

**Planning and Development Committee  
Meeting Minutes for December 5, 2019**

**Members Present:**

Mick Madison, Chairman  
Philip Chapman (arrived at 6:18pm)  
Dalton Gray (left at 6:15pm)  
David Michael  
Nick Petrillo  
Robert Pollard (left at 7:10pm)  
Larry Trucano  
Ray Wesley

**Members Absent:**

**Others Present:**

Breana Buncher	Eddie Lee	Nick Najjar
Noelle Maxey	Gary Gaines	Kieth Greenlee
Chris Doucleff	Robert Nichols	Emile Damotte
Rick Wilhelm	Priyan Patel	Jeff Ezra
Ernest Huffman	Chris Byron	Karen Burke

**Call of Meeting to Order and Roll Call:**

Chairman Madison called the regular meeting of the Planning and Development Committee to order at 5:00 p.m. and conducted roll call.

**Approval of Minutes:**

Chairman Madison asked the committee if any changes need to be made for the November 14, 2019 minutes. Chairman Madison approved the minutes.

**Zoning Petitions and Subdivision Overview:**

Mrs. Buncher introduced Resolution Z19-0038, petition of RAINTREEILL, LLC and Emile E. Damotte, owner of record, requesting a zoning map amendment to rezone a tract of land from "R-3" Single-Family Residential District to "M-1" Limited Manufacturing District, and requesting a variance as per §93.034, Section B, Item 4 of the Madison County Zoning Ordinance in order to have an eight foot (8') sight-proof wooden fence on the southwest property line instead of the required twenty foot (20') landscape buffer. Mrs. Buncher stated the property is currently dual-zoned, and Mr. Damotte is requesting to rezone the "R-3" portion to "M-1" to allow for an auto repair business. Mrs. Buncher stated Mr. Damotte utilizes the property for a wood shop and two auto repair shops that Mr. Damotte rents out. Mrs. Buncher said Mr. Damotte made this same request in 2017, but withdrew the request before it reached the County Board. Mrs. Buncher stated there is no current violations on the property, five people spoke in opposition at the Zoning Board of Appeals (ZBA) meeting, and the ZBA recommended approval by a 3-2 vote.

Mrs. Buncher introduced Resolution Z19-0049, petition of Gayla Wright, owner of record, on the request of Madison County Planning & Development, requesting a zoning map amendment to rezone a tract of land from "B-2" General Business District to "R-2" Single-Family Residential District. Mrs. Buncher stated the property has been historically used as residential, and the house was built before our Zoning Ordinance was in place. Mrs. Buncher stated Ms. Wright originally applied for a building permit to build an addition on the detached garage on the property, but doing so would expand the legal non-conformity. Mrs. Buncher stated there was no opposition at the ZBA meeting, and the ZBA and staff recommend approval.

Mrs. Buncher introduced Resolution Z19-0050, petition of Karen Burke, applicant, and Dale R. Kampwerth, owner of record, requesting a variance as per §93.051, Section A, Item 3, Sub (b) of the Madison County Zoning Ordinance in order to construct

an accessory structure that will have one corner six inches (6") from the east property line instead of the required fifteen feet (15'). Mrs. Buncher stated the location of the proposed structure was to keep it in line with the existing home and to allow enough room for vehicles to turn into it. Mrs. Buncher stated the adjacent property owner to the east spoke in opposition at the ZBA meeting, and the ZBA recommended approval with a 4-1 vote. Staff also recommended approval.

Mrs. Buncher introduced Resolution Z19-0051, petition of Kieth and Bernadette Greenlee, owners of record, requesting a variance as per §93.051, Section A, Item 3, Sub (c) of the Madison County Zoning Ordinance in order to construct an accessory structure in the front yard setback area. Mrs. Buncher stated that the applicants noted a hardship with building behind their home due to a steep hill going down to a creek behind the home that would not allow for a structure this size to be built there. Mrs. Buncher stated there was no opposition expressed at the ZBA meeting, and the ZBA and staff were recommending approval.

Mrs. Buncher introduced Resolution Z19-0052, petition of Larry L. Dunn, applicant and owner of record, requesting a variance as per §93.034, Section B, Item 6 of the Madison County Zoning Ordinance in order to construct a pole barn that will be four feet (4') from the west property line instead of the required twenty-five feet (25'). Mrs. Buncher stated Mr. Dunn made this request in 2018, which was recommended for approval by the ZBA and Planning & Development Committee, but was denied by the County Board. Mrs. Buncher stated there was opposition expressed during the 2018 hearing, but no opposition had been expressed at this time for this request. Mrs. Buncher stated the ZBA and staff were recommending approval. Chairman Madison asked if the request had changed at all, to which Mrs. Buncher responded that the only change was the orientation of the proposed building.

Mrs. Buncher introduced Resolution Z19-0053, petition of Ernest Huffman, owner of record, requesting a variance as per §93.051, Section A, Item 3, Sub (c) of the Madison County Zoning Ordinance in order to construct an accessory structure in the front yard setback area. Mrs. Buncher stated the Mr. Huffman noted a hardship with building behind his home due to his severe health issues that limit his mobility, and the proposed location would give him easier access. Mrs. Buncher stated there was no opposition at the ZBA meeting, and the ZBA and staff are recommending approval.

Mrs. Buncher introduced Resolution Z19-0055, petition of Affordable Homes, LLC, on behalf of Edwards Associates, LLC, owner of record, requesting a zoning map amendment to rezone three (3) tracts of land being approximately 8.92 acres in size from "B-3" Highway Business District and "R-3" Single-Family Residential District to "PD" Planned Unit Development District in order to continue operating a mobile home park on site. Mrs. Buncher stated the mobile home park was established around the 1960s, and the improper zoning does not allow for old or run-down mobile homes within the park to be replaced with new ones. Mrs. Buncher stated that through the rezoning process, the two separate mobile home parks would be combined into one that would include 65 mobile home lots and two office structures. Mrs. Buncher stated that staff used "R-6" Mobile Home Park District standards when creating this "PD" District, and the mobile home park currently met most of those standards except for the setbacks of each lot and the minimum square footage requirement of each mobile home. Mrs. Buncher stated the applicants also submitted a list of regulations with their application that will immediately go into effect at the park. Mrs. Buncher stated that the properties have access to sewers through the County's Special Service Area 1. Mrs. Buncher stated the current property owner had not been paying the sewer bills and was taken to court over it, but since then, he has most of those outstanding fees, and the remainder would be paid at the closing of the sale of the properties. Mrs. Buncher stated the current owner also owns the mobile home park to the north of this property, which also has a large amount of outstanding sewer bills, and the County is hopeful that we would receive a firm commitment that they would pay a significant portion of those fees at the time of closing on the subject mobile home park. Mrs. Buncher stated a condition was added to the request that the zoning change will not take effect until after the sale of the properties. Mrs. Buncher stated there have been code violations over the years, but there are no current outstanding violations. Mrs. Buncher stated that the original proposed district regulations made by staff included that all mobile homes within the park must be 1976 or newer models within five years of the approval of the request. Mr. Byron, the attorney for Affordable Homes, LLC, had reached out to staff with concerns of switching out mobile homes that are older 1976 but are occupant-owned. Mrs. Buncher stated the ZBA voted to approve the condition that all mobile homes in the park, including occupant-owned homes, must be replaced with models 1976 or newer models within the five year time limit. Mrs. Buncher stated the Planning & Development Committee must make the decision whether all mobile homes within the park must be 1976 models or newer, or just the homes owned by the park itself

must be replaced within the five year time limit. Mrs. Buncher stated there were several people who spoke in opposition at the ZBA meeting, but the ZBA voted for approval unanimously, and staff are recommending approval with the amended condition that only mobile homes owned by the park itself must be replaced with 1976 or newer models within five years. Chairman Madison asked Mrs. Buncher to describe some of the complaints from the ZBA meeting, to which Mrs. Buncher stated the complaints were mostly about the condition of the park and the mobile homes and the ability of emergency services to be able to get into and maneuver through the park.

Mrs. Buncher reintroduced the Ordinance for a Text Amendment to Chapter 93 of the Madison County Code of Ordinances that had been postponed at the previous Planning & Development Committee meeting due to changes requested by the Committee, including temporary size requirements, regulations for the storage of boats, campers, and trailers in the rear and side yard, and how to determine the front and rear yards for properties with road frontage on each side.

**Pre-Application Presentation:**

None.

**Citizens Wishing to Address the Committee:**

Chairman Madison asked if there are any members of the public wishing to address the Committee.

Gary Gaines came down to speak in opposition to Resolution Z19-0052, petition of Larry L. Dunn. Mr. Gaines stated that it was a quiet neighborhood until Mr. Dunn bought the property and it was rezoned from a "B-3" District to an "M-1" District. Mr. Gaines stated a water company described the proposed placement of the building in 2018 as a "serious risk to any necessary repair or replacement of the water district potable line and the fire protection line." Mr. Gaines also stated nothing has been taken into account for drainage off the building. Mr. Gaines stated Mr. Dunn has had several complaints from neighbors over the years.

Eddie Lee, Supervisor of Chouteau Township, came down to speak in opposition to Resolution Z19-0055, petition of Affordable Homes, LLC. Mr. Lee stated the mobile home park has been a mess for quite a while and thinks the property is obsolete for a trailer park. Mr. Lee stated the roads are too narrow, the lots are too small, any mobile home that is replaced with a newer model would be even bigger than the one there currently, and the firetrucks can't get in there since they are larger than they used to be. Mr. Lee said there are two different standards that mobile homes are treated with, since mobile homes outside of parks have to be reevaluated every five years, but mobile homes within park do not. Mr. Lee also spoke in opposition of Resolution Z19-0038, petition of RAINTREEILL, LLC and Emile Damotte. Mr. Lee said the property has been an ongoing problem with different businesses going in and a variety of violations on the property.

Nick Najjar, Affordable Homes, LLC, spoke about his request to rezone the mobile home park to a "PD" District. Mr. Najjar stated the county is currently not allowing them to replace mobile homes on the site since it is legal non-conforming. Mr. Najjar said that without being able to replace mobile homes, the park would continue to deteriorate. Mr. Najjar spoke to the condition that all mobile homes within the park would be required to be replaced with 1976 or newer models within five years, and that they agree that homes owned by the mobile home park would be replaced within that time frame.

Emile Damotte spoke about his request to rezone the piece of his property that is currently zoned residentially. Mr. Damotte stated the property dates back to 1941 when the Quonset huts were built for commercial uses and that half of the property was accidentally zoned residentially instead of "M-1" in 1962 when the zoning map was created. Mr. Damotte stated he met with most of his adjacent property owners, who all stated they did not have any problems with the current operations of the property, except for a section of missing fence on the property, which has since been installed. Mr. Damotte stated all the cars on the property are legal, but many will be taken out or move to the new "M-1" part of the property if approved. Mr. Damotte stated he has signed statements from his current renters that they are committed to meeting the requirements for "M-1" Districts.

Rick Wilhelm came down to clarify a comment made earlier in regards to Z19-0055, petition of Affordable Homes, LLC. Mr. Wilhelm stated that mobile homes are built all over the country and in all different sizes, so fitting new homes in the park would not be an issue.

Karen Burke spoke in regards to her and Dale Kampwerth's request, Resolution Z19-0050. Ms. Burke stated that she wanted to clarify a few things that were brought up at the ZBA meeting. Ms. Burke stated the shape of the lot and the current location and orientation of the home are the main reasons for how close they are requesting to be to the property line. She also stated that the northeast corner of the building will be the closest point to the property line, but moving towards the southeast corner, the building will get farther from the property line.

Robert Nichols came down to speak in opposition to Resolution Z19-0052, petition of Larry L. Dunn. Mr. Nichols stated that if the proposed structure was on a different part of the property, the neighbors would not have complaints, but the neighbors do not want the structure to be in the proposed location.

Priyan Patel, associate of the Farm Fresh store in Rosewood Heights, spoke in regards to his upcoming request to rezone the property from "R-3" Single-Family Residential to "B-2" General Business District. Mr. Patel stated they are wanting the change in order to get a liquor license to sell liquor to help with the store's business since their taxes have recently gone up and the main dairy supplier for Farm Fresh, Chester Dairy, went out of business. Mr. Patel stated he also would like to get a license through the state for video game gambling. Mr. Michael asked where this request is in the packet, to which Chairman Madison responded that it is not in the packet, but it is an issue that has been discussed for a while. Chairman Madison stated that the residents of this area do not feel that the liquor license and video game gambling is appropriate for this type of business.

Ernest Huffman spoke in regards to his request, Resolution Z19-0053. Mr. Huffman stated he wanted to build a pole building that would provide storage for his classic cars. Mr. Huffman stated he spoke with the neighbors and none of them had any problems with his request.

#### **Unfinished Business:**

Chairman Madison stated that the attorney for Pro Excavating and Grading, LLC, has requested another 60 day postponement, as they are still working through legal issues. Chairman Madison asked for a motion to postpone Resolution Z18-0052 for another 60 days. Mr. Wesley made a motion to postpone. Seconded by Mr. Michael. Voice vote. All ayes. Motion carries.

Chairman Madison asked if anyone had any questions regarding the Ordinance for a Text Amendment to Chapter 93 of the Madison County Code of Ordinances. Mr. Michael asked about the definition of "bar." A discussion ensued regarding the issuing of liquor licenses and video game gambling licenses at convenience stores. Mr. Gray asked if the text amendment has been given to the State's Attorney's Office, to which Mr. Doucleff stated that it has been looked over by Tanja Cook. Jeff Ezra, attorney, stated that he found Mr. Michael's concerns as legitimate and discussed the potential liabilities the County could face if the language could be interpreted in different ways. Mr. Ezra asked if the vote on the text amendment could be postponed to give Mrs. Cook and Mr. Ezra time to look over it again and discuss any potential issues that need to be addressed. Chairman Madison asked for a motion to postpone. Mr. Wesley made a motion to postpone until the January 2<sup>nd</sup> meeting. Seconded by Mr. Gray. Mr. Petrillo asked if they would be willing to postpone until the second meeting in January to ensure enough time to make the appropriate changes with the holidays coming up. Mr. Wesley withdrew his motion, and Mr. Gray withdrew his second. Mr. Wesley made a motion to postpone until the January 16<sup>th</sup> meeting. Seconded by Mr. Gray. Voice vote. All ayes. Motion carries.

Chairman Madison called for a five minute recess.

#### **New Business:**

Chairman Madison brought in Resolution Z19-0038 for a vote and discussion. Mr. Wesley asked for clarification on the request and the concerns of adjacent property owners. Chairman Madison asked if the current operations fit the "M-1" District, to which Mrs. Buncher stated they do. Mr. Wesley asked if there are any current violations on the property, to which Mr. Doucleff responded there are not currently. Chairman Madison asked if staff have the written agreements from the current renters, to

which Mrs. Buncher responded that we do not. Chairman Madison asked Mr. Damotte if he could give staff copies of those agreements, to which Mr. Damotte responded that he will. Mr. Damotte stated that the current renters are aware of the zoning requirements and there have not been any issues with them. Mr. Petrillo asked what the concerns were of the ZBA members who voted in opposition to this request. Mr. Doucleff responded that many neighbors expressed opposition to the request during the ZBA meeting, and there have been violations in the past against previous renters. Mr. Wesley asked if there was a plan to address the number of cars sitting on the property, to which Mr. Doucleff responded that Mr. Damotte will be removing many of the cars before the end of year. Chairman Madison stated that Mr. Damotte has made a commitment to remove the cars that are ready to be scrapped within a day. Mr. Petrillo asked how the cars are being stored and if they are allowed to stack the cars. Mr. Doucleff responded that they will not be able to stack the cars, and the property must be in compliance with the parking regulations in the Zoning Ordinance, including having large enough parking spaces per vehicle and large enough lanes for emergency response vehicles to get through. Chairman Madison asked for a motion. Mr. Pollard made a motion to approved Resolution Z19-0038. Seconded by Mr. Gray. Roll-call votes. Ayes to the motion made by Mr. Gray, Mr. Michael, Mr. Pollard, Mr. Trucano, and Mr. Wesley. Nays to the motion made by Mr. Petrillo. Motion approved.

Chairman Madison brought in Resolutions Z19-0049, Z19-0050, and Z19-0051 in to be voted on together. Mr. Wesley made a motion to approve Resolutions Z19-0049, Z19-0050, and Z19-0051. Seconded by Mr. Michael. Roll-call votes. All ayes. Motion approved.

Chairman Madison brought in Resolution Z19-0052. Chairman Madison asked if staff makes sure any requests we receive meet stormwater standards, to which Mr. Doucleff stated that Mr. Dunn would still have to apply for a building permit and any stormwater issues are addressed during the review of the permit application. Chairman Madison asked if that includes the issue that the water company has brought up, to which Mr. Doucleff responded that no, we do not address issues from the water company, only stormwater and drainage issues. The Committee asked Mr. Dunn to respond to these concerns, to which Mr. Dunn stated that the water line will be six feet away from the proposed location of the building. Chairman Madison discussed the history of the property and the surrounding area and stated that if Mr. Dunn has not been in compliance in the past, it is due to the fact that he does not have a building to do his work in. Mr. Wesley stated that he recalls from the last time this request was brought to the P&D Committee that placing the building on another part of the property was considered, but there were issues with standing water, as well as Mr. Dunn being unable to turn his trailers into the building if placed elsewhere on the property. A discussion ensued about drainage on the property if the proposed building is built. Mr. Gray left the meeting during this discussion. Mr. Chapman arrived at the meeting and apologized for being late. Mr. Chapman asked how many people are opposed to this request, to which Mr. Gaines stated he has five neighbors who have signed the petition. Mr. Chapman asked whose responsibility it is to maintain the ditch on the east side of these properties. Mr. Lee stated there is an agreement with IDOT and the owner of the mobile home park adjacent to the east that it is the mobile home park's responsibility to maintain the ditch. Mr. Chapman stated he spoke to the County Board member for this district, who was in support of the variance, and asked if he still is in support, to which Chairman Madison responded that he is. Chairman Madison asked for a motion. Mr. Wesley made a motion for approval with the listed conditions. Seconded by Mr. Chapman. Roll-call vote. Ayes to the motion by Mr. Chapman, Mr. Michael, Mr. Trucano, and Mr. Wesley. Nays to the motion by Mr. Petrillo and Mr. Pollard. Motion approved.

Chairman Madison brought in Resolution Z19-0053. Mr. Wesley made a motion for approval. Seconded by Mr. Pollard. Roll-call vote. All ayes. Motion approved.

Chairman Madison brought in Resolution Z19-0055. Mr. Petrillo voiced his concerns regarding access for emergency vehicles, issues with sewage, the conditions of the occupant-owned mobile homes that will not be required to be replaced with 1976 or newer models, and the close proximity of the mobile homes to each other. Mr. Wesley asked if the Committee could require a site plan prior to the sale of the properties that would include each individual lot and spacing for emergency services. Mr. Ezra stated that it would not be plausible to do that retroactively. Mrs. Buncher stated that there is a site plan and each lot has its own setbacks that any new mobile home brought in would have to meet, which would limit the size that each mobile home could be. Mr. Wesley stated that some of the mobile homes that exist currently in the park might already be too large for the lot it sits on. A discussion ensued about emergency vehicle access, roadway requirements in regards to this mobile home park, as well as new developments that Planning & Development receives, and the ability to retroactively add

requirements to this, or any, requests. Mr. Doucleff stated that the property is currently legal non-conforming and will continue to deteriorate if left the way it is. Mr. Ezra stated that representations have been made to upgrade the mobile home park to try to improve its condition, but these representations are not set in stone. Chairman Madison discussed the fees that are due to Special Service Area 1. Mr. Ezra stated he believed there is a potential agreement in place that some of the fees due will be paid out of closing. Chris Byron, attorney for Nick Najjar and Affordable Homes, LLC, stated that is correct. Mr. Ezra asked Mr. Byron how much would be paid down, to which Mr. Byron stated a specific amount has not been decided on. Mr. Doucleff stated that the fees for Edwards and Route 66 mobile home parks, which are the properties including in this request and potential sale, have almost been paid in their entirety at this point; however, Lakeshore Estates to the north of these properties, which is also owned by the seller, is the mobile home park with the large amount of unpaid sewage fees that the County is hoping a large portion of would be paid at the closing of the sale of the Edwards and Route 66 mobile home parks. Mr. Petrillo suggested postponing the vote until March to give Mr. Ezra time to look into these issues, to which Chairman Madison responded that he feels that would be irresponsible to push it off for that amount of time. Chairman Madison stated he believes that sale of these properties would benefit everyone and would be a better situation than it is currently. Mr. Ezra stated that if the Committee votes to postpone, he believes these issues could be addressed by January. Mr. Byron stated there is a time frame for this sale, and they have done what they could to work with staff through this process to have it finished before the end of the year. Mr. Najjar stated the issues with setbacks and the size of new mobile homes brought into the park were addressed in the plan they provided, and the seller has agreed to pay a significant portion of the unpaid sewer fees out of closing. Mr. Ezra stated there was a meeting with himself, Mr. Doucleff, and those involved in the sale and rezoning of the properties to discuss the issues and what would be required for the rezoning to occur, and the plans provided by the parties involved complied with what staff were requiring of them. Mr. Wesley asked if emergency equipment access was considered by the parties involved, staff, and the ZBA, to which Mr. Doucleff responded that emergency equipment access was not addressed in the plans. Chairman Madison stated that the mobile home park is already existing in the condition that it is currently and the vote will occur during this meeting. Mr. Najjar stated these issues are addressed in the plan that was provided, including compliance with the Department of Public Health and Fire Safety requirements, the Illinois Manufactured Housing Act, and all federal HUD standards, which Mr. Najjar stated the park currently meets. Chairman Madison asked for a motion. Mr. Chapman asked Mr. Ezra if a lack of a motion means that it dies, to which Mr. Ezra responded that he believed that is the case. Chairman Madison stated he does not think that is correct. Mr. Petrillo asked Mr. Najjar if he owns other mobile home parks, to which he responded that he does own another mobile home park. Mr. Petrillo asked if any are nearby, to which Mr. Najjar responded that the other one he owns is up by Chicago. Mr. Wesley stated that he is not against the sale, but there are outstanding questions that he has that are preventing him from making a motion or voting in favor. Chairman Madison asked which questions he still has. Mr. Michael stated that since the request still has to go to County Board for a final decision, the Committee must vote or postpone the vote, to which Mr. Ezra stated he believed that is correct. Mr. Michael made a motion for approval. Mrs. Buncher clarified that the ZBA voted so that all mobile homes, including occupant-owned, in the park must be replaced with 1976 or newer models within five years, but staff is recommending that all mobile homes owned by the park itself must be replaced with 1976 or newer models within five years, so the Committee must decide which way to vote on that. Mr. Byron clarified that the reason for this change is he does not believe the mobile home park has the authority to force residents who own their mobile home to purchase a newer one if it is older than 1976. Mr. Michael stated that if nothing is done, then none of the homes would be improved and the park would continue to get worse. Chairman Madison added that without the sale, the fees due to Special Service Area 1 would not get paid. Mr. Chapman noted that if there are concerns about the ability for firetrucks to get into the park, then there are statutes in place where an inspector could come out and make them change it. Mr. Chapman also noted that, if approved, updates and improvements would be made to the park. Mr. Pollard left the meeting during this discussion. Mr. Petrillo asked how many mobile homes are owned by the occupants, to which Mr. Najjar responded that he believed it was 34 mobile homes. Mr. Petrillo asked if there is an inspection if a mobile home owner sells it to someone else, to which Mr. Doucleff stated that we do not do occupancy permits or inspections for mobile homes for sale. A discussion ensued about changing that regulation in the future. Mr. Petrillo seconded Mr. Michael's motion. Mr. Michael clarified that his motion was for approval with the staff recommendation that the mobile homes owned by the park itself be replaced within the five year time limit. Chairman Madison asked Mr. Petrillo if that is what he second was for as well, to which Mr. Petrillo responded that it is. Roll-call vote. Ayes to the motion by Mr. Chapman, Mr. Michael, Mr. Trucano, and Mr. Wesley. Nays to the motion by Mr. Petrillo. Motion approved.

Chairman Madison brought in the Refund Request for Matt Noeth. Mr. Doucleff gave a brief description of the request. Chairman Madison asked if everyone had seen the Purchase Order Report. Mr. Michael made a motion to approve the Refund Request for Matt Noeth and the Purchase Order Report. Seconded by Mr. Wesley. Roll-call vote. All ayes. Motion approved.

#### **Executive Session for Semi-Annual Review of Executive Session Minutes – May 4 & 18, 2017**

Chairman Madison asked for a motion to go into an Executive Session. Mrs. Buncher stated that since there are no updates, there is no need to go into Executive Session unless the minutes are going to be discussed. Chairman Madison asked if staff is recommending that these minutes remain undisclosed, to which Mrs. Buncher and Mr. Doucleff responded that they are. Chairman Madison asked for a motion to keep the minutes closed. Mr. Wesley made a motion to keep the minutes closed. Seconded by Mr. Chapman. Voice vote. All ayes. Motion approved.

#### **Administrator's Report:**

Mr. Doucleff described the confusion at the previous County Board meeting regarding the text amendment to Chapter 90 of the Code of Ordinances, which was approved at the previous P&D Committee meeting, but was thought to have been postponed at the meeting during the County Board meeting. Mr. Doucleff stated it would be going back to the County Board again at the next meeting.

Mr. Doucleff discussed the desire of the Planning & Development Department to no longer provide hard copies of the packet to the Committee, due to the cost and the amount of waste that comes from printing that much paper. Mr. Doucleff stated that Committee packets range from 60-100 pages per packet. Mr. Doucleff stated that staff will provide hard copies to those Committee members who do not have a way to print them themselves. Mr. Wesley stated that he did not get the electronic copy of the packet for this meeting, to which Mrs. Buncher replied that Ms. Maxey had trouble getting it to go through to Mr. Wesley due to the size of the packet, but Ms. Maxey had also sent Mr. Wesley a link to the packet online. Mr. Wesley stated he does support having an electronic copy rather than a paper copy, but wants to ensure that everyone always gets the electronic copy. Mrs. Buncher stated that staff also post the packet to the Planning & Development website, so if there is an issue in the future where someone did not receive the emailed copy, then to contact staff for it or look on the Department website. Mr. Chapman stated he finds a paper copy is more helpful than an electronic copy. Mr. Doucleff stated that staff just wanted to give the Committee the option, but we can print one out for anyone who wants one. Mr. Wesley stated that it would be helpful to have the packet up on the projector to go to specific sections if there was something brought up during the meeting that needed to be looked at. Mr. Petrillo stated he also prefers paper, but he understands in this case why staff did not want to print that packets since it was around 140 pages, and he asked if it would be possible to call the Department to ask for parts of the packet to be printed, to which Mr. Doucleff stated staff would print out the full packet for anyone who asked for it.

Chairman Madison stated at a future meeting he wants to discuss the cost of zoning hearings for variances and Special Use Permits. Chairman Madison stated he also would like to discuss home-based businesses at a future meeting.

#### **Adjournment:**

Mr. Trucano made a motion to adjourn the meeting. Seconded by Mr. Michael. Voice-vote. All ayes. Motion approved.

Meeting adjourned.