

DEKALB COUNTY REGIONAL PLANNING COMMISSION
MEETING MINUTES
January 25, 2007

The DeKalb County Regional Planning Commission (RPC) met on January 25, 2007 at 7:00 p.m. in the DeKalb County Administration Building, Conference Room East, in Sycamore, Illinois. In attendance were Commission members Cheryl Aldis, Frank Altmaier, Mike Becker, Rich Gentile, Dan Godhardt, Jim Knox, Becky Morphey, Bill Nicklas, Don Pardridge, Dennis Ragan, Paul Rasmussen, Susan Sedlacek, Roger Steimel, Jerry Thompson and Ralph Tompkins. Audience members in attendance were Laurie Curley, Clidea Lave, Herb Rubin and County Board Chair Ruth Anne Tobias. Also in attendance were staff Paul Miller and Derek Hiland.

1. **Roll Call** -- *Mr. Rasmussen noted that all members were in attendance and welcomed Susan Sedlacek from Waterman to the Commission.*
2. **Approval of Agenda** – *The Commission took no action on approving the agenda.*
3. **Approval of Minutes** – *Ms. Aldis moved to approve the minutes of the September 28, 2006 meeting of the Regional Planning Commission, seconded by Mr. Gentile, and the motion carried unanimously.*
4. **Next Informational Seminar -- Ralph Tompkins and Rich Gentile**

Mr. Miller stated to the Commission that it is in everyone's best interest to get the word out to their prospective communities to make this informational seminar a success. Mr. Miller stated that these seminars provide great information to those that attend but this seminar can be good only by promoting the event.

Mr. Gentile stated that he and Mr. Tompkins have been working on it and that he (Mr. Gentile) will be covering the topics associated with the Development Review Committee and Homeowners Associations.

Mr. Tompkins stated that he will be providing "Development 101"-type information, taking the attendees from the day a developer first walks in to the office until a subdivision completes its final plan. Topics will range from master plans to stormwater quality issues.

Mr. Miller stated that ideally all RSVPs will be confirmed by February 1, 2007. However participants can register for the Seminar up to two weeks prior to allow staff time to assure that there will be adequate seating for all attendees.

5. Housing Inventory -- Herb Rubin

Mr. Rubin explained that he represents the DeKalb County Housing Action Coalition (DCHAC), and that, following the last meeting of the Regional Planning Commission, he provided to the

Commission a proposal for a study on affordable and accessible housing in DeKalb County (see attached). Mr. Rubin stated that the Coalition is looking for affordable and accessible housing in DeKalb County. He highlighted some points of his proposal to the Commissioners and stated that the DCHAC would like the RPC to receive this report.

Discussion was held regarding Mr. Rubin's request. Some Commissioners agreed that the surveying of available housing would be interesting information. Some of the Commissioners questioned whether or not there was a difference between receiving the report and being given the information? Mr. Rubin replied by stating that there might be differences between the two but once the report is received the Commissioners can do as they please with the report. Mr. Rubin concluded by stating that the Regional Planning Commission seemed like the appropriate body to receive the report as each municipality in the County is represented.

Mr. Rasmussen stated that once the report is completed, Mr. Rubin could report to RPC his findings and share the information with each of their respective municipalities.

Ms. Aldis made a motion that the RPC receive the report from Mr. Rubin once the study is completed. Mr. Ragan seconded the motion and the motion passed with a vote of 9 (nine) "yes" votes and 5 (five) "no" votes.

6. Proposed Water Authority

Mr. Miller stated that a petition was filed with the Circuit Clerk to include on the April ballot a proposal to establish the Kishwaukee Valley Water Authority (KVWA). The proposed Authority would be a new taxing body, and would have geographical boundaries that include parts of McHenry, Boone and DeKalb Counties. Within those boundaries, the Authority would have powers related to proposed new uses of underground water resources. In particular, the Authority would have the power to grant or deny permits for new high-use wells, such as those constructed by municipalities and certain industrial/manufacturing uses. The KVWA would have a wide range of other authorities related to conservation and oversight of ground water, including but not limited to creation of reservoirs, zoning of land, development approval, and policing and condemnation powers. Mr. Miller noted that, as initially proposed, the KVWA boundaries would include all of DeKalb County, except the current municipal limits of the Cities of DeKalb and Sycamore. These boundaries are, however, apparently subject to change, either by the petitioners behind the proposal or by the Circuit Court. If approved, the Authority would exempt agricultural uses and individual single-family residential wells, but include other users of groundwater, in particular the other municipalities within the County. The exclusion of DeKalb and Sycamore would apply only to the current boundaries; territory annexed by either city in the future would be under the jurisdiction of the KVWA. This would mean that cities would have to receive the approval of the Authority before new municipal wells within its boundaries could be dug. Mr. Miller concluded by stating that given the potential impact the proposed water authority would have on growth and development plans and jurisdiction by the County and the municipalities within it, it is appropriate that the Regional Planning Commission consider taking a formal position on the

proposal or at the very least take the information provided back to their communities for discussions and actions.

Mr. Rasmussen stated that municipalities worked hard on establishing growth boundaries and the KVWA would essentially do away with all the work put into the Unified Comprehensive Plan. He added that DeKalb County has by in large done the best job of counties in Illinois of controlling growth.

Mr. Nicklas stated that its estimated that at least 80% of the voters who participated in the last election would not be eligible to vote on this issue come April.

Mr. Steimel stated that the best thing to come out of this topic is the inherit need to address the idea of ground water control.

Mr. Thompson stated that he has serious issues with passing off to two other counties the destiny and control of DeKalb County.

Chairperson of the DeKalb County Board, Ruth Anne Tobias introduced to the RPC the Governor's initiative on State and Regional Water-Supply Planning in Illinois. Mrs. Tobias stated that State of Illinois through Illinois Department of Natural Resources has selected northeastern Illinois as one of the two pilot areas to examine groundwater, surface water and climate variability and change on a regional level. Mrs. Tobias handed out to the Commissioners a brief synopsis on what the Governor's initiative is and explained that the eleven member group met for the first time in January 2007.

Commissioners indicated that the information supplied by Ms. Tobias was both useful and helpful in understanding that the KVWA is not the only governing body considering a regional approach to groundwater. It was agreed that, since the KVWA is still not fully established or the final boundaries known, the Commission would continue the discussion on this item to the March meeting. In the meantime, discussions will continue at each Commission member's respective community.

7. Annual Contributions

Mr. Miller stated that in 2003, after the completion of the Unified Comprehensive Plan project, the representatives serving on the Regional Planning Commission discussed the future of the organization and agreed that it was a valuable format for communication, cooperation and coordination between the member governments. It was recognized that there are overhead costs associated with the on-going functions of the Regional Planning Commission, including staff, meeting facilities and materials. The overhead had been provided by the County during the Comprehensive Plan project, but Commission representatives agreed that future costs should be borne by the membership. To that end, members agreed that each participating municipality would donate \$500 each year to off-set the overhead costs to the County of hosting and staffing the Commission. This agreement was in the form of a unanimous vote by the Commission representatives, who concluded that \$500 was a modest sum that was affordable by each community, regardless of size. It was further decided that setting this contribution amount by vote alone was

adequate and, given the voluntary and cooperative nature of the Commission, there was no need for an amendment to the Commission by-laws to mandate the financial contributions as required annual dues.

Mr. Miller continued by stating that at the end of each year staff mails out a reminder to each participating community about the \$500 donation for the next year of Regional Planning Commission operations. However, in the past year two communities have inquired what is meant by “contribution” and whether or not the request is a “dues.” The municipalities asked why a letter requesting funds has been received, whether the contribution is mandatory or even necessary, and what the municipality gets for its money. These are reasonable questions, and once staff provided answers, both communities subsequently provided the \$500 contribution.

Given the questions raised about the contributions, it seems appropriate for representatives to revisit and discuss the funding of the Regional Planning Commission. To facilitate this discussion, staff offered that the County provides the Commission with the following:

1. Staff, primarily in the form of the Director of the RPC, secondarily in time spent by the Assistant Planner and Administrative Assistant. In a typical month, the Director devotes three hours to preparation of the Commission meeting agenda and staff reports, one hour or more to the meeting, and additional time to follow up on Commission items subsequent to the meeting. The Assistant Planner also attends the meeting and spends two hours or more in preparation of the meeting minutes. The Administrative Assistant devotes approximately one hour to collating, copying and mailing of meeting materials, and does additional miscellaneous tasks such as making calls on attendance of upcoming seminars. If there are special research projects to conduct or if staff is participating in or running informational seminars, staff time increases substantially. Staff time is also devoted to phone calls unrelated to Commission meetings, in the provision of professional planning/zoning advice directly to member communities as requested;
2. Meeting space, materials and copies, both for the bi-monthly meetings and the informational seminars; and
3. Mileage reimbursement for members who attend the meetings.

Mr. Miller concluded by stating that if each of the 14 participating municipalities contributes \$500, a total of \$7,000 is generated to reimburse the County for the costs of hosting, providing materials, and staffing the Commission. It should be noted that these funds go to the County, and not to the individual members of staff.

Ms. Morphey stated that the issue with this item would be cleared up by changing the language from “contribution” to “dues.” The main reason is that “contribution” can be construed as a voluntary measure.

Mr. Nicklas stated that invoicing each municipality is helpful, because its placing a line item in the City’s budget to show where the monies were allocated. He added that there is no doubt that the

Regional Planning Commission is extremely important and that everyone is needed at the table. Mr. Nicklas went as far as to offer that Sycamore would consider paying the contribution of any municipality that simply cannot afford them this year.

Mr. Steimel pointed out that for the first time in a real long time the Regional Planning Commission has perfect attendance, indicative that we are all stakeholders to the County's future. He stated that the RPC provides an important forum for sharing information.

Mr. Partridge stated he would be in favor of changing the language from contribution to dues or invoicing for membership.

Following further discussion, Mr. Nicklas made a motion to have a formalized invoice stating "dues," to be sent annually to each participating municipality. The motion was seconded by Mr. Godhardt and carried unanimously.

8. Municipal Development projects - Included within each Commissioners packets were the current development projects that was / was not highlighted by each Commissioner.

Mr. Gentile reported that the Village of Genoa move into their new municipal building. All that have seen the building have agreed how nice it looked. Other than small developments the Village has been fairly quiet.

Mr. Partridge reported that the Village of Shabbona's assisted living facility is approximately half full, with a 42-person capacity. The one new subdivision in the Village is currently delayed from progressing.

Mr. Nicklas stated that the City of Sycamore will be beginning the process of updating their Comprehensive Plan this year, along with a municipal impact study. The City has also developed an architectural review committee that will protect the character of the front facades in the downtown area.

Mr. Tompkins from the Village of Maple Park stated that the Village is working with developers on approximately 3,300 lots in DeKalb County.

Mr. Thompson from the Village of Malta reported that the Village will be awarding bids for the new sewer plant. One annexation agreement is underway.

Ms. Morphey of the Village of Somonauk reported that the Village has the 341-unit mixture of townhouses and single family homes on hold until Spring, that the 168-acre/500-unit subdivision has pulled out, and that the Village's new library will be before the Planning and Zoning Committee at their next meeting. She also stated that the Village has bid out their new water tower.

Mr. Godhardt of the Village of Hinckley reported that three developers currently have approximately 4,000 homes planned for the Village. The Village is in its final stages of updating its zoning ordinance and updating all the policies on development to prepare for

the growth of the Village. The Village will also be conducting an impact study on the waste treatment plant.

Mr. Becker stated that the Village of Kirkland is working on updating their subdivision ordinance and their stormwater ordinances. The Village's Special Census realized an additional 240 homes and approximately 800 new residents.

Ms. Sedlacek of the Village of Waterman reported that the Planning Commission will be enlarged in the near future and that Greenridge Subdivision has four model homes open.

Mr. Rasmussen of the City of DeKalb reported that 3M Corporation will be moving their warehouse distribution center to Park 88 and with it the potential is there for bringing new jobs to the area. Also, the City's Downtown Plan will be brought before the Council on February 12, 2007.

Mr. Ragan stated that the Village of Lee is quiet currently.

Ms. Aldis reported that Cortland has approved two sub-area plans as modifications to the Village Comprehensive Plan. Nature's Crossing subdivision is under construction, Olsen Perking is looking at developing 253 units, and Robinson Farms will have an additional 291 dwellings. The Town currently is in the process of initiating a Special Census as well.

Mr. Altmaier reported that the Village of Kingston has received the sewage treatment study, however, the Village just received and has not has the opportunity to review it yet.

Mr. Knox of the City of Sandwich reported that the City's sewer line extensions travels all the way to Pratt Road now. He concluded by stating that a Best Western might be forthcoming.

Mr. Steimel of the DeKalb County Board noted that the public safety referendum for a jail expansion failed. Having adequate room for inmates is going to continue to be a problem. The County is also working with a consultant develop a Solid Waste Plan the future, given that the landfill has about eight years of operation left. Only ten percent of the solid waste comes from outside the County, and the landfill has distinction of being the smallest landfill Waste Management operates.

9. Member Re-appointments

Mr. Miller briefed the Commission by stating that by consent of the members of the Regional Planning Commission, member terms are staggered by one-, two- and three-year terms. The following member's terms are due to expire in April of 2007:

<u>Municipality</u>	<u>Appointed</u>
City of DeKalb	Paul Rasmussen
Village of Kingston	Frank Altmaier
Village of Malta	Jerry Thompson

These individuals are requested to work with their city council/village board to forward in writing to County Board Chairman Ruth Anne Tobias the names of a representative to the Regional Planning Commission and an alternate.

10. Adjournment -- *Mr. Godhardt motioned to adjourn, seconded by Mr. Pardridge, and the motion carried unanimously.*

Respectfully submitted,

Paul Rasmussen
Chairman, DeKalb County Regional Planning Commission

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