

# **Documents Distributed to the County Board at the Meeting**

## **Committee of the Whole June 7, 2011**

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Champaign  
County  
Department of

**PLANNING &  
ZONING**

**TO: Champaign County Board Committee of the Whole  
Environment and Land Use Committee**

**FROM: June 7, 2011**

**DATE: John Hall, Zoning Administrator**

**RE: Request Authorization to Update the Land Evaluation  
portion of the Champaign County Land Evaluation and Site  
Assessment (LESA) System**

**Brookens  
Administrative Center  
1776 E. Washington Street  
Urbana, Illinois 61802**

**(217) 384-3708**

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**STATUS**

A Revised Land Evaluation Update Committee is attached with the name of an individual from the University of Illinois Extension for Champaign County who would be happy to serve on the Committee if approved by the County Board.

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**ATTACHMENTS**

A Revised LE Update Committee

**ATTACHMENT A REVISED Proposed Land Evaluation Update Committee**  
JUNE 7, 2011

**Proposed Land Evaluation Update Committee**  
**REVISED JUNE 7, 2011<sup>†</sup>**

Position on the Original LE Committee (1983)	Position on Proposed LE Committee	Individual
Champaign County SWCD - Resource Conservationist	Champaign County SWCD – Resource Conservationist	Bruce Stickers*
Champaign County SWCD – Board of Directors Chair	Champaign County SWCD – Board of Directors Chair	Steve Stierwalt*
Champaign County Farm Bureau - Manager	Champaign County Farm Bureau – Manager	Brad Uken
SCS USDA District Conservationist	USDA NRCS – District Conservationist	Kevin Donoho
University of Illinois Agriculture Cooperative Extension Service – Senior Extension Adviser	<u>University of Illinois Extension - Champaign County Unit Educator<sup>†</sup></u>	<u>Steven Ayers<sup>†</sup></u>
Champaign County – Zoning Administrator	Champaign County – Zoning Administrator**	John Hall*
CCRPC Planner	CCRPC Planner (facilitator)	Susan Monte*
Notes * The same person in the same capacity is on the Site Assessment Update Committee ** Nonvoting position  <sup>†</sup> <u>Changes from the Agenda are underlined</u>		

# MONTHLY REPORT for MAY 2011<sup>1</sup>

Champaign  
County  
Department of

**PLANNING &  
ZONING**

Brookens  
Administrative Center  
1776 E. Washington Street  
Urbana, Illinois 61802

(217) 384-3708

## Zoning Cases

The distribution of cases filed, completed, and pending is detailed in Table 1. One zoning case was filed in May and no cases were filed in May 2010. The average number of cases filed in May in the preceding five years is 2.4.

One ZBA meeting was held in May and one case was finalized. Two ZBA meetings were held in May 2010 and one case was completed. The average number of cases finalized in May in the preceding five years is 2.4 (coincidentally the same cases filed).

By the end of May there were 8 cases pending. By the end of May 2010 there were 13 cases pending.

**Table 1. Zoning Case Activity in May 2011**

Type of Case	May 2011 1 ZBA meeting		May 2010 2 ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	0	1	0	0
SFHA Variance	0	0	0	0
Special Use	1	0	0	1
Map Amendment	0	0	0	0
Text Amendment	0	0	0	0
Change of Non-conforming Use	0	0	0	0
Administrative Variance	0	0	0	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>1</b>
Total cases filed (fiscal year to date)	11 cases		13 cases	
Total cases completed (fiscal year to date)	8 cases**		6 cases	
Case pending*	8 cases**		13 cases	
* Cases pending includes all cases continued and new cases filed				
** One case has been withdrawn in FY2011 without a public hearing				

<sup>1</sup> Note that approved absences, sick days (including one staff person out on surgical leave the entire month), and the continued loss of an Associate Planner resulted in an average staffing of 56% or the equivalent of less than 3.0 staff members (of the 5 authorized) present for each of the 21 work days in May.

### **Subdivisions**

There was one County subdivision recording in May but no new applications were received. No municipal subdivisions were reviewed for compliance with County zoning in May.

### **Zoning Use Permits**

A detailed breakdown of permitting activity appears in Table 2. A list of all Zoning Use Permits issued for the month is at Appendix A. Permitting activity in May can be summarized as follows:

- There were 12 permits for 11 structures in May compared to 17 permits for 14 structures in May 2010. The five-year average for permits in May in the preceding five years is 23.2.
- Three months in the last 7 months (January 2011, February 2011, September 2010) have exceeded the five-year average for number of permits.
- The average turnaround (review) time for complete initial residential permit applications in May was 4.8 days.
- The reported value for construction authorized in permits for May was \$877,182 compared to \$3,420,187 in May 2010. The May 2010 value is so much higher due to a large industrial project and several high value residential additions. The five-year average reported value for authorized construction in May is \$2,212,374.
- Only four months (February 2011, August and May 2010 and March 2009) in the last 28 months have equaled or exceeded the five-year average for reported value of construction.
- The County collected \$2,738 in fees for May compared to \$4,471 in May 2010. The five-year average for fees collected in May is \$6,412.
- Fees equaled or exceeded the five-year average for collected permit fees in only three other months (August 2010 and December and March 2009) in the last 25 months.
- There were also 4 lot split inquiries and more than 260 other zoning inquiries in May.
- One set of ZBA meeting minutes was completed and approved in May.
- Permitting staff continued to help in the absence of an Associate Planner in May.
- One Zoning Technician was on medical leave and returned part time on May 25.

### **Zoning Compliance Inspections**

A list of the Zoning Compliance Certificates approved in May is included as Appendix B. Compliance inspection activity in May can be summarized as follows:

- Four compliance inspections were made in May and the total inspections so far in FY2011 is only 27.

**TABLE 2. PERMIT ACTIVITY MAY, 2011**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential		N.A.		1	N.A.	400,000
Other	1	N.A.	8,000	7	N.A.	420,214
SINGLE FAMILY Residential:						
New - Site Built	2	1,494	621,000	8	4,719	1,936,000
Manufactured				1	369	160,000
Additions	2	194	45,000	9	1,755	521,100
Accessory to Residential	3	340	24,200	13	2,235	178,495
TWO-FAMILY Residential						
Average turn-around time for permit approval			4.8 days			
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural	1	33	0	2	66	0
Neighborhood		N.A.		5	N.A.	0
COMMERCIAL:						
New				2	1,656	231,000
Other	1	577	177,782	2	674	178,982
INDUSTRIAL:						
New						
Other						
OTHER USES:						
New						
Other	1	100	0	2	100	36,000
SIGNS	1	0	1,200	1	0	1,200
TOWERS (Includes Acc. Bldg.)				2	0	100,000
OTHER PERMITS				3	294	600
<b>TOTAL</b>	<b>12/11</b>	<b>\$2,738</b>	<b>\$877,182</b>	<b>58/48</b>	<b>\$11,868</b>	<b>\$4,163,591</b>

\*12 permits were issued for 11 structures during May, 2011

◇58 permits have been issued for 49 structures since December, 2010 (FY 12/2010 - 11/2011)

NOTE: Home occupations and other permits (change of use, temporary use) total 10 since December, 2010, (this number is not included in the total # of structures).

## Planning & Zoning Monthly Report

MAY 2011

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- Two compliance certificates were issued in May. Note that a compliance certificate should be authorized no longer than 12 months after the permit was issued so this compares to the total of 14 permits for structures in May 2010. Thus, the backlog of compliance inspections increased slightly in May.
- Inspections have cleared compliance for a total of 37 permits so far this fiscal year (since December 1, 2010) which averages to about 1.5 completed compliance inspections per week for FY2011. The FY2011 budget anticipates a total of 516 compliance inspections for an average of 9.9 inspections per week.

### Zoning and Nuisance Enforcement

Table 3 contains the detailed breakdown of enforcement activity for May 2011 that can be summarized as follows:

- 7 new complaints were received in May compared to 3 in May 2010. One additional complaint was referred to other agencies in May and 4 were referred in May 2010.
- 15 enforcement inspections were conducted in May compared to 30 in May 2010.
- Four contacts were made prior to written notification in May and none were made in May 2010.
- 19 initial investigation inquiries were made in May for an average of 4.2 per week in May and 5.0 per week for the fiscal year. The FY2011 budget had anticipated an average of 6.5 initial investigation inquiries per week.
- No First Notices and one Final Notice was issued in May compared to 5 First Notices and no Final Notices in May 2010. The FY2011 budget had anticipated a total of 60 First Notices and so far there has been a total of only 14 First Notices (23% of that total) by the end of the May.
- No case was referred to the State's Attorney in May and no cases were referred in May 2010.
- 6 cases were resolved in May compared to 7 cases that were resolved in May 2010.
- 539 cases remain open at the end of May compared to 539 open cases at the end of May 2010. Recently the number of cases was as low as 531 in March 2011 and 515 cases in May 2008.

### APPENDICES

- A Zoning Use Permits Authorized**
- B Zoning Compliance Certificates Issued in May**

TABLE 3. ENFORCEMENT ACTIVITY FOR MAY, 2011

	FY 2010 Enforcement	December, 2010	January, 2011	February, 2011	March, 2011	April, 2011	May, 2011	TOTALS FOR FY 11
Complaints Received	99	2	6	3	10	13	7	41
Initial Complaints Referred to Other Agencies	15	0	0	0	1	0	1	1
<b>TOTAL CASES INCLUDING PREVIOUS YEARS</b>								
Inspections	347	8	15	23	27	35	15	123
Phone or On-Site Contact Prior to Written Notification	24	0	0	1	2	0	4	7
1st Notices Issued	40	2	2	3	4	3	0	14
Final Notices Issued	14	0	0	1	0	0	1	2
Referrals to State's Attorney's Office	5	1	0	0	1	0	0	2
Cases Resolved <sup>1</sup>	119	1	0	10	32	6	6	55
Open Cases <sup>2</sup>	553	554	560	553	531	538	539	539*/**

<sup>1</sup>Resolved cases are cases that have been inspected, notice given, and violation is gone, or inspection has occurred and no violation has been found to occur on the property.

<sup>2</sup>Open Cases are unresolved cases, and include any cases referred to the State's Attorney's Office or new complaints not yet investigated.

\*Open Cases include the previous number of open cases plus the number of new complaints received in the current month less the number of cases resolved in that same month.

\*\*The 539 open cases include 27 cases that have been referred to the State's Attorney's Office, 15 cases that involve properties where kennels are being operated and will be addressed in the Zoning Ordinance revision process, and 8 cases that involve floodplain matters which brings the total of open cases to 489.



**APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING MAY, 2011**

<b><u>NUMBER</u></b>	<b><u>LOCATION</u></b>	<b><u>NAME</u></b>	<b><u>DATE IN/ DATE OUT</u></b>	<b><u>PROJECT</u></b>
111-05-01		Pending Special Use Permit		
221-05-01		Pending resolution of violation		
RHO				
345-05-01		Under review		
26-06-02		Under review		
88-06-01		More information needed		
RHO				
118-06-02		Under review		
277-06-02		More information needed		
FP				
82-07-01		Need IDNR response		
FP				
192-07-02		More information needed		
FP				
219-07-01		More information needed		
219-07-02		More information needed		
RHO				
250-07-02		More information needed		
320-07-01		More information needed		
FP				
18-08-01		Under review		
137-08-01		Under review		
187-08-02		Under review		
235-08-01		More information needed, possible Variance		
235-08-02		More information needed, possible Variance		
237-08-01		Under review		
266-08-01		Variance needed		
310-08-01		Under review, possible RRO, subdivision issues		
12-09-01		Under review		
147-09-01		Under review		

**APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING MAY, 2011**

357-09-01	Under review			
RHO				
41-10-01	Pending Special Use Permit			
54-10-01	Under review			
251-10-01	Variance needed			
03-11-01	Zoning Case required			
10-11-01	More information required			
26-11-01	Under review			
47-11-02	Lot 78, Woodard's Heather Hills 4 <sup>th</sup>	Jim McCune	02/16/11 05/24/11	construct a detached garage
AG-2	Subdivision, Section 2, St. Joseph Township; 2251 Churchill Drive, St. Joseph, Illinois PIN: 28-22-02-181-010			
62-11-02	A tract of land located in the W ½ of the S ½ of the NW 1/4 of Section 34, Champaign Township; 3902 S. Duncan Road, Champaign, Illinois PIN: 03-20-34-151-005	Paul Curtis	03/03/11 05/10/11	construct an addition to an existing store/restaurant
AG-2				
66-11-01	More information needed			
77-11-02	More information needed, possible Variance			
80-11-02	More information needed			
RHO				
91-11-02	More information needed			
105-11-01	Lot 9 in Green Acres 1 <sup>st</sup> Subdivision and a tract of land consisting of .068 acres immediately south of Lot 9, Section 17, Mahomet Township; 113 CR 2150N, Mahomet, Illinois PIN: 15-13-17-301-037 & 021	William and Pam Brewer	04/15/11 05/10/11	construct a single family home with attached garage
AG-2				

**APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING MAY, 2011**

109-11-01 FP CR	A tract of land in the SE 1/4 of the SW 1/4 of Section 33, South Homer Township; 2699 CR 1200N, Homer, Illinois PIN: 26-24-33-376-014	Jeff Fruhling	04/19/11 05/09/11	placement of 15 to 20 feet of fill in an area that is partially located in the mapped floodplain
112-11-01 R-1	Lot 16, Richardson Estates Subdivision, Section 3, Urbana Township; 3005 Kyle Street, Urbana, Illinois PIN: 30-21-03-476-004	David O'Rourke	04/21/11 05/09/11	construct an addition to an existing single family home
116-11-01 RHO AG-1	A tract of land located in the SW 1/4 of Section 3, Somer Township; 1532B CR 2300N, Urbana, IL PIN: 25-15-03-300-011	Deanna and Alan Zehr	04/26/11 05/04/11	Establish a Rural Home Occupation, <i>Zehr Trucking, Inc.</i>
116-11-02	Variance required			
118-11-01 R-1	Lot 177, Edgewood 7 <sup>th</sup> Subdivision, Section 10, Urbana Township; 2303 Slayback Street, Urbana, Illinois PIN: 30-21-10-304-002	Charles Trimble	04/28/11 05/04/11	construct a detached garage
122-11-01 AG-1	Lot 102, Thor-O-Bred Acres Subdivision, Section 15, Hensley Township; 1002 Churchill Downs Drive, Champaign, Illinois PIN: 12-14-14-351-002	Fred and Patty Einck	05/02/11 05/10/11	construct a single family home with attached garage and a detached storage building
123-11-01	Subdivision question with Urbana			
124-11-01 R-1	Lot 7, Crooked Creek Subdivision, Section 1, Mahomet Township; 5621 CR 2400N, Dewey, Illinois PIN: 15-13-11-252-003	John and Jennifer Skillings	05/04/11 05/11/11	construct a room addition and a covered patio addition to an existing single family home

**APPENDIX A. ZONING USE PERMITS AUTHORIZED DURING MAY, 2011**

129-11-01	Lot 56, Timberview Subdivision, Section 16, Mahomet Township; 304 Timberview Drive, Mahomet, Illinois PIN: 15-13-16-126-020	Michael Scott	05/09/11 05/24/11	place an above ground swimming pool on the subject property with a self-closing, self-latching gate at the entrance to the pool
R-1				
129-11-02	A one acre tract of land being a part of the SE 1/4 of the SE 1/4 of Section 33, Raymond Township; 301 S. Johnson Avenue, Longview, Illinois PIN: 21-34-33-477-005	Larry and Deborah Quick	05/09/11 05/12/11	construct a detached storage shed
AG-2				
129-11-03	Lot question with Urbana			
131-11-01	A tract of land in the NW 1/4 of Section 12, Compromise Township; SE Corner of the intersection of CR 2900N and CR 2300E, Gifford, Illinois; PIN: 06-10-12-100-004	Village of Gifford/ Bill and Alvina Pflugmacher	05/11/11 05/24/11	erect a freestanding sign
AG-1				
138-11-01	Under review			
139-11-01	Under review			
140-11-01	Under review			
146-11-01	Under review			
147-11-01	Under review			
147-11-02	Under review			
147-11-03	Under review			
151-11-01	Under review			
151-11-02	Under review			
RHO				
151-11-03	Under review			

**APPENDIX B: ZONING COMPLIANCE CERTIFICATES ISSUED DURING MAY, 2011**

<b><u>DATE</u></b>	<b><u>LOCATION</u></b>	<b><u>PROJECT</u></b>
05/18/11 301-10-01	A tract of land in the NW Corner of the E ½ of the NW 1/4 of Section 30, Tolono Township; 621 CR 800N, Tolono, Illinois PIN: Pt. of 29-26-30-100-003	place a manufactured home with attached garage on the subject property
05/18/11 38-03-01	Lot 4 and the East 44' of Lot 5 of Ingram's Subdivision, Section 30, Ogden Township; 2538 Homer Lake Road, Ogden, Illinois PIN: 17-24-30-177-009	a single family home with attached garage