

**PLANNING AND DEVELOPMENT COMMITTEE MEETING**

**January 20<sup>th</sup>, 2015**

**Members Present:**

Bill Meyer  
Jack Minner  
Kelly Tracy  
Brenda Roosevelt  
Brad Maxwell  
Helen Hawkins

**Members Absent:**

Robert Pollard

**Others Present:**

Matt Brandmeyer  
Tom Hawkins  
Derek Jackson  
Steve Brendel  
Leah Dettmers  
Andi Campbell  
Jim Murphy  
Marsha Mallard

**Approval of Minutes:**

Meeting was called to order by Chairman Bill Meyer.

Brenda Roosevelt made a motion to approve the minutes from December 20<sup>th</sup>, 2014. Seconded by Kelly Tracy. Motion approved. All ayes.

**Planning Coordinator's Report**

Derek Jackson presented the Committee with a summary of the Zoning Board of Appeals Findings of Fact and Recommendations for January 8<sup>th</sup>, 2015. Mr. Jackson also presented three final subdivision plats awaiting Committee review and approval: Appleway Subdivision, Valenti Acres, and Weckmann Subdivision. Mr. Jackson fielded questions from the Committee pertaining to these items.

Jack Minner and Brad Maxwell inquired about Kathy Poletti's petition (Z14-0036) to rezone a 37.47 acre tract of land from "A" Agriculture to "R-1" Single Family Residential in order to develop a new residential subdivision. Mr. Minner asked whether the private sewage systems would be subsurface or surface discharge. Marsha Mallard, the project engineer, stated that they were looking towards subsurface in the preliminary designs, but it would ultimately depend on the soil classification.

Mr. Maxwell expressed some safety concerns with Phase 1 of the subdivision, specifically the four (4) lots nearest the Maple Grove Road and Staunton Road intersections, lots four (4) through seven (7). Mr. Maxwell asked if it would be possible for these four lots to have driveway access within the subdivision, instead of directly to Maple Grove Road and Staunton Road. Ms. Mallard suggested that the two problematic lots on Staunton Road could share a common ingress and egress to limit the access points, but that the Polettis were not developers and would not be providing any roadways or public improvements.

Mr. Jackson stated that the proposal complies with both the Comprehensive Plan as well as the I-55 Corridor Plan.

**Citizens Wishing to Address the Committee:**

Jim Murphy spoke on behalf of his petition (Z14-0046) to rezone a tract of land from "R-4" Single Family Residential District to "B-3" Highway Business District in order to operate a landscape business. Mr. Murphy stated that he has substantially improved the property since he purchased it in 2014 and that he plans to conduct his business in a manner that is respectful of his residential neighbors. Mr. Murphy concluded by stating that their presence at the proposed location would be a positive addition to the area.

**New Business:**

Brad Maxwell made a motion to table the Resolution, Zoning Board of Appeals Findings of Fact, and Recommendations for Z14-0036 until the following Planning & Development Committee meeting. Seconded by Kelly Tracy. Motion approved. All ayes.

Kelly Tracy made a motion to approve Resolutions, Zoning Board of Appeals' Findings of Fact, and Recommendations for January 8, 2015. Seconded by Brad Maxwell. Motion approved. All ayes.

Kelly Tracy made a motion to approve Appleway Subdivision – Minor Subdivision Plat. Seconded by Brad Maxwell. Motion approved. All ayes.

Jack Minner made a motion to approve Valenti Acres – Minor Subdivision Plat. Seconded by Kelly Tracy. Motion approved. All ayes.

Jack Minner made a motion to approve Weckmann Subdivision – Minor Subdivision Plat. Seconded by Kelly Tracy. Motion approved. All ayes.

Leah Dettmers, Sustainability Coordinator, explained that the originally-projected cost of the Purchase Request for Heritage Environmental to conduct the Environmental Lab clean-up had increased by \$1,003. This is due to federal DOT standards, which dictate how many pounds of chemicals may be hauled at one time.

Brad Maxwell made a motion to approve the Purchase Request Change Order for Heritage Environmental Lab Clean-Up Contract. Seconded by Helen Hawkins. Motion approved. All ayes.

Leah Dettmers explained that this will be Crystal Converse's second semester interning with the Planning and Development Department and described the job duties Crystal has assumed while being with the department.

Jack Minner made a motion to approve the Purchase Request for Spring 2015 SIUE Internship to Crystal Converse. Seconded by Brad Maxwell. Motion approved. All ayes.

Leah Dettmers explained that the contract with Rehrig Pacific will provide 18-gallon, blue, rectangular recycling bins for Madison County citizens living in municipalities that do not contract with a waste removal service. She stated that the County is required to provide this service. Ms. Dettmers also stated that the contract would lock the price in for 36 months with an open option to buy.

Brenda Roosevelt made a motion to approve a Resolution to Award Rehrig Pacific a Contract for Residential Recycling Bins. Seconded by Kelly Tracy. Motion approved. All ayes.

Kelly Tracy made a motion to approve the Purchase Order Report. Seconded by Helen Hawkins. Motion approved. All ayes.

**Administrator's Report:**

Matt Brandmeyer said the Stunkel ZBA hearing is next week, and he's meeting with Stunkel attorneys and their engineer tomorrow. Matt said Dave Oates from Oates and Associates will provide engineering support for the County. He said he's trying to get them to agree to a compliance agreement with clear 30-90-180 day milestones. He said if they agree before the hearing, he'll ask the ZBA to table the item and let the agreement. Matt asked if the Committee has any objections. The Committee discussed the timing. Matt said compliance is doable, but it's not going to happen overnight. The Committee asked about enforcement. Matt said the Dept. hadn't received a call from the neighbors for several years until April of last year, which is when the current enforcement process began. He said the Dept. is complaint driven, and if we don't receive a call, it's likely we won't know there's an issue. He said there's also a misconception that the SUP required a yearly inspection. He said it actually only required a follow-up inspection after one year to review the fence and tree installation. Matt said regardless staff is putting together a list of zoning approvals that have conditions attached and will develop a schedule for ongoing follow-up inspections.

Leah Dettmers brought the Committee's attention to this year's grant packet, which includes a specific project list.

Steve Brendel, Stormwater Coordinator, provided the Planning & Development Committee with a power point presentation to further explain the Conservation Reserve Enhancement Program (CREP) and how Madison County Soil and Water Conservation District is administering it in eastern areas of the county. Mr. Brendel also explained that CREP ties directly into our watershed planning strategy and provided maps to show the details of the HUC 10 watersheds in Madison County.

**Adjournment:**

Kelly Tracy made a motion to adjourn meeting. Seconded by Brad Maxwell. Motion approved. All ayes.

Meeting adjourned.