

Village of Poplar Grove
Planning and Zoning Commission Minutes
*****Approved*****
Tuesday, November 2, 2010
7:00 p.m.

11.0 Call to Order: 7:00 pm.

11.1 Roll: Present: Don Bawden Paul DeBruyne Steve Mundy
Jessica Roberts Don Sattler Ed Wethington
Kathy Miller & Gina DelRose (village planners)
7:30 arrival: Jake Dykstra

11.2 Approve/Amend Agenda:

At the October meeting of the Village Board, the special use request submitted by the North Boone Fire District to build a training tower was moved back to the November agenda of the PZC for “discovery.” Since the October meeting, the Village Board scheduled and held a special meeting at which time this request was discussed and voted upon, bringing this request to closure.

Motion: Remove agenda item VI. A. from the November 2, 2010 agenda.

Motion to approve: (Paul DeBruyne/Don Sattler)

Vote: 6 – 0 Motion Passed

11.3 Approval of October 5, 2010 Minutes:

Motion to approve: (Paul DeBruyne/Steve Mundy)

Vote: 6 – 0 Motion Passed

11.4 Old Business:

A. Draft #3 – Title 8, Chapter 3, Duties of the PZC

The third draft of this proposed revision of this chapter was reviewed.

By consensus, this draft was accepted as proposed. (Proposed drafts will be accepted by consensus until all chapters have been reviewed. Once all chapters have been reviewed, the complete rewrite will be voted on and moved forward.)

B. Draft #3 – Title 8, Chapter 5, Sections 1 – 12, Zoning Procedures

The third draft of the proposed revision of this chapter was reviewed.

By consensus, this draft was accepted as proposed.

11.5 New Business:

A. First Draft:

Title 8, Chapter 1, General Provisions:

The first draft of this information was reviewed.

By consensus, this draft was accepted as proposed.

B. First Draft:

Title 8, Chapter 11, Flood Damage Preventive Ordinance:

This 25 page proposed ordinance is one part of the application process for the village to become involved with FEMA and Flood Plain Damage Prevention. This ordinance will be included in the village’s zoning ordinances but is being moved forward at this time to expedite the village’s application process. Kathy Miller will provide a copy of this ordinance and a list of other information still needed to complete the village’s application.

Motion: Move to approve and recommend approval by the Village Board of the November, 2010, Draft 1 of “Title 8, Zoning, Chapter 11, Flood Damage Prevention Ordinance.”

Move to Approve: Paul DeBruyne/Jessica Roberts
Vote: 7 – 0 Motion Passed

C. Village Fees:

Kathy and Gina provided information regarding fees of neighboring municipalities. Jessica provided information regarding Rockford’s fees.

Motion: A subcommittee of Gina, Kathy, and Jessica be formed to determine a proposed revision of the village’s current fees. The proposed revision is to be brought to the December meeting of the PZC for discussion.

Move to Approve: Paul DeBruyne/Don Sattler
Vote: 7 – 0 Motion Passed

11.6 Round Table:

Gina and Kathy: There will be an “Open House” to review the Belvidere/Boone County Comprehensive Plan. The Open House will be Monday, November 8, 2010, 6:00 pm to 8:00 pm in the Community Building in Belvidere.

Jake: Requested an update on Lane’s Produce Stand. Don indicated Mr. Lane and the village attorney are scheduled for a court date Thursday, November 4, 2010, at 1:00 pm

Don: Asked the Commission and Gina and Kathy if a March meeting with the Village Board to discuss all of the proposed zoning ordinance revisions was too optimistic of a time line considering the scope of the project. It was determined an April meeting would be a realistic goal.

All others: Pass

11.7 Adjournment:

Meeting adjourned Ed Wethington/Jessica Roberts
Time: 7:58 pm

