



CHAMPAIGN COUNTY BOARD ENVIRONMENT and LAND USE COMMITTEE (ELUC) AGENDA

County of Champaign, Urbana, Illinois

Thursday, June 4, 2015 - 6:30 p.m.

Lyle Shields Meeting Room

Brookens Administrative Center, 1776 E. Washington St., Urbana

Committee Members:

Aaron Esry – Chair

C.Pius Weibel – Vice-Chair

Astrid Berkson

Stan Harper

Pattsi Petrie

Jon Schroeder

Sam Shore

	<u>Pages</u>
I. Call to Order	
II. Roll Call	
III. Approval of Agenda/Addenda	
IV. Approval of Minutes	
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V. Public Participation	
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VII. <u>Items for Information Only</u>	
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VIII. <u>Items to Receive & Place On File by ELUC Committee to allow for 60 day Review Period</u>	
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XIII. Designation of Items to be Placed on Consent Agenda	

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.

CHAMPAIGN COUNTY BOARD
ENVIRONMENT and LAND USE COMMITTEE (ELUC)
Agenda

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- XIV. Next Meeting Date
 - A. July 9, 2015 – Determination to Cancel

- XV. Adjournment

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.

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**Champaign County Board
Environment and Land Use Committee (ELUC)
County of Champaign, Urbana, Illinois**

MINUTES – SUBJECT TO REVIEW AND APPROVAL

DATE: Thursday, May 7, 2015
TIME: 6:30 p.m.
PLACE: Lyle Shields Meeting Room
Brookens Administrative Center
1776 E Washington, Urbana, IL 61802

Committee Members

Present	Absent
Aaron Esry (Chair)	
C. Pius Weibel (Vice Chair)	
Astrid Berkson	
	Stan Harper
Patti Petrie	
Jon Schroeder	
Sam Shore	

County Staff: Deb Busey (County Administrator), John Hall (Zoning Administrator), Brian Nolan (Recording Secretary)
Others Present: Susan Monte (Regional Planning Commission), Rita Morocoima-Black (Regional Planning Commission)

MINUTES

I. Call to Order

Committee Chair Esry called the meeting to order at 6:30 p.m.

II. Roll Call

A verbal roll call was taken and a quorum was declared present.

III. Approval of Agenda

MOTION by Ms. Berkson to approve the agenda as distributed; seconded by Mr. Shore. Upon vote, the **MOTION CARRIED** unanimously.

IV. Approval of Minutes

A. ELUC Committee meeting – April 9, 2015

MOTION by Ms. Berkson to approve the minutes of the April 9, 2015 ELUC meeting as distributed; seconded by Mr. Shore. Upon vote, the **MOTION CARRIED** unanimously.

Mr. Weibel entered the meeting at 6:33 p.m.

1 **V. Public Participation**

2 None

3
4 **VI. Communications**

5 None

6
7 **VII. Items for Information Only**

8 A. *Update Regarding Local Government Coalition to Protect Mahomet Aquifer*

9
10 Mr. Shore asked if any information is available about legislation in the Illinois House of
11 Representative or Illinois Senate that may impact the local government coalition to protect the
12 Mahomet Aquifer. Ms. Monte noted that House Bill 1326 passed its first reading in the Senate and
13 is in line for a second reading; however, it is not a guarantee of future success.

14
15 B. *Recreation & Entertainment License: Rodeo Club at the University of Illinois for a rodeo at the*
16 *Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana to be held May 2, 2015*

17
18 Mr. Hall noted that the committee has the option to approve this license retrospectively if they so
19 choose. Additionally, he noted that an amendment can be made to the Recreation and
20 Entertainment Ordinance in order to have a plan for events that do not submit applications for
21 licenses in a timely manner. Mr. Weibel asked if the Rodeo Club paid for a license. Mr. Hall
22 confirmed and noted that the current Recreation and Entertainment Ordinance does not authorize
23 the County to take action against events that do not submit applications in time. Mr. Hall asked the
24 committee for guidance when applications are submitted late. Mr. Weibel noted that this should
25 be discussed at a later meeting.

26
27 **VIII. Items to be Approved by ELUC Committee**

28 A. *Recreation & Entertainment License: Eastern Illinois A.B.A.T.E. Inc. for live bands, Rolling Hills*
29 *Campground, 3151-A CR2800E, Penfield for June 5- 7, 2015*

30
31 **MOTION** by Ms. Berkson to approve the Recreation & Entertainment License: Eastern Illinois A.B.A.T.E.
32 Inc. for live bands, Rolling Hills Campground, 3151-A CR2800E, Penfield for June 5- 7, 2015; seconded by
33 Mr. Shore. Upon vote, the **MOTION CARRIED** unanimously.

34
35 B. *Recreation & Entertainment License: Maria Guadalupe Flores Rojas for Mexican rodeo, DJ, band,*
36 *dancing at the Champaign County Fair Association Fairgrounds, 1302 North Coler Avenue, Urbana*
37 *IL, May 9, 2015*

38
39 Mr. Esry noted the date has changed to June 27th, 2015.

40
41 **MOTION** by Mr. Weibel to approve the Recreation & Entertainment License: Eastern Illinois A.B.A.T.E.
42 Inc. for live bands, Rolling Hills Campground, 3151-A CR2800E, Penfield for June 5- 7, 2015; seconded by
43 Ms. Berkson.

44
45 Mr. Weibel asked if this is the first time for this event. Mr. Hall confirmed.

46
47 Upon vote, the **MOTION CARRIED** unanimously.

48
49 C. *Recreation & Entertainment License: Champaign County Fair, Champaign County Fairgrounds, 1302*
50 *North Coler Avenue, Urbana for Annual License*

1 **MOTION** by Ms. Berkson to approve the Recreation & Entertainment License: Champaign County Fair,
2 Champaign County Fairgrounds, 1302 North Coler Avenue, Urbana for Annual License; seconded by Mr.
3 Weibel.

4
5 Mr. Esry asked if this is a comprehensive list of events. Mr. Hall confirmed and noted that the
6 annual license will only apply to events being held by the fair association. Events held at the
7 fairgrounds by other organizations will still need separate licenses.

8
9 **Mr. Schroeder entered the meeting at 6:39 p.m.**

10
11 Ms. Petrie asked if there is a procedure to note which event will fall under which license if an
12 annual license is given to the fairgrounds. Mr. Hall explained the fairground annual license will only
13 cover events associated with the Champaign County Fair and other organizations will still need
14 separate applications to receive a license.

15
16 Upon vote, the **MOTION CARRIED** unanimously.

- 17
18 D. *Amending the RPC FY15 County Planning Contract to allocate 60hours/year from the "General*
19 *Planning Services" item to Champaign County Area Rural Transportation System (C-CARTS) and the*
20 *Champaign County Rural Transit Advisory Group (RTAG) coordination.*

21
22 **MOTION** by Mr. Shore to approve the amendment of the RPC FY15 County Planning Contract to allocate
23 60hours/year from the "General Planning Services" item to Champaign County Area Rural Transportation
24 System (C-CARTS) and the Champaign County Rural Transit Advisory Group (RTAG) coordination;
25 seconded by Ms. Berkson.

26
27 Ms. Petrie asked if this is a one-time approval or if the contact will need to be amended multiple
28 times. Ms. Morocoima-Black explained the Regional Planning Commission (RPC) may experience
29 budget cuts due to the governor's proposed budget and RPC will need a way to adjust for those
30 cuts if they happen. If budget cuts are not made, RPC would like to use all funding available so it is
31 not cut in the future. Any staff used on this project will be counted as local match by the State of
32 Illinois and a way for the County to recognize the local match initiative is to provide the staff hours
33 through the County Planning Contract. Ms. Morocoima-Black noted that it can be guaranteed that
34 it will be a one-time amendment; however, state funding this project is needed while it is available.

35
36 Upon vote, the **MOTION CARRIED** unanimously.

37
38 **IX. Items to be Recommended to the County Board**

- 39 A. *A Resolution Adopting Authority to Prevent Water Pollution Caused by Erosion and Sedimentation*

40
41 **MOTION** by Ms. Berkson to recommend a Resolution Adopting Authority to Prevent Water Pollution
42 Caused by Erosion and Sedimentation; seconded by Mr. Shore.

43
44 Mr. Hall confirmed for the committee that this item has been reviewed by the State's Attorney and
45 it has passed their review.

46
47 Upon vote, the **MOTION CARRIED** unanimously.

- 48
49 B. *Case 769-AT-13: Amend the Champaign County Zoning Ordinance by amending the Champaign*
50 *County Stormwater Management Policy by changing the name to Storm Water Management and*
51 *Erosion Control Ordinance and amending the reference in Zoning Ordinance Section 4.3.10; and*
52 *amend the Storm Water Management and Erosion Control Ordinance to add Erosion and*
53 *Sedimentation Controls to meet the requirements of the National Pollutant Discharge Elimination*
54 *System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with*

1 *the Illinois Environmental Protection Agency (IEPA) and make other changes and add other*
2 *requirements related to erosion and sedimentation control, as described in the legal advertisement.*
3

4 **MOTION** by Mr. Weibel to recommend Case 769-AT-13: Amend the Champaign County Zoning Ordinance
5 by amending the Champaign County Stormwater Management Policy by changing the name to Storm
6 Water Management and Erosion Control Ordinance and amending the reference in Zoning Ordinance
7 Section 4.3.10; and amend the Storm Water Management and Erosion Control Ordinance to add Erosion
8 and Sedimentation Controls to meet the requirements of the National Pollutant Discharge Elimination
9 System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the
10 Illinois Environmental Protection Agency (IEPA) and make other changes and add other requirements
11 related to erosion and sedimentation control, as described in the legal advertisement.; seconded by Ms.
12 Berkson.

13
14 Mr. Hall noted that a conditional protest should be expected from the City of Urbana for additions
15 to be made. Most of these additions are already included in the existing policy and should have
16 been included when the amendment was first written. The only new item that the City of Urbana
17 has suggested is the phrase, "and other developments that are." Mr. Hall noted that this a good
18 change.

19
20 Ms. Berkson asked what other meanings the word "increases" could have in the revisions. Mr. Hall
21 noted that if additions were made prior to the stated date and the current wording does not
22 change, the additions would not be subject the regulations. Ms. Berkson asked for further
23 clarifications. Mr. Hall noted that additions have been made on properties that were not approved
24 when they were made and the revision to the current policy will stand for additions made after the
25 implementation date of 2003.

26
27 Upon vote: Aye (5) Berkson, Schroeder, Esry, Weibel, Shore
28 Nay (1) Petrie

29 **MOTION CARRIED.**

- 30
31 C. **Case 773-AT-14:** *Amend the Champaign County Storm Water Management and Erosion Control*
32 *Ordinance that is the subject of a separate Zoning Case 769-AT-13, by adding a requirement for a*
33 *Grading and Demolition Permit for any grading or demolition that disturbs one acre or more of land*
34 *or for any grading or demolition that is part of a larger common plan of development in which one*
35 *acre or more of land disturbance will occur, and that is not related to any proposed construction*
36 *and add fees for Grading and Demolition Permits and other requirements related to Grading and*
37 *Demolition Permits, as described in the legal advertisement.*
38

39 **MOTION** by Mr. Weibel to recommend Case 773-AT-14: Amend the Champaign County Storm Water
40 Management and Erosion Control Ordinance that is the subject of a separate Zoning Case 769-AT-13, by
41 adding a requirement for a Grading and Demolition Permit for any grading or demolition that disturbs one
42 acre or more of land or for any grading or demolition that is part of a larger common plan of development
43 in which one acre or more of land disturbance will occur, and that is not related to any proposed
44 construction and add fees for Grading and Demolition Permits and other requirements related to Grading
45 and Demolition Permits, as described in the legal advertisement.; seconded by Ms. Berkson.

46
47 Ms. Berkson asked for an explanation of the item. Mr. Hall that after Case 769-AT-13 was written, a
48 regulatory hole was found in the legal advertisement. Case 773-AT-14 was written in order correct
49 the regulatory hole in Case 769-AT-13. Running a new case to correct the issue was half the cost of
50 re-running the existing case with the corrections.

51
52 Upon vote: Aye (5) Berkson, Schroeder, Esry, Weibel, Shore
53 Nay (1) Petrie

54 **MOTION CARRIED.**

1 Mr. Hall noted that no public protest of this case has yet to be seen. Ms. Monte asked if it is too
2 late for a public protest. Mr. Hall noted that the County Board would not deny a protest, but it is
3 past the statutory deadline for a public protest.
4

- 5 D. *Annual Facility Inspection Report for the National Pollutant Discharge Elimination System (NPDES)*
6 *Municipal Separate Storm Sewer System (MS4) Storm Water Discharge Permit with the Illinois*
7 *Environmental Protection Agency (IEPA) for the period 4/1/14 – 3/31/15*
8

9 **MOTION** by Mr. Schroeder to recommend Annual Facility Inspection Report for the National Pollutant
10 Discharge Elimination System (NPDES) Municipal Separate Storm Sewer System (MS4) Storm Water
11 Discharge Permit with the Illinois Environmental Protection Agency (IEPA) for the period 4/1/14 –
12 3/31/15.; seconded by Ms. Weibel.
13

14 Ms. Monte noted that this recommendation is being sought so the full County Board can approve
15 the item before being sent to IEPA. Mr. Weibel commended Mr. Hall and Ms. Monte for their time
16 and effort on this item. Mr. Esry asked if this report will bring the County up to speed with the
17 IEPA. Mr. Hall confirmed and explained each year an update will be provided.
18

19 **X. Monthly Reports**

- 20 A. *March 2015*
21

22 **MOTION** by Mr. Esry to accept and place on file the monthly reports for March 2015.
23

24 **XI. Other Business**
25

26 Mr. Weibel asked for an update on the Carroll Addition Subdivision in regards to the garbage and
27 debris clean up. Mr. Hall noted that a fence has been erected and a court date is set for July 23,
28 2015. Mr. Hall hopes to provide a demolition proposal to the Finance Committee at their June
29 meeting.
30

31 **XII. Chair's Report**

32 None
33

34 **XIII. Designation of Items to be Placed on Consent Agenda**

35 IX.A, IX.D
36

37 **XIV. Adjournment**

38 **MOTION** by Ms. Berkson to adjourn; seconded by Mr. Shore. Upon vote, the **MOTION CARRIED**
39 unanimously. There being no further business, Mr. Esry adjourned the meeting at 6:57 p.m.

Bill Status of HB3523 99th General Assembly

Short Description: WIND ENERGY FACILITIES

House Sponsors

Rep. [Adam Brown](#)

Senate Sponsors

(Sen. [John M. Sullivan](#) - [Kyle McCarter](#))

Last Action

Date	Chamber	Action
5/26/2015	House	Passed Both Houses

Statutes Amended In Order of Appearance

New Act

[55 ILCS 5/5-12020](#)

[65 ILCS 5/11-13-26](#)

Synopsis As Introduced

Creates the Wind Energy Facilities Construction and Deconstruction Act. Requires that commercial wind energy operators of commercial wind energy facilities located on private property enter into an agricultural impact mitigation agreement with the Department of Agriculture outlining construction and deconstruction standards and policies designed to preserve the integrity of any agricultural land that is impacted by commercial wind energy facility construction and deconstruction. Provides that the requirement does not apply to commercial wind energy facilities already constructed or permitted by a decision of a county or municipality prior to the effective date of the Act, but does apply to any commercial wind energy facility seeking an extension or renewal of an initial permit from a county or municipality. Provides that the agricultural impact mitigation agreement shall be entered into prior to any public hearing required prior to a siting decision of a county or municipality regarding the commercial wind energy facility. Provides that the agricultural impact mitigation agreement is binding on any subsequent wind energy operator that takes ownership of the commercial wind energy facility that is the subject of the agreement. Requires that the Department of Agriculture adopt rules that are necessary and appropriate for the implementation and administration of agricultural impact mitigation agreements as required under the Act. Effective immediately. Makes conforming changes to the Counties Code and Municipal Code.

House Committee Amendment No. 1

Replaces everything after the enacting clause with the introduced bill with the following changes: Provides that for commercial wind energy facility owners of commercial wind energy facilities that seek an extension of a permit granted by a county or municipality prior to the effective date of the Act, those owners must enter into an agricultural impact mitigation agreement with the Department of Agriculture prior to a decision by the county or municipality to grant the permit extension. Makes other changes. Effective immediately.

House Floor Amendment No. 2

Replaces everything after the enacting clause with the bill as amended by House Amendment No. 1 with the following changes: Provides that agricultural impact mitigation agreements shall include terms regarding deconstruction of commercial wind energy facilities, including abandonment, and financial assurance for deconstruction of commercial wind energy facilities, including abandonment. Changes the definition of "commercial wind energy facility" to exclude wind energy conversion facilities at certain stages of development. Defines "abandonment" and "county". Effective

immediately.

Actions

Date	Chamber	Action
2/26/2015	House	Filed with the Clerk by <u>Rep. Adam Brown</u>
2/26/2015	House	First Reading
2/26/2015	House	Referred to <u>Rules Committee</u>
3/10/2015	House	Assigned to <u>Renewable Energy & Sustainability</u>
3/12/2015	House	House Committee Amendment No. 1 Filed with Clerk by <u>Rep. Adam Brown</u>
3/12/2015	House	House Committee Amendment No. 1 Referred to <u>Rules Committee</u>
3/16/2015	House	House Committee Amendment No. 1 Rules Refers to <u>Renewable Energy & Sustainability</u>
3/26/2015	House	House Committee Amendment No. 1 Adopted in <u>Renewable Energy & Sustainability</u> ; 012-000-000
3/26/2015	House	Do Pass as Amended / Short Debate <u>Renewable Energy & Sustainability</u> ; 014-000-000
3/26/2015	House	Placed on Calendar 2nd Reading - Short Debate
4/16/2015	House	House Floor Amendment No. 2 Filed with Clerk by <u>Rep. Adam Brown</u>
4/16/2015	House	House Floor Amendment No. 2 Referred to <u>Rules Committee</u>
4/20/2015	House	House Floor Amendment No. 2 Rules Refers to <u>Renewable Energy & Sustainability</u>
4/21/2015	House	House Floor Amendment No. 2 Recommends Be Adopted <u>Renewable Energy & Sustainability</u> ; 014-000-000
4/22/2015	House	Second Reading - Short Debate
4/22/2015	House	House Floor Amendment No. 2 Adopted
4/22/2015	House	Placed on Calendar Order of 3rd Reading - Short Debate
4/24/2015	House	Third Reading - Short Debate - Passed <u>091-001-000</u>
4/28/2015	Senate	Arrive in Senate
4/28/2015	Senate	Placed on Calendar Order of First Reading
4/28/2015	Senate	Chief Senate Sponsor <u>Sen. John M. Sullivan</u>
4/28/2015	Senate	First Reading
4/28/2015	Senate	Referred to <u>Assignments</u>
4/29/2015	Senate	Assigned to <u>Agriculture</u>
5/7/2015	Senate	Do Pass <u>Agriculture</u> ; 008-000-000
5/7/2015	Senate	Placed on Calendar Order of 2nd Reading May 12, 2015
5/20/2015	Senate	Second Reading
5/20/2015	Senate	Placed on Calendar Order of 3rd Reading May 21, 2015
5/22/2015	Senate	Rule 2-10 Third Reading Deadline Established As May 31, 2015
5/26/2015	Senate	Added as Alternate Chief Co-Sponsor <u>Sen. Kyle McCarter</u>
5/26/2015	Senate	Third Reading - Passed ; <u>056-000-001</u>
5/26/2015	House	Passed Both Houses

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Date: May 26, 2015

To: ELUC Members

From: Rita Morocoima-Black, RPC Planning and Community Development Director
Susan Monte, RPC Planner

Regarding: Status Update for FY 2015 County Planning Contract

Action Requested: For Information Only

Champaign County has an annually renewed contract with Champaign County Regional Planning Commission for planning and technical services. In anticipation of requesting renewal for next year's contract, CCRPC staff provides the following status report for the current FY15 contract. As can be seen in the table, we are approximately 37% complete with the work plan as of May 26th.

		Hours			
	Task	Allocated	Complete	Remaining	% Complete
1	LRMP Implementation	875	204.6	670.4	23%
2	Hazard Mitigation Plan	284	255	29	90%
3	Assistance to Dobbins Downs	80	0	80	0%
4	Recycling Events Coordination	160	82	78	51%
5	General Planning Services Requests - CCARTS	100	0	100	0%
6	General Planning Services Requests: ▪ Public Handout (Zoning Case 802-AT-15) ▪ Follow up proposal CC R&E Ordinance 957	20	10	10	50%
7	Administration	20	20	0	100%
Total		1,539	571.6	967.4	37%

Status of LRMP Implementation tasks can be found on the following page. Of the 14 items in the FY15 work plan, eight have been initiated and five are complete.

LRMP Work Plan Status as of May 26, 2015

Work Plan ID	Priority Item	LRMP Work Plan Task	Hours Allocated	Hours Used	Staff Work Status
2015-1	various	Monitor and pursue potential funding opportunities to achieve provisions of GOPs.	50	40	In Progress
2015-2	1.2.1	Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.	30	30	Complete
2015-3	1.3.1	Based on the annually prepared report of trends and new developments, provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.	30	30	Complete
2015-4	2.1.1	Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.	30	30	Complete
2015-5	7.2.4b	Participate in the Greenways and Trails Committees that are coordinated by CCRPC.	5	5	Complete
2015-6	8.4.5a	Complete required annual update reports revisions for the Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Management Program.	30	30	Complete
15-7	8.4.5b	Administer the provisions of the updated Phase II NPDES Storm Water Management Program.	170	14.6	In Progress
15-8	5.1.1c	Amend Champaign County Zoning Ordinance to include provisions of Policy 5.1.1: The County will encourage new urban development to occur within the boundaries of incorporated municipalities.	20	0	Pending
15-9	5.2.1b	Amend relevant Champaign County ordinances to include provisions of Policy 5.2.1: The County will encourage the reuse and redevelopment of older and vacant properties within urban land when feasible.	20	0	Pending
15-10	5.3.1c 5.3.2c	5.3.1c: Amend relevant Champaign County ordinances to include provisions of Policy 5.3.1: The County will: a. require that proposed new urban development in unincorporated areas is sufficiently served by available public services and without undue public expense; and b. encourage, when possible, other jurisdictions to require that proposed new urban development is sufficiently served by available public services and without undue public expense. 5.3.2c: Amend relevant Champaign County ordinances to include provisions of Policy 5.3.2: The County will: a. require that proposed new urban development, with proposed improvements, will be adequately served by public infrastructure, and that related needed improvements to public infrastructure are made without undue public expense; and b. encourage, when possible, other jurisdictions to require that proposed new urban development, with proposed improvements, will be adequately served by public infrastructure, and that related needed improvements to public infrastructure are made without undue public expense.	120	0	Pending

continued

Work Plan ID	Priority Item	LRMP Work Plan Task	Hours Allocated	Hours Used	Staff Work Status
15-11	4.3.4c	Amend Champaign County Zoning Ordinance to include provisions of Policy 4.3.4: The County may authorize a discretionary review development provided that existing public infrastructure, together with proposed improvements, is adequate to support the proposed development effectively and safely without undue public expense.	80	0	Pending
15-12	8.3.1	Amend Champaign County Zoning Ordinance to include provisions of Policy 8.3.1: The County will allow expansion or establishment of underground mineral and energy resource extraction operations only if: a) the operation poses no significant adverse impact to existing land uses; b) the operation creates no significant adverse impact to surface water quality or other natural resources; and c) provisions are made to fully reclaim the site for a beneficial use.	120	0	Pending
15-13	1.1b	Amend relevant Champaign County ordinances to include provisions of Objective 1.1: Champaign County will consult the LRMP that formally establishes County land resource management policies and serves as an important source of guidance for the making of County land resource management decisions.	80	0	Pending
15-14	6.4a	Submit proposal to ELUC and County Board regarding the comprehensive update of the Champaign County Waste Management Plan.	90	25	In Progress
Total			875	204.6	

Date: May 27, 2015

To: ELUC Members

From: Rita Morocoima-Black, RPC Planning and Community Development Director
Susan Monte, RPC Planner

Regarding: Proposed FY16 County Planning Contract Work Plan

Action Requested: For Information Only

Background

Champaign County has an annually renewable contract with Champaign County Regional Planning Commission for planning and technical services. The \$76,285 proposed contract amount for FY16 includes a 2% increase provisionally approved by Deb Busey.

Attachment A is the proposed FY16 General Work Plan. It includes 1,225 hours and focuses on implementing the LRMP, general planning services requests, community shelter needs assessment, and recycling and household hazardous waste collection effort coordination.

Attachment B contains the proposed LRMP Implementation Work Plan. The proposed work plan was completed in coordination with John Hall, Zoning Director. As per the request of County Board members, cost and time estimates are provided for each proposed task. It should be noted that estimates do not necessarily include sufficient time for County Board discussion and approval processes and are our best estimate at staff time for completing these tasks.

Next Steps

CCRPC staff would appreciate your input and finalization of the county planning contract work plan, including the LRMP implementation work tasks that will take us through December 2016. We will return in August to request approval of the work plan once your input has been received.

Attachment A
Proposed County Planning Contract for FY16
January 1, 2016 through December 31, 2016

	<u>Hours</u>	<u>Cost</u>
LRMP Implementation		
Working with the County Board and staff, priority implementation items will be identified that CCRPC planners can implement given available time and resources.	785	\$46,315
	100	\$5,900
Hazard Mitigation Planning		
Conduct a needs assessment in unincorporated areas of the county regarding vulnerable populations and access to community shelter. Coordinate annual Hazard Mitigation Planning Team meeting.		
General Planning Services Request	100	\$5,900
County Board and/or County departments may solicit research for funding sources, grant writing assistance, data analyses, and reports on topics of common interest to the Board or County administration.		
Solid Waste/Recycling Events Coordination		
Countywide recycling collection initiatives in coordination with local entities have been spearheaded through the County contract for the last couple of years. Current efforts include seeking means to accommodate the pressing need for household hazardous waste collection, and increasing awareness regarding materials management reduce, re-use or recycling opportunities.	160	\$8,480
Champaign County Area Rural Transit System Coordination		
Coordinating C-CARTS' operation, maintaining communication with IDOT regarding C-CARTS, and coordinating quarterly meetings of Rural Transit Advisory Group.	60	\$6,000
Administration (budgeting, work plan, project management)	20	\$1,480
Non-staff expenses (supplies, services, capital outlay)		\$2,210
Typical expenses: printing finished documents, purchasing research materials, office supplies, yearly subscriptions/ memberships, etc.		
<hr/> Total	<hr/> 1,225	<hr/> \$76,285

Attachment B Proposed LRMP Work Plan Items for FY16

Overview

The following table provides an overview of the FY16 LRMP Implementation work plan. More specific information on the implementation items is available on subsequent pages. Items 16-1 through 16-6 are annual update items that have been ongoing. Items 16-7 encompasses ongoing administrative tasks. Item 16-8 through 16-11 are new LRMP priority items for implementation.

Work Plan ID	Priority Item	LRMP Objective/Priority Item	Hours	Cost
16-1	various	Monitor and pursue potential funding opportunities to achieve provisions of GOPs.	50	\$2,950
16-2	1.2.1	Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.	30	\$1,770
16-3	1.3.1	Based on the annually prepared report of trends and new developments, provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.	30	\$1,770
16-4	2.1.1	Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.	30	\$1,770
16-5	7.2.4b	Participate in the Greenways and Trails Committees that are coordinated by CCRPC.	5	\$295
16-6	8.4.5a	Complete required annual update reports revisions for the Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Management Program.	30	\$1,770
16-7	8.4.5b	Administer provisions of updated Phase II NPDES Storm Water Management Program	170	\$10,030
16-8	9.1.3	Work with County Facilities Committee toward the completion of an energy audit for County facilities.	60	\$3,540
16-9	1.1	Provide a mid-course summary to ELUC regarding status of LRMP implementation.	20	\$1,180
16-10	8.9a	Submit a proposal to ELUC for Champaign County development of a Natural Resources Assessment System.	175	\$9,440
16-11	8.9b	Develop a Champaign County Natural Resources Assessment System and submit to ELUC and County Board for review and adoption.	200	\$11,800
Total			785	\$46,315

ANNUAL MONITORING TASKS

16-1 Monitor and pursue potential funding opportunities to achieve provisions of GOPs.

Estimated planner hours to implement: 50
Estimated cost to implement: \$2,950

Description: Research funding sources and respond to one grant opportunity. If more funding applications become available, each is unique and will consume a unique amount of time by the county planner; grant applications will require approval by the County Board.

Estimated hours to administer once implemented: Unknown
Estimated cost to administer: A portion of an awarded grant is usually set aside for administration
Resources needed to administer: Potential budget amendment and setting up account. This is a permanent item in the work plan.

Significance: There are about a dozen themes in the LRMP for which there is a need to search for funding opportunities related to local foods, greenways and trails, public infrastructure, historic/scenic/cultural amenities, animal habitats, groundwater, drainage improvements, environmental stewardship, educational programs and sustainability. There are no current county staff resources to consistently monitor such funding opportunities.

16-2 Priority Item 1.2.1 - Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.

Estimated planner hours to implement: 30
Estimated cost to implement: \$1,770

Description: Conduct key person interviews with county and municipal agencies and prepare the report.
Estimated hours to administer once implemented: None
Estimated cost to administer: None
Resources needed to administer: None

Significance: This task gives the most up to date information available on best practices, new trends in development that could impact our rural areas, and new initiatives taking place amongst development related agencies in Champaign County. The LRMP action items can be better prioritized and implemented with this information.

16-3 Priority Item 1.3.1 - Based on the annually prepared report of trends and new developments provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.

Estimated planner hours to implement: 30
Estimated cost to implement: \$1,770
Description: Revise LRMP maps for approval by County Board.

Estimated hours to administer once implemented: None
Estimated cost to administer: None
Resources needed to administer: None. This is a permanent item in the work plan.

Significance: This update highlights changes which may impact decisions made at the County level.

16-4 Priority Item 2.1.1 - Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.

Estimated planner hours to implement: 30

Estimated cost to implement: \$1,770

Description: Collect data from area municipalities, county clerk, and others to establish most recent boundaries. Update maps and present to County Board for approval.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None. This is a permanent item in the work plan.

Significance: This update highlights changes to corporate limits and other boundaries which may impact decisions made at the County level, especially regarding zoning cases.

16-5 Priority Item 7.2.4b - Participate in the Greenways and Trails Committees that are coordinated by CCRPC.

Estimated planner hours to implement: 5

Estimated cost to implement: \$295

Description: Attend meetings and serve as a County representative for Greenways and Trails planning and implementation.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None. This is a permanent item in the County Planner work plan.

Significance: The Greenways and Trails plan includes the Forest Preserve Districts and potential bicycle and pedestrian linkages to those areas. Land use planning and zoning cases could be impacted by the plan.

16-6 Priority Item 8.4.5a – Complete required annual update reports revisions for the Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Management Program.

Estimated planner hours to implement: 30

Estimated cost to implement: \$1,770

Description: Illinois EPA requires annual reporting on NPDES.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None. This is a permanent item in the County Planner work plan.

Significance: County-level annual reporting is required statewide for NPDES.

16-7 Priority Item 8.4.5b – Administer provisions of updated Phase II NPDES Storm Water Management Program.

Estimated planner hours to implement: 170

Estimated cost to implement: \$10,030

Description: Illinois EPA has various requirements with which the County must maintain compliance.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None. This is a permanent item in the County Planner work plan.

Significance: Compliance is required for the statewide NPDES.

NEW TASKS

16-8 Priority Item 9.1.3. Work with County Facilities Committee toward the completion of an energy audit for County facilities.

Estimated planner hours to implement: 60

Estimated cost to implement: \$3,540

Description: This is planning assistance to County Facilities Committee with regard to obtaining and reporting on energy audits for all County facilities.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None

Significance: Tracking and accurate reporting of energy use for facilities is key toward understanding energy usage trends.

16-9 Related to Priority Item 1.2. Provide a mid-course summary to ELUC regarding status of LRMP implementation.

Estimated planner hours to implement: 20

Estimated cost to implement: \$1,180

Description: This report is intended to inform County Board of mid-term progress of efforts to implement LRMP priority items.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None

Significance: Will provide a snapshot and assessment about how LRMP implementation efforts are progressing.

16-10 Priority Item 8.9a. Submit a proposal to ELUC for Champaign County development of a Natural Resources Assessment System.

Estimated planner hours to implement: 175

Estimated cost to implement: \$9,440

Description: Objective 8.9 calls for Champaign County to adopt a natural resources specific assessment system that provides a technical framework to numerically rank land parcels based on local resource evaluation and site considerations, including groundwater resources, soil and mineral resources, surface

waters, aquatic and riparian ecosystems, natural areas, parks and preserves, known cultural resources, and air quality.

Estimated hours to administer once implemented: Case-by-case basis

Estimated cost to administer: None

Resources needed to administer: None

Significance: A standardized tool to identify, recognize and minimize disturbance to areas with significant natural environmental quality in unincorporated Champaign County will be useful.

16-11 Priority Item 8.9b. Develop a Champaign County Natural Resources Assessment System and submit to ELUC and County Board for review and adoption.

Estimated planner hours to implement: 200

Estimated cost to implement: \$11,800

Description: Commence development of a Natural Resources Assessment System that can be used for unincorporated Champaign County. Expectations are that 200 hours in FY 2016 will enable completion of approximately 60% of the deliverable, with additional hours to be required in FY2017 to complete development. Stakeholder input will be invited throughout development process.

Estimated hours to administer once implemented: Case-by-case basis

Estimated cost to administer: Case-by-case basis

Resources needed to administer: various data sources, e.g., GIS spatial data

Significance: This is a key step toward striving to conserve County natural resources.

Date: May 27, 2015

To: ELUC Members

From: Susan Monte, RPC Planner
John Hall, Champaign County Planning & Zoning Director

Regarding: Request Adjustment to FY 2015 County Planning Contract

Action Requested: Approval

The continuing use of non-food grade coolant in geothermal well systems in the County is a present concern to County Department of Planning and Zoning staff, and C-U Public Health District, Environmental Health Division staff. This is a request to begin to address the concern during FY 15 and propose to adjust the County RPC Contract to include the following task:

Review options and propose a strategy to ELUC and County Board of Health to address ongoing concerns regarding the use of coolants in geothermal wells. This task relates generally to LRMP Objective 6.1 and Objectives 8.1, and LRMP Policies 8.1.7 and 8.1.8.

The proposed adjustment would displace and postpone until FY 2017, the priority item to address LRMP Policy 8.3.1.

The proposed Revised FY LRMP Work Plan is attached.

Proposed Adjustment to LRMP Work Plan

Work Plan ID	Priority Item	LRMP Work Plan Task	Hours Allocated	Hours Used	Staff Work Status
2015-1	various	Monitor and pursue potential funding opportunities to achieve provisions of GOPs.	50	40	In Progress
2015-2	1.2.1	Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.	30	30	Complete
2015-3	1.3.1	Based on the annually prepared report of trends and new developments, provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.	30	30	Complete
2015-4	2.1.1	Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.	30	30	Complete
2015-5	7.2.4b	Participate in the Greenways and Trails Committees that are coordinated by CCRPC.	5	5	Complete
2015-6	8.4.5a	Complete required annual update reports revisions for the Phase II National Pollutant Discharge Elimination System (NPDES) Storm Water Management Program.	30	30	Complete
15-7	8.4.5b	Administer the provisions of the updated Phase II NPDES Storm Water Management Program.	170	14.6	In Progress
15-8	5.1.1c	Amend Champaign County Zoning Ordinance to include provisions of Policy 5.1.1: The County will encourage new urban development to occur within the boundaries of incorporated municipalities.	20	0	Pending
15-9	5.2.1b	Amend relevant Champaign County ordinances to include provisions of Policy 5.2.1: The County will encourage the reuse and redevelopment of older and vacant properties within urban land when feasible.	20	0	Pending
15-10	5.3.1c 5.3.2c	5.3.1c: Amend relevant Champaign County ordinances to include provisions of Policy 5.3.1: The County will: a. require that proposed new urban development in unincorporated areas is sufficiently served by available public services and without undue public expense; and b. encourage, when possible, other jurisdictions to require that proposed new urban development is sufficiently served by available public services and without undue public expense. 5.3.2c: Amend relevant Champaign County ordinances to include provisions of Policy 5.3.2: The County will: a. require that proposed new urban development, with proposed improvements, will be adequately served by public infrastructure, and that related needed improvements to public infrastructure are made without undue public expense; and b. encourage, when possible, other jurisdictions to require that proposed new urban development, with proposed improvements, will be adequately served by public infrastructure, and that related needed improvements to public infrastructure are made without undue public expense.	120	0	Pending

continued

Work Plan ID	Priority Item	LRMP Work Plan Task	Hours Allocated	Hours Used	Staff Work Status
15-11	4.3.4c	Amend Champaign County Zoning Ordinance to include provisions of Policy 4.3.4: The County may authorize a discretionary review development provided that existing public infrastructure, together with proposed improvements, is adequate to support the proposed development effectively and safely without undue public expense.	80	0	Pending
<u>15-12</u>	<u>6.1,</u> <u>8.1,</u> <u>8.1.7,</u> <u>8.1.8</u>	<u>Review options and propose a strategy to ELUC and County Board of Health to address ongoing concerns regarding the use of coolants in geothermal wells.</u>	<u>120</u>	<u>0</u>	<u>Pending</u>
15-12	8.3.1	Amend Champaign County Zoning Ordinance to include provisions of Policy 8.3.1: The County will allow expansion or establishment of underground mineral and energy resource extraction operations only if: a) the operation poses no significant adverse impact to existing land uses; b) the operation creates no significant adverse impact to surface water quality or other natural resources; and c) provisions are made to fully reclaim the site for a beneficial use.	120	0	Pending
15-13	1.1b	Amend relevant Champaign County ordinances to include provisions of Objective 1.1: Champaign County will consult the LRMP that formally establishes County land resource management policies and serves as an important source of guidance for the making of County land resource management decisions.	80	0	Pending
15-14	6.4a	Submit proposal to ELUC and County Board regarding the comprehensive update of the Champaign County Waste Management Plan.	90	25	In Progress
Total			875	204.6	

MONTHLY REPORT for APRIL 2015¹

Champaign County
Department of

**PLANNING &
ZONING**

Zoning Cases

The distribution of cases filed, completed, and pending is detailed in Table 1. No zoning cases were filed in April and three zoning cases were filed in April 2014. The average number of cases filed in April in the preceding five years was 1.8.

One ZBA meeting was held in April and no cases were completed. One ZBA meeting was held in April 2014 and no cases were completed. The average number of cases completed in April in the preceding five years was 2.6.

By the end of April there were 8 cases pending. By the end of April 2014 there were 13 cases pending.

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

(217) 384-3708
zoningdept@co.champaign.il.us
www.co.champaign.il.us/zoning

Table 1. Zoning Case Activity in April 2015 & April 2014

Type of Case	April 2015 1 ZBA meeting		April 2014 1 ZBA meeting	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
	Variance	0	0	1
SFHA Variance	0	0	0	0
Special Use	0	0	2	0
Map Amendment	0	0	0	0
Text Amendment	0	0	0	0
Change of Non-conforming Use	0	0	0	0
Administrative Variance	0	0	0	0
Interpretation / Appeal	0	0	0	0
TOTALS	0	0	3	0
Total cases filed (fiscal year)	6 cases		7 cases†	
Total cases completed (fiscal year)	9 cases		4 cases†	
Case pending*	8 cases		13 cases	
* Cases pending includes all cases continued and new cases filed <u>but not</u>				

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decided

†Does not reflect the actual FY2014 which was 12/13 through 12/14

¹ Note that approved absences, sick days, and two part-time interns resulted in an average staffing level of 99% or the equivalent of 5.0 staff members (of the 5 authorized) present on average for each of the 21 work days in April.

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Subdivisions

No County subdivision application was received in April. No municipal subdivision plats were reviewed for compliance with County zoning in April.

Zoning Use Permits

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

- 25 permits for 18 structures were approved in April compared to 15 permits for 10 structures in April 2014. The five-year average for permits in April in the preceding five years was 19.6.
- 22 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, May 2013, December 2012, October 2012, September 2012, May 2012, April 2012, February 2012, December 2011, September 2011, February 2011, and January 2011).
- 4.9 days was the average turnaround (review) time for complete initial residential permit applications in April.
- \$1,648,649 was the reported value for the permits in April compared to a total of \$1,403,200 in April 2014. The five-year average reported value for authorized construction in April is \$2,751,083.60.
- 25 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, June 2013, February 2013, January 2013, November 2012, August 2012, September 2012, May 2012, April 2012, February 2012, January 2012, December 2011, November 2011, August 2011, June 2011, and April 2011).
- \$4,385 in fees were collected in April compared to a total of \$3,143 in April 2014. The five-year average for fees collected in April is \$5,677.
- 22 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, July 2013, February 2013, January 2013, October 2012, September 2012, May 2012, April 2012, February 2012, January 2012, December 2011, and June 2011).
- There were also 8 lot split inquiries and 315 other zoning inquiries in April.
- One rural address was issued in April.
- One and one-half sets of ZBA meeting minutes were transcribed in April.

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Table 2. Zoning Use Permits Approved in April 2015

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential				1	0	212,000
Other	1	0	270,000	3	0	388,000
SINGLE FAMILY Resid.:						
New - Site Built						
Manufactured	1	345	122,260	1	345	122,260
Additions	4	564	163,586	6	694	202,313
Accessory to Resid.	7	2,311	169,318	12	4,044	331,718
TWO-FAMILY Residential						
Average turn-around time for permit approval			4.9 days			
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural				1	33	0
Neighborhood	4	0	0	8	0	0
COMMERCIAL: New						
Other						
INDUSTRIAL: New						
Other						
OTHER USES: New				1	0	28,000
Other	2	642	811,000	2	642	811,000
SIGNS	2	174	12,485	2	174	12,485
TOWERS (Incl. Acc. Bldg.)	1	186	100,000	3	832	260,000
OTHER PERMITS	3	163	0	3	163	0
TOTAL APPROVED	25/18	\$4385	\$1,648,649	43/31	\$6,927	\$2,367,776

* 25 permits were issued for 18 structures in April 2015; 20 permits require inspection and Compl. Certif.

◇ 43 permits have been issued for 31 structures since January 1, 2015 (FY2015)

NOTE: Home occupations and other permits (change of use, temporary use) total 12 since January 1, 2015, (this number is not included in the total # of structures).

There were 18 Zoning Use Permit Apps. *received* in April 2014 and 15 were *approved*.

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6 Zoning Use Permit App. *approved* in April 2015 was *received* in prior months.

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Zoning Use Permits (continued)

- 82 permit files were scanned in April.

Conversion of Best Prime Farmland

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in FY2015.

Table 3. Best Prime Farmland Conversion

	April 2014	FY 2015 to date
Zoning Cases. Approved by the ZBA, a Zoning Case April authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres	0.00 acres
Subdivision Plat Approvals. Approved by the County Board, a subdivision approval April authorize creation of new Best Prime Farmland lots smaller than 35 acres: Outside of Municipal ETJ areas ¹	0.0 acre	0.0 acre
Within Municipal ETJ areas ²	0.0 acre	0.0 acre
Zoning Use Permits. Approved by the Zoning Administrator, a Permit April authorize a new non-agriculture use on a lot that was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acre
TOTAL	0.0 acres	0.0 acres
NOTES 1. Plat approvals by the County Board. 2. Municipal plat approvals.		

Zoning Compliance Inspections

- 28 zoning compliance inspections were made in April for a total of 76 compliance inspections in FY2015.
- 12 zoning compliance certificates were issued in April. A total of 145 zoning compliance certificates have been issued so far in FY2015 for an average of 8.5 certificates per week. The FY2015 budget anticipated a total of 389 compliance inspections and certificates for an average of 7.5 certificates per week.

Zoning and Nuisance Enforcement

Table 4 contains the detailed breakdown of enforcement activity for April 2015 and can be summarized as follows:

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- 5 new complaints were received in April compared to 8 complaints that were received in April 2014. No complaints were referred to other agencies in April and one complaint was referred to another agency in April 2014.
- 29 enforcement inspections were conducted in April compared to 54 in April 2014. Two of the April 2015 inspections were for the new complaints received in April 2015.
- One contact was made prior to written notification in April and three contacts were made in April 2014.
- 30 initial investigation inquiries were made in April for an average of 6.8 per week in April and 8.1 per week for the fiscal year. The FY2015 budget anticipates an average of 9.6 initial investigation inquiries per week.
- 2 First Notices and 1 Final Notice were issued in April and 5 First Notices and no Final Notices were issued in April 2014. The FY2015 budget anticipated a total of 32 First Notices for an average of 2.7 First Notices per month.
- No case was referred to the State's Attorney in April and no case was referred in April 2014. The FY2015 budget anticipated a total of 6 cases forwarded to the State's Attorney's Office.
- 3 cases were resolved in April and 8 cases were resolved in April 2014. The FY2015 budget anticipated a total of 150 resolved cases for an average of 12.5 resolved cases per month.
- 319 cases remain open at the end of April compared to 405 open cases at the end of April 2014.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in April included the following:
 1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
 2. Coordinated with land owners, complainants, and the State's Attorney's Office regarding enforcement cases that have been referred to the State's Attorney's Office, including arranging for a temporary security fence for the dangerous structure at 1101 Carroll Avenue that burned in April and also securing a Release of Mortgage for the same property.
 3. Coached Department Interns regarding compliance inspections as required.
 4. Assisted the Zoning Administrator with an ongoing review of dangerous structures in Urbana Township.
 5. Coordinated with the Senior Planner regarding violations in Wilbur Heights and various violations around the County involving recycling of landscape waste and wood processing.

APPENDICES

A Zoning Use Permit Activity During April 2015

B Zoning Compliance Certificates Issued in April 2015

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Table 4. Enforcement Activity During April 2015

	FY2014 TOTALS ¹	Jan. 2015	Feb. 2015	March 2015	April 2015	May 2015	June 2015	July 2015	Aug. 2015	Sep. 2015	Oct. 2015	Nov. 2015	Dec. 2015	TOTALS ¹ FY2015
Complaints Received	68	2	3	9	5									19
Initial Complaints Referred to Others	14	0	1	0	0									1
Inspections	485	49	19	37	29 ⁴									134 ⁵
Phone Contact Prior to Notice	10	0	0	2	1									3
First Notices Issued	22	4	2	0	2									8
Final Notices Issued	0	0	0	0	1									1
Referrals to State's Attorney	1	0	0	1	0									1
Cases Resolved ²	159	0	0	8	3 ⁶									11 ⁷
Open Cases ³	311	313	316	317	319									319 ⁸

Notes

1. Total includes cases from previous years.
2. Resolved 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 2 inspections of the 29 performed were for the 5 complaints received in April, 2015.
5. 10 inspections of the 133 inspections performed in 2015 were for complaints received in 2015.
6. None of the resolved cases for April, 2015, were for complaints received in April, 2015.
7. 5 of the cases resolved in FY 2015 were for complaints that were also received in FY 2015.
8. Total open cases include 21 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

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APPENDIX A. ZONING USE PERMIT ACTIVITY DURING APRIL 2015

Permit Number	Zoning District; Property Description; Address; PIN	Owner Name	Date Applied, Date Approved	Project (Related Zoning Case)
142-14-02 AG-2	10 acres in the NE ¼ of the NW ¼ of Section 27, Champaign Township; 2501 Windsor Road, Champaign, Illinois PIN: 03-20-27-100-005	Windsor Road Christian Church	04/28/15 04/28/15	Freestanding, directional signs added on 4/28/15
78-15-01 R-2	Lots 8, 9, & 10 of Block 3, Commissioner's Addition to the Original Town of Seymour, Section 17, Scott Township; 308 W. Carper Street, Seymour, Illinois PIN: Pt. of 23-19-17-426-001	Jake McPeek & Karen Cooley	03/19/15 04/02/15	Place a manufactured home and detached garage on the subject property
78-15-02 AG-1	Part of the SW ¼ of the NW ¼ of Section 14, Philo Township; 960 CR 1700E, Philo, Illinois PIN: 19-27-13-100-007	Richard Peters	03/19/15 04/17/15	Construct a detached garage
84-15-01 R-1	Lot 88 of Cherry Hills 3 rd Subdivision, Section 27, Champaign Township; 2506 Lakewood Drive, Champaign, Illinois PIN: 03-20-27-108-021	Grigore Rosu	03/25/15 04/02/15	Construct an addition to an existing single family home
86-15-01 AG-1	Lot 6 of a Subdivision in the NE ¼ of Section 36, Colfax Township; 591 CR 700N, Sadorus, Illinois PIN: 05-25-36-200-010	Doug Martin	03/27/15 04/02/15	Construct an addition to an existing detached shed
89-15-01 AG-1	A tract of land located in the SE Corner of the NE ¼ of the SW ¼ of Section 18, East Bend Township; 3337 CR 650E, Fisher, Illinois PIN: 10-02-18-300-010	Seth and Sarah Coulter	03/30/15 04/02/15	Construct a detached storage shed
90-15-01 AG-1	A 1.46 acre tract of land located in the NE ¼ of the SW ¼ of Section 17, Rantoul Township; 2731 CR 2000E, Rantoul, Illinois PIN: 20-10-17-400-012	Brian Bushley	03/31/15 04/10/15	Construct an attached garage to an existing single family home

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APPENDIX A. ZONING USE PERMIT ACTIVITY DURING APRIL 2015

Permit Number	Zoning District; Property Description; Address; PIN	Owner Name	Date Applied, Date Approved	Project (Related Zoning Case)
92-15-01 AG-1	A tract of land located in the NW ¼ of Fractional Section 18, Condit Township; 627 CR 2800N, Fisher, Illinois PIN: 07-08-18-100-006	Phil Shields	04/02/15 04/10/15	Construct an addition to an existing single family home
92-15-02 AG-2	Lot 6, Westbrook Estates Subdivision, Section 8, Mahomet Township; 905 N. Westbrook Dr., Mahomet, IL PIN: 15-13-08-401-012	Robert Easter	04/02/15 04/14/15	Construct a room addition to an existing single family home
92-15-03 CR	A leased portion in the SE Corner of a tract of land located in the W ½ of the NW ¼ and the W ½ of the NW ¼ of Section 10, Sidney Township; address to be assigned PIN: 24-28-10-100-027	SBA Towers	04/02/15 04/23/15	Erect a 104' cellular communication tower and to construct an equipment building
96-15-01 AG-2	A tract of land located in the NE Corner of the NE ¼ of Section 26, Ludlow Township; 1699 CR 3200N, Rantoul, Illinois PIN: 14-03-26-200-005	Tim Hyde	04/06/15 04/14/15	Construct a detached storage shed and authorize a storage shed previously placed on the subject property
96-15-02 B-3	Lot 100 of a Minor Replat of Parkhill Enterprises Subdivision, Section 13, Mahomet Township; 506 S. Prairieview Road, Mahomet, Illinois PIN: 15-13-13-300-015	Circle K	03/19/15 04/14/15	Place a wall sign on the building and add an additional sign panel to an existing freestanding sign
98-15-01 R-4	Lots 7, 8, & 9 in S. H. Busey's 5 th Addition to Penfield, Section 4, Compromise Township; 308 Busey Street, Penfield, IL PIN: 06-12-04-305-001	I & I Antique Tractor and Gas Engine Club	04/08/15 04/30/15	Move a building (school) onto the subject property as part of the I & I Antique Tractor and Gas Engine Club Museum
100-15-01 CR/R-1	A tract of land located in the NE ¼ of the S ½ of the W ½ of the SE ¼ of Section 5, Urbana Township; 100 E. Country Club Road, Urbana, IL PIN: 30-21-05-426-020	Urbana Golf and Country Club LLC	04/10/15 04/21/15	Construct additions to an existing country club clubhouse

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APPENDIX A. ZONING USE PERMIT ACTIVITY DURING APRIL 2015

Permit Number	Zoning District; Property Description; Address; PIN	Owner Name	Date Applied, Date Approved	Project (Related Zoning Case)
106-15-01 CR	A tract of land comprising 270 acres in the S ½ of Section 11 and the N ½ of Section 14, Mahomet Township; 405 N. & 109 S. Lake of the Woods Road, Mahomet IL PIN: 15-13-11-376-002	Champaign County Forest Preserve District	04/16/15 04/27/15	A Temporary Use for a Fireworks Display, July 4, 2015 (rain date July 5, 2015)
107-15-01	Lot 1 of a Replat of Marlow Subdivision, Section 18, East Bend Township; 675 CR 3350N, Fisher, Illinois PIN: 10-02-18-200-016	Thomas H. Marlow	04/17/15 04/27/15	Construct a detached garage
107-15-02 CR	A tract of land consisting of 60 acres in the NE ¼ and the SE ¼ of Section 28, Kerr Township; 3151-A County Road 2800E, Penfield, IL PIN: 13-06-28-400-002	Rolling Hills Campground/ Eastern Illinois ABATE	04/17/15 04/27/15	Establish a Temporary Use for a motorcycle rally/rodeo, June 5 – 7, 2015
111-15-01 I-1	Lot 3 of A. K. & L. Subdivision, Section 35, Hensley Township; 2708 N. Mattis Avenue, Suite D, Champaign, Illinois PIN: 12-14-35-301-003	Joanne Rechkemmer (owner)/ Andrea Smith (lessee)	04/21/15 04/27/15	Change the Use to establish a vehicle towing business, <i>Smith's Towing & Recovery</i> , with incidental vehicle sales
111-15-02 AG-1	Lot 1 of Richard Rayburn Subdivision, Section 31, Condit Township; 2407 CR 700E, Dewey, Illinois PIN: 07-08-31-400-012	Jon Sides	04/21/15 04/29/15	Construct a detached storage shed
112-15-01 AG-1	Lot 102 of Prairie Ridge Subdivision, Section 25, Newcomb Township; 2568 CR 500E, Mahomet, IL PIN: 16-07-25-100-020	Andrew Scheele	04/22/15 04/29/15	Construct a detached storage shed
*113-15-01	More information needed			
114-15-01 R-1	Lot 22 of Willowdale Subdivision, Section 11, St. Joseph Township; 1691 Willowdale Drive, St. Joseph, Illinois PIN: 28-22-11-126-005	Terry and Cynthia Reid	04/24/15 04/30/15	Construct a detached garage

*received and reviewed, however, not approved during reporting month

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APPENDIX A. ZONING USE PERMIT ACTIVITY DURING APRIL 2015

Permit Number	Zoning District; Property Description; Address; PIN	Owner Name	Date Applied, Date Approved	Project (Related Zoning Case)
*114-15-02	Approved May 1, 2015			
*120-15-01	Under review			

*received and reviewed, however, not approved during reporting month

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APPENDIX B. ZONING COMPLIANCE CERTIFICATES ISSUED IN APRIL 2015

Date	Permit Number	Property Description; Address; PIN	Project (Related Zoning Case)
02/27/15	129-14-03	Lot 2 of Bloomfield Minor Subdivision of Parcel 1, Section 9, Mahomet Township; 2276 CR 200E, Mahomet, Illinois PIN: Part of: 15-13-04-300-003	A single family home with attached garage
04/01/15	45-14-01	Lots 8, 9, 10, 11, 12 & 13 of Westwood Trace, Section 9, Champaign Township; 4101 Fieldstone Road, Champaign, Illinois PIN: 03-20-09-351-004	A freestanding sign
04/01/15	73-14-01	Lot 31 of Farhills of Lincolnshire Fields, Section 21, Champaign Township; 2340 Fields South, Champaign, Illinois PIN: 03-20-21-381-002	An addition to an existing condominium
04/01/15	84-14-01	Lot 3 of Big Grove Subdivision, Section 3, Urbana Township; 2907 Airport Road, Urbana, Illinois PIN: 30-21-03-226-007	A single family home with attached garage
04/01/15	98-14-01	A five acre tract of land located in the SW ¼ of the SW ¼ of Section 17, East Bend Township; 3310 CR 700E, Fisher, Illinois PIN: 10-02-17-300-014	A single family home with attached garage
04/01/15	190-14-02	Two tracts of land comprising 5.75 acres located in the SE ¼ of the NE ¼ of Section 2, Scott Township; 1729 CR 500E, Champaign, Illinois PIN: 23-19-02-400-009 & 002	A detached garage, a gazebo, a swimming pool and a detached storage shed
04/01/15	139-14-03	Lot 1 of Burwell's Subdivision of Lot B of the First Plat of Prairieview Subdivision, Section 3, Urbana Township; 1913 Brownfield Road, Urbana, Illinois PIN: 30-21-03-302-011	A detached garage
04/06/15	121-14-04	Part of the SE ¼ of the SW ¼ of Section 17, East Bend Township; 724 CR 3300N, Fisher, Illinois PIN: 10-02-17-300-015	A single family home with attached garage

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APPENDIX B. ZONING COMPLIANCE CERTIFICATES ISSUED IN APRIL 2015

Date	Permit Number	Property Description; Address; PIN	Project (Related Zoning Case)
04/08/15	236-12-01	Lot 100 VCNA Subdivision, Section 9, Champaign Township; 3208 W. Springfield Avenue, Champaign, IL PIN: 03-20-09-400-020 & 021	A detention pond
04/13/15	101-14-01	A tract of land located in the SW Corner of the SE ¼ of the SE ¼ of Section 26, Somer Township; 4106 Olympian Road, Urbana, Illinois PIN: 25-5-26-400-004	A single family home with attached garage
04/15/01	89-04-02	A part of Lots 5 & 6 as shown on the Plat of Survey for Illinois Central Railroad Co. of a Part of the E ½ of the SE ¼ of Section 31 and the W ½ of the SW ¼ of Section 32, Somer Township; 2801 N. Lincoln Avenue, Urbana, Illinois PIN: 25-15-31-400-018	Two covered additions to existing loading docks
04/22/15	74-11-01	A tract of land in the SE ¼ of the SW ¼ of Section 30, Kerr Township; 2568 CR 3100N, Penfield, Illinois PIN: 13-06-30-400-004	A single family home with attached garage, an in-ground swimming pool, and a detached agricultural shed