



Lee County Properties, Planning, and Zoning Committee Meeting Minutes

Lee County, Illinois

Jan 11, 2022, at 9:00 AM CST

Old Lee County Courthouse, Third Floor Boardroom, 112 E 2nd Street, Dixon, IL 61021

I. Call to Order

Meeting was called to order at 9:00 a.m., by Chair Tom Wilson.

II. Committee Member Roll Call: **Present:** Chair Tom Wilson, Vice Chair Dave Bally (**Zoom**), Bill Palen, and John Nicholson. **Absent:** Marvin Williams.

III. Meeting Attendees and Visitors

Board Members, Department Heads, Employees, and Visitors present: Bob Olson (County Board Chairperson), Marilyn Shippert, Chris Norberg, Jack Skrogstad (Board Members), Charley Boonstra (State's Attorney)(9:03-9:28), Wendy Ryerson (Administrator), Greg Saunders (Maintenance Supervisor), Dee Duffy (Zoning Administrator), Alice Henkel (Renewable Energy Coordinator), Greg Gates (LOTS), Zack Owen and Jonathan Henrikson (IT Reps), and Becky Brenner (Board Secretary) were all present in person. Teri Zinke (Animal Control) and John Simonton (Sheriff) attended via Zoom video conferencing.

IV. Approval of the Minutes from the Previous Meeting(s)

The November 18, 2021 and December 14, 2021, minutes of the Properties, Planning, and Zoning Committee meetings were approved without modification.

V. Review of Claims Report Provided by the Claims Committee

The claims report was available to the committee. There were no questions or concerns expressed by the members.

VI. Administrator and Department Head Reports

Dee Duffy reported that the ZBA is hearing a petition for a planned unit development. For this development, the owner must submit a development plan completed by an engineer. The ZBA feels there should be a third party review of the plans submitted by the engineer to verify that all zoning codes are being met. The current ordinance does not have a provision that allows the County to charge the developer for the third party review. The matter will be followed up with the State's Attorney.

Alice Henkel explained that the Renewable Energy Committee approved a draft ordinance for solar energy systems as an accessory use during the January 5, 2022, meeting. She walked the committee through changes that were recommended since it was approved. The recommended changes to the ordinance will be highlighted in the draft ordinance that will be submitted to the County Board during the January 20, 2022, meeting.

Greg Gates walked the committee through the highlights of the report that he submitted to the committee. The full report will be included in the January 20, 2022, County Board Agenda packet.

Teri explained that two (2) dogs have been able to chew through the welds in the new gates that were installed. She found a replacement gate that has held up well so far.

VII. Petitions Coming to the Zoning Board of Appeals

- A. Petition 21-P-1584, Petitioner: Michael Partington, PPN# 07-08-06-379-003 - See attached discription

VIII. Petitions Coming to the Planning Commission - None

IX. Petitions Coming from the Zoning Board of Appeals

- A. Petition 21-P-1585, Petitioner: Jerad Zellhofer, PPN# 13-21-01-101-007 - See attached discription

X. Petitions Coming from the Planning Commission

- A. Petition 21-PC-65, Petitioner: Lee County - See attached discription

XI. Old Business

- A. Repurposing of the Old Jail - Discussion

No additional information to report.

- B. Audio Video Upgrades in the Boardroom and Third Floor Committee Room - Update

Wendy Ryerson explained that the audio video upgrades took a back seat to the IT Services RFP that was posted in December. The bids were opened on January 10, 2022, and the accepted bid will be on the January County Board agenda. She explained that she is expecting the RFP for the audio video upgrades to be posted in February.

- C. Updating Special Use Application Process - Tabled in December

Tom Wilson requested that the updating special use application process item on the agenda remain tabled until the February meeting so more research could be done.

XII. New Business

A. Resolution: Text Amendment to add Commercial Uses to Mini-warehouses

Dee Duffy explained that in the current land use agreement a mini-warehouse/self storage facility would only be allowed in ag-1 or industrial zones. The text amendment would expand the use to include all three (3) commercial zones.

B. Zoning Violation Penalty

Dee Duffy reported that she would like to work with the County to develop a specific procedure/process for issuing Zoning violation penalties. The code is specific as to what the penalty is but is not specific to enforcement. Chris Norberg suggested that the Zoning Office, State's Attorney Office and Sheriff's Office work through the details.

XIII. Executive Session – No Executive Session

XIV. Adjournment:

Motion to adjourn. **Moved** by Bill Palen. **Second** by John Nicholson. Motion carried unanimously by voice vote.

Meeting adjourned at 9:28 a.m.

The next meeting of the Properties, Planning, and Zoning Committee Meeting will be 9:00 a.m., on Tuesday, February 15, 2022