, along with the *Ordinance Objectives* adopted by ELUC in 1999. The *Ordinance Objectives* define the form and character of the ordinance. The *Land Use Regulatory Policies* shape the substance of its provisions.

	<p>ADOPTED LAND USE REGULATORY POLICIES - RURAL DISTRICTS THAT ARE INCONSISTENT WITH THE PROPOSED REVISION</p>
<p>1 <i>Overall Development Rights</i> are significantly pared back to reduce impacts on natural areas and conflicts with agriculture. The limits are comparable to those found in other counties including, for example, McLean and DeKalb Counties.</p> <p>By right development is limited to:</p> <ul style="list-style-type: none"> - on tracts under 40 acres: one house if there is no existing house* on the tract, and - on tracts 40 acres and larger: one house per 40 acres in addition to any existing house*, up to a maximum of 4 houses, with any existing house* included in the total. <p>*Farm houses are exempt and not counted.</p>	<p>1.3.2 Landowners’ minimum basic development rights are proportionate to tract size. The division of smaller tracts of land will not be permitted if it would overburden existing infrastructure or create other problems.</p> <p>1.8 All full and part-time farmers and retired farmers will be assured of receiving the benefits of the agriculture exemption even if some non-farmers receive the same benefits. – <i>the Subcommittee may (or may not) wish to reconsider this policy due to the proposed significant reduction in development rights.</i></p>
<p>2 Rural Planned Developments:</p> <ul style="list-style-type: none"> - must not be located on best prime farmland (about 80% of the land in the County), - may not exceed one lot per 10 acres of tract area, - must have developed areas that avoid sensitive natural areas and prime farmland soils, - must meet natural area protection requirements, and - are subject to incentives to encourage clustering of houses to create natural area and agricultural reserves. 	<p>1.1 Commercial agriculture is the highest and best use of land in the areas of Champaign County that are by virtue of topography, soil and drainage, suited to its pursuit. Other land uses can be accommodated in those areas provided that:</p> <ul style="list-style-type: none"> a) the conversion of prime farmland is minimized; b) the disturbance of natural areas is minimized; c) the sites are suitable for the proposed use; d) infrastructure and public services are adequate for the proposed use; and e) the potential for conflicts with agriculture is minimized. <p>1.2 On the best prime farmland, development will be permitted only if the land is well-suited to it, and the land is used in the most efficient way consistent with other County policies.</p> <p>1.3.3 Development beyond the basic right will be permitted if the use, design, site and location are consistent with County policy regarding:</p> <ul style="list-style-type: none"> a) the efficient use of prime farmland; b) minimizing the disturbance of natural areas; c) suitability of the site for the proposed use; d) adequacy of infrastructure and public services for the proposed use; and e) minimizing conflict with agriculture. <p>1.5.2 On the best prime farmland, development will not be permitted unless the site is well-suited, overall, for the proposed land use.</p>
<p>3 Natural area protections will apply to new developments in the CR District that require ZBA or County Board Approval including:</p> <ul style="list-style-type: none"> - a mandatory “Natural Area Impact Assessment” to find any sensitive areas on the site - special rules apply if sensitive areas are identified requiring that such areas be avoided and that the design minimize impacts on sensitive areas 	<p><i>none are inconsistent</i></p>

	PROPOSED PHASE ONE REVISION (CONT.)	ADOPTED LAND USE REGULATORY POLICIES - RURAL DISTRICTS THAT ARE INCONSISTENT WITH THE PROPOSED REVISIONS (CONT.)
4	<p>A Stream Protection Buffer remains but its extent is much reduced. The buffer would apply only in the CR District and only to the main channels of the Sangamon, Middlefork, Saline Branch and Salt Fork Rivers; and only in areas where the streams are substantially lined with well developed woodland vegetation on the perennially flowing tributaries of the streams noted above and the lower parts of the Kaskakia and Embarras Rivers.</p> <p>The buffer would extend 150 feet outward from the stream centerline and will be maintained to preserve and protect a continuous strip of natural vegetation along the wooded portions of major streams.</p> <p>Within the buffer:</p> <ul style="list-style-type: none"> - construction and fill is prohibited, - removal of large trees is prohibited (with certain exemptions), and - planting non-native landscaping is prohibited. 	<p><i>none are inconsistent</i></p>
5	<p>A Drainageway Setback is created, proportional to the upstream drainage area.</p> <p>Within the setback:</p> <ul style="list-style-type: none"> - construction and fill is prohibited to prevent obstruction of surface drainage, but - driveway and road crossings are allowed if they are properly designed and constructed. 	<p><i>none are inconsistent</i></p>
6	<p>A minimum buildable area is required on all new lots to:</p> <ul style="list-style-type: none"> - prevent the creation of lots with problems due to poor drainage, unsuitable soils, etc. and - ensure that setback and buffer requirements can be met. 	<p><i>none are inconsistent</i></p>
7	<p>A Public Resource Protection Buffer 250 feet in width is created around parks and preserves prohibiting:</p> <ul style="list-style-type: none"> - certain construction, excavation, fill, mining etc., and - outdoor lighting and other activities that negatively impact the public resource. 	<p><i>none are inconsistent</i></p>



Champaign County Farm Bureau

301 N. Country Fair Drive ♦ Suite A ♦ P.O. Box 3098 ♦ Champaign, IL 61826-3098
Phone: (217) 352-5235 ♦ Fax: (217) 352-8768

Bradley Uken, Manager

www.ccfarmbureau.com

June 7, 2005

Dear ELUC Member:

As many of you are aware, the Champaign County Farm Bureau has been monitoring land use issues around the county for many years. Through these efforts we have recognized the fact that we needed a specific committee to address this subject area and thus a Land Use Committee was developed many years ago. The committee comprised of our members has developed local policy; spoke before your committee and taken positions on several projects that our local policy covered.

Recently, members participated in the ad hoc committee that was developing the framework for a compromise in regards to the Comprehensive Zoning Rewrite (CZR). After reviewing this framework the committee along with our board of directors supports these ideas. Though many details have not been put together yet by staff we believe this framework is acceptable and is perhaps passable by the county board. The organization, though supportive of the framework, however is interested in again reviewing this proposal when the details are added and again presented to your committee. Overall, we believe the CZR is moving in the right direction with this framework proposal and we hope further developments of this framework will continue. If you should have any questions please feel free to contact my self at 867-2369 or Bradley Uken, our Manager at 352-5235.

Sincerely,

Chris Hausman

Where Membership Means Value

Champaign
County
Department of

**PLANNING &
ZONING**

Date: May 31, 2005

To: Environment and Land Use Committee

From: Jeffrey D. Roseman, Zoning Administrator

Re: Enforcement Procedures for Backlogged Cases

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

On May 9th staff presented the information to the Committee for consideration in resolving enforcement cases. Over the course of several months staff has examined various ways at reducing the current list of enforcement cases. The following is an examination of the current process and suggested actions that are intended to reduce the enforcement case backlog.

Background

At the end of 2004, it was reported that some 312 enforcement cases remained unresolved. Under the current procedures Nuisance and Zoning Enforcement cases typically require a minimum of 2 field inspections in order to forward enforcement cases to the States Attorney's Office. At the end of May 2005, the Department has a total of 253 open enforcement cases. The following is a synopsis of the current procedures used to resolve Nuisance and zoning enforcement cases:

1. Complaint is received and a site inspection is undertaken to confirm whether a violation actually exists.
2. A detailed violation letter is sent to the property owner and occupant if applicable, notifying them of the specific violation along with a deadline (15 days from the date on the letter) to respond to this first notice. Generally, application forms that are required to resolve certain violations are also included with this letter.
3. If the property owner calls the Planning and Zoning Department, staff explains what actions are necessary to resolve the problem(s). At this point, staff had previously been directed to be very flexible in allowing owners to come into compliance or have previously come to some written agreement to abate the nuisance, which more often than not is never fulfilled by the violator. The violator must provide in writing a date when the violation will be corrected. If the violation is not resolved by that date the violator has indicated the violation is suppose to be immediately referred to the States Attorney's Office for corrective action.

4. If no response is forthcoming on the first notice of violation, a final notice of violation letter is then sent to the property owner. The final notice gives the owner and or occupant 7 more days to resolve the violation or the matter will be referred to the States Attorney's Office for further action.
5. Prior to sending the case to the States Attorney's Office for further action, the site has to be reinspected to confirm that the violation is still present on the site.
6. The States Attorney's Office often requires staff to conduct follow-up inspections during the period a case is in the legal system.

The inspection process is complicated by the fact that it was determined by the States Attorneys Office that staff **cannot** go onto the violator's property. Staff must be able to see the site from the driveway, public right-of-way, or an adjacent property if permission is given. Staff generally does not have to request permission of the property owners to see most of the violations.

At some point in the past, staff was directed by the Committee to process complaints in a much more friendly and helpful manner than previously handled. Unfortunately, this also complicates the processing of nuisance enforcement because staff spends a significant amount of time trying to working with property owners to resolve violations, in addition to sending out detailed letters, that are generally explained again when and if, the owner calls or comes to the office.

Provided to the Committee are sample notice of violation letters that will allow the Planning and Zoning staff to streamline the enforcement process and reduce the amount of time spent writing violation letters. Previously the Department used similar notice of violation letters but had switched to more in depth letters in an effort to assist the property owners in understanding the nature of the violation and to offer possible remedies to the violation(s). The current method is inefficient in that staff still spends an extraordinary amount of time relaying the same information over the phone or at the service counter when the violators come to the Department for clarification.

Mr. Dinovo has informed me that several former and current violators have been taken to court in an effort to resolve an enforcement violation and are allowed by the Court to receive continuance after continuance. Often cases that enter the court system require reinspection by the Planning and Zoning staff above and beyond the normal processing cycle and including the time of the States Attorney's Office. One case required staff to reinspect a site at least 100 times after it had entered into the court system. Chronic violators are often the source of repeat violations and complaints of neighbors and other local officials, as is the case in the above example.

Requested Action

In an effort to resolve as many of these cases as possible, staff is requesting that the Committee to take the following actions pertaining to the procedures for handling alleged violations of the

County Public Nuisance Ordinance. These actions will hopefully assist in bringing about swift resolution to those outstanding enforcement cases as well as recover some of the County's limited resources in seeking compliance with the regulations and ordinance the Board has established.

- Motion A. Direct staff to revise the current notice of violation letter format to a more concise Notice of Violation letter.
- Motion B. Direct staff to take a no nonsense approach on all violations and process them swiftly and not go to extraordinary efforts in working out possible solutions to resolve the violations.
- Motion C. Approve the goal of resolving a minimum of 120 enforcement cases a annually or approximately 10 per month, except when permits in a given month exceed the historical average of 40 permits.
- Motion D. Direct staff to coordinate and hand-off enforcement cases to State and/or other local agencies that have more authority and that maybe more efficient in bringing resolution to any particular case.
- Motion E. Direct staff to not pursue enforcement cases that have been open prior to 1998, if no new complaints have not been received on them. Cases prior to 1998 that will be pursued are those that have been designated as priority 1 in the recently instituted prioritization system.
- Motion F. Direct the Zoning Administrator to begin discussions with the County Administrator and the States Attorney's Office on implementing the use of a County Hearing Officer to adjudicate these violations outside of the Court system in anticipation of the FY 2006 budget formulations.

Actions

The following changes are recommend to improve the efficiency in processing the enforcement backlog cases and are presented for the Committees consideration:

- A. I recommend that staff be allowed to submit violation letters that only state information necessary to identify the violation, the date that contact needs to be made to this office and, if applicable, includes the necessary applications to resolve a particular violation. Sample violation letters have been included to illustrate the previous, current and suggested format of violation letters that can be sent to property owners.
- B. I also recommend that the Planning and Zoning Department no longer make extraordinary efforts to accommodate property owners such as providing additional time to abate a nuisance, but rather staff should send these violations directly to the States Attorney's Office once the proper notices have been given. Agreements to abate a violation should

come from the States Attorney's Office, so that if such agreement is violated, action can be immediately take by their Office. Additionally, if a property owner applies for some zoning action in an attempt to resolve a violation and the zoning request is denied by the Zoning Board of Appeals or the County Board then the violation should be immediately forwarded to the States Attorney's Office for action after such decisions. This of course would be subject to any appeal by the property owner. All calls or inquiries to the Department concerning cases that have been referred to the States Attorney's Office should be directed to their office and no longer handled by the Department.

- C. The goal of the Planning and Zoning Department is to resolve a minimum of 10 enforcement cases per month or 120 per year, with a slight variation to account for any month with more than the average number of 40 permits issued in a given month.
- D. Direct the Department to coordinate and hand-off responsibility on certain enforcement cases to other State or local agencies in resolving violations that can be more effectively dealt with by another agency. This will increase efficiency and eliminate redundant work if arrangements can be made that will save resources and increase the productivity of all agencies involved.
- E. Staff would also request that enforcement cases that have been open prior to 1998, and that have not received any new complaints be allowed to be removed from the enforcement case backlog. Also staff would request that cases involving complaints on domestic animals that do not have any documented log or new complaints be removed from the enforcement case log as well. Any such case would be considered resolved unless a new complaint has been received and that includes the required documentation. An active complaint would constitute any call received on an original complaint in 1999, to the present that is determined to be not a *de minimus* complaint, or any enforcement case filed prior to 1998, that has been designated as a priority 1 case.
- F. The Zoning Administrator is requesting the Committee to authorize discussions with the County Administrator and the State Attorney's Office to implement the use of a Hearing Officer to adjudicate the backlog of enforcement cases the Department is currently facing. Given the existing Court system and the prevailing low priority enforcement cases receive once they enter into the legal system.

A Hearing Officer would hopefully resolve cases in a swifter time-frame and have the ability to levy the appropriate fines on each violator. Instituting the above procedural changes and authorizing the discussions for hiring a Hearing Officer would result in faster resolution of the backlog of enforcement cases in a legal framework that is more efficient and effective than the methods currently employed.

The Department further suggests that the Committee authorize the States Attorney's Office to seek the maximum fines possible for each violation from the date that the actual violation is confirmed by staff. This is of course contingent on the appropriate notices being sent to the property owner and forwarding the case to the States Attorney's Office for action. Any

enforcement case that is verified by staff to be in violation or is referred to the States Attorney's Office for further action should have a minimum fine attached to it. Fines could be collected on a voluntary basis or after 60 days could be referred to a collection agency as is done in County. Fine would even be collected for cases that are resolved prior to going to the States Attorney's Office or moving on to the Court or a Hearing Officer in an effort to recoup a portion of the County's cost in resolving nuisance complaints. The actual amount of any fine will ultimately be at the discretion of the Hearing Officer or Court and the States Attorney's Office.

The subsequent pages are samples of Notice of Violations from Champaign County, McLean County and Will County. Staff recommends that the Committee allow the Department to revert back to the County's former notice of violation format or to develop a new format that will closely resemble the County's former version and/or the version currently used in Will County.

Attachments

1. Current Champaign County Notice of Violation Letter.
2. Old Champaign County Notice of Violation Letter
3. Old Champaign County Notice of Violation Letter
4. Will County Notice of Violation Letter (First Notice)
5. Will County Notice of Violation Letter (Second Notice)
6. McLean County Notice of Violation Letter

Current Champaign County Notice of Violation

April 18, 2005

Teddy Bear
1 Springer Avenue
Champaign, Illinois 61823

RE: Violations of Special Use Case: 10000-S-14 Authorizing the Construction and Use of a Self Storage Warehouse, Not Providing Heat and Utilities to Individual Units, and Non-Compliance with Conditions of Zoning Use Permit Application No. 1400-03-14 to Construct Six (6) Units of a Proposed Fifteen (15) Unit Self-Storage Warehouse Facility on your Property Located at, Champaign, Illinois, Permanent Index No.

Dear Mr. Bear:

On November 14, 2002, the Champaign County Zoning Board of Appeals approved Case No. 10000-S-14 which authorized the construction and use of a Self-Storage Warehouse, not providing heat and utilities to individual units in the AG-2, Agriculture Zoning District. Subsequently, Zoning Use Permit Application No. 1400-03-14 was approved on May 7, 2003, to construct six units of a proposed 15 unit self storage warehouse facility. The approval of the Zoning Use Permit was subject to compliance with the following three conditions:

- A. No heat, electrical outlets or regular incandescent lighting can be installed in the storage units.
- B. Reasonable exterior lighting must be provided and utilized for safety consideration but must not result in more than minimal glare onto adjacent roadways.
- C. The relocated driveway entrance must be concrete.

On April 1, 2005, a zoning compliance inspection was performed by John Hall, Associate Planner and Jamie Hitt, Zoning Officer of the Planning and Zoning Department. The inspection revealed several issues that are not in conformance with the approved Special Use Permit and the approved Zoning Use Permit as follows:

- A. During the inspection it was noted that the nine (9) newest units that have been constructed were constructed without first obtaining a Zoning Use Permit from the Planning and Zoning Department. It was also noted that a wall sign was installed without a Zoning Use Permit.
- B. Incandescent light fixtures have been installed in the 9 newest units, and that automatic garage door openers have also been installed in all units. The automatic openers were

plugged into outlets that were installed on the ceiling of the units, and were operated by a switch inside the man door of the units.

- C. With regard to handicap accessibility of the self-storage warehouse facility, it was noted that the accessible parking space and accessible path to the accessible unit do not comply with the Illinois Accessibility Code requirements. During the permit review it was determined that only one unit must be accessible, which means that one rental unit must be readily capable of being made accessible if a unit is rented out to a handicapped individual.

The parking space for the accessible unit must be located as close as possible to the accessible unit. The accessible parking space must be properly marked and the proper signage must be installed.

Although all units had automatic door openers, the threshold of the man doors did not meet the requirements of the Illinois Accessibility Code. At least one of the man doors on the rental units must have no more than ½ inch threshold or in the alternative, a separate automatic door opener box for one unit could be provided to meet the accessibility requirement.

- D. Zoning Use Permit No. 1400-03-14 also required that the driveway entrance to your property be constructed of concrete as shown on the site plan dated 11/12/02, as approved in Special Use Case No. 10000-S-14 and as approved by Robin Hood, Petsotum Township Road Commissioner in a letter dated April 22, 2003. Apparently, sometime after April 22, you and Robin Hood made an agreement that the driveway entrance could be gravel rather than concrete. You must provide this Department with a letter from Robin Hood indicating his acceptance of the driveway entrance as constructed.

Champaign County looks forward to your cooperation in correcting the violations. To correct the violations you must do the following:

- A. Complete the attached Zoning Use Permit Application for the placement of a wall sign on the building and the construction of the 9 newest self-storage warehouse units, including an accurate set of signed and sealed building plans from an Illinois Licensed Architect or Engineer indicating compliance with the Illinois Accessibility Code, and submit them with the required fee to our office no later than April 29, 2005. Please be sure to indicate the dimensions of the sign on the Zoning Use Permit Application.
- B. Jeff Roseman, Zoning Administrator has determined that the terms of ZUPA #1400-03-14 must be met, therefore you must do the following:
- A. Replace the incandescent light fixtures with fluorescent light fixtures or otherwise make it so that the outlets cannot be plugged into.
- B. The door operators must be hardwired and cannot be plugged into the outlet, and
- C. The outlets must be removed. All of this must be accomplished by April 29, 2005.

3. At least one unit of the facility must comply with the requirements for accessibility as required by the Illinois Accessibility Code, including the proper size of accessible parking space, an accessible path, and an accessible entrance.
4. Provide the Planning and Zoning Department with a letter from Robin Hood, Petsotum Township Road Commissioner, indicating his acceptance of the driveway entrance as constructed.

If you have any questions regarding this matter, please call myself or Jamie Hitt at 384-3708. We will be happy to assist you in resolving this matter.

Sincerely,

Jeffrey Roseman
Zoning Administrator

Attachments: Champaign County Zoning Use Permit Application
Champaign County Planning and Zoning Department Fee Schedule

violations/zn-05-29/14.fstnot

Old Champaign County Notice of Violation

First Notice

ZN-98-

Notice is hereby given that you are in violation of Section 3 of the Champaign County Public Land-Nuisance Ordinance, said violation being:

.

On property described as:

.

PIN

You are hereby requested to abate said violation by:

.

You must abate this violation or enter into any agreement with the County to abate the violation on or before .

Issued by

ZONING OFFICER

Failure to correct this violation as requested may result in a complaint being filed in the Circuit Court of Champaign County naming you as defendant, along with other remedies as provided by law. Please contact this Department for assistance in clarifying this matter at 384-3708 (T.D.D. 384-3864). To speed our response please use the case number in the upper right hand corner of this page when calling or writing.

FINAL NOTICE

To:

Notice is hereby given that you are in violation of Section 3 of the Champaign County Public Land-Nuisance Ordinance, said violation being:

On property described as:

PIN#

You are hereby requested to abate said violation by:

Removing, repairing or properly storing all inoperable and unlicensed vehicles currently on the lot.

You must abate this violation or enter into an agreement with the County to abate the violation on or before **(date)**.

Issued by

PLANNING & ZONING

Failure to correct this violation as requested may result in a complaint being filed in the Circuit Court of Champaign County naming you as defendant, along with other remedies as provided by law. Please contact this Department for assistance in clarifying this matter at 384-3708 (T.D.D. 384-3864). To speed our response please use the case number in the upper right hand corner of this page when calling or writing.

p&z\forms\violatnf.frm

Sample of Will County First Notice Violation Letter

NOTICE OF VIOLATION

DATE:

LOCATION:

PIN:

Dear Property Owner:

An inspection of the property referenced above reveals an apparent violation of the Will County Zoning Ordinance or Public Nuisance Ordinance.

Section#

Zone:

Type of violation:

Corrective action required:

The County hesitates to institute legal proceedings in these cases. However, if we have not heard from you regarding the correction of this violation on or before_____, it may be necessary for us to turn this matter over to the office of the State's Attorney for further investigation and possible court proceedings.

If you have any comments or questions, please contact me at the phone number listed below.

Sincerely,

Zoning Inspector
(815)

Sample of Will County Final Notice

Property Owner
99999 W. Jasmine Rd
Manhattan, IL 60442

March 7, 2005

LOCATION: 9999 W. Jasmine Rd

PIN: # 45-00-400-013 Zone: A-1 Agricultural District

Dear Property Owner:

On March 12, 2004, a letter was sent to you regarding the property referenced above. A previous inspection of said property reveals an apparent violation of the Will County Zoning Ordinance. To date, you have failed to take appropriate corrective action.

Please call immediately to avoid further enforcement action. If you fail to remedy the violations within **ten (10)** days after receipt of this notice, legal action will be taken. Upon conviction, a violation of the Will County Zoning Ordinance can carry a fine of up to \$500.00 for each day a violation exists.

If you have any comments or questions, please contact me at the phone or fax number listed below.

Sincerely,

Zoning Inspector
Phone (815) 727-

cc: Attorney at Law
State's Attorney's Office

Sample of McLean County Notice of Violation

May 26, 2005

Mr. E. C. Easy
13346 Ganghouse Road
Bloomington, IL 61704

RE: Parcel #20-99-402-001

Dear Mr. Craig,

During a visit to your neighborhood on May 25, 2005, I noted that you have a pop-up camper parked on the north side of your property facing 1350 North Road. Parking your camper in that area is in violation of the County Zoning Ordinance. I am enclosing a portion of the Ordinance that addresses the parking of equipment such as your camper.

In order to comply with the Zoning Ordinance, you need to move your camper. Per the Ordinance, you may park your camper in your rear yard, side yard or driveway. Your camper is currently parked in a "front yard" which is that part of your property which faces a street, roadway or other public way.

If you should have any questions regarding this matter and/or to let me know that you have moved the camper, please feel free to contact me at 888-5160.

Sincerely,

, Zoning Enforcement Officer

Attachment:

GDW/

Sample of McLean County Notice of Violation

May 27, 2005

Mr. Marvin Palmagrant
RR 3 Box 6760234
Bloomington, IL 61704

RE: Parcel #91-66-177-001

Dear Mr. Palmagrant:

On May 3rd I sent you a letter concerning an inoperable vehicle which you had sitting on your property in violation of the County Zoning Ordinance. I have been informed that the vehicle is still on your property in violation of the County Zoning Ordinance.

I would appreciate a phone call or letter in response to this letter so that we can work together to properly resolve this matter. You can contact me at 309-888-5160.

Sincerely,

Zoning Enforcement Officer

GDW/

Monthly Report

**PLANNING &
ZONING**

May 2005

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

Zoning Cases

Three zoning cases were filed in May compared to five cases were filed in 2004 and six cases filed in 1999. The 5-year average for cases filed in May is 2.8.

Two ZBA meetings were scheduled in May. There was one final action taken on cases in May 2005 and four in May of 2004 and five in May 1999. The 5-year average of for cases finalized is 2 cases for the month. There are 21 cases pending at this time compared to 20 cases at the end of May of 2004 and 9 cases at the end of May 1999. The distribution of cases by type is listed below for a comparisons to the current level of activity as detailed on Table 1.

Table 1. Zoning Case Summary

Type of Case	May 2005 2 Non-CZR ZBA meetings		May 2004 2 Non-CZR ZBA meetings		May 1999 2 Non-CZR ZBA meetings	
	Filed	Completed	Filed	Completed	Filed	Completed
Variance	1	1	0	1	5	2
SFHA Variance	0	0	0	0	0	0
Special Use	0	0	1	0	1	1
Map Amendment	0	0	4	2	0	0
Text Amendment	0	0	0	1	0	2
Change of Nonconforming use	0	0	0	0	0	0
Admin Variance	1	0	0	0	0	0
Interpretation / Appeal	1	0	0	0	0	0
Totals	3	1	5	4	6	5
cases 2005 pending 2004 1999	21 20 9	Pending includes all cases docketed and includes new cases filed.				

Subdivisions

There were no subdivision plat application in May and two approvals that had been continued from April.

Zoning Use Permits

The Department issued 35 permits for 33 structures in May, compared to 39 permits that were issued in 2004. The 5 year average for permits written in the month of May is 35.2. Permits for new construction written in May represented \$4,051,568 compared to \$4,554,799 in 2004. The County collected \$10,981 in fees for the May compared to \$13,558 in fees collected for May 2004. The 5 year average of fees collected in May is \$11,228. A detailed breakdown of the permit activity appears in Table 2 on page 3. The Department issued only 3 Zoning Compliance Certificates in May.

Zoning and Nuisance Enforcement

The Department resolved 11 cases but received 8 new complaints for the month of May. No progress has been made in securing a firm number on resolved cases that were forwarded to the States Attorneys Office due to a temporary staffing shortage. May closed with 252 open enforcement cases. Table 3 below summarizes the actions taken in May with respect to enforcement cases. The total number of cases pending action from the States Attorneys Office are found in Table 3A.

TABLE 2. PERMIT ACTIVITY MAY, 2005

PERMITS	CURRENT MONTH			YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential	1	N.A.	150,000	1	N.A.	150,000
Other	4	N.A.	202,300	9	N.A.	260,500
SINGLE FAMILY Residential:						
New - Site Built	11	6,480	2,370,300	42	25,725	10,651,170
Manufactured	2	762	150,000	4	1,464	397,000
Additions	8	1,096	411,475	23	3,447	859,598
Accessory to Residential	6	1,110	87,493	22	4,539	319,369
TWO-FAMILY Residential				2	1,506	580,000
Review time for residential permits	4.21 days					
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural						
Neighborhood	2	N.A.	0	4	N.A.	0
COMMERCIAL:						
New	1	1,533	680,000	1	1,533	680,000
Other						
INDUSTRIAL:						
New						
Other				3	2,611	1,826,475
OTHER USES:						
New						
Other				1	1,533	200,000
SIGNS				2	177	5,200
TOWERS (Includes Acc. Bldg.)						
OTHER PERMITS				2	130	400
TOTAL	35/33	\$10,981	\$4,051,568	116/110	\$42,665	\$15,929,712

*35 permits were issued for 33 structures during, May 2005

◇116 permits have been issued for 110 structures since January, 2005

NOTE: Home occupations and other permits (change of use, temporary use) total 4 since January, 2005, (this number is not included in the total # of structures)

ENFORCEMENT ACTIVITY FOR MAY, 2005

	2004 Enforcement	Jan. 2005	Feb. 2005	Mar. 2005	Apr. 2005	May 2005
Complaints Received	76	12	8	10	10	8
Inspections	82	34	3	4/5◇	17	2
1 st Notices Issued	25	7	5	4	5	1
Final Notices Issued	1	1	0	4	1	1
Agreements to Abate	0	0	0	2	0	0
Referrals to Other Agencies	2	0	0	0	0	0
Referrals to State's Attorney's Office	2	0	0	0	0	0
TOTAL CASES INCLUDING PREVIOUS YEARS						
Cases Resolved ¹	51	13	3	10#	11#	11
Open Cases ²	312	311	316	316*/**	253*/**	252*/**

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 and cases in which compliance agreements have been made but have not yet been resolved (i.e., agreement deadline has not elapsed), or new complaints not yet investigated.

◇The first number is the number of properties inspected prior to sending out the first notice, and the second number is the number of properties inspected prior to sending out a final notice.

*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 the same month.

**The 252 open cases does not include the 21 cases that have been referred to the State's Attorney's Office, the total number of remaining open cases is 273.

Table 3A. Enforcement Cases in States Attorneys Office

Referrals to State's Attorney's	21
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All cases referred to the State's Attorney's Office that are currently unresolved or are pending resolution from the States Attorneys Office. These cases are not included in Table 3 above and the final disposition of these cases are the sole responsibility of the States Attorneys Office.

APPENDIX C

ZONING USE PERMITS ISSUED DURING MAY, 2005

<u>NUMBER</u>	<u>LOCATION</u>	<u>NAME</u>	<u>DATE IN/ DATE OUT</u>	<u>PROJECT</u>
246-04-02	More information required			
259-04-02	Pending variance			
11-05-01	Pending amendment to Special Use Permit			
61-05-02	Pending variance			
111-05-02	Pending resolution of violation			
160-04-06	Lot 101, Bill's Subdivision, Section 33, Hensley Township; 3610 W. Bloomington Road, Champaign, Illinois PIN: 12-14-33-100-008	William Pankau	06/08/04 05/25/05	construct an addition to an existing single family home
112-05-01	Lot 3 of the SE 1/4 of the NE 1/4 of Section 29, Somerset Township; 4711 N. Willow Road, Urbana, Illinois PIN: 25-15-29-276-003	Mark and Cindy Ziegler	04/22/05 05/10/05	construct an addition to an existing single family home
112-05-02	Under review			
112-05-03	Lot 427, Somerset 4, Section 3, Urbana Township; 2511 Fieldcrest Drive, Urbana, Illinois PIN: 30-21-03-130-006	Rodger and Debra Sloan	04/22/05 05/09/05	construct a single family home with attached garage
115-05-01	Lot 102, Locke-Lowman Subdivision, Section 9, Champaign Township; 3808 W. Springfield Avenue, Urbana, Illinois PIN: 03-20-09-352-013	Terry L. Reece	04/25/05 05/13/05	construct an office/warehouse building
117-05-01	A tract of land located in the SW 1/4 of Section 6, Ogden Township; 2506 CR 2300N, Ogden, IL PIN: Pt. of 17-18-06- 300-002	Greg and Lori Frerichs	04/27/05 05/11/05	construct a single family home with attached garage and detached storage shed

117-05-02	Lot 25, Fred C. Carroll's Subdivision, Section 9, Urbana Township; 1109 N. Eastern Avenue, Urbana, Illinois PIN: 30-021-09-127-038	Delbert Jenkins	04/27/05 05/11/05	construct a sunroom addition to an existing single family home
118-05-01	Lots 6 & 7, Bergman Subdivision, Section 33, Rantoul Township; 1486 CR 2400N, Thomasboro, Illinois PIN: 20-09-33-476-008 & 009	Riley Homes, Inc.	04/28/05 05/11/05	place a manufactured home with attached garage on the subject property
122-05-01	More information required			
122-05-02	Lot 6, Trails at Brittany I, Section 20, Champaign Township; 1708 Foxborough Court, Champaign, Illinois PIN: 03-20-20-227-025	O'Neal Builders	05/02/05 05/13/05	construct a single family home with attached garage
123-05-01	Tract 5 of a Plat of Survey of Part of the NE 1/4 of Section 26, Newcomb Township; 467 CR 2600N, Mahomet, Illinois PIN: Pt. of 16-07-26-200-016	John and Jody Vaughn	05/03/05 05/11/05	construct a single family home with attached garage
124-05-01	Lot 56, Twin Oaks 7, Section 11, Mahomet Township; 1204 W. Lake Drive, Mahomet, Illinois PIN: 15-13-11-203-004	Jeff and Jill Kyle	05/04/05 05/24/05	construct an addition to an existing single family home
124-05-02	Permit canceled by applicant			
124-05-03	8.11 acres being a part of the NE 1/4 of the SW 1/4 and the NW 1/4 of the SE 1/4 of Section 17, Mahomet Township; 1608 Northshore Drive, Mahomet, Illinois PIN: 15-13-17-327-011	Gary Dayton	05/04/03 05/12/05	construct a detached storage shed and an in-ground swimming pool with a 4'non-climbable fence with self-closing, self-latching gate

125-05-01	A tract of land located in the SW 1/4 of the SE 1/4, Section 35, Somer Township; 2708 W. Airport Road, Urbana, IL PIN: 25-15-34-400-006	Everett and Carol Johnson	05/05/05 05/13/05	construct a single family home with attached garage
125-05-02	Tract 7, Blackbird Meadows Development, Section 22, Newcomb Township; 366 CR 2650N, Mahomet, IL PIN: 16-07-22-251-011	Jason and Christina Ishcomer	05/05/05 05/11/05	construct a single family home with attached garage
129-05-01	Lot 102, Farm Ridge Subdivision, Section 13, Urbana Township; 1753 CR 1550N, Urbana, IL PIN: 30-21-13-300-004	Steve Heater	05/02/05 05/13/05	construct a pool with lanai and a detached agricultural shed
129-05-02	A tract of land located in Part of the N ½ of the NW 1/4 of the SE 1/4 of Section 36, Somer Township; 1755 CR 1850N, Urbana, Illinois PIN: Pt. of 25-15-36-400-005	Bobbie Jo Johnson	05/09/05 05/16/05	construct a single family home
129-05-03	Lot 42, Dobbins Downs 1, Section 2, Champaign Township; 2112 Campbell Drive, Champaign, Illinois PIN: 03-20-02-131-005	Dan Kim	05/09/05 05/12/05	construct a screened porch addition to an existing single family home
131-05-01	Tract 4 of a Plat of Survey of Part of the NE 1/4 of Section 26, Newcomb Township; 469 CR 2600N, Mahomet, Illinois PIN: Pt. of 16-07-26-200-015	Tim Cockerill	05/10/05 05/13/05	construct a single family home with attached garage and detached horse barn
132-05-01	Lot 329, Somerset 3, Section 3, Urbana, Township; 2507 Somerset Drive, Urbana, Illinois PIN: 30-21-03-129-012	Douglas Daly	05/12/05 05/13/05	construct a screened porch addition to an existing single family home

132-05-02	Lot 67, Timberview 6 th , Section 16, Mahomet Township; 1203 Frances Drive, Mahomet, Illinois PIN: 15-13-16-102-012	Kent Claussen	05/12/05 05/13/05	construct an addition to an existing single family home
133-05-01	Lot 127, Wiltshire Estates 8, Section 13, 1605 Nottingham Drive, St. Joseph, Illinois PIN: 28-22-13-328-009	David and Ginger Spilliers	05/13/05 05/13/05	construct a single family home with attached garage and in- ground swimming pool with 4'non-climbable fence with self-closing, self-latching gate
133-05-02	Lot 1, Mitchem Subdivision, Section 16, Hensley Township; 2119 CR 900E, Champaign, Illinois PIN: 12-14-16-476-006	Cliff Mitchem	05/13/05 05/13/05	place a manufactured home with attached garage on the subject property
136-05-01	Lot 117, Wiltshire Estates 8 th , Section 13, St. Joseph Township; 1401 Nottingham Drive, St. Joseph, Illinois PIN: 28-22-13-329-012	Scott Parks Construction	05/16/05 05/18/05	construct a single family home with attached garage
137-05-01	Lot 102, Deer Haven Woods, Section 30, Mahomet Township; 101 CR 2000N, Mahomet, IL PIN: 15-13-30-225-004	John Sullivan	05/17/05 05/25/05	construct a single family home with attached garage
138-05-01	Lot 10, Nature's Landing Subdivision, Section 25, Newcomb Township; 561 CR 2550N, Mahomet, Illinois PIN: Pt. of 16-07-25- 200-007	Ian Estes	05/18/05 05/19/05	construct a single family home with attached garage
138-05-02	A tract of land located in the NE Corner of the NE 1/4 of Section 34, St. Joseph Township; 2191 CR 1300N, St. Joseph, Illinois PIN: 28-22-34-200-001	Drew Butzow	05/18/05 05/18/05	construct an addition to an existing duplex unit for farm employee living quarters
138-05-03	A tract of land being a part of the SW 1/4 of Section 19, Ogden Township; 1437 CR 2250E, Ogden, Illinois PIN: 17-24-19-300-011	John and Cathy Hiser	05/18/05 05/24/05	construct a detached storage shed

138-05-04	Lots 2, 3 & 4, Block 5, Lamar Foos Childrens addition to the Village of Foosland, Section 17, Brown Township; 304 Park Street, Foosland, IL PIN: 02-01-17-252-001	Harold and Lynn Meece	05/18/05 05/26/05	construct a porch addition to an existing manufactured home
139-05-01	Lot 3, Country Club Heights 1 st , Section 5, Urbana Township; 2509 N. Willow Road, Urbana, Illinois PIN: 30-21-05-227-019	Richard Flood	05/19/05 05/31/05	construct a detached garage
140-05-01	A tract of land located in the NW Corner of the SW 1/4 of the NW 1/4, Section 8, Scott Township; 109 CR 1675N, Seymour, Illinois PIN: Pt. of 23-19-08-100-002	James Nibling	05/20/05 05/25/05	construct an addition to an existing single family home
140-05-02	The E ½ of the NE ½ of Section 10, St. Joseph, Township; 2179 CR 1700N, St. Joseph, IL PIN: 28-22-10-276-001	Dan and Mary Jenkins	05/20/05 05/25/05	construct two detached storage buildings
140-05-03	Lot 101, Bill's Subdivision, Section 33, Hensley Township; 3610 W. Bloomington Road, Champaign, Illinois PIN: 12-17-33-100-008	William Pankau	05/20/05 05/25/05	construct a detached garage
140-05-04	Pending variance			
140-05-05	Lot 25, Rolling Hills Estates 4, Mahomet Township, Section 12, 2111 Pheasant Ridge Road, Mahomet, Illinois PIN: 15-13-12-129-013	Richard and Cynthia Slade	05/20/05 05/25/05	construct a detached garage
144-05-01	More information required			
145-05-01	More information required			
146-05-01	Under review			
147-05-01	Under review			
147-05-02	Under review			

147-05-03 Under review

151-05-01 Under review

APPENDIX D

ZONING COMPLIANCE CERTIFICATES ISSUED DURING MAY, 2005

<u>DATE</u>	<u>LOCATION</u>	<u>PROJECT</u>
05/09/05 83-00-01	Part of the SE 1/4 of Section 29 and Part of the NE 1/4 of Section 32, Hensley Township; 3515 North Staley Road, Champaign, IL PIN: 12-14-29-400-004	a fertilizer/grain unloading pit cover
05/27/05 108-05-01	Lot 769, Ironwood 7 th , Section 20, Champaign Township; 4507 Crossgate Drive, Champaign, IL PIN: 03-20-20-424-013	a sunroom addition to an existing single family home
05/27/05 10-05-02	Lot 113, Trails Edge 1 Subdivision, Section 20, Champaign Township; 1815 Benedot Street, Champaign, IL PIN: 03-20-20-182-007	a single family home with attached garage

Champaign
County
Department of

Memorandum

**PLANNING &
ZONING**

Date: June 6, 2005

To: Environment and Land Use Committee

From: Jeffrey Roseman, Zoning Administrator

Re: Request for an Alternative date for the October 2005 regularly scheduled Environment and Land Use Committee meeting

**Brookens
Administrative Center**
1776 E. Washington Street
Urbana, Illinois 61802

(217) 384-3708
FAX (217) 328-2426

The Environment and Land Use Committee meeting schedule has a regularly scheduled meeting for October 10, 2005 scheduled, this date is an official County holiday. In an effort to accommodate the public for any cases that may need to go before the Committee in October the following dates are available for consideration and approval by the Committee in October per Administrative Services:

October 11, 2005 Tuesday at 7:00 PM
October 12, 2005 Wednesday at 7:00 P.M.
October 17, 2005 Monday at 7:00 P.M.

Should the Committee choose October 17, 2005, the Committee should be aware that October 20, 2005 is the next regularly scheduled meeting of the County Board.

Champaign
County
Department of

**PLANNING &
ZONING**

2005 Champaign County Planning & Zoning Calendar

Brookens Administrative Center
1776 E. Washington Street
Urbana, IL 61802
(217) 384-3708
TDD (217) 384-3864
FAX (217) 328-2426

County Holiday 
OFFICE CLOSED

Zoning Board of Appeals 
April - October : 7:00 p.m.
November - March : 6:30 p.m.

**Environment & Land
Use Committee** 
7:00 p.m.

Agenda Item Deadline:
1st Monday of the month

Note: Earlier deadlines apply for
certain matters. Check with the
Planning & Zoning Department

Champaign County Board 
7:00 p.m.

All meetings are held in
Meeting Room 1 at the
Brookens Administrative Center

Use North Parking Lot via
Lierman Avenue. Enter
building through North
entrance. Meeting Room 1 is
to the right and down the
hall

**ALL MEETING DATES AND
TIMES ARE SUBJECT TO
CHANGE**

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