ROLL CALL:
Members: Denny Ellingson, Chairman  Hilary Arther, Land Use Planner
Marshall Newhouse, Vice-Chairman
Raymond Larson
Brad Stark
Jessica Muellner

APPROVAL OF AGENDA:

MINUTES: Approval of Minutes from the October 5, 2016 meeting.

PUBLIC COMMENT:

UNFINISHED BUSINESS:

NEW BUSINESS:

22-2016; Erickson, 431-433 Pembroke Road SW: The applicant is requesting approval of the re-plat of Lots 265 and 266 of Candlewick Lake, Unit 4 into Lot GG, Unit 4 and the vacation of the utility/drainage easement between the two lots.
Staff (Approval); PZB ( ); CB ( )

OTHER BUSINESS: None

DISCUSSION:

COMMUNICATIONS/PLANNING REPORTS: Staff Report

ADJOURNMENT
ROLL CALL:
Committee Members Present:    Staff Present:
   Denny Ellingson, CHM     Ken Terrinoni, County Administrator
   Cory Lind                  Hilary Arther, Land Use Planner
   Brad Stark
   Raymond Larson
Ex-Officio Present:  
   Bob Walberg
Absent: Kenny Freeman

With a quorum present, Chairman Ellingson called the meeting to order at 6:00 p.m.

AGENDA:
It was moved and seconded (Stark/Larson) to approve the October 5, 2016 agenda. The motion carried with a 4-0 voice vote.

MINUTES:
It was moved and seconded (Lind/Larson) to approve the minutes of the September 7, 2016 meeting. The motion carried with a 4-0 voice vote.

PUBLIC COMMENT:
Mr. Herbest the attorney representing Tierney Farms, a neighboring property to Mr. Goad at 11860 Illinois Route 173 Capron, Illinois reviewed his opposition to case 18-2016 asking to send it back to the Zoning Board of Appeal for additional comment and review.

Mr. Ellingson stated the process of a planning appeal. The Planning, Zoning, and Building Committee cannot vote to have this item return to the Zoning Board of Appeals that is The County Board’s responsibility.

UNFINISHED BUSINESS:

18-2016; Goad: The application of Robert O. Goad and Betty Goad, 113 Galahad Court SE, Poplar Grove, IL 61065, requesting a special use permit under Section 2.7 (Special Uses) and Sub-Section 3.16.1 (Table of Permitted Uses of the Boone County Zoning Ordinance to allow an auction sales yard at 11860 Illinois Route 173, Capron Illinois, 61012, in the A1 Zoning Board of Appeals August 23, 2016 Agenda Page 2 of 2 (Agricultural Preservation) Zoning District in unincorporated Boone Township, Boone County, Illinois. (PIN: 04-01-400-004) and (PIN: 04-01-400-006).
Ms. Arther explained what had happened at the Zoning Board of Appeals on September 27th, and described how the conditions came about for the applicant. She also read aloud all the conditions that had been added along with the definition of a motor vehicle defined by States Attorney Michelle Courier. Ms. Barber the attorney for the applicant Robert Goad went over why Mr. Goad’s request is valid and a respectable use of land. Along with how all the conditions that were added and would alleviate the neighbors’ concerns.

Mr. Lind reviewed how many employees Mr. Goad had and clarified that he does pay sales tax. Ms. Arther explained that conditions were created throughout the meeting while testimonies were given. Mr. Stark clarified that the application had one set of regulation coming to the Zoning Board of Appeals and left with another set of regulations and that the applicant approved of that. Mr. Lind wanted to make sure that all the departments will review this application prior to approval, and that the special use will stay with applicant.

Motion was made and seconded (Stark / Lind) to approve case 18-2016.

Mr. Walberg spoke up about the Illinois Route 173 Corridor Plan and how he thinks it should be considered when approving this application. The committee discussed standards and setbacks that would be required if the Corridor Plan was added in to the conditions.

A motion was made and seconded (Lind/Stark) to amend the previous motion adding a condition for the Illinois 173 Corridor Plan being addressed. Further discussion was had on what the standards should be.

Ms. Arther spoke up with a proposed condition encompassing the concerns the committee had. She stated “All improvements for applicant’s proposal shall include Illinois Route 173 Corridor Plan.” A motion was made and seconded (Lind/Stark) to approve Ms. Arther’s suggestion was added to the applicants Special Use Conditions. Mr. Ellington asked to have some standards from the Corridor Plan for the next County Board meeting.

A motion was made to amend the main motion, the motion carried with a 4-0 voice vote. A motion was made to approve the amended main motion as it reads now. The motion carried with a 4-0 voice vote.

Mr. Larson left at 6:47 p.m.

NEW BUSINESS:

**19-2016; Thomas:** The applicant William C. Thomas, 6745 Auburn Road, Rockford IL 61101, is requesting a zoning map amendment under Sub-Section 2.12.2.C (Amending the Zoning Map/Special Uses) of Section 2.10 (Text and Map Amendments, Comprehensive Plan Amendments) of Chapter 2 (Administration, Enforcement, and Procedures) and Section 3.11 (Light Industrial District) of Chapter 3 (Districts and General Provisions) of the Boone County Zoning Ordinance to amend the Boone County Zoning Map from R-1 (Single Family Residential District) and I-1 (Light Industrial District) to I-1 (Light Industrial District) for the property located at 1401 Ipsen Road, Belvidere, Illinois, 61008 in unincorporated Flora Township, Boone County, Illinois. (PIN: 07-05-100-006).

No discussion was had on this case.
A motion made and seconded (Lind/Stark) to approve case 19-2016. The motion carried with a 3-0 voice vote.

**OTHER BUSINESS:** N/A

**DISCUSSION:** N/A

**COMMUNICATIONS/PLANNING REPORTS:** N/A

**PREVIOUS CASE UPDATE:** N/A

**STAFF REPORT:** N/A

**ADJOURNMENT:**

It was moved and seconded (Lind/Stark) to adjourn the meeting. The meeting was adjourned at 6:51 p.m.

**Recorded by:**                     **Reviewed by:**

____________________________    ______________________________
Hilary Arther                   Ken Terrinoni
Land Use Planner                County Administrator
CASE NO: 22-2016  APPLICANT: Erickson; 433 Pembroke Road SW

REQUEST:
The applicant is seeking plat approval for combining Lots 265 and 266 of Candlewick Lake, Unit 4 into Lot GG, Unit 4. The applicant is also requesting the vacation of the utility/drainage easement between the two lots.

LOCATION:
The subject property is located at 431-433 Pembroke Road, Poplar Grove, IL 61065 (PINs: 03-27-305-030 and 03-27-305-031). See the attached location and aerial maps.

BACKGROUND:
The re-plat of the above noted lots will reduce monthly utility charges assessed by Aqua America for the property owner and will allow the property owner to utilize the subject properties as one lot. The request to vacate the easement will remove any barriers that are currently located between the two lots. Requests for comments were forwarded to the appropriate review agencies. Comments were received from Frontier Communications and the Boone County Health Department.

SUMMARY OF FINDINGS:
The proposed re-plat of Lots 265 and 266 of Candlewick Lake Unit 4 to Lot GG, Unit 4 is in conformance with the Boone County subdivision and zoning codes.

RECOMMENDATION:
Planning staff recommends the approval of case number 22-2016 subject to the following conditions:

1. PINs (PINs: 03-27-305-030 and 03-27-305-031) of the property shall be shown on the plat.

2. The following comments are in relation to the signature blocks depicted on the Replat:
   - The utility block incorrectly refers to Verizon North Inc. The correct company is Frontier Communications.
   - The Plat Committee signature certificate is missing.

Submitted by:

Hilary Arther, Land Use Planner
ATTACHMENTS

1. Location Map by Planning Staff
2. Aerial Photo by Planning Staff
3. Letter from William Hatfield, Boone County Health Department, November 7, 2016
4. Letter from Donald Belmore, Frontier Communications, November 8, 2016
5. Plat Committee Certificate
6. Plat of Lot GG Candlewick Lake, Unit 4
APPLICATION FOR PLAT OF SUBDIVISION APPROVAL

BELVIDERE - BOONE COUNTY PLANNING DEPARTMENT

Belvidere City Hall
401 Whitney Blvd., Suite 400
Belvidere, Illinois 61008

FOR OFFICE USE ONLY

Preliminary Final √ Replat

Belvidere

Boone County

PZC Date

BCPC Date

BPZ Date

PZB Date 12/11/2010

CC Date

CB Date 12/11/2010

PLEASE PRINT IN BLACK INK OR TYPE

1) Applicant Name: Paul Erickson
   Mailing Address: 433 Pembroke Rd
   Poplar Grove, IL
   Zip: 61065
   Daytime Phone: 815-219-0952 Fax: 
   Email: debert03@gmail.com

2) Property Owner Name: Paul Erickson
   Mailing Address: 433 Pembroke Rd
   Poplar Grove, IL
   Zip: 61065
   Daytime Phone: 815-219-0952 Fax: 

3) Surveyor/Engineer Name: Survey-Tech (DW of C.E.S. Inc)
   Mailing Address: 104 A Maple Court
   Rochelle, IL
   Zip: 61068
   Daytime Phone: 815-562-8771 Fax: 815-562-6555

4) Attorney Name: Charles G. Poppe, P.C.
   Mailing Address: 215 South State St.
   Belvidere, IL
   Zip: 61008
   Daytime Phone: 815-544-3180 Fax: 815-544-9700

5) Project Manager: In order to reduce confusion, planning staff requests one contact person be designated to discuss issues concerning this petition.
   Name: 
   Mailing Address: 
   Zip: 
   Daytime Phone: 
   Fax: 
   Email: 

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6) Proposed Name of Subdivision: _Candlewood Lake_

7) Property Location: _433 Remakre Rd_
   Parcel Identification Number: _08-27-305-031_ Section: _27-38_ Twp: _45 N_
   Range: _3 E_ Other (attached) _______ Twp. Name: _Calhoun_

8) Proposed Use(s): _Reseat w/ Current Lot_ Present Zoning: _R-1_
   Proposed Zoning: _R-1_ # of Lots: _1_ Area of Parcel: _0.84 Acres_

9) Are you proposing deed restrictions? _____ Yes _✓_ No ___ If yes, please attach copy.

10) For residential subdivisions, indicate total number of proposed:
    Single-Family: _1_ Two-Family: ______ Multi-Family: ______
    Indicate total dwelling units of all Multi-Family: ______

11) Your proposed single-family, multi-family, or mobile home plat must comply with the Land/Cash Ordinance adopted by Belvidere / Boone County. Please indicate when you plan to pay the required fee.
    _✓_ At time of final plat approval.
    ____ At time of securing building permit for each residential unit. (Applicant must sign "Exhibit B, Agreement", attached to this application)

12) What type of sewage disposal do you propose? _N/A_

13) List all proposed improvements and utilities. State your intention to install or post a guarantee prior to actual installation.

   Improvement | Installation | Guarantee
   a. __________ | ____________ | ____________
   b. __________ | ____________ | ____________
   c. __________ | ____________ | ____________

14) List other materials submitted with this application.

   Item | Number
   a. __________ | ____________
   b. __________ | ____________
   c. __________ | ____________

NOTE: The "Endangered Species Act" entitles the Illinois Department of Natural Resources (IDNR) to review all platting applications for their impact on endangered or protected species. Illinois law allows thirty (30) days for their response. The Applicant is responsible for contacting the IDNR, via the EcoCAT website at DNR.EcoCAT@illinois.gov.

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The "National Historic Preservation Act" entitles the Illinois Historic Preservation Agency to review all platting applications for their impact on cultural or historical resources if the proposed development involves State or Federal funding. Illinois law allows thirty (30) days for their response. The applicant is responsible for contacting the Illinois Historic Preservation Agency at (1-217-782-4836).

DECLARATION

I, the applicant, of the above legally described property on which the plat of subdivision is proposed, has provided answers to the questions herein that are true to the best of my knowledge. I have been granted permission by the property owner(s) of the above legally described property to apply for a plat of subdivision on said property.

By virtue of my application for a plat of subdivision, I do hereby declare that the appropriate appointed and elected officials responsible for the review of my application are given permission to visit and inspect the property proposed for plat of subdivision in order to determine the suitability of the request.

Applicant Signature: [Signature] Date Signed: Oct 31, 2011

Owner(s) Signature: [Signature] Date Signed: Oct 31, 2011

[Signature] Date Signed: 10/13/11

STAFF SIGNATURE: [Signature] Date Signed: 11/8/11

Filing Fee - Amount Paid: $375.00 Check Number: 1277

FILING PROCEDURE

A. This form, ten (10) full size copies, and one (1) 11" x 17" copy of each page of the plat shall be filed with this application. Reduction must be readable. All plats must be filed in the Planning Department at the time of application submittal.

B. Submit this form and supporting information accompanied by an application fee (make check payable to the Boone County Treasurer). See the attached fee schedule.

C. City of Belvidere Applicants must appear before the Belvidere Planning & Zoning Commission, Building, Planning and Zoning Committee, and the Belvidere City Council for preliminary plats. For final plats, Belvidere applicants must appear before the Building, Planning & Zoning Committee, and the City Council.

Boone County Applicants must appear before the Boone County Regional Planning Commission, and the Planning, Zoning and Building Committee for preliminary plats. For final plats, Boone County applicants must appear before the Planning, Zoning and Building Committee and the Boone County Board. Boone County Applicants must also appear before the Joint Planning Commission for preliminary plats on land located within 1.5 miles of Belvidere.
Additional fees for City plats with public improvements.

-Preliminary plat submittals require an Engineering Review fee based on the following:

1 - 5 lots: $375 flat fee
6 or more lots: $75/lot

-Final plat submittals require a 3% inspection fee paid prior to the approval and release of the construction plans by the Director of Public Works. The inspection fee is based on the public improvement construction estimate.

Checks for subdivision filing fees for city plats are to be made out to the Boone County Treasurer and shall be submitted to the Planning Department. Checks for City Engineering Review fees are to be made out to the City of Belvidere and shall be submitted to the Public Works Department.

Additional fees for County plats with public improvements.

-Final plat submittals require a 3% inspection fee paid prior to the approval and release of the construction plans by the County Engineer. The inspection fee is based on the public improvement construction estimate.

Checks for subdivision filing fees for county plats are to be made out to the Boone County Treasurer and shall be submitted to the Planning Department. Checks for County Inspection fees are to be made out to the Boone County Treasurer and shall be submitted to the County Highway Department.
November 7, 2016

Hilary Arther  
Boone County Planning Dept.  
1212 Logan Ave.  
Belvidere, IL 61008  
Fax 815-547-3579

Re: 22-2016; re-plat of Lots 265 and 266 Unit 4 Of Candlewick

Dear Hilary,

We are in receipt of the request re-plat for the above named lots in Candlewick for the above referenced case.

The Boone County Health Department has no comment.

Thank you,

William L. Hatfield  
Director of Environmental Health

skm
Hi Hilary,

Verizon North Inc. should be changed to Frontier North Inc. within the Easement provisions of the replat of lots 265 and 266 in Candlewick Lake unit 4. Other than the name change, Frontier does not have any objections to the replat.

Thanks,

Don Belmore
Specialist Engineer, OSP Engineering
Frontier Communications
2239 Newburg Rd
Belvidere, IL 61008
815-544-6171(o)
815-544-4685(f)
donald.j.belmore@ftr.com

“I Can Help You!”

This communication is confidential. Frontier only sends and receives email on the basis of the terms set out at http://www.frontier.com/email_disclaimer.
APPENDIX B—SUBDIVISIONS

I, ______________________, a notary public in and for the aforesaid State and County do hereby certify that ______________________, personally known to me to be the same person(s), whose name(s) is(are) subscribed to the foregoing certificate as such owner(s), appeared before me this day in person and acknowledged the execution of the annexed plat and accompanying instruments for the uses and purposes therein set forth as his(their) own free and voluntary act.

Given under my hand and Notarial Seal this ______ day of ______________________ 20______.

/s/ ______________________
Notary Public

Plat committee certificate.

STATE OF ILLINOIS )
COUNTY OF BOONE ) SS

Approved this ______ day of ______________________ 20______ by the Boone County planning, zoning, and building committee.

/s/ ______________________
Chairman

e. Municipal special assessment certificate.

STATE OF ILLINOIS )
COUNTY OF BOONE ) SS

I, Collector for the (City of) (County of) (Sanitary District) do hereby certify that there are no delinquent or unpaid current general taxes, no unpaid forfeited taxes and no sales against any of the land included in the annexed plat current or forfeited special assessments or any deferred installments thereof that have not been apportioned against the tract of land included in the annexed plat.

Dated at _________________, Illinois, this ______ day of ______________________ 20______.

/s/ ______________________
Collector

f. Township highway commissioner certificate.

STATE OF ILLINOIS )
COUNTY OF BOONE ) SS

I, ______________________ do hereby certify that this Final Plat and accompanying improvement plans and specifications meet all requirements of the

CDB:31

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