

MINUTES
CONSERVATION, PLANNING, AND ZONING COMMITTEE
WOODFORD COUNTY, ILLINOIS
MONDAY, July 8, 2019
6:00 P.M.

1. Call to Order:
Chairman Parsons called the meeting to 6:00 pm.
2. Roll Call: Blake Parsons, Justin Faulk, Andy Rokey, and Charles Nagel were present. Jason Spence was excused
3. Approval of Monthly claims: Motion was made by Faulk to approve the claims, seconded by Nagel. *Motion Carried.*
4. Approval of June 10, 2019 Minutes:
Motion was made by Faulk to approve the minutes, seconded by Rokey. *Motion Carried.*
5. Public Input: None
6. Unfinished Business:
 - Minonk Wind LLC Special Use - MOU Update

No discussion as Mr. Spence was not in attendance.

- Review/recommend changes to Woodford County Zoning Ordinance Section 22 – Signs

The committee discussed the proposed changes to the sign section, the main changes being the addition of several definitions

22-1100 Definitions

- E. *SIGN, CONSTRUCTION: A temporary sign used during the construction of new buildings or reconstruction of or additions to existing buildings, such as those identifying the project and denoting the owner, architect, engineer, contractor, and/or financing institutions of the project.*
- F. *SIGN, CROP IDENTIFICATION: A sign whose content includes the type, description, identification and otherwise pertinent information of crops being grown on a plot of land.*
- M. *SIGN, MEMORIAL OR TABLETS: The permanent part of a building which denotes the name of the building, date of erection, historical significance, dedication, or other similar information.*
- O. *SIGN, OCCUPATIONAL AND/OR IDENTIFICATION: An attached wall sign identifying the name of a person occupying a building and mounted adjacent to the main entrance of the building.*
- R. *SIGN, POLITICAL: A temporary sign advocating or opposing any political proposition or candidate for public office.*
- S. *SIGN, PROPERTY REAL ESTATE: A sign pertaining only to the prospective rental, lease, or sale of the property upon which it is located. Real estate signs shall be excluded from the definition of pole signs.*
- V. *SIGN, SUBDIVISION IDENTIFICATION: A permanent ground sign identifying a subdivision entry, subdivision name, and/or street names within the subdivision.*
- W.

The Exempt signs section was changed comprehensively in order to regulate the different sign types under the same standards.

22-1300. Exempt Signs. *The following signs are allowed in all districts the provision of this section shall not apply and no permit is required:*

- A. *Flags of any nation, state, county, city or other governmental unit and any not-for-profit organization;*
- B. *Signs or other materials temporarily displayed in conjunction with traditionally accepted patriotic, religious or local holidays or events or official government public notices.*
- C. *The erection, construction, and maintenance of official traffic, fire and police signs, signals and devices and*

markings of the state, county or city.

- D. Non-illuminated directional or informational signs of a public nature;*
- E. Residential garage or patio sale signs not to exceed six (6) square feet and located upon premises where the sale is taking place;*
- F.. For sale, for rent, and real estate signs erected to announce the sale or rent of property provided such signs are not more than 32 square feet in area. These signs shall be on- premise signs. These signs shall be removed thirty (30) days following the sale or lease of the property in question. Such signs shall be entirely on private property and shall not extend onto or over any right-of-way and not to exceed fifteen (15) feet in height. Bulletin boards not over thirty-two (32) feet in area, for public, charitable, or religious institutions which are located on the premises of said institutions;*
- G. Memorial signs or tablets, names of buildings and date of erection when cut into any masonry surface or when constructed of bronze or other incombustible materials;*
- H. Identification/Occupational signs not exceeding one (1) square foot in size.*
- I. Signs erected inside a building not visible through windows and signs not visible from adjoining properties or from public rights-of-way.*
- J. Crop identification sign, not exceeding thirty-two (32) Square feet in gross surface area and shall be unlimited in number as to crop type or plot of land. The duration of these signs shall be limited to the growing season.*
- K. Political signs, not exceeding thirty-two (32) square feet in gross surface area and shall be unlimited in number as to message and plot of land. These signs shall be erected only on private property no more than forty-five (45) days prior to election and shall be removed within seven (7) days after election for which they were made.*
- L. Signs for the purpose of restricting the use of property are permitted along the boundary line of a publicly or privately owned tract of land. Each such sign shall not exceed two (2) square feet in area. In addition, at the entrance of such tract of land, one (1) sign shall be permitted not to exceed sixteen (16) square feet in area.*
- M. Signs for the purpose of identifying the entrance, exit, traffic direction, and parking facilities of public or private property in premises, signs are permitted not exceeding eight (8) square feet in area and eight feet (8') in height.*
- N. For the purpose of identifying the architect, engineer, or contractor of work under construction, one (1) temporary sign is permitted, not exceeding thirty-two (32) square feet in area.*
- O. Memorial or tablet signs.*
- P. No Trespassing signs, warning signs (such as a Beware of Dog sign), shall not be larger than four (4) square feet.*

Section 1500 Signs permitted in the Agriculture and Residential Districts added the following verbiage:

G. Business sign relating to a Special Use may be authorized when included in the Special Use request. Such signs shall be subject to the following requirements:

- 1. No sign face shall exceed one (1) square foot for each lineal foot of road frontage, up to a maximum of seventy (70) square feet of total sign face, and a height of fifteen (15) feet.*

Section 2400 Variances the filing fee was updated to match the proposed new fee schedule of \$60 for sign variances.

Mr. Minger noted that Ms. Jording had presented the draft recommendation and he found it to meet goal the committee was looking to achieve. He noted he felt the changes would bring the section on political signs into line with the law and court decisions. He noted that they are required to be on private property and should not impede the line of site. He discussed that the time restrictions are reasonable for election signs as well. Mr. Nagel discussed his concern over the signs at intersections. The discussion was the most crucial issue was that they not impede line of site. Mr. Parsons discussed that everyone has seen the signs posted on stop signs and telephone poles, that is not allowed. The committee discussed the reason for the changes being made. Ms. Jording noted that the main fix necessary was to

treat all the signs the same, our current ordinance treats them all differently. Mr. Minger noted that the section does cover that if any sign is in the right of way it can be removed.

Motion to approve and send to ZBA made by Faulk, seconded by Rokey. *Motion Carried.*

- Permit Fees discussion

No discussion.

- High Impact Business verbiage

Ms. Jording noted that Mr. Gibson is still working on this issue with the State. Mr. Parsons noted that the ZBA recommended keeping this section. He noted that Mr. Gibson would like it cleaned up. Mr. Parsons discussed that he would like it to get the language done and not disguise it, call it what it is.

- Chickens in residential verbiage

This verbiage is ready to go to the ZBA.

- Special Use application requirements verbiage

This Verbiage is ready to go to the ZBA.

- Heliport requirements verbiage

Mr. Spence had requested this item be added to the agenda. Mr. Parsons also discussed that there has been discussion about increasing the notification buffer for heliports. Ms. Jording discussed that she is concerned over singling out petitions to have greater notification. The committee discussed the affect this would have on neighbor concerns. Mr. Parsons asked if there was anything else they wanted to discuss or address for heliports specifically. The committee discussed and could not identify any specifics they felt would be appropriate.

- ZBA Petition Fees

This verbiage is ready to go to the ZBA

- Tall Structures Section

Ms. Jording noted that per the County Boards recommendation last month the changes to the Tall Structures Ordinance were adjusted so it would become a Section of the Woodford County Zoning Ordinance. Those changes have been sent to the ZBA for their review and consideration.

Mr. Parsons discussed that they will need a quorum at the ZBA on the 23rd to address the petition and approve any changes.

The committee discussed that they would like to send the items ready for ZBA up for consideration next month. The timeline was discussed and Ms. Jording noted she could petition for the items that are ready and would also add High impact business, if the issue is not resolved with the state it can be pulled from the petition request at the hearing.

7. New Business:

- Jay Hockenbury - Street name change request

Ms. Jording discussed that Mr. Hockenbury submitted information requesting the Board to look at re-naming all or some of County Road 1600 N to Hockenbury Rd. Ms. Jording discussed that in the past we do not typically re-name streets unless there is a safety concern or confusion issue relating to the street name. She discussed the costs to the residents when their address is changed. Mr. Parsons stated while he does not wish to diminish the family's history but is concerned by the effect on the other residents. The Committee asked about the possibility of doing an honorary naming. Ms. Jording was asked to check on how that is accomplished.

8. Planning and Zoning Issues:

- Appointment of Karen Krug as Zoning Board of Appeals Alternate for the 5 year term expiring 1 August 2024

Mr. Faulk made the motion to approve the appointment, seconded by Nagel. *Motion Carried*

- Appointment of Dean Backer as Zoning Board of Appeals Regular member to fulfil the unexpired term of Jerry Smith for the remainder of the 5 year term expiring 1 August 2020

Mr. Nagel made the motion approve the appointment contingent on the receipt of a letter of resignation from Mr. Smith, seconded by Rokey. *Motion Carried*

Mr. Rokey noted that the members need to be careful of conflicts of interest, it was noted that perhaps the State's Attorney's office should provide a presentation on conflict of interest again as they have done in the past.

9. Other:

- ZBA Hearing - July 23

The committee discussed that the County Board sent the Heliport petitions back to address the public input issue. They noted that the understanding is that only the individuals that signed up at the meeting and spoke at the end would be allowed to be sworn in and speak and be cross examined. That was the consensus of the board and Mr. Minger.

Mr. Parsons discussed that the ZBA addressed their by-laws changes and clarified the order of business. Ms. Jording noted that they are now requiring anyone who wishes to speak to sign-up as an interested party. There will be public comment but it will be at the end of the hearing. He noted the goal was to tighten up the procedures and he felt that was accomplished.

- Schedule special meetings (if necessary)

Mr. Parsons discussed sending the recommended changes to ZBA. Ms. Jording noted that they will have to decide tonight if they plan to petition in August. The Committee consensus was to send the changes to the August ZBA. Ms. Jording noted that she will publish for those changes to go to the August ZBA, High Impact Business will be included and if there is no final decision by the August C. P. Z meeting then no change will be sent.

10. Executive Session (if necessary): None

11. Any action coming out of Executive Session:

12. Adjournment:

Mr. Rokey made the motion to adjourn at 7:00 p. m., seconded by Faulk. *Motion Carried.*

Lisa Jording, Secretary

Blake Parsons, Chairman

Date