



**BOONE COUNTY REGIONAL PLANNING COMMISSION  
A G E N D A  
Tuesday, April 12, 2016  
Suite 101, 1212 Logan Ave., Belvidere; 6:00 P.M.**

**ROLL CALL**

**Members:**

Matt Branom, CHM  
Bob Kemp, VCHM  
Rachel Bachrodt  
Phil New House  
Tony Savino

**Ex-Officio**

Robert Walberg, County Board Chair  
Rich Lundin, County Engineer  
School District #100 Superintendent  
School District #200 Superintendent

**MINUTES:** Approve the minutes from the February, 2016 meeting.

**PUBLIC COMMENT**

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:**

**Status of County Planner:**

**County Road Plans:**

**Upcoming Cases:**

**OTHER BUSINESS:** None

**DISCUSSION:**

**ADJOURNMENT**

**BOONE COUNTY  
REGIONAL PLANNING COMMISSION MINUTES  
February 16, 2016  
City Council Chambers  
6:00 PM**

**ROLL CALL**

**Members Present:**

Matthew Branom, Chair  
Rachel Bachrodt  
Phil Newhouse  
Tony Savino

**Staff Present:**

Kathy Miller, Interim Planning Director  
Gina DelRose, Associate Planner  
Catherine Crawford, Administrative Assistant

**Members Absent:**

Bob Kemp, Vice Chair

A quorum present, Matt Branom called the meeting to order at 6:03 p.m.

**MINUTES:**

It was motioned and seconded (Savino/Bachrodt) to approve the minutes from the June 16, 2015 meeting. The motion carried with a 4-0 voice vote.

**UNFINISHED BUSINESS:** None

**PUBLIC COMMENTS:**

**NEW BUSINESS:**

**01-2016; Boone County:** The applicant is requesting a text amendment to the Boone County Zoning Ordinance in Chapter 4: Design Criteria for Specific Uses by adding a new Section 4.15. Second Dwelling Unit for Lot of Record Exchange with the following intent:

**4.15.1 Intent.** The purpose of the Dwelling Unit linked to the lot of record land exchange special use is to provide a means of obtaining the agricultural goals and objectives of the Boone County Land Use Plan to those properties with an existing lot of record that for some reason the owner wishes to build on the farm in a different location than the existing lot of record. This special use would allow the land owner of a lot of record to exchange land on a contiguous farm property with an existing dwelling unit to exchange a parcel of land (not less than two acres with 250 feet of road frontage) to construct a second dwelling. The existing lot of record would then be abandoned. The lot of record shall be located in the A-1 Agricultural Preservation Area District and in lawful existence prior to May 10, 1978.

Chairman Matt Branom invited Kathy Miller to explain the proposed text amendment.

Kathy Miller read the proposed text amendment and explained that there is currently no means to exchange an existing lot of record with another non-lot of record parcel to construct a home in exchange for the established lot of record. The proposed text amendment will allow a new dwelling unit site on the contiguous farm owned by the applicant with a special use permit in exchange for the lot of record with a special use permit. The previous lot of

record that was exchanged for the non-lot of record would be abandoned with documentation presented prior to the issuance of a certificate of occupancy. The exchanged parcel shall not be less than two acres, have a minimum of 250 feet of road frontage and a minimum distance of 200 feet between detached dwelling units. Ms. Miller said the planning staff recommends approval of case 01-2016.

Gina DelRose further clarified the proposed text amendment. Ms. DelRose said at times the existing lot of record may be unsuitable for building a house due to a variety of reasons, including personal preference or soil unsuitability. Ms. DelRose said the previous lot of record would be abandoned and would not be buildable in the future.

Matt Branom described the exchange as a "net sum zero gain." The agricultural land, in this way is preserved in compliance with the stated goals of the Comprehensive Plan. Mr. Branom asked if it is correct that a landowner wishing to pursue this exchange would require a special use permit.

Gina DelRose said this is correct; the special use allows the county to monitor and maintain documentation of the exchange.

Phil Newhouse asked Ms. DelRose if the proposed text amendment protects the land from being further subdivided.

Gina DelRose said this is correct; documentation of the abandonment of the lot of record status must be forwarded to the county prior to a certificate of occupancy is given.

Matt Branom presented a letter from the Manchester Township Planning Commission regarding the proposed text amendment.

Kathy Miller stated it seems clear from the letter that the intent of the proposed amendment was partially misunderstood by that body.

It was moved and seconded (Newhouse/Savino) to approve case 01-2016 as compliant with the Comprehensive Plan.

Tony Savino asked the staff if there was any "downside" to the passage of the proposed text amendment.

Kathy Miller said she had no knowledge of a downside.

Gina DelRose said she feels the special use permit allows the county to keep track of such exchanges.

The motion carried with a unanimous roll call vote.

**OTHER BUSINESS:** None

**COMMUNICATIONS/PLANNING REPORTS:**

Kathy Miller said the last text amendment that was brought before the commission was a text amendment on behalf of Belvidere Township to allow animated signs in industrial and

business districts in the county with a special use. Ms. Miller reminded the commission that the original language of the text amendment called for allowing animated signs for governmental entities only. Ms. Miller said the text amendment was approved with language allowing such uses in the industrial and business districts.

Matt Branom said the animated sign at the Belvidere Township building is attractive and unobtrusive.

Kathy Miller announced that this would be her last meeting with this body due to her impending retirement in March.

Matt Branom said he spoke for the entire commission in thanking Ms. Miller for her time and service; he wished her well in her future.

**DISCUSSION:** None

**ADJOURNMENT:**

It was moved and seconded (Savino/Bachrodt) to adjourn the meeting. The meeting adjourned at 6:14 p.m.

**Recorded by:**

**Reviewed by:**

---

Catherine Crawford  
Administrative Assistant

---

Kathy Miller  
Interim Planning Director