



## CHAMPAIGN COUNTY BOARD ENVIRONMENT and LAND USE COMMITTEE (ELUC) AGENDA

County of Champaign, Urbana, Illinois

Thursday, August 9, 2018 - 6:30 p.m.

Lyle Shields Meeting Room

Brookens Administrative Center, 1776 E. Washington St., Urbana

### Committee Members:

Aaron Esry – Chair

Pattsi Petrie – Vice-Chair

Stephanie Fortado

Jim Goss

Brooks Marsh

Kyle Patterson

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda/Addenda
- IV. Approval of Minutes
  - A. ELUC Committee meeting – July 5, 2018 1 - 3
- V. Public Participation
- VI. Communications
- VII. **For Information Only**
  - A. Mahomet Aquifer Protection Task Force Update 4 - 7
  - B. SB1597 (creates the Carryout Bag Fee Act)
  - C. Additional Ordinances, Additional Staffing, and Alternative Approaches to Improve Enforcement *(to be distributed)*
- VIII. **Items to be Approved by the Committee**
  - A. Annual Renewal for Recreation and Entertainment License: Last Call for Alchol, Inc. for bands, DJ, at 105 Main Street, Penfield. 07/11/18 – 12/31/18 8 - 12
  - B. Recreation and Entertainment License: Row Crop LLC (Luke Bryan Concert) Live bands, at the field at 930 CR300N, Pesotum for September 26, 2018 13 - 19
- IX. **Items to be Recommended to the County Board**
  - A. Proposed FY2019 RPC Planning Contract for Champaign County 20 - 29
  - B. Draft Intergovernmental Agreement to Share Costs of Illinois EPA One-Day Household Hazardous Waste Collection 30 - 32
  - C. **Case 895-AT-18.** Amend the Champaign County Zoning Ordinance to add “Solar Farm” as a new principal use under the category “Industrial Uses: Electric Power Generating Facilities” and indicate that Solar Farm may be authorized by a County Board Special use Permit in the AG-1 Zoning District and the AG-2 Zoning District; add requirements and fees for “Solar Farm”; add any required definitions; and make certain other revisions to the Ordinance as detailed in the full legal description 33 - 81

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.

**CHAMPAIGN COUNTY BOARD**  
**ENVIRONMENT and LAND USE COMMITTEE (ELUC)**  
**August 9, 2018 Agenda**  
**Page 2**

- X. Monthly Report
  - A. November 2017 82 - 92
  - B. December 2017 93- 102
  - C. January 2018 103 - 112
  - D. February 2018 113 - 122
  - E. March 2018 123 - 133
  - F. April 2018 134 - 145
  - G. May 2018 146 - 157
  - H. June 2018 158 - 172
  
- XI. Other Business
  
- XII. Chair's Report
  
- XIII. Designation of Items to be Placed on Consent Agenda
  
- XIV. Adjournment

Champaign County strives to provide an environment welcoming to all persons regardless of disabilities, race, gender, or religion. Please call 217-384-3776 to request special accommodations at least 2 business days in advance.



**Champaign County Board  
Environment and Land Use Committee (ELUC)  
County of Champaign, Urbana, Illinois**

**MINUTES – SUBJECT TO REVIEW AND APPROVAL**

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DATE: Thursday, July 5, 2018  
 TIME: 6:30 p.m.  
 PLACE: Lyle Shields Meeting Room  
 Brookens Administrative Center  
 1776 E Washington, Urbana, IL 61802

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**Committee Members**

<b>Present</b>	<b>Absent</b>
Aaron Esry (Chair)	
Pattsi Petrie (Vice Chair)	
Stephanie Fortado	
Jim Goss	
	Brooks Marsh
	Robert King
Kyle Patterson	

**County Staff:** John Hall (Zoning Administrator), Susan Monte (Planner), Tammy Asplund (Recording Secretary)  
**Others Present:** None

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**MINUTES**

**I. Call to Order**

Committee Chair Esry called the meeting to order at 6:34 p.m.

**II. Roll Call**

A verbal roll call was taken and a quorum was declared present.

**III. Approval of Agenda and Addenda**

**MOTION** by Petrie to approve the agenda with changes; seconded by Goss. Upon vote, the **MOTION CARRIED** unanimously.

Chair Esry requested Item IX be discussed ahead of Item VIII.

**IV. Approval of Minutes**

A. ELUC Committee meeting – June 7, 2018

**MOTION** by Petrie to approve the minutes of the June 7, 2018 ELUC meeting; seconded by Goss. Upon vote, the **MOTION CARRIED** unanimously.

**V. Public Participation**

Barney Bryson discussed the documents he provided to the committee regarding the issue with the bees his neighbor keeps.

Patrick Brown discussed the proposed solar farm language in the ordinance the Zoning board is working on. Mr. Brown stated letters of credit are most often used in solar projects, as opposed to the escrow account.

Yvonne Sadler stated homeowners are moving out of Scottswood neighborhood and being replaced by renters. Ms. Sadler complained that many properties have back yards full of junk. She requested a time limit for disabled cars on property. She expressed disappointment the neighbor's school bus has not been removed.

Michael Van Pelt displayed photographs of the Scottswood neighborhood comparing a year ago to today. He said nothing has been done. He thanked Mr. Esry for touring the neighborhood with him. Mr. Van Pelt asked the committee to help develop regulations that can be enforced regarding the maintenance of these properties.

Tim Montague commended the work performed on the ordinance with regard to solar farms. He asked the committee to pass it to the County Board for approval.

## **VI. Communications**

None

## **VII. For Information Only**

### *A. Champaign County Hazard Mitigation Planning Team Update*

Ms. Monte stated she last updated the plan in 2015. Ms. Monte plans to apply for funds to do another update in 2020. According to Ms. Monte, the IEMA application process takes six months. She plans to identify as many in-kind services as possible, to minimize cost to the County.

### *B. Mahomet Aquifer Protection Task Force Update*

Ms. Monte summarized the memo in the agenda packet. She noted the IEPA provides administrative support.

### *C. Comment Period Regarding Coal Ash in Middlefork Floodplain*

Ms. Monte explained the efforts to protect the floodplain began in 2012, when the EPA first investigated. She noted the EPA expects to reach its decision in October 2018. Ms. Monte encouraged all to contact public officials.

## **VIII. Items to Receive & Place on File by ELUC to Allow a 30-Day Review Period**

### *A. Case 895-AT-18. Amend the Champaign County Zoning Ordinance to add "Solar Farm" as a new principal use under the category "Industrial Uses Electric Power Generating Facilities" and indicate that Solar Farm may be authorized by a County Board Special Use Permit in the AG-1 Zoning District and the AG-2 Zoning District; Add requirements and fees for "Solar Farm"; add any required definition; and make Certain other revision to the Ordinance as detailed in the full legal description*

Mr. Hall reviewed the handout provided to committee members. Mr. Hall's Power Point presentation reviewed the Zoning Case, including the timeline, proposed revisions to the language of the Ordinance, and potential actions by this committee. Mr. Hall noted most of the discussion at the ZBA revolved around use of best prime farmland.

The committee discussed the pros and cons of letter of credit and escrow. Mr. Hall noted there has been a recommendation to require a minimum Standard & Poor's quality rating of BBB or better

for a letter of credit. Mr. Hall agreed to work with the State's Attorney's Office to provide language regarding bank credit rating at the next committee meeting.

**MOTION** by Petrie; seconded by Patterson. Upon vote, the **MOTION CARRIED** unanimously.

**IX. Items to be Recommended to the County Board**

- A. *Case 905-AM-18. A request by Peter Folk, d.b.a. Gargoyle Technologies, to amend the Zoning Map to change the zoning district designation from AG-2 Agriculture and B-3 Highway Business Zoning District to the B4 General Business Zoning District in Order to establish and operate a business office on a two-acre tract in the Northeast Quarter of the Southwest Quarter of Section 33, Township 20 North, Range 9 East of the Third Principal Meridian in Somer Township with an address of 3310 North Cunningham Avenue, Urbana*

Mr. Hall stated the ZBA recommended it unanimously. Mr. Esry noted Gargoyle Technologies is a wireless internet company.

**MOTION** by Petrie; seconded by Fortado. Upon vote, the **MOTION CARRIED** unanimously.

**X. Other Business**

Ms. Petrie commented the County does not have the tools at its disposal to provide the help requested by the public participants who spoke regarding the Scottswood neighborhood. Mr. Goss stated he drove through that neighborhood this evening and understands the frustration voiced by those public participants.

**XI. Chair's Report**

**XII. Designation of Items to be Placed on the Consent Agenda**

IX A

**XIII. Adjournment**

**MOTION** by Goss; seconded by Fortado. Upon vote, the **MOTION CARRIED** unanimously.

There being no further business, Mr. Esry adjourned the meeting at 8:42 p.m.

## Memorandum

**To:** Environment and Land Use Committee  
**From:** Susan Monte, RPC Planner  
**Date:** August 2, 2018  
**Re:** Mahomet Aquifer Protection Task Force Update\*  
**Action Request:** For Information Only

### Sub-Committee B Meeting

Sub-Committee B of the MAPTF is tasked with identifying actions that might be taken to ensure the long-term protection of the Mahomet Aquifer. Sub-Committee B is scheduled to meet:

Date: Monday, August 6, 2018  
Time: 9:00 a.m.  
Location: Jeld-Wen Windows and Doors, 201 Evans Road, Rantoul, Illinois

### Sub-Committee A Meeting

Sub-Committee A of the Mahomet Aquifer Protection Task Force (MAPTF) is tasked with identifying potential and current contamination threats to the water quality of the Mahomet Aquifer. Sub-Committee A is scheduled to meet:

Date: Monday, August 6, 2018  
Time: 10:30 a.m.  
Location: Jeld-Wen Windows and Doors, 201 Evans Road, Rantoul, Illinois

### Full Committee Meeting

The Full Committee of the Mahomet Aquifer Protection Task Force (MAPTF) is scheduled to meet:

Date: Monday, August 6, 2018  
Time: 11:30 a.m.  
Location: Jeld-Wen Windows and Doors, 201 Evans Road, Rantoul, Illinois

The August 6 Meeting Agendas for Sub-Committees A and B and the Full Committee are attached. As a note, the August 6 Meeting Agenda for the Full Committee meeting includes a presentation by Champaign County Board member Chris Stohr regarding "Illinois' Legacy Landfills, and Implications for Mahomet Aquifer Groundwater Resources".

**Attachments:** August 6 Meeting Agendas for Sub-Committees A and B and the Full Committee

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Note:

\* The URL <http://epa.illinois.gov/topics/community-relations/sites/mahomet-aquifer-task-force/index> contains the complete schedule of MAPTF Full Committee and Sub-Committee meetings.

# **Sub-Committee B Agenda**

**“Identifying actions that might be taken to ensure the long-term protection of the Mahomet Aquifer”**

**August 6, 2018**

**Location**                      **Jeld-Wen Windows and Doors**  
**Of Meeting:**                 **201 Evans Road**  
   **Rantoul, Illinois 61866**

**Time of Meeting:**        **9:00 AM**

1. Approval of Minutes from 7-9 Meeting
2. Presentation: Jim Risley; Recommendations of PRI’s Document by Category and Priority
3. Presentation: Rick Winkel; PRI update from the “Management and Protection of the Mahomet Aquifer Document”
4. Presentation Discussion
5. Future Subcommittee Meetings, Venues, and Topics
6. Subcommittee Comments
7. Public Comments
8. Adjourn

# **Sub-Committee A Agenda**

**“Identifying potential and current contamination threats to  
the water quality of the Mahomet Aquifer”**

**August 6, 2018**

**Location**                      **Jeld-Wen Windows and Doors**  
**Of Meeting:**                 **201 Evans Road**  
   **Rantoul, Illinois 61866**

**Time of Meeting:**        **10:30 AM**

1. Discussion of Minutes from Previous Meetings
2. Update on Landfill Lists (IEPA)
  - a. IEPA List of Mahomet Aquifer
  - b. List of “Pre RCRA” Landfills
3. Discussion on Source Water Protection Data Sheets
4. Future Subcommittee Meetings, Venues, and Topics
5. Subcommittee Comments
6. Public Comments
7. Adjourn



# **Mahomet Aquifer Task Force Agenda August 6, 2018**

**Location  
Of Meeting:**                    **Jeld-Wen Windows and Doors  
201 Evans Road  
Rantoul, Illinois 61866**

**Time of Meeting:**        **11:30 AM**

1. Approval of the Minutes from 6-18-2018
2. Presentation:  
Chris Stohr: Illinois' Legacy Landfills, and Implications for Mahomet Aquifer Groundwater Resources
3. Sub-Committee A Update "Identifying potential and current contamination threats to the water quality of the Mahomet Aquifer"-Charles Hostetler
4. Sub-Committee B Update "Identifying actions that might be taken to ensure the long-term protection of the Mahomet Aquifer"-Larry Stoner
5. Future Meeting Locations
6. Task Force Comments
7. Public Comments
8. Adjourn



STATE OF ILLINOIS  
 Champaign County  
 Application for:  
 Recreation & Entertainment License

**RECEIVED**

CHAMPAIGN COUNTY DEPARTMENT

Applications for License under County Ordinance No. 55 Regulating Recreational & Other Businesses within the County (for use by businesses covered by this Ordinance other than Massage Parlors and similar enterprises)

For Office Use Only

License No. 2018-ENT-011  
 Date(s) of Event(s) ANNUAL  
 Business Name: LAST CALL FOR ALCOHOL, INC  
 License Fee: \$ 100.00  
 Filing Fee: \$ 4.00  
 TOTAL FEE: \$ 104.00  
 Checker's Signature \_\_\_\_\_

**FILED**

Filing Fees: 2018  
 JUL 17 2018

Champaign County Clerk

Per Year (or fraction thereof): \$ 100.00  
 Per Single-day Event: \$ 10.00  
 Clerk's Filing Fee: \$ 4.00

Checks Must Be Made Payable To: Gordy Hulten, Champaign County Clerk

The undersigned individual, partnership, or corporation hereby makes application for the issuance of a license to engage a business controlled under County Ordinance No. 55 and makes the following statements under oath:

- A. 1. Name of Business: Last Call For Alcohol, Inc
2. Location of Business for which application is made: \_\_\_\_\_
3. Business address of Business for which application is made: 105 mm St Penfield IL 61860
4. Zoning Classification of Property: Commercial
5. Date the Business covered by Ordinance No. 55 began at this location: 8/20/04
6. Nature of Business normally conducted at this location: \_\_\_\_\_
7. Nature of Activity to be licensed (include all forms of recreation and entertainment to be provided): Bar, Tavern / Restaurant
8. Term for which License is sought (specifically beginning & ending dates): 7-11-18 - 12-31-18

NOTE: All annual licenses expire on December 31st of each year)

9. Do you own the building or property for which this license is sought? NO
10. If you have a lease or rent the property, state the name and address of the owner and when the lease or rental agreement expires: HBT 217-602 Country Fair Dr. Champaign IL 61821
11. If any licensed activity will occur outdoors attach a Site Plan (with dimensions) to this application showing location of all buildings, outdoor areas to be used for various purposes and parking spaces. See page 3, Item 7.

**INCOMPLETE FORMS WILL NOT BE CONSIDERED FOR A LICENSE AND WILL BE RETURNED TO APPLICANT**

217-474-2677

B. If this business will be conducted by a person other than the applicant, give the following information about person employed by applicant as manager, agent or locally responsible party of the business in the designated location:

Name: Sheri Kaufman Date of Birth: \_\_\_\_\_  
Place of Birth: Plymouth Tl. Social Security No.: \_\_\_\_\_  
Residence Address: 200 Bussey Penfield Tl. 61867  
Citizenship: US If naturalized, place and date of naturalization: \_\_\_\_\_

If, during the license period, a new manager or agent is hired to conduct this business, the applicant MUST furnish the County the above information for the new manager or agent within ten (10) days.

Information requested in the following questions must be supplied by the applicant, if an individual, or by all members who share in profits of a partnership, if the applicant is a partnership.

If the applicant is a corporation, all the information required under Section D must be supplied for the corporation and for each officer.

Additional forms containing the questions may be obtained from the County Clerk, if necessary, for attachment to this application form.

- C. 1. Name(s) of owner(s) or local manager(s) (include any aliases): \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Social Security Number: \_\_\_\_\_ Citizenship: \_\_\_\_\_  
If naturalized, state place and date of naturalization: \_\_\_\_\_
2. Residential Addresses for the past three (3) years: \_\_\_\_\_  
\_\_\_\_\_
3. Business, occupation or employment of applicant for four (4) years preceding date of application for this license: \_\_\_\_\_  
\_\_\_\_\_

EACH OFFICER MUST COMPLETE SECTION D. OBTAIN ADDITIONAL FORM PAGES IF NEEDED FROM THE COUNTY CLERK AND ATTACH TO THIS APPLICATION WHEN FILED.

D. Answer only if applicant is a Corporation:

1. Name of Corporation exactly as shown in articles of incorporation and as registered:  
Last Call for Alcohol, Inc.
2. Date of Incorporation: 8/26/06 State wherein incorporated: IL

Recreation & Entertainment License Application  
Page Three

3. If foreign Corporation, give name and address of resident agent in Illinois:

\_\_\_\_\_  
\_\_\_\_\_

Give first date qualified to do business in Illinois: \_\_\_\_\_

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

\_\_\_\_\_  
\_\_\_\_\_

5. Objects of Corporation, as set forth in charter: \_\_\_\_\_

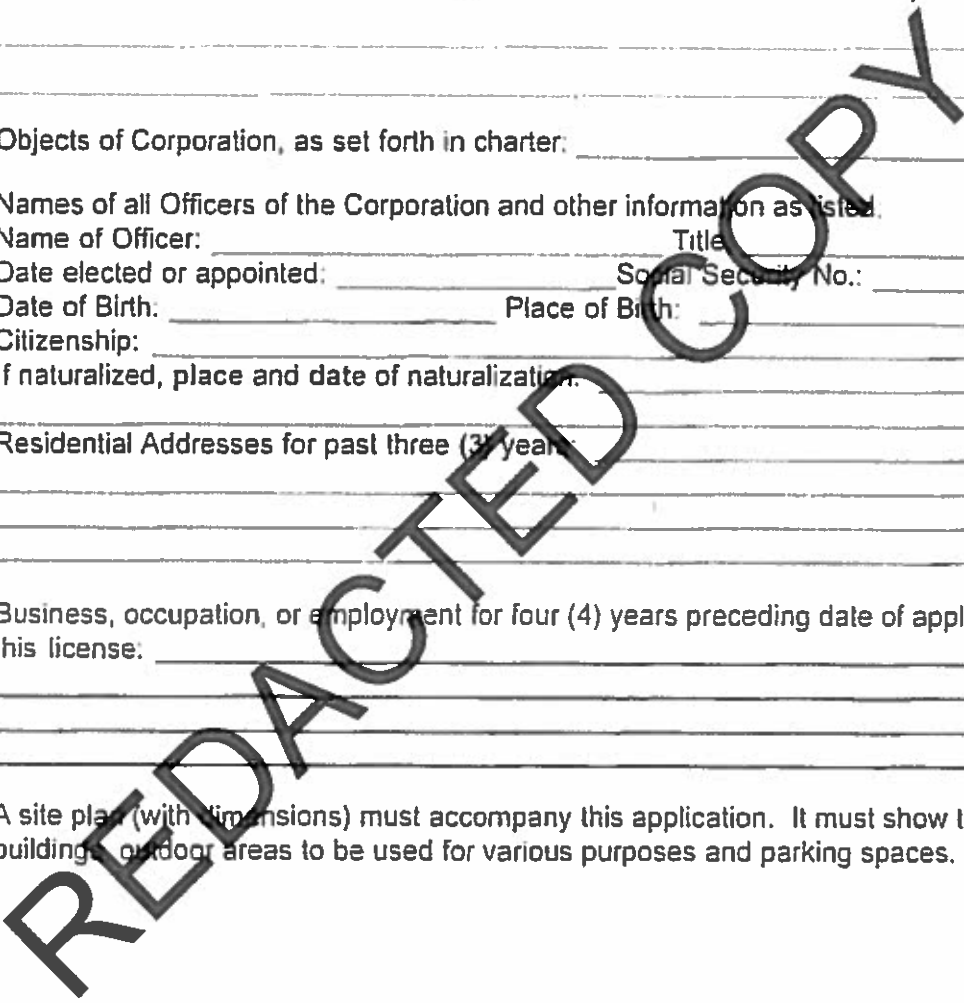
6. Names of all Officers of the Corporation and other information as listed.

Name of Officer: _____	Title: _____
Date elected or appointed: _____	Social Security No.: _____
Date of Birth: _____	Place of Birth: _____
Citizenship: _____	
If naturalized, place and date of naturalization: _____	

Residential Addresses for past three (3) years: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Business, occupation, or employment for four (4) years preceding date of application for this license: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.



**AFFIDAVIT**  
(Complete when applicant is an Individual or Partnership)

I/We swear that I/we have read the application and that all matters stated thereunder are true and correct, are made upon my/our personal knowledge and information and are made for the purpose of inducing the County of Champaign to issue the permit hereunder applied for.

I/We further swear that I/we will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of the business hereunder applied for.

*Sheila Kaufman*  
Signature of Owner or of one of two members of Partnership

\_\_\_\_\_  
Signature of Owner or of one of two members of Partnership

\_\_\_\_\_  
Signature of Manager or Agent

Subscribed and sworn to before me this July 11<sup>th</sup> day of July, 2018.



**AFFIDAVIT**  
(Complete when applicant is a Corporation)

We, the undersigned, president and secretary of the above named corporation, each first being duly sworn, say that each of us has read the foregoing application and that the matters stated therein are true and correct and are made upon our personal knowledge and information, and are made for the purpose of inducing the County of Champaign to issue the license herein applied for.

We further swear that the applicant will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of applicant's place of business.

We further swear that we are the duly constituted and elected officers of said applicant and as such are authorized and empowered to execute their application for and on behalf of said application.

\_\_\_\_\_  
Signature of President

\_\_\_\_\_  
Signature of Secretary

\_\_\_\_\_  
Signature of Manager or Agent

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Notary Public

This **COMPLETED** application along with the appropriate amount of cash, or certified check made payable to GORDY HULTEN, CHAMPAIGN COUNTY CLERK, must be turned in to the Champaign County Clerk's Office, 1776 E. Washington St., Urbana, Illinois 61802. A \$4.00 Filing Fee should be included

RECEIVED COPY

RECEIVED

JUL 12 2018

CHAMPAIGN CO. P & Z DEPARTMENT

W

Main St

Fence

Tax

Outside  
partition

REDACTED COPY

Last  
Call

S

□

□

Bands

REDACTED COPY

Fence

Road

N

Alley



STATE OF ILLINOIS,  
Champaign County  
Application for:  
Recreation & Entertainment License

Applications for License under County Ordinance No. 55 Regulating Recreational & Other Businesses within the County (for use by businesses covered by this Ordinance other than Massage Parlors and similar enterprises)

**FILED**

Filing Fees:  
 JUL 06 2018 Per Year (or fraction thereof): \$ 100.00  
 Per Single-day Event: \$ 10.00  
 Clerk's Filing Fee: \$ 4.00

Print Form

For Office Use Only

License No. \_\_\_\_\_  
 Date(s) of Event(s) 9-28-2018  
 Business Name: ROW CROP LLC  
 License Fee: \$ 10.00  
 Filing Fee: \$ 4.00  
 TOTAL FEE: \$ 14.00  
 Checker's Signature: [Signature]

Checks Must Be Made Payable To: Gordy Hulten, Champaign County Clerk

The undersigned individual, partnership, or corporation hereby makes application for the issuance of a license to engage a business controlled under County Ordinance No. 55 and makes the following statements under oath:

- A. 1. Name of Business: Row Crop, LLC
- 2. Location of Business for which application is made: \_\_\_\_\_  
1600 Division Street #225, Nashville, TN 37203
- 3. Business address of Business for which application is made: \_\_\_\_\_  
1600 Division Street #225, Nashville, TN 37203
- 4. Zoning Classification of Property: Agricultural
- 5. Date the Business covered by Ordinance No. 55 began at this location: 2003
- 6. Nature of Business normally conducted at this location: \_\_\_\_\_  
Farm 930 County Rd 300 N, Pesocum, IL 61863
- 7. Nature of Activity to be licensed (include all forms of recreation and entertainment to be provided): Luke Bryan Farm Tour, Concert, Food & Beverage Sales including Alcohol
- 8. Term for which License is sought (specifically beginning & ending dates): \_\_\_\_\_  
9/28/18

(NOTE: All annual licenses expire on December 31st of each year)

- 9. Do you own the building or property for which this license is sought? No
- 10. If you have a lease or rent the property, state the name and address of the owner and when the lease or rental agreement expires: \_\_\_\_\_  
TAG Along Associates LP, 2805 S Boulder Dr, Urbana, IL
- 11. If any licensed activity will occur outdoors attach a Site Plan (with dimensions) to this application showing location of all buildings, outdoor areas to be used for various purposes and parking spaces. See page 3, Item 7.

**INCOMPLETE FORMS WILL NOT BE CONSIDERED FOR A LICENSE AND WILL BE RETURNED TO APPLICANT**

B. If this business will be conducted by a person other than the applicant, give the following information about person employed by applicant as manager, agent or locally responsible party of the business in the designated location:

Name: \_\_\_\_\_ Date of Birth: \_\_\_\_\_  
Place of Birth: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Residence Address: \_\_\_\_\_  
Citizenship: \_\_\_\_\_ If naturalized, place and date of naturalization: \_\_\_\_\_

If, during the license period, a new manager or agent is hired to conduct this business, the applicant MUST furnish the County the above information for the new manager or agent within ten (10) days.

Information requested in the following questions must be supplied by the applicant, if an individual, or by all members who share in profits of a partnership, if the applicant is a partnership.

If the applicant is a corporation, all the information required under Section D must be supplied for the corporation and for each officer.

Additional forms containing the questions may be obtained from the County Clerk, if necessary, for attachment to this application form.

- C. 1. Name(s) of owner(s) or local manager(s) (include any aliases): Thomas L. Brown  
Date of Birth: \_\_\_\_\_ Place of Birth: Leesburg, Ga.  
Social Security Number: \_\_\_\_\_ Citizenship: U.S.  
If naturalized, state place and date of naturalization: \_\_\_\_\_
2. Residential Address for the past three (3) years: 1600 Divinity Dr., Nashville, TN 37203
3. Business, occupation or employment of applicant for four (4) years preceding date of application for this license: Entertainer

EACH OFFICER MUST COMPLETE SECTION D. OBTAIN ADDITIONAL FORM PAGES IF NEEDED FROM THE COUNTY CLERK AND ATTACH TO THIS APPLICATION WHEN FILED.

D. Answer only if applicant is a Corporation:

1. Name of Corporation exactly as shown in articles of incorporation and as registered: \_\_\_\_\_
2. Date of Incorporation: \_\_\_\_\_ State wherein incorporated: \_\_\_\_\_



3. If foreign Corporation, give name and address of resident agent in Illinois:

\_\_\_\_\_  
\_\_\_\_\_

Give first date qualified to do business in Illinois: \_\_\_\_\_

4. Business address of Corporation in Illinois as stated in Certificate of Incorporation:

\_\_\_\_\_  
\_\_\_\_\_

5. Objects of Corporation, as set forth in charter: \_\_\_\_\_

6. Names of all Officers of the Corporation and other information as listed:

Name of Officer: \_\_\_\_\_ Title: \_\_\_\_\_  
Date elected or appointed: \_\_\_\_\_ Social Security No.: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Place of Birth: \_\_\_\_\_  
Citizenship: \_\_\_\_\_  
If naturalized, place and date of naturalization: \_\_\_\_\_

Residential Addresses for past three (3) years: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Business, occupation, or employment for four (4) years preceding date of application for this license: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

7. A site plan (with dimensions) must accompany this application. It must show the location of all buildings, outdoor areas to be used for various purposes and parking spaces.

REDACTED COPY

**AFFIDAVIT**  
(Complete when applicant is an Individual or Partnership)

I/We swear that I/we have read the application and that all matters stated thereunder are true and correct, are made upon my/our personal knowledge and information and are made for the purpose of inducing the County of Champaign to issue the permit hereunder applied for.

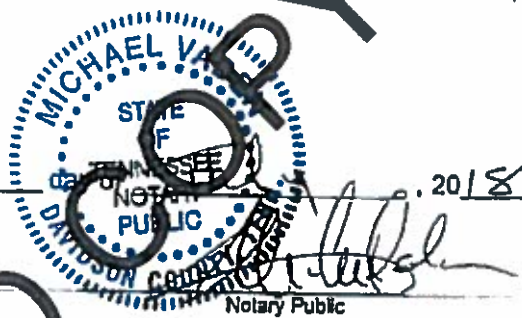
I/We further swear that I/we will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of the business hereunder applied for.

[Signature]  
Signature of Owner or of one of two members of Partnership

[Signature]  
Signature of Owner or of one of two members of Partnership

[Signature]  
Signature of Manager or Agent

Subscribed and sworn to before me this 3<sup>rd</sup> day of March, 2018.



**AFFIDAVIT**  
(Complete when applicant is a Corporation)

We, the undersigned, president and secretary of the above named corporation, each first being duly sworn, say that each of us has read the foregoing application and that the matters stated therein are true and correct and are made upon our personal knowledge and information, and are made for the purpose of inducing the County of Champaign to issue the license herein applied for.

We further swear that the applicant will not violate any of the laws of the United States of America or of the State of Illinois or the Ordinances of the County of Champaign in the conduct of applicant's place of business.

We further swear that we are the duly constituted and elected officers of said applicant and as such are authorized and empowered to execute their application for and on behalf of said application.

[Signature]  
Signature of President

[Signature]  
Signature of Secretary

[Signature]  
Signature of Manager or Agent

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

[Signature]  
Notary Public

This **COMPLETED** application along with the appropriate amount of cash, or certified check made payable to GORDY HULTEN, CHAMPAIGN COUNTY CLERK, must be turned in to the Champaign County Clerk's Office, 1776 E. Washington St., Urbana, Illinois 61802. A \$4.00 Filing Fee should be included.

**RECEIVED**

Plan 10 - Level 1

Plan 10 - Level 2

Plan 10 - Level 3

Level Area

Plan 10 - Level 4

Plan 10 - Level 5

Level 1

Level 2

Level 3

Level 4

Level 5

Level 6

Level 7

Level 8

Level 9

Level 10

Level 11

Level 12

Level 13

Level 14

Level 15

Level 16

Level 17

Level 18

Level 19

Level 20

Level 21

Level 22

Level 23

Level 24

Level 25

Level 26

Level 27

Level 28

Level 29

Level 30

Level 31

Level 32

Level 33

Level 34

Level 35

Level 36

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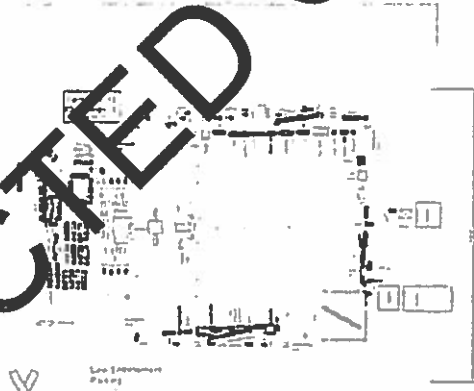
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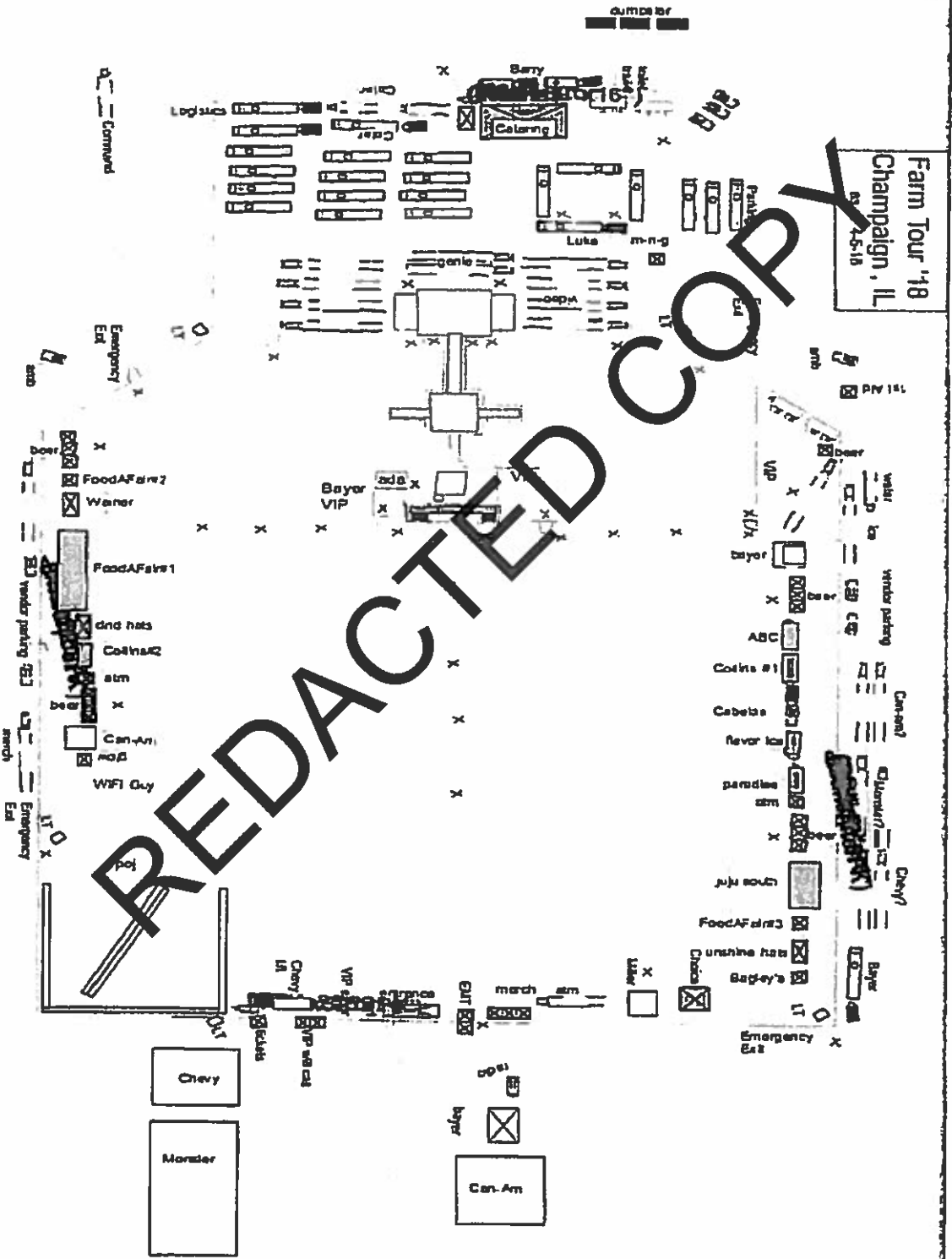
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Farm Tour '18  
Champaign, IL  
09-25-18



Law Enforcement



## Memorandum

**To:** Environment and Land Use Committee  
**From:** Rita Morocoima-Black, RPC Planning and Community Development Director  
Susan Monte, RPC Planner  
John Hall, Champaign County Department of Planning & Zoning Director  
**Date:** August 1, 2018  
**Re:** Proposed FY19 RPC Planning Contract for Champaign County

**Action Request:** Recommend County Board Approval

### Background

Champaign County has an annually renewable contract with Champaign County Regional Planning Commission for planning and technical services. **The adjusted proposed contract amount of \$87,794 includes a moderate increase of \$2,184, or 2.55 percent, over the existing FY2018 County Planning Contract amount.** Attachment A details the differences between the adjusted proposed contract and the proposed contract dated May 31, 2018.

Since the June ELUC meeting, staff met to review the proposed FY2019 County Planning Contract and certain corrections and adjustments to the proposal with County Interim Administrator Deb Busey, Deputy County Administrator of Finance Tami Ogden, and Department of Planning and Zoning Director John Hall.

Deputy County Administrator of Finance Tami Ogden advises that the adjusted proposed contract amount of \$87,794 is consistent with the County's desire to maintain the level of service hours being provided through the contract, while allowing for a moderate increase in personnel costs. Department of Planning & Zoning Director John Hall has included the adjusted proposed contract amount of \$87,794 in the Department's budget for FY2019.

### Proposed FY2019 General Work Plan

Attachment B is the proposed FY2019 General Work Plan with general descriptions of the RPC planning and technical services regarding:

- LRMP implementation;
- Hazard mitigation planning;
- Mahomet Aquifer updates;
- Champaign County Municipal Separate Storm Sewer Stormwater (MS4);
- Champaign County community collection events coordination; and
- Champaign County Area Rural Transit System coordination.

Of note is that the Hazard Mitigation Planning hours in FY2019 are reduced from recent years. We expect this fall that RPC will apply on behalf of Champaign County to receive funding from the Illinois Emergency Management Agency (IEMA) for the required update of the Champaign County Multi-Jurisdictional Hazard Mitigation Plan (HMP). If funds are available, the County could enter into an agreement with IEMA to have RPC begin the update of the HMP anticipated to begin mid-year 2019.

### Proposed FY2019 LRMP Implementation Work Plan

Attachment C details the LRMP annual monitoring tasks and LRMP Priority Items to be completed by RPC in FY2019. The LRMP Priority Items selected for completion in FY2019 are:



- Priority Item 19-7. Complete the comprehensive update to the Champaign County Solid Waste Management Plan started in FY2018.
- Priority Item 19-8. Prepare proposal to ELUC for advance planning of the Champaign County Land Resource Management Plan (LRMP) slated to commence in FY2020.

**Next Steps**

RPC staff would appreciate your recommendation to the County Board to approve the proposed FY2019 County Planning Contract Work Plan as described above.

Attachments:

- A Strikeout Version of Changes to Proposed County Planning Contract dated May 31, 2018
- B Proposed FY2019 General Work Plan
- C Proposed FY2019 LRMP Implementation Work Plan and Priority Item Descriptions





### FY2019 General Work Plan

Budget Proposal A

			Hours	Cost	Total Cost FY 19
1	<b>LRMP Implementation</b>	Working with the County Board and staff, identify annual monitoring LRMP priority implementation items that CCRPC planners can implement given available time and resources. Planner III	480	\$32,995	\$32,995
2	<b>Hazard Mitigation Planning</b>	Apply for FEMA HMGP, FMA, or PDM grants to implement hazard mitigation actions to benefit unincorporated areas of county (e.g., community safe room). Planner III	35	\$2,406	\$2,406
3	<b>Mahomet Aquifer Updates</b>	Provide updates regarding Mahomet Aquifer Protection Task Force and Mahomet Aquifer Advocacy Alliance activity. Planner III	<del>24</del> <u>25</u>	<del>\$1,650</del> <u>\$1,719</u>	<del>\$1,650</del> <u>\$1,719</u>
4	<b>MS4 Storm Water Program</b>	MS4 Storm Water Program implementation tasks. Intern - FY 19 Data Collection Storm Water System Mapping Planner III GIS – Consult to finalize MS4 Map Planner II – MS4 EJ Area Update and MS4 Survey EJ Parcel Identification Planner III – Conduct annual MS4 Survey and develop and implement County Storm Water Pollution Prevention Plan	<del>60</del> <u>75</u> 20 <del>35</del> <u>40</u> <del>200</del> <u>210</u>	<del>\$2,839</del> <u>\$1,775</u> \$1,375 <del>\$1,980</del> <u>\$2,262</u> <del>\$13,748</del> <u>\$14,435</u>	<del>\$19,942</del> <u>\$19,847</u>
5	<b><u>Recycling Community Collection Events Coordination</u></b>	Coordinate countywide <u>recycling community</u> collection initiatives in coordination with local entities. Intern - Assist with traffic Admin Asst. - Assist with notifications and mailings Planner III – Coordinate RFPs, appeals, and contracts, arrange for residential electronics collections or operation of a program collection site for residential electronics collection. Coordinate local government tire collections, as resources allow	<del>14</del> <u>15</u> 20 <del>240</del> <u>245</u>	<del>\$331</del> <u>\$355</u> \$791 <del>\$16,498</del> <u>\$16,841</u>	<del>\$17,620</del> <u>\$17,987</u>
6	<b>Champaign County Area Rural Transit System Coordination</b>	Coordinate C-CARTS' operation, maintain communication with IDOT regarding C-CARTS, and coordinate quarterly meetings of Rural Transit Advisory Group. PCD Director	55	\$6,251	\$6,251

- continued -





**Strikeout Version of Changes to Proposed County Planning Contract dated May 31, 2018**  
 Proposed County Planning Contract - FY2019

Attachment A

**FY2019 General Work Plan**

7	<b>Administration</b>	Budgeting, work plan, project management. Planner III PCD Director	24 <del>27</del> <u>12</u> <u>15</u>	\$2,189 <del>\$825</del> <u>\$1,705</u>	\$2,189 <del>\$2,530</del>
		<b>Staff Expense Subtotal:</b>			<del>\$83,052</del> <u>\$83,734</u>
8	<b>Non-Staff Expenses (supplies, services, capital outlay)</b>	Typical expenses: MIFI subscription, media outreach, printing finished documents, purchasing research materials, office supplies, yearly subscriptions/ memberships, etc.			\$3,995 <u>\$4,060</u>
		<b>Total:</b>	991 <u>1,247</u>	<del>Proposal A</del>	<del>\$87,047</del> <u>\$87,794</u>

~~Budget-Proposal B~~

~~Note: RPC will bring the Champaign County Municipal Joint Action Agency proposal forward for consideration as a separate item starting this September once internal agency reviews of the proposal are complete.~~

~~(Add to Proposal A)~~

9	<del>Champaign County Municipal Joint Action Agency</del>	<del>Recruit/facilitate Champaign County Municipal Joint Action Agency, and public outreach, event coordination, marketing, grant writing and administration. Planner III</del>	<del>103</del>	<del>\$7,069</del>	
		<del>Total:</del>	<del>1094</del>	<del>Proposal B</del>	<del>\$94,116</del>



**FY2019 General Work Plan**

Budget Proposal

			Hours	Cost	Total Cost FY 19
1	<b>LRMP Implementation</b>	Working with the County Board and staff, identify annual monitoring LRMP priority implementation items that CCRPC planners can implement given available time and resources. Planner III	480	\$32,995	\$32,995
2	<b>Hazard Mitigation Planning</b>	Apply for FEMA HMGP, FMA, or PDM grants to implement hazard mitigation actions to benefit unincorporated areas of county (e.g., community safe room). Planner III	35	\$2,406	\$2,406
3	<b>Mahomet Aquifer Updates</b>	Provide updates regarding Mahomet Aquifer Protection Task Force and Mahomet Aquifer Advocacy Alliance activity. Planner III	25	\$1,719	\$1,719
4	<b>MS4 Storm Water Program</b>	MS4 Storm Water Program implementation tasks. Intern - FY 19 Data Collection Storm Water System Mapping Planner III GIS – Consult to finalize MS4 Map Planner II – MS4 EJ Area Update and MS4 Survey EJ Parcel Identification Planner III – Conduct annual MS4 Survey and develop and implement County Storm Water Pollution Prevention Plan	75 20 40 210	\$1,775 \$1,375 \$2,262 \$14,435	\$19,847
5	<b>Community Collection Events Coordination</b>	Coordinate county community collection initiatives in coordination with local entities. Intern - Assist with traffic Admin Asst. - Assist with notifications and mailings Planner III – Coordinate RFPs, appeals, and contracts, arrange for residential electronics collections or operation of a program collection site for residential electronics collection. Coordinate local government tire collections, as resources allow	15 20 245	\$355 \$791 \$16,841	\$17,987
6	<b>Champaign County Area Rural Transit System Coordination</b>	Coordinate C-CARTS' operation, maintain communication with IDOT regarding C-CARTS, and coordinate quarterly meetings of Rural Transit Advisory Group. PCD Director	55	\$6,251	\$6,251

- continued -



**FY2019 General Work Plan**

Budget Proposal (continued)

			Hours	Cost	Total Cost FY 19
7	<b>Administration</b>	Budgeting, work plan, project management. Planner III PCD Director	12 15	\$825 \$1,705	\$2,530
		<b>Staff Expense Subtotal:</b>			<b>\$83,734</b>
8	<b>Non-Staff Expenses (supplies, services, capital outlay)</b>	Typical expenses: MIFI subscription, media outreach, printing finished documents, purchasing research materials, office supplies, yearly subscriptions/ memberships, etc.			\$4,060
		<b>Total:</b>	1,247	<b>Proposal</b>	<b>\$87,794</b>



## Proposed County Planning Contract - FY2019

**FY2019 LRMP Implementation Work Plan**

Work Plan ID	LRMP Objective/Priority		FY2019 Hours	Total Proposed
19-1	various	Monitor and pursue potential funding opportunities to achieve provisions of GOPs.	18	\$1,237
19-2	1.2.1	Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.	30	\$2,062
19-3	1.3.1	Based on the annually prepared report of trends and new developments, provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.	25	\$1,719
19-4	2.1.1	Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.	24	\$1,650
19-5	7.2.4b	Report on RPC planning and coordination with park districts/county forest preserve district regarding area paths and trail connections for the County.	8	\$550
19-6	6.4	Continue next phase to complete comprehensive update of the Champaign County Waste Management Plan to address the re-use, recycling, and safe disposal of wastes.	275	\$18,904
19-7	1.4.1	Prepare and submit a proposal to ELUC and County Board regarding the LRMP comprehensive update.	100	\$6,874
		<b>Total:</b>	<b>480</b>	<b>\$32,995</b>

ANNUAL MONITORING TASKS**19-1 Monitor and pursue potential funding opportunities to achieve provisions of GOPs.**

Estimated planner hours to implement: 18  
Estimated cost to implement: \$1,237

Description: Research funding sources and respond to one grant opportunity. If more funding applications become available, each is unique and will consume a unique amount of time by the RPC planner; grant applications will require approval by the County Board.

Estimated hours to administer once implemented: Unknown.  
Estimated cost to administer: A portion of an awarded grant is usually set aside for administration.  
Resources needed to administer: Potential budget amendment and setting up account.  
This is a permanent item in the county planning contract work plan.

Significance: There are about a dozen themes in the LRMP for which there is a need to search for funding opportunities related to local foods, greenways and trails, public infrastructure, historic/scenic/cultural amenities, animal habitats, groundwater, drainage improvements, environmental stewardship, educational programs and sustainability. There are no current county staff resources to consistently monitor such funding opportunities.

**19-2 Priority Item 1.2.1 - Prepare a report that informs County Board members of trends or new development with regard to land resource management conditions within the County each year.**

Estimated planner hours to implement: 30  
Estimated cost to implement: \$2,062

Description: Prepare the report based on relevant news, resources available from key national and state professional organizations, and contacts with relevant agencies.

Estimated hours to administer once implemented: None  
Estimated cost to administer: None  
Resources needed to administer: None

Significance: This task gives the most up to date information available on best practices, new trends in development that could impact our rural areas, and new initiatives taking place amongst development related agencies in Champaign County. The LRMP action items can be better prioritized and implemented with this information.

**19-3 Priority Item 1.3.1 - Based on the annually prepared report of trends and new developments provide a recommendation to ELUC regarding minor LRMP map changes each year. Provide public notice of LRMP changes and invite public input regarding proposed changes.**

Estimated planner hours to implement: 25  
Estimated cost to implement: \$1,719  
Description: Revise LRMP maps for approval by County Board.

Estimated hours to administer once implemented: None  
Estimated cost to administer: None  
Resources needed to administer: None.  
This is a permanent item in the county planning contract work plan.

Significance: This update highlights changes which may impact decisions made at the County level.



**19-4 Priority Item 2.1.1 - Review municipal limits and contiguous urban growth area boundaries with municipal representatives on a regular basis in order to update LRMP Future Land Use Map and Land Management Area Map boundaries. Complete review and revisions to LRMP maps in time for preparation of the annual report to be provided to the County Board each January.**

Estimated planner hours to implement: 24

Estimated cost to implement: \$1,650

Description: Collect data from area municipalities, county clerk, and others to establish most recent boundaries. Update maps and present to County Board for approval.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None.

This is a permanent item in the county planning contract work plan.

Significance: This update highlights changes to corporate limits and other boundaries which may impact decisions made at the County level, especially regarding zoning cases.

**19-5 Priority Item 7.2.4b – Report Greenways and Trails Committee coordinated by CCRPC.**

Estimated planner hours to implement: 8

Estimated cost to implement: \$550

Description: Report on annual work of Greenways and Trails planning and implementation relevant to unincorporated Champaign County. In coordination with park districts and county forest preserve districts, plan area paths and trail connections in unincorporated areas.

Estimated hours to administer once implemented: None

Estimated cost to administer: None

Resources needed to administer: None.

This is a permanent item in the county planning contract work plan.

Significance: The Greenways and Trails plan includes the Forest Preserve Districts and potential bicycle and pedestrian linkages to those areas. Land use planning and zoning cases could be impacted by the plan. Planning for path and trail connections will improve pedestrian and biking options within the county. Implementation of the 24.5 mile regional connection between east Urbana and Kickapoo State Park near Danville, Illinois continues.

**ADDITIONAL SELECTED TASKS**

**19-6 Priority Item 6.4 – Complete comprehensive update of the Champaign County Solid Waste Management Plan.**

Estimated planner hours to implement: 275

Estimated cost to implement: \$18,904

Description: Staff will continue the second of two phases to complete the comprehensive update of the Plan. The following Plan components will be updated:

- Existing conditions;
- Current solid waste/material management trends;
- Local government policies and practices regarding solid waste management;
- Illinois policies and requirements regarding solid waste management; and
- Input from the public, local governments, commercial and industrial stakeholders.



Estimated hours to administer once implemented: variable based on resources available.  
Estimated cost to administer: variable.  
Resources needed to administer: ongoing.

Significance: The County Board adopted a five-volume Plan in 1991 in accordance with the Solid Waste Planning and Recycling Act requirements. The Plan contains background regarding solid waste generation and disposal in Champaign County with 46 recommendations for implementing the Plan that were developed originally more than 27 years ago prior to 1991. The comprehensive review and update of the Plan will have potential to serve as a timely and more useful guide to the County Board and staff.

**19-7 Priority Item 1.4.1 and 1.4.2 – Prepare and submit a proposal to ELUC and County Board regarding the LRMP comprehensive update.**

Estimated planner hours to implement: 100  
Estimated cost to implement: \$6,874

Description: Staff will prepare and submit a proposal to ELUC and County Board regarding the LRMP comprehensive update. The proposal should encompass guidelines for establishing a Steering Committee, and allow for public input throughout the comprehensive update.

Estimated hours to administer once implemented: variable based on resources available.  
Estimated cost to administer: variable.  
Resources needed to administer: ongoing.

Significance: LRMP Objective 1.4 (LRMP Comprehensive Updates) guidance is that the county will comprehensively update the LRMP at a regular interval of no more than 15 or less than 10 years, to allow for the utilization of available updated census data and other information. Developing a proposal will allow for increased County Board and staff awareness of resources needed with regard to the pending comprehensive LRMP update.

AN INTERGOVERNMENTAL AGREEMENT

2018 ILLINOIS ENVIRONMENTAL PROTECTION AGENCY ONE-DAY HOUSEHOLD HAZARDOUS WASTE COLLECTION EVENT COST-SHARING AGREEMENT BETWEEN THE COUNTY OF CHAMPAIGN, THE CITY OF CHAMPAIGN, THE CITY OF URBANA, AND THE VILLAGE OF SAVOY

THIS AGREEMENT is made and entered into by and between the County of Champaign and the following Illinois municipal corporations: the City of Champaign, the City of Urbana, and the Village of Savoy, effective on the last date signed by a party hereto. The foregoing entities will hereafter be noted as “the parties.”

WHEREAS, Section 10 of Article VII of the Illinois Constitution of 1970, and 5 ILCS 220/1, *et seq.* enable the parties to enter into agreements among themselves and provide authority for intergovernmental cooperation; and

WHEREAS, the parties find it to be most cost effective to mutually combine efforts and to share in the costs associated with the planned Illinois Environmental Protection Agency One-Day Household Hazardous Waste Collection Event to be held on \_\_\_\_ \_\_, 2018 (hereinafter referred to as “event”) on the parking lot owned by GGP, located at Market Place Shopping Center, 2000 North Neil Street, in Champaign, Illinois. These costs include:

- A host site event fee of \$1,000 to Champaign Market Place, L.L.C. due the day of the event;
- The cost of the traffic patrol services to be provided by one City of Champaign traffic patrol officer at the event, with the total cost for traffic patrol services not to exceed \$550;
- Fees to invited vendors for special collections of additional materials:
  - Hick’s Gas to collect and recycle propane tanks, fee not to exceed \$1,500
  - Interstate Batteries to collect and recycle lead acid batteries, fee not to exceed \$1,000.

WHEREAS, the cost contribution required of each party is provided in this Agreement;

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the parties agree as follows:

Section 1. Purpose

1-1. This Agreement outlines a cost-sharing arrangement between the parties for the purpose of administering the 2018 Illinois Environmental Protection Agency One-Day Household Hazardous Waste Collection event. Costs will include:

- a) The host site event fee of \$1,000 to Champaign Market Place, L.L.C. due the day of the event;
- b) The cost of the traffic patrol services to be provided by one City of Champaign traffic patrol officer at the event, with the total cost for traffic patrol services not to exceed \$550.
- c) Fees for invited vendors to be present to collect additional materials on the day of the event, with the amount of fees for invited vendors not to exceed \$2,500.



- d) Allowing for an additional 10 percent contingency amount of total fees paid pursuant to 1-1.a), 1.b), and 1-1c), above, to be included in the maximum total amount per event.

Section 2. Terms

- 2-1. The terms of this Agreement shall be from the date last signed by the parties until 60 days following the event, unless amended by agreement of the parties.

Section 3. Responsibilities

- 3-1. The parties understand and agree that of the parties to this Agreement, only the County of Champaign shall enter into a contract with the host site and with the invited vendors listed. However, the County of Champaign shall be entering into said contracts on behalf of the other parties as well, and Champaign County agrees that it shall not enter into said contract unless it specifically names the other parties to this agreement as third party beneficiaries of that contract. Champaign County shall obtain approval of the form of said contract with the contact from each of the parties to this Agreement prior to executing said contract.
- 3-2. Each party is responsible for contributing its share of the total costs for the events under this Agreement, according to the percentages and up to the maximums specified in Section 4 (Cost-Sharing) of this Agreement.
- 3-3. Each party is also responsible for coordinating information requests from the other parties in a timely manner.

Section 4. Cost Sharing

- 4.1 The parties agree to share, according to the percentages shown in Table 4.1, total costs not to exceed \$4,455 for the event:

Table 4.1

Event Date	Champaign County Maximum Share (% of total)	City of Champaign Maximum Share (% of total)	City of Urbana Maximum Share (% of total)	Village of Savoy Maximum Share (% of total)	Maximum Total Cost
____, 2018	\$1,381 (31)	\$1,916 (43)	\$980 (22)	\$178 (4)	\$4,455

Section 5. Invoices and Payments

- 5.1 To facilitate payment for services described in Section 1.1 of this Agreement, following the event and within 30 days of receipt of an invoice from the Champaign County Recycling Coordinator, each party agrees to provide its share of funds as shown in Table 4.1, payable to ‘Champaign County’ to the attention of Susan Monte, Champaign County Regional Planning Commission, 1776 E. Washington Street, Urbana, IL 61802.

Section 6. Amendments.

This agreement may be amended only in writing signed by all parties.

Section 7. Survival of Provisions.

Any terms of this Agreement that by their nature extend after the end of the Agreement, whether by way of expiration or termination, will remain in effect until fulfilled.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the date and year indicated herein.

CHAMPAIGN COUNTY

CITY OF CHAMPAIGN  
An Illinois Municipal Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

ATTEST: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
State's Attorney's Office

\_\_\_\_\_  
City Attorney

CITY OF URBANA  
An Illinois Municipal Corporation

VILLAGE OF SAVOY  
An Illinois Municipal Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_

ATTEST: \_\_\_\_\_

APPROVED AS TO FORM:

APPROVED AS TO FORM:

\_\_\_\_\_  
City Attorney

\_\_\_\_\_  
Village Attorney

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
[zoningdept@co.champaign.il.us](mailto:zoningdept@co.champaign.il.us)  
[www.co.champaign.il.us/zoning](http://www.co.champaign.il.us/zoning)

To: **Environment and Land Use Committee**

From: **John Hall**, Director & Zoning Administrator  
**Susan Burgstrom**, Senior Planner

Date: **August 1, 2018**

RE: **Zoning Ordinance Text Amendment Case 895-AT-18**

Request: **Amend the Champaign County Zoning Ordinance to add “Solar Farm” as a new principal use under the category “Industrial Uses: Electric Power Generating Facilities” and indicate that Solar Farm may be authorized by a County Board Special Use Permit in the AG-1 Zoning District and the AG-2 Zoning District; add requirements and fees for “Solar Farm”; add any required definitions; and make certain other revisions are made to the Ordinance as detailed in the full legal description in Attachment A.**

#### **UPDATE**

The Committee affirmed the ZBA recommendation (Attachment A) at the July 5, 2018, meeting. At that meeting the Committee also considered the pros and cons of requiring an escrow account for the financial assurance for solar farm decommissioning (as recommended by the ZBA) versus requiring only a letter of credit. The ZBA recommendation allowed for the County Board to require only a letter of credit without remanding the case back to the ZBA. Some of the more salient pros and cons of an escrow account versus a letter of credit that were reviewed on July 5 are the following:

- An escrow account is approximately 10 times as expensive as a letter of credit and that cost is borne by the solar farm developer.
- In the event that Champaign County would actually need to draw against the financial assurance for decommissioning, a draw against an escrow account can be disputed by the solar farm owner and in that case the draw is not allowed until the dispute is resolved. A draw against a letter of credit can also be disputed but the dispute would not hold up the draw. If the dispute is not otherwise resolved the matter can be resolved in court but it does not delay the draw against the letter of credit.
- An escrow account has no financial risk for Champaign County but a letter of credit will have some risk. The current recommendation for an escrow account is based on the requirements for a wind farm and those requirements were established following the recession of 2008 and at that time bank default was a major consideration for the County Board. There is some financial risk with a letter of credit but that risk can be lowered (but not eliminated) by ensuring that the financial institution issuing the letter of credit has a minimally acceptable credit rating.

The ZBA had no evidence regarding bank credit ratings. At the July 5, 2018, meeting the Committee requested for consideration a revision that would allow a letter of credit in lieu of an escrow account provided that the issuing financial institution (bank) had a “minimum allowable” credit rating.

## Zoning Administrator

AUGUST 1, 2018

### **BANK CREDIT RATINGS**

The three large credit rating companies are Standard & Poor's Financial Services LLC (S&P), Fitch Ratings Inc. (Fitch), and Moody's Investors Service (Moody's). S&P and Moody's are the largest credit ratings companies. Each rating company rates credit worthiness on a scale using letter ratings such as AAA to D (S&P) or Aaa to C (Moody's). Lower risk ratings are considered "investment grade" and higher risk are considered "speculative grade".

Patrick Brown of BayWa r.e. has provided an example of the use of "minimum allowable" credit ratings by PJM Interconnection, a regional power transmission operator in the eastern half of the country. Attachment B is an email from Patrick Brown that includes an excerpt from a letter from PJM Interconnection that establishes minimum ratings for any issuer of a letter of credit for any PJM approved project. PJM Interconnection requires a "minimum corporate debt rating" of "A2" by Standard & Poor's Financial Services LLC (S&P) or Fitch's and a rating of at least "A" by Moody's Investors Service (Moody's). Moody's describes their "A" rating to be of "...upper medium-grade financial strength...subject to low credit risk...".

S&P and Moody's also credit ratings that are higher and lower than A2/A. The higher the credit rating the lower the risk but even the highest credit rating has some risk. In the Investment Grade ratings the highest risk is considered "moderate" and is the rating below the A2/A level.

Moody's ratings can be found at <https://www.moodys.com/page/lookuparating.aspx>. S&P ratings can be found at [https://www.standardandpoors.com/en\\_US/web/guest/home](https://www.standardandpoors.com/en_US/web/guest/home).

### **MINIMUM BANK CREDIT RATINGS FOR LETTER OF CREDIT ISSUERS**

Attachments C and D contain alternative versions of revised text establishing minimum credit ratings for financial institutions issuing letters of credit. Both attachments use the same "minimum allowable long term corporate debt (credit) ratings" of "A2" by S&P and a rating of "A" by Moody's. These ratings are similar to those in the email from Patrick Brown of BayWa r.e. (see Attachment B). Attachments C and D can be summarized as follows:

- Attachment C will allow for an irrevocable letter of credit instead of an escrow account, provided that the financial institution (bank) issuing the letter of credit has the minimum allowable long term corporate debt (credit) rating. This alternative provides flexibility for the solar farm developer but it is not clear that any solar farm developer would ever opt to use an escrow account. If the Committee prefers this approach, the proposed amendment in Attachment A should be amended by replacing Sections 41.5Q.(4)e.-h. in item 8. of the amendment with Attachment C.
- Attachment D will eliminate the escrow account requirement entirely but requires a minimum credit rating for any issuer of a letter of credit. Any letter of credit must be issued by a financial institution (bank) that has the minimum allowable long term corporate debt (credit) rating. This alternative is a simpler overall amendment. If the Committee prefers this approach, the proposed amendment in Attachment A should be amended by replacing Sections 41.5Q.(4)d.-h. in item 8. Of the amendment with Attachment D.

### **NO MUNICIPAL COMMENTS**

No comments have been received from any municipality regarding the proposed text amendment.

### **ATTACHMENTS**

- A Revised Proposed Amendment as Recommended by ZBA - Clean**
- B Email received on 7/23/18 from Patrick Brown of BayWa r.e.**
- C Revised Sections 4.1.5Q.(4)e.-i. Adding Letter of Credit Alternative**
- D Revised Sections 4.1.5Q.(4)d.-i. Eliminating Escrow Account Requirement**

**1. Add the following to Section 3.0 Definitions (somewhat similar to the definition of WIND FARM):**

NOXIOUS WEEDS: any of several plants designated pursuant to the Illinois Noxious Weed Law (505 ILCS 100/1 et seq.) and that are identified in 8 Illinois Administrative Code 220.

PHOTOVOLTAIC (PV): A type of solar energy system that produces electricity by the use of photovoltaic cells that generate electricity when struck by light.

PV SOLAR FARM: A unified development intended to convert sunlight into electricity by photovoltaic (PV) devices for the primary purpose of wholesale sales of generated electricity. A PV SOLAR FARM is under a common ownership and operating control even though parts of the PV SOLAR FARM may be located on land leased from different owners. A PV SOLAR FARM includes all necessary components including access driveways, solar devices, electrical inverter(s), electrical transformer(s), cabling, a common switching station, maintenance and management facilities, and waterwells. PV SOLAR FARM should be understood to include COMMUNITY PV SOLAR FARM unless specified otherwise in the relevant section or paragraph.

PV SOLAR FARM, COMMUNITY: A PV SOLAR FARM of not more than 2,000 kilowatt nameplate capacity that meets the requirements of 20 ILCS 3855/1-10 for a “community renewable generation project” and provided that two COMMUNITY PV SOLAR FARMS may be co-located on the same or contiguous parcels as either a) two 2-MW projects on one parcel, or b) one 2-MW project on each of two contiguous parcels, as authorized by the Illinois Commerce Commission in Final Order 17-0838 on April 3, 2018.

**2. Add new subparagraph 4.2.1 C.4. as follows:**

4. A PV SOLAR FARM may be authorized as a County Board SPECIAL USE permit in the AG-1, Agriculture Zoning District or the AG-2 Agriculture Zoning District as a second PRINCIPAL USE on a LOT with another PRINCIPAL USE.

**3. Add new subparagraph 4.3.4 H.4.i. as follows (similar to existing 4.3.4 H.4.h. for wind farms):**

- i. PV SOLAR FARM except as PIPELINE IMPACT RADIUS regulations are required in Subsection 6.1.5.

**4. Amend Section 5.2 as follows (similar to existing WIND FARM designation):**

Add “PV SOLAR FARM” as a COUNTY BOARD Special Use Permit in the AG-1 District and AG-2 District by a “B”.

**5. Add the following as footnote 15 under the Special Provisions for the AG-1 District in Section 5.3 (similar to existing footnote 14 for LOTS in a WIND FARM):**

15. LOTS in a PV SOLAR FARM County Board SPECIAL USE Permit and intended for PV SOLAR FARM, related substations, and PV SOLAR FARM maintenance and management facilities are exempt from the requirements of Section 5.3 except as such regulations are required by Subsection 6.1.5.

**6. Add new paragraph 5.4.3 F. as follows:**

- F. The Rural Residential Overlay Zoning District is prohibited from being established within a PV SOLAR FARM County Board SPECIAL USE Permit.

**7. Amend Section 6.1.1 to read as follows:**

A. Decommissioning and Site Reclamation Plan for NON-ADAPTABLE STRUCTURES

1. In the course of BOARD review of a SPECIAL USE request, the BOARD may find that a proposed STRUCTURE is a NON-ADAPTABLE STRUCTURE. Any WIND FARM and any PV SOLAR FARM shall be a NON-ADAPTABLE STRUCTURE. The Applicant for the SPECIAL USE request for a NON-ADAPTABLE STRUCTURE shall submit a decommissioning and site reclamation plan to the BOARD for the subject site.
2. The decommissioning and site reclamation plan shall be binding upon all successors of title, lessees, to any operator and/or owner of a NON-ADAPTABLE STRUCTURE, and to all parties to the decommissioning and site reclamation plan. Prior to the issuance of a SPECIAL USE Permit for such NON-ADAPTABLE STRUCTURES, the landowner or applicant shall also record a covenant incorporating the provisions of the decommissioning and site reclamation plan on the deed subject to the LOT, requiring that the reclamation work be performed and that a letter of credit be provided for financial assurance.
3. Separate cost estimates for Section 6.1.1 A.4.a., 6.1.1 A.4.b., and 6.1.1 A.4.c. shall be provided by an Illinois Licensed Professional Engineer.
  - a. Cost estimates provided shall be subject to approval of the BOARD.
  - b. Except as provided in Section 6.1.4 P. and Section 6.1.5 Q., the salvage value of the components of the NON-ADAPTABLE STRUCTURE shall not be credited to the cost estimates.
4. The decommissioning and site reclamation plan shall provide for:
  - a. removal of above-ground portion of any STRUCTURE on the subject site; site grading; and interim soil erosion control;

- b. below-ground restoration, including final grading and surface treatment;
  - c. any environmental remediation required by State or Federal law;
  - d. provision and maintenance of a letter of credit, as set forth in Section 6.1.1 A.5.
5. No Zoning Use Permit for such SPECIAL USE will be issued until the applicant provides the COUNTY with an irrevocable letter of credit to be drawn upon a federally insured financial institution within 200 miles of Urbana or reasonable anticipated travel costs shall be added to the amount of the letter of credit.
- a. Unless specified elsewhere in this Ordinance, the irrevocable letter of credit shall be in the amount of one hundred fifty percent (150%) of an independent engineer's cost estimate to complete the work described in Section 6.1.1 A.4.a., Section 6.1.1 A.4.b., and Section 6.1.1 A.4.c.
  - b. The provisions of this subparagraph notwithstanding, a different amount may be required as a special condition.
  - c. The letter of credit, or a successor letter of credit pursuant to Section 6.1.1 A.6. or 6.1.1 A.14., shall remain in effect and shall be made available to the COUNTY for a term specified as a standard condition elsewhere in this ordinance, an indefinite term, or for a different term that may be required as a special condition.
6. One hundred eighty (180) days prior to the expiration date of an irrevocable letter of credit submitted pursuant to this Section, the Zoning Administrator shall notify the landowner or applicant in writing and request information about the landowner or applicant's intent to renew the letter of credit, or remove the NON-ADAPTABLE STRUCTURE. The landowner or applicant shall have thirty (30) days to respond in writing to this request. If the landowner or applicant's intention is to remove the NON-ADAPTABLE STRUCTURE, the landowner or applicant will have a total of ninety (90) days from the date of response to remove it in accordance with Section 6.1.1 A.4.a. At the end of ninety (90) days, the Zoning Administrator shall have a period of sixty (60) days to either:
- a. confirm that the bank has renewed the letter of credit; or
  - b. inspect the subject property for compliance with Section 6.1.1 A.4.a.;
  - c. draw on the letter of credit and commence the bid process to have a contractor remove the NON-ADAPTABLE STRUCTURE pursuant to Section 6.1.1 A.4.a.

7. The Zoning Administrator may find a NON-ADAPTABLE STRUCTURE abandoned in place. Factors to be considered in making this finding include, but are not limited to:
  - a. the nature and frequency of use as set forth in the application for SPECIAL USE;
  - b. the current nature and frequency of use;
  - c. whether the NON-ADAPTABLE STRUCTURE has become a public nuisance, or otherwise poses a risk of harm to public health or safety;
  - d. whether the NON-ADAPTABLE STRUCTURE has been maintained in a manner which allows it to be used for its intended purpose, with no greater effects on surrounding properties and the public as a whole than was originally intended.
  - e. A court of law, an arbitrator, mediator, or any state or Federal agency charged with enforcing State or Federal law has made a finding that either said NON-ADAPTABLE STRUCTURE or the structures supporting said NON-ADAPTABLE STRUCTURE and/or any related site grading and soil erosion controls or lack of same, constitutes a public nuisance or otherwise violates State or Federal law, or any State or Federal agency charged with enforcing State or Federal law has made a final determination either imposing an administrative sanction on any person associated with the NON-ADAPTABLE STRUCTURE relating to its use or denying the NON-ADAPTABLE STRUCTURE a permit necessary for its lawful operation.
8. Once the Zoning Administrator has made a finding that a NON-ADAPTABLE STRUCTURE is abandoned in place, the Zoning Administrator shall issue notice to the land owner at the owner's last known address, lessees, any operator and/or owner of a NON-ADAPTABLE STRUCTURE, and to all parties to the decommissioning and site reclamation plan, that the COUNTY will draw on the performance guarantee within thirty (30) days unless the owner appeals the Zoning Administrator's finding, pursuant to Section 9.1.8 or enters into a written agreement with the COUNTY to remove such NON-ADAPTABLE STRUCTURE in accordance with Section 6.1.1 A.4. within ninety (90) days and removes the NON-ADAPTABLE STRUCTURE accordingly.
9. The Zoning Administrator may draw on the funds to have said NON-ADAPTABLE STRUCTURE removed as per Section 6.1.1 A.4. of the decommissioning and site reclamation plan when any of the following occur:



**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- a. no response is received from the land owner within thirty (30) days from initial notification by the Zoning Administrator;
  - b. the land owner does not enter, or breaches any term of a written agreement with the COUNTY to remove said NON-ADAPTABLE structure as provided in Section 6.1.1 A.8.;
  - c. any breach or performance failure of any provision of the decommissioning and site reclamation plan ;
  - d. the owner of record has filed a bankruptcy petition, or compromised the COUNTY's interest in the letter of credit in any way specifically allowed by the decommissioning and site reclamation plan ;
  - e. a court of law has made a finding that a NON-ADAPTABLE STRUCTURE constitutes a public nuisance;
  - f. the owner of record has failed to replace an expiring letter of credit within the deadlines set forth in Section 6.1.1 A.6.; or
  - g. any other conditions to which the COUNTY and the land owner mutually agree, as set forth in the decommissioning and site reclamation plan .
10. Once the letter of credit has been drawn upon, and the site has been restored to its original condition, as certified by the Zoning Administrator, the covenant entered into pursuant to Section 6.1.1. A.2. shall expire, and the COUNTY shall act to remove said covenant from the record of the property at the Recorder of Deeds within forty-five (45) days.
11. The proceeds of the letter of credit may only be used by the COUNTY to:
- a. remove the NON-ADAPTABLE STRUCTURE and return the site to its condition prior to the placement of the NON-ADAPTABLE STRUCTURE, in accordance with the most recent decommissioning and site reclamation plan submitted and accepted in relation to the NON-ADAPTABLE STRUCTURE;
  - b. pay all administrative and ancillary costs associated with drawing upon the financial assurance and performing the reclamation work, which shall include, but not be limited to, attorney's fees; construction management and other professional service fees; and the costs of preparing request for proposal and bidding documents required to comply with state law or Champaign County purchasing policies; and
  - c. remove any covenants placed on the title in conjunction with Section 6.1.1. A.2.

The balance of any proceeds remaining after the site has been reclaimed shall be returned to the issuer of the letter of credit.

12. No dispute as to the necessity or reasonableness of any costs of performing the site reclamation work identified in Section 6.1.1 A.11. shall impair the ability of Champaign County to draw on the Financial Assurance.
13. In accordance with the provisions of the Illinois Mechanic's Lien Act, 770 ILCS 60/1 and 60/7, the Applicant or successors in interest agree that any contractor retained by Champaign County to perform the decommissioning and site reclamation work in Section 6.1.1 A.11. shall have a lien upon the Project to the full extent of all costs of performing the decommissioning and site reclamation work identified in Section 6.1.1 A.11., and that such lien shall be superior to any claim or lien of any other creditor, incumbrancer or purchaser.
14. Upon transfer of any property subject to a letter of credit pursuant to this Section, the new owner or applicant of record shall submit a new irrevocable letter of credit of same or greater value to the Zoning Administrator, prior to legal transfer of title, and shall submit a new decommissioning and site reclamation plan, pursuant to Section 6.1.1 A.4.a., and, for WIND FARMS, Section 6.1.4 P., and for PV SOLAR FARMS, 6.1.5 Q. Once the new owner or applicant of record has done so, the letter of credit posted by the previous owner or applicant shall be released, and the previous owner shall be released from any further obligations under the decommissioning and site reclamation plan.
15. The Applicant shall provide evidence of any new, additional, or substitute financial assurance to the Zoning Administrator throughout the operating lifetime of the NON-ADAPTABLE STRUCTURE.
16. Should the decommissioning and site reclamation plan, or any part of it, be deemed invalid by a court of competent jurisdiction, the associated SPECIAL USE permit shall be deemed void.

**8. Add new subsection 6.1.5 as follows:**

**6.1.5 PHOTOVOLTAIC (PV) SOLAR FARM County Board SPECIAL USE permit**

A PHOTOVOLTAIC (PV) SOLAR FARM County Board SPECIAL USE permit may only be authorized in the AG-1 Zoning District or the AG-2 Agriculture Zoning District subject to the following standard conditions.

- A. In what follows, PV SOLAR FARM should be understood to include COMMUNITY PV SOLAR FARM unless specified otherwise in the relevant section or paragraph.

B. General Standard Conditions

- (1) The area of the PV SOLAR FARM County Board SPECIAL USE permit must include the following minimum areas:
  - a. All land that will be exposed to a noise level greater than that authorized to Class A land as established by 35 Ill. Admin. Code Parts 900, 901 and 910 under paragraph 6.1.5 I.
  - b. All necessary access lanes or driveways and any required new PRIVATE ACCESSWAYS. For purposes of determining the minimum area of the special use permit, access lanes or driveways shall be provided a minimum 40 feet wide area.
  - c. All necessary PV SOLAR FARM STRUCTURES and ACCESSORY STRUCTURES including electrical distribution lines, inverters, transformers, common switching stations, and substations not under the ownership of a PUBLICLY REGULATED UTILITY and all waterwells that will provide water for the PV SOLAR FARM. For purposes of determining the minimum area of the special use permit, underground cable installations shall be provided a minimum 40 feet wide area.
  - d. All aboveground STRUCTURES and facilities shall be of a type and shall be located in a manner that is consistent with the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.
  
- (2) The PV SOLAR FARM County Board SPECIAL USE permit shall not be located in the following areas:
  - a. Less than one-and-one-half miles from an incorporated municipality that has a zoning ordinance unless the following is provided:
    - (a) No part of a PV SOLAR FARM shall be located within a contiguous urban growth area (CUGA) as indicated in the most recent update of the CUGA in the Champaign County Land Resource Management Plan, and there shall be a separation of one-half mile from a proposed PV SOLAR FARM to a municipal boundary at the time of application for the SPECIAL USE Permit, except for any power lines of 34.5 kVA or less and except for any proposed PV SOLAR FARM substation and related proposed connection to an existing substation.
    - (b) The PV SOLAR FARM SPECIAL USE permit application shall include documentation that the applicant has provided a complete copy of the SPECIAL USE permit application

to any municipality within one-and-one-half miles of the proposed PV SOLAR FARM.

- (c) A municipal resolution regarding the PV SOLAR FARM by any municipality located within one-and-one-half miles of the PV SOLAR FARM must be submitted to the ZONING ADMINISTRATOR prior to the consideration of the PV SOLAR FARM SPECIAL USE permit by the Champaign County Board or, in the absence of such a resolution, the ZONING ADMINISTRATOR shall provide documentation to the County Board that any municipality within one-and-one-half miles of the PV SOLAR FARM was provided notice of the meeting dates for consideration of the proposed PV SOLAR FARM SPECIAL USE Permit for both the Environment and Land Use Committee and the County Board.

- b. Less than one-half mile from the CR Conservation Recreation Zoning District.

(3) Interconnection to the power grid

- a. The PV SOLAR FARM SPECIAL USE permit application shall include documentation that the applicant or PV SOLAR FARM is in the queue to acquire an interconnection agreement to the power grid.
- b. Documentation of an executed interconnection agreement with the appropriate electric utility shall be provided prior to issuance of a Zoning Compliance Certificate to authorize operation of the PV SOLAR FARM.

(4) Right to farm

- a. The owners of the subject property and the Applicant, its successors in interest, and all parties to the decommissioning plan and site reclamation plan hereby recognize and provide for the right of agricultural activities to continue on adjacent land consistent with the Right to Farm Resolution 3425.

C. Minimum Lot Standards

- (1) There are no minimum LOT AREA, AVERAGE LOT WIDTH, SETBACK, YARD, or maximum LOT COVERAGE requirements for a PV SOLAR FARM or for LOTS for PV SOLAR FARM substations and/or PV SOLAR FARM maintenance and management facilities.
- (2) There is no maximum LOT AREA requirement on BEST PRIME FARMLAND.

D. Minimum Standard Conditions for Separations for PV SOLAR FARM from adjacent USES and STRUCTURES

The location of each PV SOLAR FARM shall provide the following required separations as measured from the exterior of the above ground portion of the PV SOLAR FARM STRUCTURES and equipment including fencing:

- (1) PV SOLAR FARM fencing shall be set back from the street centerline a minimum of 40 feet from a MINOR STREET and a minimum of 55 feet from a COLLECTOR STREET and a minimum of 60 feet from a MAJOR STREET unless a greater separation is required for screening pursuant to Section 6.1.5 M.(2)a., but in no case shall the perimeter fencing be less than 10 feet from the RIGHT OF WAY of any STREET.
- (2) For properties participating in the solar farm: No required separation from any existing DWELLING or existing PRINCIPAL BUILDING except as required to ensure that a minimum zoning lot is provided for the existing DWELLING or PRINCIPAL BUILDING.
- (3) For properties not participating in the solar farm:
  - a. For any adjacent LOT that is 10 acres or less in area (not including the STREET RIGHT OF WAY):
    - (a) For any adjacent LOT that is bordered (directly abutting and/or across the STREET) on no more than two sides by the PV SOLAR FARM, the separation shall be no less than 240 feet from the property line.
    - (b) For any adjacent LOT that is bordered (directly abutting and/or across the STREET) on more than two sides by the PV SOLAR FARM, the separation shall exceed 240 feet as deemed necessary by the BOARD.
  - b. For any adjacent LOT that is more than 10 acres in area (not including the STREET RIGHT OF WAY), the separation shall be no less than 255 feet from any existing DWELLING or existing PRINCIPAL BUILDING and otherwise the perimeter fencing shall be a minimum of 10 feet from a SIDE or REAR LOT LINE. This separation distance applies to properties that are adjacent to or across a STREET from a PV SOLAR FARM.
  - c. Additional separation may be required to ensure that the noise level required by 35 Ill. Admin. Code Parts 900, 901 and 910 is not exceeded or for other purposes deemed necessary by the BOARD.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**

June 28, 2018

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- (4) A separation of at least 500 feet from any of the following unless the SPECIAL USE permit application includes results provided from an analysis using the Solar Glare Hazard Analysis Tool (SGHAT) for the Airport Traffic Control Tower cab and final approach paths, consistent with the Interim Policy, Federal Aviation Administration (FAA) Review of Solar Energy Projects on Federally Obligated Airports, or the most recent version adopted by the FAA, and the SGHAT results show no detrimental affect with less than a 500 feet separation from any of the following:
- a. any AIRPORT premises or any AIRPORT approach zone within five miles of the end of the AIRPORT runway; or
  - b. any RESTRICTED LANDING AREA that is NONCONFORMING or which has been authorized by SPECIAL USE permit and that existed on or for which there had been a complete SPECIAL USE permit application received by April 22, 2010, or any approach zone for any such RESTRICTED LANDING AREA; or
  - c. any RESIDENTIAL AIRPORT that existed on or for which there had been a complete SPECIAL USE permit application received by April 22, 2010, or any approach zone for any such RESIDENTIAL AIRPORT.
- (5) A separation of at least 500 feet between substations and transmission lines greater than 34.5 kVA to adjacent dwellings and residential DISTRICTS.
- (6) Electrical inverters shall be located as far as possible from property lines and adjacent DWELLINGS consistent with good engineering practice. Inverter locations that are less than 275 feet from the perimeter fence shall require specific approval and may require special sound deadening construction and noise analysis.
- (7) Separation distances for any PV SOLAR FARM with solar equipment exceeding 8 feet in height, with the exception of transmission lines which may be taller, shall be determined by the BOARD on a case-by-case basis.
- (8) PV SOLAR FARM solar equipment other than inverters shall be no less than 26 feet from the property line of any lot more than 10 acres in area.
- E. Standard Conditions for Design and Installation of any PV SOLAR FARM.
- (1) Any building that is part of a PV SOLAR FARM shall include as a requirement for a Zoning Compliance Certificate a certification by an Illinois Professional Engineer or Illinois Licensed Structural Engineer or other qualified professional that the constructed building conforms to Public Act 96-704 regarding building code compliance and conforms to the Illinois Accessibility Code.

(2) Electrical Components

- a. All electrical components of the PV SOLAR FARM shall conform to the National Electrical Code as amended and shall comply with Federal Communications Commission (FCC) requirements.
- b. Burying power and communication wiring underground shall be minimized consistent with best management practice regarding PV solar farm construction and minimizing impacts on agricultural drainage tile.

(3) Maximum height. The height limitation established in Section 5.3 shall not apply to a PV SOLAR FARM. The maximum height of all above ground STRUCTURES shall be identified in the application and as approved in the SPECIAL USE permit.

(4) Warnings

- a. A reasonably visible warning sign concerning voltage must be placed at the base of all pad-mounted transformers and substations.

(5) No construction may intrude on any easement or right of way for a GAS PIPELINE or HAZARDOUS LIQUID PIPELINE, an underground water main or sanitary sewer, a drainage district ditch or tile, or any other public utility facility unless specifically authorized by a crossing agreement that has been entered into with the relevant party.

F. Standard Conditions to Mitigate Damage to Farmland

(1) All underground wiring or cabling for the PV SOLAR FARM shall be at a minimum depth of 5 feet below grade or deeper if required to maintain a minimum one foot of clearance between the wire or cable and any agricultural drainage tile or a lesser depth if so authorized by the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.

(2) Protection of agricultural drainage tile

- a. The applicant shall endeavor to locate all existing agricultural drainage tile prior to establishing any construction staging areas, construction of any necessary PV SOLAR FARM access lanes or driveways, construction of any PV SOLAR FARM STRUCTURES, any common switching stations, substations, and installation of underground wiring or cabling. The applicant shall contact affected landowners and tenants and the Champaign County Soil and Water Conservation District and any relevant drainage district for their knowledge of tile line locations prior to

the proposed construction. Drainage districts shall be notified at least two weeks prior to disruption of tile.

- b. The location of drainage district tile lines shall be identified prior to any construction and drainage district tile lines shall be protected from disturbance as follows:
  - (a) All identified drainage district tile lines and any known existing drainage district tile easement shall be staked or flagged prior to construction to alert construction crews of the presence of drainage district tile and the related easement.
  - (b) Any drainage district tile for which there is no existing easement shall be protected from disturbance by a 30-foot wide no-construction buffer on either side of the drainage district tile. The no-construction buffer shall be staked or flagged prior to the start of construction and shall remain valid for the lifetime of the PV SOLAR FARM SPECIAL USE Permit and during any deconstruction activities that may occur pursuant to the PV SOLAR FARM SPECIAL USE Permit.
  - (c) Construction shall be prohibited within any existing drainage district easement and also prohibited within any 30-foot wide no-construction buffer on either side of drainage district tile that does not have an existing easement unless specific construction is authorized in writing by all commissioners of the relevant drainage district. A copy of the written authorization shall be provided to the Zoning Administrator prior to the commencement of construction.
- c. Any agricultural drainage tile located underneath construction staging areas, access lanes, driveways, any common switching stations, and substations shall be replaced as required in Section 6.3 of the Champaign County Storm Water Management and Erosion Control Ordinance.
- d. Any agricultural drainage tile that must be relocated shall be relocated as required in the Champaign County Storm Water Management and Erosion Control Ordinance.
- e. Conformance of any relocation of drainage district tile with the Champaign County Storm Water Management and Erosion Control Ordinance shall be certified by an Illinois Professional Engineer. Written approval by the drainage district shall be received prior to any backfilling of the relocated drain tile and a copy of the approval shall be submitted to the Zoning Administrator. As-built drawings shall be provided to both the relevant drainage district and the Zoning Administrator of any relocated drainage district tile.



- f. All tile lines that are damaged, cut, or removed shall be staked or flagged in such manner that they will remain visible until the permanent repairs are completed.
  - g. All exposed tile lines shall be screened or otherwise protected to prevent the entry into the tile of foreign materials, loose soil, small mammals, etc.
  - h. Permanent tile repairs shall be made within 14 days of the tile damage provided that weather and soil conditions are suitable or a temporary tile repair shall be made. Immediate temporary repair shall also be required if water is flowing through any damaged tile line. Temporary repairs are not needed if the tile lines are dry and water is not flowing in the tile provided the permanent repairs can be made within 14 days of the damage. All permanent and temporary tile repairs shall be made as detailed in the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R. and shall not be waived or modified except as authorized in the SPECIAL USE Permit.
  - i. All damaged tile shall be repaired so as to operate as well after construction as before the construction began.
  - j. Following completion of the PV SOLAR FARM construction, the applicant shall be responsible for correcting all tile line repairs that fail, provided that the failed repair was made by the Applicant.
- (3) All soil conservation practices (such as terraces, grassed waterways, etc.) that are damaged by PV SOLAR FARM construction and/or decommissioning shall be restored by the applicant to the pre-PV SOLAR FARM construction condition in a manner consistent with the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.
- (4) Topsoil replacement

For any open trenching required pursuant to PV SOLAR FARM construction, the topsoil shall be stripped and replaced as follows:

- a. The top 12 inches of topsoil shall first be stripped from the area to be trenched and from an adjacent area to be used for subsoil storage. The topsoil shall be stored in a windrow parallel to the trench in such a manner that it will not become intermixed with subsoil materials.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- b. All subsoil material that is removed from the trench shall be placed in the second adjacent stripped windrow parallel to the trench but separate from the topsoil windrow.
  - c. In backfilling the trench, the stockpiled subsoil material shall be placed back into the trench before replacing the topsoil.
  - d. The topsoil must be replaced such that after settling occurs, the topsoil's original depth and contour (with an allowance for settling) will be restored.
  - e. All topsoil shall be placed in a manner consistent with the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.
- (5) Mitigation of soil compaction and rutting
- a. The Applicant shall not be responsible for mitigation of soil compaction and rutting if exempted by the PV SOLAR FARM lease.
  - b. Unless specifically provided for otherwise in the PV SOLAR FARM lease, the Applicant shall mitigate soil compaction and rutting for all areas of farmland that were traversed with vehicles and construction equipment or where topsoil is replaced in open trenches.
  - c. All mitigation of soil compaction and rutting shall be consistent with the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.
- (6) Land leveling
- a. The Applicant shall not be responsible for leveling of disturbed land if exempted by the PV SOLAR FARM lease.
  - b. Unless specifically provided for otherwise in the PV SOLAR FARM lease, the Applicant shall level all disturbed land as follows:
    - (a) Following the completion of any open trenching, the applicant shall restore all land to its original pre-construction elevation and contour.
    - (b) Should uneven settling occur or surface drainage problems develop as a result of the trenching within the first year after completion, the applicant shall again restore the land to its original pre-construction elevation and contour.

- c. All land leveling shall be consistent with the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R.

(7) Permanent Erosion and Sedimentation Control Plan

- a. Prior to the approval of any Zoning Use Permit, the Applicant shall provide a permanent soil erosion and sedimentation plan for the PV SOLAR FARM including any access road that conforms to the relevant Natural Resources Conservation Service guidelines and that is prepared by an Illinois Licensed Professional Engineer.
- b. As-built documentation of all permanent soil erosion and sedimentation improvements for the PV SOLAR FARM including any access road prepared by an Illinois Licensed Professional Engineer shall be submitted and accepted by the Zoning Administrator prior to approval of any Zoning Compliance Certificate.

(8) Retention of all topsoil

No topsoil may be removed, stripped, or sold from the proposed SPECIAL USE Permit site pursuant to or as part of the construction of the PV SOLAR FARM.

(9) Minimizing disturbance to BEST PRIME FARMLAND

- a. Any PV SOLAR FARM to be located on BEST PRIME FARMLAND shall minimize the disturbance to BEST PRIME FARMLAND as follows:
  - (a) The disturbance to BEST PRIME FARMLAND caused by construction and operation of the PV SOLAR FARM shall be minimized at all times consistent with good engineering practice.
  - (b) Disturbance to BEST PRIME FARMLAND shall be offset by establishment of a vegetative ground cover within the PV SOLAR FARM that includes the following:
    - i. The vegetative ground cover shall use native plant species as much as possible and shall be based on a site assessment of the site geography and soil conditions.
    - ii. The species selected shall serve a secondary habitat purpose as much as possible.
    - iii. Maintenance of the vegetative ground cover shall use a combination of management approaches to

ensure safe, cost-effective, reliable maintenance while minimizing environmental risks.

- iv. The plan to establish and maintain a vegetative ground cover that includes native plant species as much as possible shall be detailed in a landscape plan included in the PV SOLAR FARM SPECIAL USE permit application. The landscape plan shall include the weed control plan required by Section 6.1.5 P.(3).

**G. Standard Conditions for Use of Public Streets**

Any PV SOLAR FARM Applicant proposing to use any County Highway or a township or municipal STREET for the purpose of transporting PV SOLAR FARM or Substation parts and/or equipment for construction, operation, or maintenance of the PV SOLAR FARM or Substations(s), shall identify all such public STREETS and pay the costs of any necessary permits and the costs to repair any damage to the STREETS caused by the PV SOLAR FARM construction, as follows:

- (1) Prior to the close of the public hearing before the BOARD, the Applicant shall enter into a Roadway Upgrade and Maintenance agreement approved by the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, except for any COMMUNITY PV SOLAR FARM for which the relevant highway authority has agreed in writing to waive the requirements of subparagraphs 6.1.5 G.(1), (2), and (3), and the signed and executed Roadway Upgrade and Maintenance agreements must provide for the following minimum conditions:
  - a. The applicant shall agree to conduct a pre-PV SOLAR FARM construction baseline survey to determine existing STREET conditions for assessing potential future damage including the following:
    - (a) A videotape of the affected length of each subject STREET supplemented by photographs if necessary.
    - (b) Pay for costs of the County to hire a consultant to make a study of any structure on the proposed route that the County Engineer feels may not carry the loads likely during the PV SOLAR FARM construction.
    - (c) Pay for any strengthening of STREET structures that may be necessary to accommodate the proposed traffic loads caused by the PV SOLAR FARM construction.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

---

- b. The Applicant shall agree to pay for costs of the County Engineer to hire a consultant to make a study of any structure on the proposed route that the County Engineer feels may not carry the loads likely during the PV SOLAR FARM construction and pay for any strengthening of structures that may be necessary to accommodate the proposed traffic loads caused by the PV SOLAR FARM construction.
- c. The Applicant shall agree upon an estimate of costs for any other necessary roadway improvements prior to construction.
- d. The Applicant shall obtain any necessary approvals for the STREET improvements from the relevant STREET maintenance authority.
- e. The Applicant shall obtain any necessary Access Permits including any required plans.
- f. The Applicant shall erect permanent markers indicating the presence of underground cables.
- g. The Applicant shall install marker tape in any cable trench.
- h. The Applicant shall become a member of the Illinois state wide One-Call Notice System (otherwise known as the Joint Utility Locating Information for Excavators or "JULIE") and provide JULIE with all of the information necessary to update its record with respect to the PV SOLAR FARM.
- i. The Applicant shall use directional boring equipment to make all crossings of County Highways for the cable collection system.
- j. The Applicant shall notify the STREET maintenance authority in advance of all oversize moves and crane crossings.
- k. The Applicant shall provide the County Engineer with a copy of each overweight and oversize permit issued by the Illinois Department of Transportation for PV SOLAR FARM construction.
- l. The Applicant shall transport the PV SOLAR FARM loads so as to minimize adverse impact on the local traffic including farm traffic.
- m. The Applicant shall schedule PV SOLAR FARM construction traffic in a way to minimize adverse impacts on emergency response vehicles, rural mail delivery, school bus traffic, and local agricultural traffic.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

---

- n. The Applicant shall provide as much advance notice as is commercially reasonable to obtain approval of the STREET maintenance authority when it is necessary for a STREET to be closed due to a crane crossing or for any other reason. Notwithstanding the generality of the aforementioned, the Applicant will provide 48 hours notice to the extent reasonably practicable.
- o. The Applicant shall provide signs indicating all highway and STREET closures and work zones in accordance with the Illinois Department of Transportation Manual on Uniform Traffic Control Devices.
- p. The Applicant shall establish a single escrow account and a single Irrevocable Letter of Credit for the cost of all STREET upgrades and repairs pursuant to the PV SOLAR FARM construction.
- q. The Applicant shall notify all relevant parties of any temporary STREET closures.
- r. The Applicant shall obtain easements and other land rights needed to fulfill the Applicant's obligations under this Agreement.
- s. The Applicant shall agree that the County shall design all STREET upgrades in accordance with the most recent edition of the IDOT Bureau of Local Roads and Streets Manual.
- t. The Applicant shall provide written Notice to Proceed to the relevant STREET maintenance authority by December 31 of each year that identifies the STREETS to be upgraded during the following year.
- u. The Applicant shall provide dust control and grading work to the reasonable satisfaction of the County Engineer on STREETS that become aggregate surface STREETS.
- v. The Applicant shall conduct a post-PV SOLAR FARM construction baseline survey similar to the pre-PV SOLAR FARM construction baseline survey to identify the extent of repairs necessary to return the STREETS to the pre-PV SOLAR FARM construction condition.
- w. The Applicant shall pay for the cost of all repairs to all STREETS that are damaged by the Applicant during the construction of the PV SOLAR FARM and restore such STREETS to the condition they were in at the time of the pre-PV SOLAR FARM construction inventory.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- x. All PV SOLAR FARM construction traffic shall exclusively use routes designated in the approved Transportation Impact Analysis.
  - y. The Applicant shall provide liability insurance in an acceptable amount to cover the required STREET construction activities.
  - z. The Applicant shall pay for the present worth costs of life consumed by the construction traffic as determined by the pavement management surveys and reports on the roads which do not show significant enough deterioration to warrant immediate restoration.
  - aa. Provisions for expiration date on the agreement.
  - bb. Other conditions that may be required.
- (2) A condition of the County Board Special Use Permit approval shall be that the Zoning Administrator shall not authorize a Zoning Use Permit for the PV SOLAR FARM until the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, has approved a Transportation Impact Analysis provided by the Applicant and prepared by an independent engineer that is mutually acceptable to the Applicant and the County Engineer and State's Attorney; or Township Highway Commissioner; or municipality where relevant, that includes the following:
- a. Identify all such public STREETS or portions thereof that are intended to be used by the Applicant during construction of the PV SOLAR FARM as well as the number of loads, per axle weight of each load; and type of equipment that will be used to transport each load.
  - b. A schedule of the across road culverts and bridges affected by the project and the recommendations as to actions, if any, required with respect to such culverts and bridges and estimated of the cost to replace such culverts and bridges;
  - c. A schedule of the anticipated STREET repair costs to be made in advance of the PV SOLAR FARM construction and following construction of the PV SOLAR FARM.
  - d. The Applicant shall reimburse the County Engineer; or Township Highway Commissioner; or municipality where relevant, for all reasonable engineering fees including the costs of a third party consultant, incurred in connection with the review and approval of the Transportation Impact Analysis.
- (3) At such time as decommissioning takes place, the Applicant or its successors in interest shall enter into a Roadway use and Repair Agreement with the appropriate highway authority.

H. Standard Conditions for Coordination with Local Fire Protection District

- (1) The Applicant shall submit to the local fire protection district a copy of the site plan.
- (2) Upon request by the local fire protection district, the Owner or Operator shall cooperate with the local fire protection district to develop the fire protection district's emergency response plan.
- (3) Nothing in this section shall alleviate the need to comply with all other applicable fire laws and regulations.

I. Standard Conditions for Allowable Noise Level

- (1) Noise levels from any PV SOLAR FARM shall be in compliance with the applicable Illinois Pollution Control Board (IPCB) regulations (*35 Illinois Administrative Code* Subtitle H: Noise Parts 900, 901, 910).
- (2) The Applicant shall submit manufacturer's sound power level characteristics and other relevant data regarding noise characteristics of proposed PV SOLAR FARM equipment necessary for a competent noise analysis.
- (3) The Applicant, through the use of a qualified professional, as part of the siting approval application process, shall appropriately demonstrate compliance with the above noise requirements as follows:
  - a. The SPECIAL USE permit application for other than a COMMUNITY PV SOLAR FARM shall include a noise analysis that includes the following:
    - (a) The pre-development 24-hour ambient background sound level shall be identified at representative locations near the site of the proposed PV SOLAR FARM.
    - (b) Computer modeling shall be used to generate the anticipated sound level resulting from the operation of the proposed PV SOLAR FARM within 1,500 feet of the proposed PV SOLAR FARM.
    - (c) Results of the ambient background sound level monitoring and the modeling of anticipated sound levels shall be clearly stated in the application and the application shall include a map of the modeled noise contours within 1,500 feet of the proposed PV SOLAR FARM.
    - (d) The application shall also clearly state the assumptions of the computer model's construction and algorithms so that a



competent and objective third party can as simply as possible verify the anticipated sound data and sound levels.

- b. For a COMMUNITY PV SOLAR FARM the Board may require submission of a noise analysis that meets the standard of paragraph 6.1.5 I.(3)a.

(4) After construction of the PV SOLAR FARM, the Zoning Administrator shall take appropriate enforcement action as necessary to investigate noise complaints in order to determine the validity of the complaints and take any additional enforcement action as proves warranted to stop any violation that is occurring, including but not limited to the following:

- a. The Zoning Administrator shall make the Environment and Land Use Committee aware of complaints about noise that have been received by the Complaint Hotline.
- b. If the Environment and Land Use Committee determines that the noise is excessive, the Environment and Land Use Committee shall require the Owner or Operator to take reasonable steps to mitigate the excessive noise.

**J. Standard Conditions for Endangered Species Consultation**

The Applicant shall apply for consultation with the Endangered Species Program of the Illinois Department of Natural Resources. The Application shall include a copy of the Agency Action Report from the Endangered Species Program of the Illinois Department of Natural Resources or, if applicable, a copy of the Detailed Action Plan Report submitted to the Endangered Species Program of the Illinois Department of Natural Resources and a copy of the response from the Illinois Department of Natural Resources.

**K. Standard Conditions for Historic and Archaeological Resources Review**

The Applicant shall apply for consultation with the State Historic Preservation Officer of the Illinois Department of Natural Resources. The Application shall include a copy of the Agency Action Report from the State Historic Preservation Officer of the Illinois Department of Natural Resources.

**L. Standard Conditions for Acceptable Wildlife Impacts**

The PV SOLAR FARM shall be located, designed, constructed, and operated so as to avoid and if necessary mitigate the impacts to wildlife to a sustainable level of mortality.

**M. Screening and fencing**

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- (1) Perimeter fencing
  - a. PV SOLAR FARM equipment and structures shall be fully enclosed and secured by a fence with a minimum height of 7 feet.
  - b. Knox boxes and keys shall be provided at locked entrances for emergency personnel access.
  - c. Vegetation between the fencing and the LOT LINE shall be maintained such that NOXIOUS WEEDS are controlled or eradicated consistent with the Illinois Noxious Weed Law (505 ILCS 100/1 et seq.). Management of the vegetation shall be explained in the application.
  
- (2) Screening
  - a. A visual screen shall be provided around the perimeter of the PV SOLAR FARM as follows:
    - (a) The visual screen shall be provided for any part of the PV SOLAR FARM that is visible to and located within 1,000 feet of an existing DWELLING or residential DISTRICT except that the visual screen may not be required within the full 1,000 feet of an existing DWELLING or residential DISTRICT provided the applicant submits a landscape plan prepared by an Illinois Registered Landscape Architect and the BOARD finds that the visual screen in the landscape plan provides adequate screening. However, the visual screen shall not be required if the PV SOLAR FARM is not visible to a DWELLING or residential DISTRICT by virtue of the existing topography.
    - (b) The visual screen shall be waived if the owner(s) of a relevant DWELLING(S) have agreed in writing to waive the screening requirement and a copy of the written waiver is submitted to the BOARD or GOVERNING BODY.
    - (c) The visual screen shall be a vegetated buffer as follows:
      - i. A vegetated visual screen buffer that shall include a continuous line of native evergreen foliage and/or native shrubs and/or native trees and/or any existing wooded area and/or plantings of tall native grasses and other native flowering plants and/or an area of agricultural crop production that will conceal the PV SOLAR FARM from view from adjacent abutting property may be authorized as an alternative visual screen subject to specific conditions.

- ii. Any vegetation that is part of the approved visual screen buffer shall be maintained in perpetuity of the PV SOLAR FARM. If the evergreen foliage below a height of 7 feet disappears over time, the screening shall be replaced.
- iii. The continuous line of native evergreen foliage and/or native shrubs and/or native trees shall be planted at a minimum height of 5 feet tall and shall be planted in multiple rows as required to provide a 50% screen within 2 years of planting. The planting shall otherwise conform to Natural Resources Conservation Service Practice Standard 380 Windbreak/Shelterbreak Establishment except that the planting shall be located as close as possible to the PV SOLAR FARM fence while still providing adequate clearance for maintenance.
- iv. A planting of tall native grasses and other native flowering plants may be used as a visual screen buffer for any PV module installation that is no more than 8 feet tall provided that the width of planting shall be as authorized by the BOARD and the planting shall otherwise be planted and maintained per the recommendations of the Natural Resources Conservation Service Practice Standard 327 Conservation Cover and further provided that the PV SOLAR FARM perimeter fence is opaque.
- v. An area of agricultural crop production may also be authorized by the BOARD as an alternative visual screen buffer with a width of planting as authorized by the BOARD provided that the PV SOLAR FARM perimeter fence is opaque. Any area of crop production that is used as a vegetated visual screen shall be planted annually and shall be replanted as necessary to ensure a crop every year regardless of weather or market conditions.
- vi. Any vegetated screen buffer shall be detailed in a landscape plan drawing that shall be included with the PV SOLAR FARM SPECIAL USE permit application.

**N. Standard Conditions to Minimize Glare**

- (1) The design and construction of the PV SOLAR FARM shall minimize glare that may affect adjacent properties and the application shall include an explanation of how glare will be minimized.

- (2) After construction of the PV SOLAR FARM, the Zoning Administrator shall take appropriate enforcement action as necessary to investigate complaints of glare in order to determine the validity of the complaints and take any additional enforcement action as proves warranted to stop any significant glare that is occurring, including but not limited to the following:
  - a. The Zoning Administrator shall make the Environment and Land Use Committee aware of complaints about glare that have been received by the Complaint Hotline.
  - b. If the Environment and Land Use Committee determines that the glare is excessive, the Environment and Land Use Committee shall require the Owner or Operator to take reasonable steps to mitigate the excessive glare such as the installation of additional screening.

**O. Standard Condition for Liability Insurance**

- (1) The Owner or Operator of the PV SOLAR FARM shall maintain a current general liability policy covering bodily injury and property damage with minimum limits of a least \$5 million per occurrence and \$5 million in the aggregate.
- (2) The general liability policy shall identify landowners in the SPECIAL USE permit as additional insured.

**P. Operational Standard Conditions**

- (1) Maintenance
  - a. The Owner or Operator of the PV SOLAR FARM must submit, on an annual basis, a summary of operation and maintenance reports to the Environment and Land Use Committee and any other operation and maintenance reports as the Environment and Land Use Committee reasonably requests.
  - b. Any physical modification to the PV SOLAR FARM that increases the number of solar conversion devices or structures and/or the land area occupied by the PV SOLAR FARM shall require a new County Board SPECIAL USE Permit. Like-kind replacements shall not require re-certification nor will replacement of transformers, cabling, etc. provided replacement is done in a fashion similar to the original installation.
  - c. The Application shall explain methods and materials used to clean the PV SOLAR FARM equipment including an estimation of the daily and annual gallons of water used and the source of the water and the management of wastewater. The BOARD may request copies of well records from the Illinois State Water Survey and

may require an estimate by a qualified hydrogeologist of the likely impact on adjacent waterwells.

- (2) Materials Handling, Storage and Disposal
  - a. All solid wastes related to the construction, operation and maintenance of the PV SOLAR FARM shall be removed from the site promptly and disposed of in accordance with all federal, state and local laws.
  - b. All hazardous materials related to the construction, operation and maintenance of the PV SOLAR FARM shall be handled, stored, transported and disposed of in accordance with all applicable local, state and federal laws.
- (3) Vegetation management
  - a. The PV SOLAR FARM SPECIAL USE permit application shall include a weed control plan for the total area of the SPECIAL USE permit including areas both inside of and outside of the perimeter fencing.
  - b. The weed control plan shall ensure the control and/or eradication of NOXIOUS WEEDS consistent with the Illinois Noxious Weed Law (505 ILCS 100/1 et seq.)
  - c. The weed control plan shall be explained in the application.

**Q. Standard Condition for Decommissioning and Site Reclamation Plan**

- (1) The Applicant shall submit a signed decommissioning and site reclamation plan conforming to the requirements of paragraph 6.1.1 A.
- (2) In addition to the purposes listed in subparagraph 6.1.1 A.4. the decommissioning and site reclamation plan shall also include provisions for anticipated repairs to any public STREET used for the purpose of reclamation of the PV SOLAR FARM and all costs related to removal of access driveways.
- (3) The decommissioning and site reclamation plan required in paragraph 6.1.1 A. shall also include the following:
  - a. A stipulation that the applicant or successor shall notify the GOVERNING BODY by certified mail of the commencement of voluntary or involuntary bankruptcy proceeding, naming the applicant as debtor, within ten days of commencement of the proceeding.
  - b. A stipulation that the applicant shall agree that the sale, assignment in fact or law, or such other transfer of applicant's financial interest

in the PV SOLAR FARM shall in no way affect or change applicant's obligation to continue to comply with the terms of this plan. Any successor in interest, assignee, and all parties to the decommissioning and site reclamation plan shall assume the terms, covenants, and obligations of this plan and agrees to assume all reclamation liability and responsibility for the PV SOLAR FARM.

- c. Authorization for the GOVERNING BODY and its authorized representatives for right of entry onto the PV SOLAR FARM premises for the purpose of inspecting the methods of reclamation or for performing actual reclamation if necessary.
- d. A stipulation that at such time as decommissioning takes place the applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan are required to enter into a Roadway Use and Repair Agreement with the relevant highway authority.
- e. A stipulation that the Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall provide evidence of any new, additional, or substitute financing or security agreement to the Zoning Administrator throughout the operating lifetime of the project.
- f. A stipulation that the Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall be obliged to perform the work in the decommissioning and site reclamation plan before abandoning the PV SOLAR FARM or prior to ceasing production of electricity from the PV SOLAR FARM, after it has begun, other than in the ordinary course of business. This obligation shall be independent of the obligation to pay financial assurance, and shall not be limited by the amount of financial assurance. The obligation to perform the reclamation work shall constitute a covenant running with the land.
- g. The decommissioning and site reclamation plan shall provide for payment of any associated costs that Champaign County may incur in the event that decommissioning is actually required. Associated costs include all administrative and ancillary costs associated with drawing upon the financial assurance and performing the reclamation work and shall include but not be limited to attorney's fees; construction management and other professional service fees; and the costs of preparing requests for proposals and bidding documents required to comply with state law or Champaign County purchasing policies.
- h. The depth of removal of foundation concrete below ground shall be a minimum of 54 inches. The depth of removal of foundation concrete shall be certified in writing by an Illinois Licensed

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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Professional Engineer and the certification shall be submitted to the Zoning Administrator.

- i. Underground electrical cables at a depth of 5 feet or greater may be left in place.
- j. The hole resulting from the removal of foundation concrete during decommissioning shall be backfilled as follows:
  - (a) The excavation resulting from the removal of foundation concrete shall only be backfilled with subsoil and topsoil in similar depths and similar types as existed at the time of the original PV SOLAR FARM construction except that a lesser quality topsoil or a combination of a lesser quality topsoil and a subsoil that is similar to the native subsoil may be used at depths corresponding to the native subsoil but not less than 12 inches below grade.
  - (b) The native soils excavated at the time of the original PV SOLAR FARM construction may be used to backfill the concrete foundation excavations at the time of decommissioning provided that the soils are adequately stored throughout the operating lifetime of the PV SOLAR FARM. The methods for storing the excavated native soils during the operating lifetime of the PV SOLAR FARM shall be included in the decommissioning and site reclamation plan.
  - (c) If the excavated native soils are not stored for use for backfilling the concrete foundation excavations, a qualified soil scientist or Illinois Licensed Professional Engineer shall certify that the actual soils used to backfill the concrete foundation excavations are of equal or greater quality than the native soils or that, in the case of subsoil, the backfill soil meets the requirements of this paragraph. The certification shall be submitted to the Zoning Administrator.
  - (d) An Illinois Licensed Professional Engineer shall certify in writing that the concrete foundation excavations have been backfilled with soil to such a depth and with a minimum of compaction that is consistent with the restoration of productive agricultural use such that the depth of soil is expected to be no less than 54 inches within one year after backfilling.
- k. A stipulation that should the decommissioning and site reclamation plan be deemed invalid by a court of competent jurisdiction the PV SOLAR FARM SPECIAL USE permit shall be deemed void.

- l. A stipulation that the Applicant's obligation to complete the decommissioning and site reclamation plan and to pay all associated costs shall be independent of the Applicant's obligation to provide financial assurance.
  - m. A stipulation that the liability of the Applicant's failure to complete the decommissioning and site reclamation plan or any breach of the decommissioning and site reclamation plan requirement shall not be capped by the amount of the financial assurance.
  - n. If the Applicant desires to remove equipment or property credited to the estimated salvage value without the concurrent replacement of the property with property of equal or greater salvage value, or if the Applicant installs equipment or property increasing the cost of decommissioning after the PV SOLAR FARM begins to produce electricity, at any point, the Applicant shall first obtain the consent of the Zoning Administrator. If the Applicant's lien holders remove equipment or property credited to the salvage value, the Applicant shall promptly notify the Zoning Administrator. In either of these events, the total financial assurance shall be adjusted to reflect any change in total salvage value and total decommissioning costs resulting from any such removal or installation.
- (4) To comply with paragraph 6.1.1 A.5., the Applicant shall provide financial assurance in the form of an irrevocable letter of credit and an escrow account as follows:
- a. At the time of Special Use Permit approval, the amount of financial assurance to be provided for the decommissioning and site reclamation plan shall be 125% of the decommissioning cost as determined in the independent engineer's cost estimate to complete the decommissioning work described in Sections 6.1.1 A.4.a. and 6.1.1 A.4.b. and 6.1.1 A.4.c. and shall otherwise be compliant with Section 6.1.1.A.5. except that if the SOLAR PV modules have an unlimited warranty of at least 10 years and also have a limited power warranty to provide not less not than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, financial assurance may be provided for the decommissioning and site reclamation plan as follows:
    - (a) No Zoning Use Permit to authorize construction of the SOLAR FARM shall be authorized by the Zoning Administrator until the SOLAR FARM owner shall provide the County with Financial Assurance to cover 12.5% of the decommissioning cost as determined in the independent



- engineer's cost estimate to complete the decommissioning work described in Sections 6.1.1 A.4.a. and 6.1.1 A.4.b. and 6.1.1 A.4.c. and otherwise compliant with Section 6.1.1 A.5.
- (b) On or before the sixth anniversary of the Commercial Operation Date, the SOLAR FARM Owner shall provide the County with Financial Assurance to cover 62.5% of the decommissioning cost as determined in the independent engineer's cost estimate to complete the decommissioning work described in Sections 6.1.1 A.4.a. and 6.1.1 A.4.b. and 6.1.1 A.4.c. and otherwise compliant with Section 6.1.1 A.5.
- (c) On or before the eleventh anniversary of the Commercial Operation Date, the SOLAR FARM Owner shall provide the County with Financial Assurance to cover 125% of the decommissioning cost as determined in the independent engineer's cost estimate to complete the decommissioning work described in Sections 6.1.1 A.4.a. and 6.1.1 A.4.b. and 6.1.1 A.4.c. and otherwise compliant with Section 6.1.1 A.5.
- b. Net salvage value may be deducted from decommissioning costs as follows:
- (a) One of the following standards shall be met:
- i. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall maintain the PV SOLAR FARM free and clear of liens and encumbrances, including financing liens and shall provide proof of the same prior to issuance of the SPECIAL USE Permit; or
  - ii. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall deduct from the salvage value credit the amount of any lien or encumbrance on the PV SOLAR FARM; or
  - iii. Any and all financing and/or financial security agreements entered into by the Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall expressly provide that the agreements are subject to the covenant required by Section 6.1.1 A.2 that the reclamation work be done.

- (b) The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall provide proof of compliance with paragraph 6.1.5. Q.(4)b.(a) prior to issuance of any Zoning Use Permit and upon every renewal of the financial assurance and at any other time upon the request of the Zoning Administrator.
  - (c) The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall provide in the decommissioning and site reclamation plan for legal transfer of the STRUCTURE to the demolisher to pay the costs of reclamation work, should the reclamation work be performed.
  - (d) The net estimated salvage value that is deducted from the estimated decommissioning costs shall be the salvage value that results after all related costs for demolition and any required preparation for transportation for reuse or recycling or for simple disposal and other similar costs including but not limited to the decommissioning of the PV SOLAR FARM STRUCTURES, equipment, and access roads.
  - (e) Estimated salvage value shall be based on the average salvage price of the past five years as published in a reputable source for salvage values and shall reflect sound engineering judgment as to anticipated changes in salvage prices prior to the next update of estimated net salvage value.
  - (f) The deduction from the estimated decommissioning costs for net estimated salvage value shall be capped at 70% of the total net estimated salvage value even though the total actual salvage value shall be available in the event that decommissioning is actually required.
  - (g) The total financial assurance after deduction of the net estimated salvage value shall not be less than \$1,000 per acre.
  - (h) The credit for net estimated salvage value attributable to any PV SOLAR FARM may not exceed the estimated cost of removal of the above-ground portion of that PV SOLAR FARM on the subject site.
- c. The GOVERNING BODY has the right to require multiple letters of credit based on the regulations governing federal insurance for deposits.

- d. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall adjust the amount of the financial assurance to ensure that it reflects current and accurate information as follows:
- (a) At least once every three years for the first 12 years of the financial assurance and at least once every two years thereafter or, if the SOLAR PV modules have an unlimited warranty of at least 10 years and also have a limited power warranty to provide not less not than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, then at least once every five years for the first 25 years of the financial assurance and at least once every two years thereafter, the Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall use an independent Illinois Licensed Professional Engineer to provide updated estimates of decommissioning costs and salvage value, by including any changes due to inflation and/or change in salvage price. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall, upon receipt, provide a copy of the adjusted Professional Engineer's report to the Zoning Administrator.
  - (b) At all times, the total combined value of the irrevocable letter of credit and the escrow account shall equal or exceed the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation based on the Consumer Price Index since the PV SOLAR FARM was approved.
- e. The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the first 13 years of the PV SOLAR FARM operation except that if the SOLAR PV modules have an unlimited warranty of at least 10 years and also have a limited power warranty to provide not less not than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, the applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan owner may gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the 21<sup>st</sup> through the 25<sup>th</sup> years of the SOLAR FARM operation, as follows:

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- (a) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan and the GOVERNING BODY shall agree on a mutually acceptable financial institution at which an escrow account shall be established.
- (b) The GOVERNING BODY shall be the beneficiary of the escrow account for the purpose of the reclamation of the PV SOLAR FARM in the event that the PV SOLAR FARM owner is incapable of decommissioning the PV SOLAR FARM.
- (c) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall grant perfected security in the escrow account by use of a control agreement establishing the County as an owner of record, pursuant to the Secured Transactions Article of the Uniform Commercial Code, 810 ILCS 9/101 et seq.
- (d) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall make equal annual deposits to the escrow account over a time period as required in Section 6.1.5 Q.(4)e. and shall simultaneously provide a replacement irrevocable letter of credit that is reduced accordingly.
- (e) At all times the total combined value of the irrevocable letter of credit and the escrow account shall be increased annually as necessary to reflect actual rates of inflation over the life span of the PV SOLAR FARM and the amount shall be equal to or exceed 125% of the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation since the PV SOLAR FARM was approved.
- (f) Any interest accrued on the escrow account that is over and above the total value required by subparagraph 6.1.5 Q.(4)b. shall go to the PV SOLAR FARM owner.
- (g) In order to provide funding for decommissioning at the time of decommissioning, the PV SOLAR FARM applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan may exchange a new irrevocable letter of credit in an amount equal to the amount in the escrow account in exchange for the GOVERNING BODY agreeing to a release of the full amount of the escrow account.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- f. Should the salvage value of components be adjusted downward or the decommissioning costs adjusted upward pursuant to paragraph 6.1.5 Q.(4)d., the amount to be placed in the escrow account pursuant to this paragraph 6.1.5 Q.(4) shall be increased to reflect the adjustment, as if the adjusted estimate were the initial estimate.
  - g. Any financial assurance required per the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R. shall count towards the total financial assurance required for compliance with paragraph 6.1.1 A.5.
  - h. Unless the Governing Body approves otherwise, the Champaign County State's Attorney's Office shall review and approve every Letter of Credit and every agreement regarding the Escrow Account prior to acceptance by the Zoning Administrator.
- (5) In addition to the conditions listed in subparagraph 6.1.1 A.9. the Zoning Administrator may also draw on the funds for the following reasons:
- a. In the event that any PV SOLAR FARM or component thereof ceases to be functional for more than six consecutive months after it starts producing electricity and the Owner is not diligently repairing such PV SOLAR FARM or component.
  - b. In the event that the Owner declares the PV SOLAR FARM or any PV SOLAR FARM component to be functionally obsolete for tax purposes.
  - c. There is a delay in the construction of any PV SOLAR FARM of more than 6 months after construction on that PV SOLAR FARM begins.
  - d. Any PV SOLAR FARM or component thereof that appears in a state of disrepair or imminent collapse and/or creates an imminent threat to the health or safety of the public or any person.
  - e. Any PV SOLAR FARM or component thereof that is otherwise derelict for a period of 6 months.
  - f. The PV SOLAR FARM is in violation of the terms of the PV SOLAR FARM SPECIAL USE permit for a period exceeding ninety (90) days.
  - g. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan has failed to maintain financial assurance in the form and amount required by the special use permit or compromised the COUNTY's interest in the decommissioning and site reclamation plan.

- h. The COUNTY discovers any material misstatement of fact or misleading omission of fact made by the Applicant in the course of the special use permit zoning case.
  - i. The Applicant has either failed to receive a copy of the certification of design compliance required by paragraph 6.1.5 D. or failed to submit it to the County within 12 consecutive months of receiving a Zoning Use Permit regardless of the efforts of the Applicant to obtain such certification.
- (6) The Zoning Administrator may, but is not required to, deem the PV SOLAR FARM abandoned, or the standards set forth in Section 6.1.5 Q.(5) met, with respect to some, but not all, of the PV SOLAR FARM. In that event, the Zoning Administrator may draw upon the financial assurance to perform the reclamation work as to that portion of the PV SOLAR FARM only. Upon completion of that reclamation work, the salvage value and reclamation costs shall be recalculated as to the remaining PV SOLAR FARM.
  - (7) The Decommissioning and Site Reclamation Plan shall be included as a condition of approval by the BOARD and the signed and executed irrevocable letter of credit and evidence of the escrow account must be submitted to the Zoning Administrator prior to any Zoning Use Permit approval.
- R. Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture.
- (1) If provided by state law, the Applicant shall enter into an Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture.
  - (2) The Applicant shall bear full responsibility for coordinating any special conditions required in the SPECIAL USE Permit in order to ensure compliance with the signed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture.
  - (3) All requirements of the signed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture shall become requirements of the County Board SPECIAL USE Permit.
  - (4) Champaign County shall have the right to enforce all requirements of the signed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture.
- S. Complaint Hotline
- (1) Prior to the commencement of construction on the PV SOLAR FARM and during the entire term of the County Board SPECIAL USE permit and any extension, the Applicant and Owner shall establish a telephone number hotline for the general public to call with any complaints or questions.

- (2) The telephone number hotline shall be publicized and posted at the operations and maintenance center and the construction marshalling yard.
- (3) The telephone number hotline shall be manned during usual business hours and shall be an answering recording service during other hours.
- (4) Each complaint call to the telephone number hotline shall be logged and identify the name and address of the caller and the reason for the call.
- (5) All calls shall be recorded and the recording shall be saved for transcription for a minimum of two years.
- (6) A copy of the telephone number hotline shall be provided to the Zoning Administrator on a monthly basis.
- (7) The Applicant and Owner shall take necessary actions to resolve all legitimate complaints.

T. Standard Condition for Expiration of PV SOLAR FARM County Board SPECIAL USE Permit

A PV SOLAR FARM County Board SPECIAL USE Permit designation shall expire in 10 years if no Zoning Use Permit is granted.

U. Application Requirements

- (1) In addition to all other information required on the SPECIAL USE Permit application and required by Section 9.1.11 A.2., the application shall contain or be accompanied by the following information:
  - a. A PV SOLAR FARM Project Summary, including, to the extent available:
    - (a) A general description of the project, including its approximate DC and AC generating capacity; the maximum number and type of solar devices; and the potential equipment manufacturer(s).
    - (b) The specific proposed location of the PV SOLAR FARM including all tax parcels on which the PV SOLAR FARM will be constructed.
    - (c) The specific proposed location of all tax parcels required to be included in the PV SOLAR FARM County Board SPECIAL USE Permit.
    - (d) A description of the Applicant; Owner and Operator, including their respective business structures.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- b. The name(s), address(es), and phone number(s) of the Applicant(s), Owner and Operator, and all property owner(s) for the PV SOLAR FARM County Board SPECIAL USE permit.
- c. A site plan for the SOLAR FARM indicating the following:
  - (a) The approximate planned location of all PV SOLAR FARM STRUCTURES, property lines (including identification of adjoining properties), required separations, public access roads and turnout locations, access driveways, solar devices, electrical inverter(s), electrical transformer(s), cabling, switching station, electrical cabling from the PV SOLAR FARM to the Substations(s), ancillary equipment, screening and fencing, third party transmission lines, meteorological station, maintenance and management facilities, and layout of all structures within the geographical boundaries of any applicable setback.
  - (b) The site plan shall clearly indicate the area of the proposed PV SOLAR FARM County Board SPECIAL USE Permit as required by subparagraph 6.1.5 A.(1).
  - (c) The location of all below-ground wiring.
  - (d) The location, height, and appearance of all above-ground wiring and wiring structures.
  - (e) The separation of all PV SOLAR FARM structures from adjacent DWELLINGS and/or PRINCIPAL BUILDINGS or uses shall be dimensioned on the approved site plan and that dimension shall establish the effective minimum separation that shall be required for any Zoning Use Permit. Greater separation and somewhat different locations may be provided in the approved site plan for the Zoning Use Permit provided that that the greater separation does not increase the noise impacts and/or glare that were approved in the PV SOLAR FARM County Board SPECIAL USE Permit. PV SOLAR FARM structures includes substations, third party transmission lines, maintenance and management facilities, or other significant structures.
- d. All other required studies, reports, certifications, and approvals demonstrating compliance with the provisions of this Ordinance.
- e. The PV SOLAR FARM SPECIAL USE permit application shall include documentation that the applicant has provided a complete copy of the SPECIAL USE permit application to any municipality



within one-and-one-half miles of the proposed PV SOLAR FARM as required by Section 6.1.5 B.(2)a.(b).

- f. A municipal resolution regarding the PV SOLAR FARM by any municipality located within one-and-one-half miles of the PV SOLAR FARM must be submitted to the ZONING ADMINISTRATOR prior to the consideration of the PV SOLAR FARM SPECIAL USE permit by the Champaign County Board or, in the absence of such a resolution, the ZONING ADMINISTRATOR shall provide documentation to the County Board that any municipality within one-and-one-half miles of the PV SOLAR FARM was provided notice of the meeting dates for consideration of the proposed PV SOLAR FARM SPECIAL USE Permit for both the Environment and Land Use Committee and the County Board as required by Section 6.1.5 B.(2)a.(c).
- g. Documentation of an executed interconnection agreement with the appropriate electric utility shall be provided prior to issuance of a Zoning Compliance Certificate to authorize operation of the PV SOLAR FARM as required by Section 6.1.5 B.(3)b.

- (2) The Applicant shall notify the COUNTY of any changes to the information provided above that occurs while the County Board SPECIAL USE permit application is pending.
- (3) The Applicant shall include a copy of the signed Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture with the Zoning Use Permit Application to authorize construction.

**9. Add the following paragraph 9.3.1 J. for Zoning Use Permit fee:**

J. PV SOLAR FARM with not more than 7.5 megawatt nameplate rating.....\$1,800 per megawatt (includes COMMUNITY PV SOLAR FARM)

PV SOLAR FARM with nameplate rating of more than 7.5 megawatts....  
\$13,500 plus \$1,260 for each megawatt more than 7.5 megawatts

**10. Revise subsection 9.3.3 as follows:**

**9.3.3 Zoning Case Filing Fees**

A. General Provisions

- (1) No zoning case filing shall be accepted until the filing fee has been paid.
- (2) No zoning case filing fee shall be waived unless the Zoning Administrator determines that the petition is the only means reasonably available to bring a property into compliance with the provisions of this ordinance and the non-compliance is due solely to staff error.

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- (3) No zoning case filing fee shall be refunded after required legal notice has been made by mail or publication unless the Zoning Administrator determines such filing to have been based solely upon staff error.
- (4) No amendment to any petition which requires new legal notice shall be reconsidered until an amended petition fee has been received unless the Zoning Administrator determines such amendment to be required due solely to staff error.
- (5) The fee for SPECIAL USE permits shall be determined based on the larger of the following (except for County Board WIND FARM or PV SOLAR FARM SPECIAL USE Permits):
  - a. the area of farmland taken out of production as a result of the SPECIAL USE; or
  - b. when farmland will not be taken out of production as a result of the SPECIAL USE, the land area taken up by the existing STRUCTURES and all proposed CONSTRUCTION proposed in the SPECIAL USE application.
- (6) When some combination of VARIANCE, SPECIAL USE and Map Amendment cases is required simultaneously for the same property, the total filing fee shall include the following (except for County Board WIND FARM or PV SOLAR FARM Special Use Permits):
  - a. The standard fee for the most expensive individual zoning case; and
  - b. one-half of the standard fee for any other required VARIANCE, SPECIAL USE, or Map Amendment provided that
  - c. no additional fees shall be included for multiple zoning cases of the same type that can be advertised in the same legal advertisement.

**B. Fees**

- (1) VARIANCES
  - a. ADMINISTRATIVE VARIANCES.. \$100
  - b. Minor or Major VARIANCES..... \$200
- (2) SPECIAL USE permits and Map Amendments (except for County Board WIND FARM or PV SOLAR FARM Special Use Permit)
  - a. Two acres or less and Base Fee for larger areas .....\$400

**Attachment A. Revised Proposed Amendment as Recommended by ZBA - Clean**  
June 28, 2018

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- b. More than two acres but no more than 12 acres. ....add \$40 per acre to Base Fee for each acre over two acres
  - c. More than 12 acres add \$10 per acre for each acre over 12 acres and add to fees in a. and b. above
- 
- (3) Appeals and Interpretations.....\$200
  - (4) Change of Nonconforming Use.....\$100
  - (5) Amendment to Petitions (requiring new legal notice) .....\$100
  - (6) County Board WIND FARM Special Use Permit..... \$20,000 or \$440 per WIND FARM TURBINE TOWER, whichever is greater
  - (7) BIG WIND TURBINE TOWER SPECIAL USE Permit per BIG WIND TURBINE TOWER.....\$3,300
  - (8) County Board PV SOLAR FARM Special Use Permit
    - PV SOLAR FARM with not more than 7.5 megawatt nameplate rating..... \$1,320 per megawatt (includes COMMUNITY PV SOLAR FARM)
    - PV SOLAR FARM with nameplate rating of more than 7.5 megawatts to 112.5 megawatts.....\$9,240 plus \$102 for each megawatt more than 7.5 megawatts and up to 112.5 megawatts
    - PV SOLAR FARM with more than 112.5 megawatt nameplate rating..... \$180 per megawatt

**Attachment B. Email dated 7/23/18 from Patrick Brown of BayWa r.e.**  
August 1, 2018

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**From:** Patrick Brown <[Patrick.Brown@baywa-re.com](mailto:Patrick.Brown@baywa-re.com)>  
**Sent:** Monday, July 23, 2018 5:04 PM  
**To:** John Hall <[jhall@co.champaign.il.us](mailto:jhall@co.champaign.il.us)>  
**Cc:** [laurel@arcperspectives.com](mailto:laurel@arcperspectives.com)  
**Subject:** [SPAM] LOC

Hello John,

I was reading through a memo from PJM on the East Coast, look at how they specifically the types of LOC they will accept. PJM runs the wholesale grid on the east coast much like MISO.

**Letters of Credit ("L/C"):** The Letter of Credit will only be accepted from U.S.-based financial institutions or U.S. branches of foreign financial institutions that have a minimum corporate debt rating of "A" by Standard & Poor's or Fitch Ratings, or "A2" from Moody's Investors Service, or an equivalent short term rating from one of these agencies. PJM will consider the lowest applicable rating to be the rating of the financial institution. If the rating of a financial institution providing a Letter of Credit is lowered below A/A2 by any rating agency, then PJM may require the Participant to provide a Letter of Credit from another financial institution that is rated A/A2 or better, or to provide a cash deposit. If a Letter of Credit is provided from a U.S. branch of a foreign institution, the U.S. branch must itself comply with the terms of this credit policy, including having its own acceptable credit rating. Any questions regarding whether a financial institution is acceptable or not should be addressed [credit\\_hotline@pjm.com](mailto:credit_hotline@pjm.com). You may access the Standard Letter of Credit through the PJM webpage under Planning/RTEP Development/Expansion Planning Process. Any deviation from the standard Letter of Credit form must be approved by PJM before the Letter of Credit is executed. Please allow at least two weeks for Letter of Credit review if any changes from the standard form are requested. If there are any questions, please contact Jeannette Mittan (contact information in wire transfer section above).

**Attachment C. Revised Sections 4.1.5Q.(4)e.-i. Adding Letter of Credit Alternative**

August 1, 2018

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(Note: In what follows the new text to be added is underlined and existing proposed text to be deleted is in strike out)

- e. The conversion of the irrevocable letter of credit to an escrow account that is otherwise required by Section 6.1.5Q.(4)f. shall not be required if the long term corporate debt (credit) rating of the letter of credit issuing financial institution by both Standard & Poor's Financial Services LLC (S&P) and Moody's Investors Service (Moody's) is equal to or greater than the minimum acceptable long term corporate debt (credit) rating, as follows:
- (a) At the time of each incremental conversion of the letter of credit to an escrow account required by 6.1.4Q.(4)(f) and/or any subsequent update of financial assurance required by 6.1.4Q.(4)d., the Zoning Administrator shall verify the long term corporate debt (credit) rating of the proposed financial institution by both Standard & Poor's Financial Services LLC (S&P) and Moody's Investors Service (Moody's).
  - (b) The minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of "A" by S&P or a rating of "A2" by Moody's.
  - (c) Whenever the most current long term corporate debt (credit) rating of the proposed financial institution by either S&P or Moody's is lower than the minimum acceptable long term corporate debt (credit) rating, the letter of credit shall be converted to an escrow account as required in Sec. 6.1.5Q.(4)f.
  - (d) Once a letter of credit is required to be converted to an escrow account due to the long term corporate debt (credit) rating of the issuing financial institution, the conversion to escrow account shall be completed as required by Sec. 6.1.5AQ.(4)f. and shall become permanent unless the letter of credit is replaced by a new letter of credit from a different financial institution. Any new letter of credit shall meet all the requirements of the original letter of credit including the requirement that the long term corporate debt (credit) rating of the issuing financial institution shall be equal to or exceed the minimum acceptable long term corporate debt (credit) rating by both S&P and Moody's.
- e-f. The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the first 13 years of the PV SOLAR FARM operation except that if the SOLAR PV modules have an unlimited warranty of at least 10

**Attachment C. Revised Sections 4.1.5Q.(4)e.-i. Adding Letter of Credit Alternative**

August 1, 2018

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years and also have a limited power warranty to provide not less than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, the applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan owner may gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the 21<sup>st</sup> through the 25<sup>th</sup> years of the SOLAR FARM operation, as follows:

- (a) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan and the GOVERNING BODY shall agree on a mutually acceptable financial institution at which an escrow account shall be established.
- (b) The GOVERNING BODY shall be the beneficiary of the escrow account for the purpose of the reclamation of the PV SOLAR FARM in the event that the PV SOLAR FARM owner is incapable of decommissioning the PV SOLAR FARM.
- (c) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall grant perfected security in the escrow account by use of a control agreement establishing the County as an owner of record, pursuant to the Secured Transactions Article of the Uniform Commercial Code, 810 ILCS 9/101 et seq.
- (d) The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall make equal annual deposits to the escrow account over a time period as required in Section 6.1.5 Q.(4)e. and shall simultaneously provide a replacement irrevocable letter of credit that is reduced accordingly.
- ~~(e) — At all times the total combined value of the irrevocable letter of credit and the escrow account shall be increased annually as necessary to reflect actual rates of inflation over the life span of the PV SOLAR FARM and the amount shall be equal to or exceed 125% of the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation since the PV SOLAR FARM was approved.~~

**Attachment C. Revised Sections 4.1.5Q.(4)e.-i. Adding Letter of Credit Alternative**

August 1, 2018

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- ~~(f)~~ (e) Any interest accrued on the escrow account that is over and above the total value required by subparagraph 6.1.5 Q.(4)b. shall go to the PV SOLAR FARM owner.
- ~~(g)~~(f) In order to provide funding for decommissioning at the time of decommissioning, the PV SOLAR FARM applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan may exchange a new irrevocable letter of credit in an amount equal to the amount in the escrow account in exchange for the GOVERNING BODY agreeing to a release of the full amount of the escrow account.
- f. At all times the total combined value of the irrevocable letter of credit and the escrow account shall be increased annually as necessary to reflect actual rates of inflation over the life span of the PV SOLAR FARM and the amount shall be equal to or exceed 125% of the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation since the PV SOLAR FARM was approved.
- g. Should the salvage value of components be adjusted downward or the decommissioning costs adjusted upward pursuant to paragraph 6.1.5 Q.(4)d., the amount of the irrevocable letter of credit and/or the amount to be placed in the escrow account pursuant to this paragraph 6.1.5 Q.(4) shall be increased to reflect the adjustment, as if the adjusted estimate were the initial estimate.
- g h. Any financial assurance required per the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R. shall count towards the total financial assurance required for compliance with paragraph 6.1.1 A.5.
- h i. Unless the Governing Body approves otherwise, the Champaign County State's Attorney's Office shall review and approve every Letter of Credit and every agreement regarding the Escrow Account prior to acceptance by the Zoning Administrator.

**Attachment D. Revised Sections 4.1.5Q.(4)d.-i. Eliminating Escrow Account Requirement**

August 1, 2018

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(Note: In what follows new text to be added is underlined and existing proposed text to be deleted is in strike out)

- d. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall adjust the amount of the financial assurance to ensure that it reflects current and accurate information as follows:
  - (a) At least once every three years for the first 12 years of the financial assurance and at least once every two years thereafter or, if the SOLAR PV modules have an unlimited warranty of at least 10 years and also have a limited power warranty to provide not less not than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, then at least once every five years for the first 25 years of the financial assurance and at least once every two years thereafter, the Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall use an independent Illinois Licensed Professional Engineer to provide updated estimates of decommissioning costs and salvage value, by including any changes due to inflation and/or change in salvage price. The Applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall, upon receipt, provide a copy of the adjusted Professional Engineer's report to the Zoning Administrator.
  - (b) At all times, the total ~~combined~~ value of the irrevocable letter of credit ~~and the escrow account~~ shall equal or exceed the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation based on the Consumer Price Index since the PV SOLAR FARM was approved.
- e. The long term corporate debt (credit) rating of the letter of credit issuing financial institution by both Standard & Poor's Financial Services LLC (S&P) and Moody's Investors Service (Moody's) shall be equal to or greater than the minimum acceptable long term corporate debt (credit) rating, as follows:
  - (a) The Zoning Administrator shall verify the long term corporate debt (credit) rating of the proposed financial institution by both Standard & Poor's Financial Services LLC (S&P) and Moody's Investors Service (Moody's).



**Attachment D. Revised Sections 4.1.5Q.(4)d.-i. Eliminating Escrow Account Requirement**

August 1, 2018

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- (b) The minimum acceptable long term corporate debt (credit) rating of the proposed financial institution shall be a rating of “A” by S&P or a rating of “A2” by Moody’s.
- (c) Whenever the most current long term corporate debt (credit) rating of the proposed financial institution by either S&P or Moody’s is lower than the minimum acceptable long term corporate debt (credit) rating, the letter of credit shall be replaced with a new irrevocable letter of credit from an issuing financial institution whose most current long term corporate debt (credit) rating by either S&P or Moody’s meets or exceeds the minimum acceptable long term corporate debt (credit) rating.
- e. ~~The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the first 13 years of the PV SOLAR FARM operation except that if the SOLAR PV modules have an unlimited warranty of at least 10 years and also have a limited power warranty to provide not less than 80% nominal power output up to 25 years and proof of that warranty is provided at the time of Zoning Use Permit approval, the applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan owner may gradually pay down the value of the irrevocable letter of credit by placing cash deposits in an escrow account in equal annual installments over the 21<sup>st</sup> through the 25<sup>th</sup> years of the SOLAR FARM operation, as follows:~~
- (a) ~~The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan and the GOVERNING BODY shall agree on a mutually acceptable financial institution at which an escrow account shall be established.~~
- (b) ~~The GOVERNING BODY shall be the beneficiary of the escrow account for the purpose of the reclamation of the PV SOLAR FARM in the event that the PV SOLAR FARM owner is incapable of decommissioning the PV SOLAR FARM.~~
- (c) ~~The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall grant perfected security in the escrow account by use of a control agreement establishing the County as an owner of record,~~

**Attachment D. Revised Sections 4.1.5Q.(4)d.-i. Eliminating Escrow Account Requirement**

August 1, 2018

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pursuant to the Secured Transactions Article of the Uniform Commercial Code, 810 ILCS 9/101 et seq.

- (d) ~~— The applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan shall make equal annual deposits to the escrow account over a time period as required in Section 6.1.5 Q.(4)e. and shall simultaneously provide a replacement irrevocable letter of credit that is reduced accordingly.~~
- (e) ~~— At all times the total combined value of the irrevocable letter of credit and the escrow account shall be increased annually as necessary to reflect actual rates of inflation over the life span of the PV SOLAR FARM and the amount shall be equal to or exceed 125% of the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation since the PV SOLAR FARM was approved.~~
- (f) ~~— Any interest accrued on the escrow account that is over and above the total value required by subparagraph 6.1.5 Q.(4)b. shall go to the PV SOLAR FARM owner.~~
- (g) ~~— In order to provide funding for decommissioning at the time of decommissioning, the PV SOLAR FARM applicant, its successors in interest, and all parties to the decommissioning and site reclamation plan may exchange a new irrevocable letter of credit in an amount equal to the amount in the escrow account in exchange for the GOVERNING BODY agreeing to a release of the full amount of the escrow account.~~

f. At all times the value of the irrevocable letter of credit shall be increased annually as necessary to reflect actual rates of inflation over the life span of the PV SOLAR FARM and the amount shall be equal to or exceed 125% of the amount of the independent engineer's cost estimate as increased by known and documented rates of inflation since the PV SOLAR FARM was approved.

f g. Should the salvage value of components be adjusted downward or the decommissioning costs adjusted upward pursuant to paragraph 6.1.5 Q.(4)d., the amount of the irrevocable letter of credit ~~to be placed in the escrow account~~ pursuant to this paragraph 6.1.5 Q.(4) shall be increased to reflect the adjustment, as if the adjusted estimate were the initial estimate.

**Attachment D. Revised Sections 4.1.5Q.(4)d.-i. Eliminating Escrow Account Requirement**

August 1, 2018

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- g h. Any financial assurance required per the Agricultural Impact Mitigation Agreement with the Illinois Department of Agriculture as required by paragraph 6.1.5 R. shall count towards the total financial assurance required for compliance with paragraph 6.1.1 A.5.
  
- h i. Unless the Governing Body approves otherwise, the Champaign County State's Attorney's Office shall review and approve every Letter of Credit ~~and every agreement regarding the Escrow Account~~ prior to acceptance by the Zoning Administrator.

## **MONTHLY REPORT for NOVEMBER 2017<sup>1</sup>**

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
zoningdept@co.champaign.il.us  
www.co.champaign.il.us/zoning

### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. Three zoning cases were filed in November and three cases were filed in November 2016. The average number of cases filed in November in the preceding five years was 2.6.

No Zoning Board of Appeals (ZBA) meeting was held in November and no cases were completed. One ZBA meeting was held in November 2016 and three cases were completed. The average number of cases completed in November in the preceding five years was 2.0.

By the end of November there were 9 cases pending. By the end of November 2016 there were 19 cases pending.

**Table 1. Zoning Case Activity in November 2017 & November 2016**

Type of Case	November 2017 No ZBA meetings		November 2016 1 ZBA meeting	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	2	0	1	2
SFHA Variance	0	0	0	0
Special Use	1	0	1	1
Map Amendment	0	0	0	0
Text Amendment	0	0	0	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	0	0	0	0
Interpretation / Appeal	0	0	1	0
<b>TOTALS</b>	<b>3</b>	<b>0</b>	<b>3</b>	<b>3</b>
Total cases filed (fiscal year)	26 cases		39 cases	
Total cases completed (fiscal year)	30 cases		32 cases	
Cases pending*	9 cases		17 cases	
* Cases pending includes all cases continued and new cases filed				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 102% or the equivalent of 5.1 full time staff members (of the 5 authorized) present on average for each of the 19 work days in November.

## **Subdivisions**

No County subdivision application was received in November. No municipal subdivision plats were reviewed for compliance with County zoning in November.

## **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 November can be summarized as follows:

- 9 permits for 6 structures were approved in November compared to 19 permits for 18 structures in November 2016. The five-year average for permits in November in the preceding five years was 12.4.
- 30 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, June 2013, and December 2012).
- 6.0 days was the average turnaround (review) time for complete initial residential permit applications in November.
- \$580,310 was the reported value for the permits in November compared to a total of \$2,317,877 in November 2016. The five-year average reported value for authorized construction in November was \$1,633,057.
- 29 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, June 2013, March 2013, and January 2013).
- \$1,550 in fees were collected in November compared to a total of \$6,227 in November 2016. The five-year average for fees collected in November was \$2,587.
- 29 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, July 2013, February 2013, and January 2013).

**Planning & Zoning Monthly Report**  
NOVEMBER 2017

**Table 2. Zoning Use Permits Approved in November 2017**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential				5	0	1,056,363
Other				14	0	1,139,610
SINGLE FAMILY Resid.:						
New - Site Built	1	1,081	465,000	20	14,874	6,893,175
Manufactured				3	986	448,840
Additions	3	195	83,750	33	6,519	1,027,911
Accessory to Resid.	2	274	16,000	43	10,599	1,320,500
TWO-FAMILY Residential						
<b>Average approval time for the above categories</b>			6 days			
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural				1	33	0
Neighborhood	2	0	0	9	0	0
COMMERCIAL: New						
Other				1	228	110,000
INDUSTRIAL: New						
Other				3	3,595	2,805,000
OTHER USES: New				3	562	2,850,000
Other						
SIGNS				5	527	42,910
TOWERS (Incl. Acc. Bldg.)				2	600	196,000
OTHER PERMITS	1	0	15,560	25	1,713	1,507,672
<b>TOTAL APPROVED</b>	<b>9/6</b>	<b>\$1,550</b>	<b>\$580,310</b>	<b>167/132</b>	<b>\$40,236</b>	<b>\$19,397,981</b>

\*9 permits were issued for 6 structures in November 2017; 9 permits require inspection and Compl. Certif.

◇ 167 permits have been issued for 132 structures since 1/1/17

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 35 since 1/1/17, (this number is not included in the total number of structures).

There were 9 Zoning Use Permit Apps. *received* in November 2017 and 4 were *approved*.

3 Zoning Use Permit App.s *approved* in November 2017 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
NOVEMBER 2017

- There were also 10 lot split inquiries and 264 other zoning inquiries in November.
- One rural address was issued in November.
- Minutes for four ZBA meetings were transcribed in November.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2017.

**Table 3. Best Prime Farmland Conversion in 2017**

	November 2017	2017 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case November authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	2.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval November authorize the creation of new Best Prime Farmland lots smaller than 35 acres:	0.0 acre	0.0 acre
Outside of Municipal ETJ areas <sup>1</sup>		
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit November authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	6.6 acres
<b>TOTAL</b>	0.0 acres	8.6 acres
<b>NOTES</b>		
1. Plat approvals by the County Board.		
2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in November.
- Four zoning compliance certificates were issued in November. The 2017 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

## **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for November 2017 and can be summarized as follows:

- 3 new complaints were received in November compared to 4 complaints that were received in November 2016. No complaints were referred to another agency in November and no complaint was referred to another agency in November 2016.
- 14 enforcement inspections were conducted in November compared to 19 inspections in November 2016. None of the November 2017 inspections were for new complaints.
- No contact was made prior to written notification in November and none were made in November 2016.
- 14 initial investigation inquiries were made in November for an average of 3.5 per week in November. The 2017 budget anticipates an average of 9.6 initial investigation inquiries per week.
- No First Notices and No Final Notices were issued in November compared to two First Notices and no Final Notices in November 2016. The 2017 budget anticipated a total of 39 First Notices for 2017.
- No case was referred to the State's Attorney's Office in November and no cases were referred in November 2016. The 2017 budget anticipated a total of 2 cases to be forwarded to the State's Attorney's Office in 2017.
- 2 cases were resolved in November (none of the resolved cases was a new case) and 2 cases were resolved in November 2016. The 2017 budget anticipated a total of 70 resolved cases in 2017.
- 352 cases remain open at the end of November compared to 328 open cases at the end of November 2016.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in November included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State's Attorney's Office regarding enforcement cases that have been referred to the State's Attorney's Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General's Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. ITB 2017-011 was released on November 16, 2017, for demolition and clean-up of 504 South Dodson Drive, Urbana.
  5. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.



**APPENDIX**

- A Zoning Use Permit Activity In November 2017**
- B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**
- C Zoning Compliance Certificates Issued in November 2017**

**Planning & Zoning Monthly Report**  
NOVEMBER 2017

**Table 4. Enforcement Activity During November 2017**

	FY2016 TOTALS <sup>1</sup>	Jan. 2017	Feb. 2017	March 2017	April 2017	May 2017	June 2017	July 2017	Aug. 2017	Sep. 2017	Oct. 2017	Nov. 2017	Dec. 2017	TOTALS <sup>1</sup> FY2017
Complaints Received	60	7	3	7	7	3	7	5	4	6	14	3		66
Initial Complaints Referred to Others	7	0	0	0	0	3	4	0	2	0	0	0		9
Inspections	400	62	12	26	11	37	18	51	51	50	53	14 <sup>4</sup>		385 <sup>5</sup>
Phone Contact Prior to Notice	12	0	1	2	2	0	1	1	0	0	0	0		7
First Notices Issued	22	2	1	2	0	1	0	0	0	2	0	0		8
Final Notices Issued	1	1	0	2	0	2	0	0	0	0	0	0		5
Referrals to State's Attorney	0	0	0	1	0	1	1	0	0	0	0	0		3
Cases Resolved <sup>2</sup>	50	1	0	2	1	1	2	6	10	4	8	2 <sup>6</sup>		37 <sup>7</sup>
Open Cases <sup>3</sup>	323	329	332	337	343	345	350	349	343	345	351	352		352 <sup>8</sup>

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 0 inspections of the 14 performed were for the 3 complaints received in November 2017.
5. 75 inspections of the 385 inspections performed in 2017 were for complaints received in 2017.
6. None of the resolved cases for November 2017 were received in November 2017.
7. 12 of the cases resolved in FY 2017 were for complaints that were also received in FY 2017.
8. Total open cases include 24 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
NOVEMBER 2016

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN NOVEMBER 2017**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
277-17-01  R-1	Unit 2 of Fairway One Condominiums VII, Part of Lot 5 of Fairway One Subdivision, Section 21, Champaign Township; 2203 Eagle Ridge Road, Champaign, Illinois PIN: 03-20-21-381-027	Mary Ann Tiedemann	10/04/17 11/01/17	Construct a screened room addition to an existing home
290-17-01  R-1	A tract of located in the SE Corner of the S ½ of the SE ¼ of the SE ¼ of Section 8, Stanton Township; 1898 County Road 2100N, Urbana, Illinois PIN: 27-16-18-400-005	Beverly Stewart	10/17/17 11/01/17	Construct a screened porch addition to an existing single family home
299-17-01  AG-1	Two tracts of land comprised of 1.99 acres located in the SE Corner of the W ½ of the SE ¼ of Section 10, Philo Township; 1564 County Road 1000N, Philo, Illinois PIN: 19-27-10-400-003 & 006	Ross and Heidi Warren	10/26/17 11/13/17	Construct a detached storage shed for personal storage only and to authorize a storage shed previously placed on the property without a LDZUP
305-17-01  AG-1	A tract of land located in the S ½ of the N ½ of the NE ¼ of the SE ¼ of Section 25, St. Joseph Township; 1339 County Road 2400E, St. Joseph, Illinois PIN: 28-22-25-400-010	Stewart and Heidi McGill	11/01/17 11/13/17	Construct a detached storage shed
307-17-01  R-1	Lot 282, Lake View Subdivision, 4 <sup>th</sup> Plat, Section 13, Mahomet Township; 502 Valley Drive, Mahomet, IL PIN: 15-13-14-231-004	Angie Clayton	11/03/17 11/13/17	Construct an addition to an existing single family home

Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
NOVEMBER 2017

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN NOVEMBER 2017**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
310-17-01  R-1	The East 107.888' of Lots 2, 3 and 4 of the Subdivision of the estate of James W. Boyd, deceased, per plat recorded at page 230 of Plat Book "A" of the records of Champaign County Illinois; Section 3, Urbana Township; 1705 N. Highcross Road, Urbana, IL PIN: 30-21-03-477-022	Urbana Park District	11/06/17 11/15/17	Demolish the home and 2 small sheds and return the property to a level grade
311-17-01  AG-2/CR	Lots 12 & 13 of Country Side Subdivision, Second Plat, Section 12, Urbana Township; 1104 N. Cottonwood Road, Urbana, Illinois PIN: 30-21-12-151-009 & 010	Bruce and Juliet Schehlein	11/07/17 11/15/17	Construct a single family home with attached garage and detached garage
*319-17-01	Variance required			
*320-17-01	Under review			
*326-17-01	Under review			
*334-17-01	Under review			
*334-17-02	Under review			

 Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
**NOVEMBER 2017**

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
NOVEMBER 2017

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN NOVEMBER  
2017**

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
11/17/17	135-17-02	A tract of land located in the NW Corner of the W ½ of the NE ¼ of Section 11, Philo Township; 1653 County Road 1100N, Urbana, Illinois PIN: 19-27-11-200-008	A single family home with detached garage
11/17/17	242-17-02	Lot 3 of Silver Trio Subdivision, Section 3, Philo Township; 1582 County Road 1100N, Urbana, Illinois PIN: 19-27-03-400-012	An in-ground swimming pool
09/22/16 & 11/17/17	61-16-01	A tract of land located in the NW Corner of the SW ¼ of the SW ¼ of Section 36, Urbana Township; 4804 S. Cottonwood Road, Urbana, Illinois PIN: 30-21-36-300-006	A single family home with attached garage and detached garage
11/17/17	115-17-02	A leased portion of a tract of land located in the E ½ of the NE ¼ of the NW ¼ Section 25, Tolono Township; 1137 County Road 800N, Tolono, IL PIN: Part of 29-26-25-126-001	A cellular communications tower with a height of 152', including lightning rod

## **MONTHLY REPORT for DECEMBER 2017<sup>1</sup>**

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
zoningdept@co.champaign.il.us  
www.co.champaign.il.us/zoning

### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. One zoning case was filed in December and three cases were filed in December 2016. The average number of cases filed in December in the preceding five years was 2.8.

No Zoning Board of Appeals (ZBA) meeting was held in December and no cases were completed. One ZBA meeting was held in December 2016 and three cases were completed. The average number of cases completed in December in the preceding five years was 1.0.

By the end of December there were 10 cases pending. By the end of December 2016 there were 17 cases pending.

**Table 1. Zoning Case Activity in December 2017 & December 2016**

Type of Case	December 2017 No ZBA meetings		December 2016 1 ZBA meeting	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	0	0	1	0
SFHA Variance	0	0	0	0
Special Use	1	0	1	0
Map Amendment	0	0	0	0
Text Amendment	0	0	0	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	0	0	1	0
Interpretation / Appeal	0	0	0	1
<b>TOTALS</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>1</b>
Total cases filed (fiscal year)	27 cases		40 cases	
Total cases completed (fiscal year)	30 cases		33 cases	
Cases pending*	10 cases		17 cases	
* Cases pending includes all cases continued and new cases filed				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 100% or the equivalent of 5.0 full time staff members (of the 5 authorized) present on average for each of the 19 work days in December.

## **Subdivisions**

A one-lot County subdivision application was received in December. No municipal subdivision plats were reviewed for compliance with County zoning in December.

## **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 December can be summarized as follows:

- 9 permits for 7 structures were approved in December compared to 5 permits for 5 structures in December 2016. The five-year average for permits in December in the preceding five years was 10.2.
- 29 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 4.7 days was the average turnaround (review) time for complete initial residential permit applications in December.
- \$337,596 was the reported value for the permits in December compared to a total of \$248,929 in December 2016. The five-year average reported value for authorized construction in December was \$779,177.
- 29 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, June 2013, March 2013, and January 2013).
- \$2,119 in fees were collected in December compared to a total of \$1,124 in December 2016. The five-year average for fees collected in December was \$2,104.
- 30 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, July 2013, February 2013, and January 2013).



**Planning & Zoning Monthly Report**  
DECEMBER 2017

**Table 2. Zoning Use Permits Approved in December 2017**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL: Residential				5	0	1,056,363
Other	1	0	36,000	15	0	1,175,610
SINGLE FAMILY Resid.: New - Site Built				20	14,874	6,893,175
Manufactured				3	986	448,840
Additions	3	483	122,000	36	7,002	1,149,911
Accessory to Resid.	3	1,636	171,496	46	12,235	1,491,996
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			4.7 days			
MULTI - FAMILY Residential						
HOME OCCUPATION: Rural				1	33	0
Neighborhood				9	0	0
COMMERCIAL: New						
Other				1	228	110,000
INDUSTRIAL: New						
Other				3	3,595	2,805,000
OTHER USES: New				3	562	2,850,000
Other						
SIGNS				5	527	42,910
TOWERS (Incl. Acc. Bldg.)				2	600	196,000
OTHER PERMITS	2	0	8,100	27	1,713	1,515,772
<b>TOTAL APPROVED</b>	<b>9/7</b>	<b>\$2,119</b>	<b>\$337,596</b>	<b>176/139</b>	<b>\$42,355</b>	<b>\$19,735,577</b>

\*9 permits were issued for 7 structures in December 2017; 9 permits require inspection and Compl. Certif.

◇ 176 permits have been issued for 139 structures since 1/1/17

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 37 since 1/1/17, (this number is not included in the total number of structures).

There were 8 Zoning Use Permit Apps. *received* in December 2017 and 5 were *approved*.

4 Zoning Use Permit App.s *approved* in December 2017 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
DECEMBER 2017

- There were also 6 lot split inquiries and 186 other zoning inquiries in December.
- Minutes for four ZBA meetings were transcribed in December.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2017.

**Table 3. Best Prime Farmland Conversion in 2017**

	December 2017	2017 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case December authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	2.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval December authorize the creation of new Best Prime Farmland lots smaller than 35 acres:	0.0 acre	0.0 acre
Outside of Municipal ETJ areas <sup>1</sup>		
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit December authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	6.6 acres
<b>TOTAL</b>	0.0 acres	8.6 acres
<b>NOTES</b>		
<ol style="list-style-type: none"> <li>1. Plat approvals by the County Board.</li> <li>2. Municipal plat approvals.</li> </ol>		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in December.
- Four zoning compliance certificates were issued in December. The 2017 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for December 2017 and can be summarized as follows:

- 6 new complaints were received in December compared to 1 new complaint received in December 2016. No complaints were referred to another agency in December and no complaint was referred to another agency in December 2016.
- 43 enforcement inspections were conducted in December compared to 21 inspections in December 2016. None of the December 2017 inspections were for new complaints.
- One contact was made prior to written notification in December and none were made in December 2016.
- 14 initial investigation inquiries were made in December for an average of 3.5 per week in December. The 2017 budget anticipates an average of 9.6 initial investigation inquiries per week.
- 11 First Notices and No Final Notices were issued in December compared to two First Notices and no Final Notices in December 2016. The 2017 budget anticipated a total of 39 First Notices for 2017.
- No case was referred to the State's Attorney's Office in December and no cases were referred in December 2016. The 2017 budget anticipated a total of 2 cases to be forwarded to the State's Attorney's Office in 2017.
- 4 cases were resolved in December (none of the resolved cases was a new case) and 6 cases were resolved in December 2016. The 2017 budget anticipated a total of 70 resolved cases in 2017.
- 354 cases remain open at the end of December compared to 323 open cases at the end of December 2016.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in December included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State's Attorney's Office regarding enforcement cases that have been referred to the State's Attorney's Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General's Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.

**APPENDIX**

**A Zoning Use Permit Activity In December 2017**

**B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**

**Planning & Zoning Monthly Report**  
DECEMBER 2017

**Table 4. Enforcement Activity During December 2017**

	FY2016 TOTALS <sup>1</sup>	Jan. 2017	Feb. 2017	March 2017	April 2017	May 2017	June 2017	July 2017	Aug. 2017	Sep. 2017	Oct. 2017	Nov. 2017	Dec. 2017	TOTALS <sup>1</sup> FY2017
Complaints Received	60	7	3	7	7	3	7	5	4	6	14	3	6	72
Initial Complaints Referred to Others	7	0	0	0	0	3	4	0	2	0	0	0	0	9
Inspections	400	62	12	26	11	37	18	51	51	50	53	14	43 <sup>4</sup>	428 <sup>5</sup>
Phone Contact Prior to Notice	12	0	1	2	2	0	1	1	0	0	0	0	1	8
First Notices Issued	22	2	1	2	0	1	0	0	0	2	0	0	11	19
Final Notices Issued	1	1	0	2	0	2	0	0	0	0	0	0	0	5
Referrals to State's Attorney	0	0	0	1	0	1	1	0	0	0	0	0	0	3
Cases Resolved <sup>2</sup>	50	1	0	2	1	1	2	6	10	4	8	2	4 <sup>6</sup>	41 <sup>7</sup>
Open Cases <sup>3</sup>	323	329	332	337	343	345	350	349	343	345	351	352	354	354 <sup>8</sup>

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 0 inspections of the 43 performed were for the 6 complaints received in December, 2017.
5. 92 inspections of the 428 inspections performed in 2017 were for complaints received in 2017.
6. None of the resolved cases for December, 2017, were received in December, 2017.
7. 16 of the cases resolved in FY 2017 were for complaints that were also received in FY 2017.
8. Total open cases include 24 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
DECEMBER 2016

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN DECEMBER 2017**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
320-17-01 R-1	Lots 1, 2 and 3 of Boll's 4 <sup>th</sup> Subdivision, Section 24, Hensley Township; 4512 Boll Lane, Champaign, IL PIN: 12-14-24-479-020	Kevin and Phyllis Blair	11/16/17 12/04/17	Construct an addition to an existing detached garage
326-17-01 AG-1	A 1.06 acre tract of land being Part of the NE ¼ of the SE ¼ of Section 11, Ludlow Township; 3441 County Road 1700E, Ludlow, IL PIN: Parts of 14-03-11-400-001 & 002	Kevin Bergman	11/22/17 12/04/17	Construct a detached storage shed for personal use only
334-17-01 R-2	Lot 250, Scottswood 5 <sup>th</sup> Subdivision, Section 15, Urbana Township; 504 S. Dodson Drive, Urbana, IL PIN: 30-21-15-178-011	Champaign County	11/30/17 12/04/17	Demolish a single family home and detached garage per ITB 2017-011
334-17-02 AG-1	A tract of land located in the NW Corner of the NW ¼ of the NE ¼ of Section 29, Crittenden Township; 1351 County Road 200N, Pesotum, Illinois PIN: 08-33-29-200-007	Mark and Donna Jones	11/30/17 12/07/17	Construct an attached garage to an existing single family home
339-17-01 AG-1	Lot 2 of a Replat of Marlow Subdivision and 1 acre immediately south of Lot 2, Section 18, East Bend Township; 677 County Road 3350N, Fisher, Illinois PIN: 10-02-18-200-017 & 019	William R. Davis	12/05/17 12/07/17	Construct a detached storage shed for personal use
*341-17-01	Under review			
341-17-02 CR	186.04 acres of land located in Part of the SW ¼ and the SE ¼ of Section 29, East Bend Township; 3150 County Road 700E, Fisher, Illinois PIN: 10-02-29-300-004	Ilene Swigart/ Kevin Sperling Trust	12/07/17 12/22/17	Construct a detached storage shed

 Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
DECEMBER 2017

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN DECEMBER 2017**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
352-17-01  CR	A tract of land located in the NW Corner of the NE ¼ of the SE ¼ of Section 25, Newcomb Township; 575A County Road 2550N, Mahomet, Illinois PIN: 16-07-25-400-029	Jeffrey Dickenson	12/18/17 12/22/17	Construct a detached storage shed and to authorize a previously constructed pool and pool house
*352-17-02	Under review			
354-17-01  AG-2	The North 80 feet of the East 175' of the NE ¼ of the SE ¼ and the West 25.04' of the East 200.04' of the North 80' of the SE 1/4, all in Section 28, Champaign Township; 3001 S. Duncan Road, Champaign, Illinois PIN: 03-20-28-400-017	Tri Nguyen	12/20/17 12/22/17	Construct an attached garage addition to an existing single family home
356-17-01  FP	A tract of land located in the NE Corner of the E ½ of the SE ¼ of Section 16, Brown Township; 3350 County Road 300E, Foosland, IL PIN: 02-01-16-400-009	Lotus Special Drainage District	12/22/17 12/22/17	Placement of fill and creation of 252 cubic yards of compensatory storage for an accessway in the mapped floodplain
*362-17-01	Under review			

Land Disturbance Erosion Control Permit also required  
\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
DECEMBER 2017

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house



## *MONTHLY REPORT for JANUARY 2018<sup>1</sup>*

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
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### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. Three zoning cases were filed in January and four cases were filed in January 2017. The average number of cases filed in January in the preceding five years was 1.8.

One Zoning Board of Appeals (ZBA) meeting was held in January and two cases were completed and one case was withdrawn. Two ZBA meetings were held in January 2016 and four cases were completed. The average number of cases completed in January in the preceding five years was 2.0.

By the end of January there were 10 cases pending. By the end of January 2017 there were 13 cases pending.

**Table 1. Zoning Case Activity in January 2018 & January 2017**

Type of Case	January 2018 One ZBA meeting		January 2017 2 ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	0	1	3	1
SFHA Variance	0	0	0	0
Special Use	1	0	1	1
Map Amendment	0	0	0	1
Text Amendment	1	2**	0	1
Change of Nonconforming Use	0	0	0	0
Administrative Variance	1	0	0	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>3</b>	<b>3**</b>	<b>4</b>	<b>4</b>
Total cases filed (fiscal year)	3 cases		4 cases	
Total cases completed (fiscal year)	3 cases		4 cases	
Cases pending*	10 cases		17 cases	
* Cases pending includes all cases continued and new cases filed				
**One pending text amendment was withdrawn in January 2018				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 86.5% or the equivalent of 5.2 full time staff members (of the 6 authorized) present on average for each of the 21 work days in January.

## **Subdivisions**

A one-lot County subdivision application was received in January. No municipal subdivision plats were reviewed for compliance with County zoning in January.

## **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 January can be summarized as follows:

- 6 permits for 5 structures were approved in January compared to 6 permits for 4 structures in January 2017. The five-year average for permits in January in the preceding five years was 4.8.
- 30 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 5.3 days was the average turnaround (review) time for complete initial residential permit applications in January.
- \$851,500 was the reported value for the permits in January compared to a total of \$304,000 in January 2017. The five-year average reported value for authorized construction in January was \$636,409.
- 29 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, June 2013, and March 2013).
- \$2,227 in fees were collected in January compared to a total of \$3,050 in January 2017. The five-year average for fees collected in January was \$2,007.
- 30 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, July 2013, and February 2013).

**Planning & Zoning Monthly Report**  
**JANUARY 2018**

**Table 2. Zoning Use Permits Approved in January 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL: Residential						
Other	2	0	130,000	2	0	130,000
SINGLE FAMILY Resid.: New - Site Built	2	1,998	496,500	2	1,998	496,500
Manufactured						
Additions	1	229	200,000	1	229	200,000
Accessory to Resid.						
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			5.3 days			
MULTI - FAMILY Residential						
HOME OCCUPATION: Rural						
Neighborhood						
COMMERCIAL: New						
Other						
INDUSTRIAL: New						
Other						
OTHER USES: New						
Other						
SIGNS						
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS	1	65	25,000	1	65	25,000
<b>TOTAL APPROVED</b>	<b>6/5</b>	<b>\$2,227</b>	<b>\$851,500</b>	<b>6/5</b>	<b>\$2,292</b>	<b>\$851,500</b>

\*6 permits were issued for 5 structures in January 2018; 6 permits require inspection and Compl. Certif.

◇ 6 permits have been issued for 5 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 0 since 1/1/18, (this number is not included in the total number of structures).

There were 5 Zoning Use Permit Apps. *received* in January 2018 and 3 were *approved*.

3 Zoning Use Permit App.s *approved* in January 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
**JANUARY 2018**

- There were also 3 lot split inquiries and 252 other zoning inquiries in January.
- Minutes for one ZBA meeting was transcribed in January.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	January 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case January authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval January authorize the creation of new Best Prime Farmland lots smaller than 35 acres:	0.0 acre	0.0 acre
Outside of Municipal ETJ areas <sup>1</sup>		
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit January authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	0.0 acres	0.0 acres
<b>NOTES</b>		
1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in January.
- One zoning compliance certificate was issued in January. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for January 2018 and can be summarized as follows:

- 4 new complaints were received in January compared to 7 new complaint received in January 2017. One complaint was referred to another agency in January and no complaint was referred to another agency in January 2016.
- 11 enforcement inspections were conducted in January compared to 62 inspections in January 2017. One of the January inspections was for a new complaint.
- One contact was made prior to written notification in January and none were made in January 2017.
- Four investigation inquiries were made in January for an average of .95 per week in January. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- Three First Notices and one Final Notice were issued in January compared to two First Notices and one Final Notices in January 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- No case was referred to the State’s Attorney’s Office in January and no cases were referred in January 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State’s Attorney’s Office in 2018.
- Four cases were resolved in January (none of the resolved cases was a new case) and one case was resolved in January 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 354 cases remain open at the end of January compared to 329 open cases at the end of January 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in January included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State’s Attorney’s Office regarding enforcement cases that have been referred to the State’s Attorney’s Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General’s Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.

**APPENDIX**

- A Zoning Use Permit Activity In January 2018**
- B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**
- C Zoning Compliance Certificates Issued in January 2018**

**Planning & Zoning Monthly Report**  
JANUARY 2018

**Table 4. Enforcement Activity During January 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4												4
Initial Complaints Referred to Others	9	1												1
Inspections	428	11 <sup>4</sup>												11 <sup>5</sup>
Phone Contact Prior to Notice	8	1												1
First Notices Issued	19	3												3
Final Notices Issued	5	1												1
Referrals to State's Attorney	3	0												0
Cases Resolved <sup>2</sup>	41	4 <sup>6</sup>												4 <sup>7</sup>
Open Cases <sup>3</sup>	354	354												354 <sup>8</sup>

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 1 inspection of the 11 performed were for the 4 complaints received in January, 2018.
5. 1 inspection of the 11 inspections performed in 2018 were for complaints received in 2018.
6. None of the resolved cases for January, 2018, were received in January, 2018.
7. None of the cases resolved in FY 2018 were for complaints that were also received in FY 2018.
8. Total open cases include 21 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
**JANUARY 2018**

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN JANUARY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
341-17-01 FP  CR	Lot 8 of Phillips Woods Subdivision, Section 12, Urbana Township; 1656 Phillips Woods Lane, Urbana, Illinois PIN: 30-21-12-126-001	Kenneth and Margaret Jerich	12/08/17 01/03/18	Raise the existing structure (single family home) to a point at or above the Flood Protection Elevation, place fill around the structure and construct an addition to the existing structure
352-17-02  CR	A part of the NW ¼ of the SE ¼ of Section 32, South Homer Township; 2655 Homer Lake Road, Homer, Illinois PIN: 26-24-32-401-001	Neil Pearse	12/18/17 01/04/18	Construct a single family home and authorize two previously constructed detached storage sheds
362-17-01  R-3	Lot 37 of Fred C. Carroll's Sub. in the E ½ of the NW ¼ of Section 9, Urbana Township; 1210 Carroll Avenue, Urbana, Illinois PIN: 30-21-09-127-018	Lighthouse Church of the Nazarene	12/28/17 01/10/18	Change the Use to establish a Church in an existing building
08-18-01  AG-1	A tract of land located in the NW ¼ of Fractional Section 1, Hensley Township; 1109 County Road 2400N, Champaign, Illinois PIN: Part of 12-14-01-100-003	David I. Griffet IV	01/08/18 01/16/18	Construct a single family home with attached garage and a detached storage shed for personal use only
*17-18-01	Under review			
19-18-01  AG-1	A tract of land located in the NE ¼ of the SE ¼ of Section 19, Ayers Township; 241 County Road 2500E, Broadlands, Illinois PIN: 01-35-19-426-003	Doug Downs	01/19/18 01/30/18	Construct a grain bin
22-18-01  AG-1	A tract of land located in the SW Corner of the E ½ of the SW ¼ of Section 5, Raymond Township; 1942 County Road 500N, Sidney, Illinois PIN: 21-34-05-300-004	Tim and Jaime Hogan	01/22/18 01/31/18	Construct a detached storage shed for agriculture use only
*33-18-01	Under review			

Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month



**Planning & Zoning Monthly Report**  
**JANUARY 2018**

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
JANUARY 2018

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**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN JANUARY 2018**

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
01/09/18	211-16-01	Tract 2 of a Survey of Part of the NE ¼ of Section 36, Colfax Township; 689 County Road 600E, Sadorus, Illinois PIN: 05-25-36-200-016	A detached garage

## **MONTHLY REPORT for FEBRUARY 2018<sup>1</sup>**

Champaign County  
Department of

**PLANNING &  
ZONING**

**Brookens Administrative  
Center**  
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### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. Two zoning cases were filed in February and one case was filed in February 2017. The average number of cases filed in February in the preceding five years was 2.8.

One Zoning Board of Appeals (ZBA) meeting was held in February and two cases were completed. No ZBA meetings were held in February. The average number of cases completed in February in the preceding five years was 1.6.

By the end of February there were 9 cases pending. By the end of February 2017 there were 17 cases pending.

**Table 1. Zoning Case Activity in February 2018 & February 2017**

Type of Case	February 2018 One ZBA meeting		February 2017 No ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	1	2	0	0
SFHA Variance	0	0	0	0
Special Use	1	0	1	0
Map Amendment	0	0	0	0
Text Amendment	0	0	0	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	0	1	0	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>2</b>	<b>3</b>	<b>1</b>	<b>0</b>
Total cases filed (fiscal year)	5 cases		5 cases	
Total cases completed (fiscal year)	6 cases		4 cases	
Cases pending*	9 cases		18 cases	
* Cases pending includes all cases continued and new cases filed				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 92.6% or the equivalent of 5.6 full time staff members (of the 6 authorized) present on average for each of the 18 work days in February.

## **Subdivisions**

A one-lot County subdivision application was received in February. No municipal subdivision plats were reviewed for compliance with County zoning in February.

## **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 February can be summarized as follows:

- 10 permits for 9 structures were approved in February compared to 11 permits for 6 structures in February 2017. The five-year average for permits in February in the preceding five years was 9.4.
- 31 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including February 2018, January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 4.3 days was the average turnaround (review) time for complete initial residential permit applications in February.
- \$2,127,307 was the reported value for the permits in February compared to a total of \$627,515 in February 2017. The five-year average reported value for authorized construction in February was \$757,224.
- 30 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including February 2018, January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, June 2013, and March 2013).
- \$4,1997 in fees were collected in February compared to a total of \$2,417 in February 2017. The five-year average for fees collected in February was \$2,685.
- 30 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including February 2018, January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, and July 2013).

**Planning & Zoning Monthly Report**  
**FEBRUARY 2018**

**Table 2. Zoning Use Permits Approved in February 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential						
Other				2	0	130,000
SINGLE FAMILY Resid.:						
New - Site Built	1	777	405,669	3	2,775	902,169
Manufactured						
Additions	2	402	42,000	3	631	242,000
Accessory to Resid.	2	626	32,000	2	626	32,000
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			4.3 days			
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural						
Neighborhood						
COMMERCIAL: New						
Other	1	145	2,000	1	145	2,000
INDUSTRIAL: New						
Other						
OTHER USES: New						
Other	3	2,151	1,645,638	3	2,151	1,645,638
SIGNS						
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS	1	98	0	2	163	25,000
<b>TOTAL APPROVED</b>	<b>10/9</b>	<b>\$4,199</b>	<b>\$2,127,307</b>	<b>16/14</b>	<b>\$6,491</b>	<b>\$2,978,807</b>

\*10 permits were issued for 9 structures in February 2018; 10 permits require inspection and Compl. Certif.

◇ 16 permits have been issued for 14 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 2 since 1/1/18, (this number is not included in the total number of structures).

There were 10 Zoning Use Permit Apps. *received* in February 2018 and 7 were *approved*.

3 Zoning Use Permit App.s *approved* in February 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
**FEBRUARY 2018**

- There were also 6 lot split inquiries and 207 other zoning inquiries in February.
- Minutes for two ZBA meetings were transcribed in February.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	February 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case February authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval February authorize the creation of new Best Prime Farmland lots smaller than 35 acres:	0.0 acre	0.0 acre
Outside of Municipal ETJ areas <sup>1</sup>		
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit February authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	0.0 acres	0.0 acres
<b>NOTES</b>		
1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in February.
- No zoning compliance certificates were issued in February. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for February 2018 and can be summarized as follows:

- 1 new complaint was received in February compared to 3 new complaint received in February 2017. No complaint was referred to another agency in February and no complaint was referred to another agency in February 2016.
- 73 enforcement inspections were conducted in February compared to 12 inspections in February 2017. None of the February inspections was for the new complaint.
- One contact was made prior to written notification in February and one was made in February 2017.
- 74 investigation inquiries were made in February for an average of 18.5 per week in February. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- 2 First Notices and 2 Final Notice were issued in February compared to one First Notice and no Final Notices in February 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- No case was referred to the State’s Attorney’s Office in February and no cases were referred in February 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State’s Attorney’s Office in 2018.
- 6 cases were resolved in February (one of the resolved cases was a new case) and no cases were resolved in February 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 349 cases remain open at the end of February compared to 332 open cases at the end of February 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in February included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State’s Attorney’s Office regarding enforcement cases that have been referred to the State’s Attorney’s Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General’s Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.
  5. Reviewed a proposed County vehicle tow ordinance that was drafted by the State’s Attorney’s Office.
  6. Contacted lawn maintenance companies and requested proposals for lawn maintenance on County owned enforcement properties.
  7. Reviewed one floodplain development permit.

**APPENDIX**

**A Zoning Use Permit Activity In February 2018**

**B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**



**Planning & Zoning Monthly Report**  
FEBRUARY 2018

**Table 4. Enforcement Activity During February 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4	1											5
Initial Complaints Referred to Others	9	1	0											1
Inspections	428	11	73 <sup>4</sup>											84 <sup>5</sup>
Phone Contact Prior to Notice	8	1	1											2
First Notices Issued	19	3	2											5
Final Notices Issued	5	1	2											3
Referrals to State's Attorney	3	0	0											0
Cases Resolved <sup>2</sup>	41	4	6 <sup>6</sup>											10 <sup>7</sup>
Open Cases <sup>3</sup>	354	354	349											349 <sup>8</sup>


**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 0 inspections of the 73 performed was for the 1 complaint received in February, 2018.
5. 1 inspection of the 84 inspections performed in 2018 were for complaints received in 2018.
6. 1 of the resolved cases for February, 2018, was received in February, 2018.
7. 1 of the cases resolved in FY 2018 was for complaints that were also received in FY 2018.
8. Total open cases include 21 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
**FEBRUARY 2018**

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN FEBRUARY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
249-17-01  AG-2	Lot 74, Woodard's Heather Hills Subdivision, 4 <sup>th</sup> Plat, Section 2, St. Joseph Township; 2243 Churchill Drive, St. Joseph, Illinois PIN: 28-22-02-181-006	Daryl Mowry	09/09/17 09/25/17 02/28/18 (amended)	Construct a detached garage  CASE: 890-V-17
319-17-01  I-1	Lot 5 of A. K. & L. Subdivision, Section 35, Hensley Township; 2702 N. Mattis Avenue, Champaign, Illinois PIN: 12-14-35-301-005	Fifth Dimension Collision Repair	11/15/17 02/12/18	Construct an addition (vestibule) to an existing building  CASE: 893-V-17
17-18-01  AG-2	Lot 2 of Contri Aire Subdivision, Section 23, Ludlow Township; 1656 County Road 3200N, Rantoul, Illinois PIN: 14-03-23-451-014	KTRM, LLC	01/17/18 02/18/18	Construct a detached storage shed for personal use only
38-18-01  AG-1	A tract of land located in the N ½ of the NE ¼ of Section 19, Tolono Township; 663 County Road 900N, Tolono, Illinois PIN: Part of 29-26-19-200-004	Chris Foran/ Montana and Nick Royal	02/07/18 02/16/18	Construct a single family home with attached garage
38-18-02  AG-1	A tract of land located in Part of the SE ¼ of Section 16, Tolono Township; 882 County Road 900N, Champaign, Illinois PIN: 29-26-16-400-002	Gerald Marshall	02/07/18 02/13/18	Change the Use to authorize a Temporary storage structure (2 semi van trailers) for a period of no more than 5 years
38-18-03  I-2	Lots 19 through 30 in Wilber Heights Subdivision, Section 31, Somer Township; 402, 408, 410 Wilber Avenue, Champaign, Illinois PIN: 25-15-31-344-010, 011, 012, 013, 014, 025	Sport Redi Mix LLC	02/07/18 02/22/18	Construct an addition to an existing building for equipment storage and a shop area  CASE: 856-V-16

 Land Disturbance Erosion Control Permit also required  
 \*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
FEBRUARY 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN FEBRUARY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
39-18-01  I-1/AG-1	Tracts of land located in the SE ¼ of the NE ¼ of Section 16, Scott Township; 202 N. Main Street, Seymour, IL PIN: 23-19-16-153-001, 002 & 158-002	Topflight Grain Cooperative Inc.	02/08/18 02/22/18	Construct 1 grain storage bin, 145' 2" tall  CASES: 868-S-17 & 874-V-17
45-18-01  B-4	A 6.40 acre tract of land being a part of the SW ¼ of the SW ¼ of the SE ¼ of Section 16 along with a 1.57 acre tract of land located in Section 15, immediately east of the 6.40 acre tract, all located within Rantoul Township; 1512 County Road 2700N, Rantoul, IL PIN: 20-09-15-300-005 & 16-400-004	Advantage Trucking LLC	02/14/18 02/16/18	Place a carport on the property to be used as an equipment shelter  CASE: 846-S-16
47-18-01  AG-1	Lots 2 and 3, except the West 455' of even width of said Lots 2 and 3, and also except the South 55' of even width of said Lot 3 of a Subdivision of part of the E ½ of Section 36, Colfax Township; 589 County Road 700N, Sadorus, Illinois PIN: 05-25-36-200-008	Jesse Rednour	02/16/18 02/28/18	Construct an addition to an existing detached garage and to authorize a previously constructed detached garage  CASE: 891-V-17
57-18-01  R-1	Lot 28, Birchcrest Subdivision, 3 <sup>rd</sup> Plat, Section 29, Urbana Township; 501 E. Sherwin Drive, Urbana, Illinois PIN: 30-21-29-429-007	Susan and Joel Kirby	02/26/18 02/28/18	Construct an addition to an existing single family home
*57-18-02	Under review			
*58-18-01	Under review			
*60-18-01	Under review			

Land Disturbance Erosion Control Permit also required  
\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
**FEBRUARY 2018**

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

## *MONTHLY REPORT for MARCH 2018<sup>1</sup>*

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
zoningdept@co.champaign.il.us  
www.co.champaign.il.us/zoning

### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. Three zoning cases were filed in March and three cases were filed in March 2017. The average number of cases filed in March in the preceding five years was 3.8.

Three Zoning Board of Appeals (ZBA) meetings were held in March and one case was completed and two cases were withdrawn. Three ZBA meetings were also held in March 2017 and two cases were completed and two withdrawn. The average number of cases completed in March in the preceding five years was 2.2.

By the end of March there were 9 cases pending. By the end of March 2017 there were 16 cases pending.

**Table 1. Zoning Case Activity in March 2018 & March 2017**

Type of Case	March 2018 Three ZBA meetings		March 2017 Three ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	2	1**	1	1***
SFHA Variance	0	0	0	0
Special Use	1	2**	1	2***
Map Amendment	0	0	0	1
Text Amendment	0	0	1	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	0	0	0	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>3</b>	<b>3**</b>	<b>3</b>	<b>4***</b>
Total cases filed (fiscal year)	8 cases		8 cases	
Total cases completed (fiscal year)	7 cases		8 cases	
Cases pending*	9 cases		17 cases	
* Cases pending includes all cases continued and new cases filed				
** One variance case and one special use permit case were withdrawn in March 2018				
***One variance case and one special use permit case were withdrawn in March 2017				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 83.0% or the equivalent of 5.0 full time staff members (of the 6 authorized) present on average for each of the 21 work days in March.

## **Subdivisions**

The County Board approved a one-lot County subdivision in March. No municipal subdivision plats were reviewed for compliance with County zoning in March.

## **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 March can be summarized as follows:

- 10 permits for 10 structures were approved in March compared to 22 permits for 20 structures in March 2017. The five-year average for permits in March in the preceding five years was 13.8.
- 31 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including February 2018, January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 6.1 days was the average turnaround (review) time for complete initial residential permit applications in March.
- \$4,316,050 was the reported value for the permits in March compared to a total of \$4,100,722 in March 2017. The five-year average reported value for authorized construction in March was \$1,745,769.
- 30 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including March 2018, February 2018, January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, and June 2013).
- \$4,962 in fees were collected in March compared to a total of \$4,240 in March 2017. The five-year average for fees collected in March was \$3,479.
- 31 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including March 2018, February 2018, January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, and July 2013).

**Planning & Zoning Monthly Report**  
MARCH 2018

**Table 2. Zoning Use Permits Approved in March 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL:						
Residential						
Other				2	0	130,000
SINGLE FAMILY Resid.:						
New - Site Built	6	3,734	1,648,650	9	6,509	2,550,819
Manufactured						
Additions	2	370	230,000	5	1,001	472,000
Accessory to Resid.	1	305	35,000	3	931	67,000
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			6.1 days			
MULTI - FAMILY Residential						
HOME OCCUPATION:						
Rural						
Neighborhood						
COMMERCIAL: New						
Other				1	145	2,000
INDUSTRIAL: New						
Other	1	553	2,402,400	1	553	2,402,400
OTHER USES: New						
Other				3	2,151	1,645,638
SIGNS						
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS				2	163	25,000
<b>TOTAL APPROVED</b>	<b>10</b>	<b>\$4,962</b>	<b>\$4,316,050</b>	<b>26/24</b>	<b>\$11,453</b>	<b>\$7,294,857</b>

\*10 permits were issued for 10 structures in March 2018; 10 permits require inspection and Compl. Certif.

◇ 26 permits have been issued for 24 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 2 since 1/1/18, (this number is not included in the total number of structures).

There were 9 Zoning Use Permit Apps. *received* in March 2018 and 6 were *approved*.

4 Zoning Use Permit App.s *approved* in March 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
MARCH 2018

- There were also 9 lot split inquiries and 224 other zoning inquiries in March.
- Minutes for two ZBA meetings were transcribed in March.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	March 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case March authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval March authorize the creation of new Best Prime Farmland lots smaller than 35 acres:	2.0 acres (Case 199-18)	2.0 acre
Outside of Municipal ETJ areas <sup>1</sup>		
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit March authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	2.0 acres	2.0 acres
NOTES 1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in March.
- Three zoning compliance certificates were issued in March for a total of four certificates for the year. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.



## **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for March 2018 and can be summarized as follows:

- 11 new complaints were received in March compared to 7 new complaint received in March 2017. No complaint was referred to another agency in March and no complaint was referred to another agency in March 2016.
- 24 enforcement inspections were conducted in March compared to 26 inspections in March 2017. One of the March inspections was for a new complaint.
- One contact was made prior to written notification in March and 2 were made in March 2017.
- 25 investigation inquiries were made in March for an average of 5.7 per week in March. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- One First Notice and no Final Notice were issued in March compared to 2 First Notices and 2 Final Notices in March 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- No case was referred to the State's Attorney's Office in March and one case was referred in March 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State's Attorney's Office in 2018.
- One case was resolved in March (none of the resolved cases was a new case) and 2 cases were resolved in March 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 359 cases remain open at the end of March compared to 337 open cases at the end of March 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in March included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State's Attorney's Office regarding enforcement cases that have been referred to the State's Attorney's Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General's Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.
  5. Coordinated with the Urbana Building Safety Department regarding replacing a home in the Carroll Subdivision.
  6. Responded to an inquiry about relocation of the Easter Prairie Fire Department Station.
  7. Responded to two complaints regarding burning of landscape waste.
  8. Responded to one inquiry and two complaints regarding filling in the floodplain.

**APPENDIX**

- A Zoning Use Permit Activity In March 2018**
- B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**
- C Zoning Compliance Certificates Issued in January 2018**

**Planning & Zoning Monthly Report**

MARCH 2018

**Table 4. Enforcement Activity During March 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4	1	11										16
Initial Complaints Referred to Others	9	1	0	0										1
Inspections	428	11	73	24 <sup>4</sup>										108
Phone Contact Prior to Notice	8	1	1	1										3
First Notices Issued	19	3	2	1										6
Final Notices Issued	5	1	2	0										3
Referrals to State's Attorney	3	0	0	0										0
Cases Resolved <sup>2</sup>	41	4	6	1 <sup>6</sup>										11 <sup>7</sup>
Open Cases <sup>3</sup>	354	354	349	359										359 <sup>8</sup>

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 1 inspection of the 24 performed was for the 11 complaints received in March, 2018.
5. 2 inspections of the 108 inspections performed in 2018 were for complaints received in 2018.
6. 1 of the resolved cases for March, 2018, was received in March, 2018.
7. 2 of the cases resolved in FY 2018 were for complaints that were also received in FY 2018.
8. Total open cases include 21 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
MARCH 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN MARCH 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
33-18-01  I-1	A tract of land located in the NE ¼ of Section 34, and a tract of land located in the NE ¼ of the NW ¼ of Section 34, lying North of the North Right-of-Way line of the Norfolk Southern Railway, all located in Tolono Township; 949 County Road 700N, Tolono, Illinois PIN: 29-26-34-100-007	Premier Cooperative, Inc.	02/02/18 03/07/18	Erect 1 grain storage bin, 127' tall, and authorize a previously erected grain bin, 127' tall  CASE: 752-S-13
57-18-02  AG-1	A tract of land located in the NW Corner of the NE ¼ of Section 9, Pesotum Township; 855 County Road 500N, Tolono, Illinois PIN: 18-32-09-200-005	Martin and Theresa Hildreth	02/26/18 03/05/18	Construct a single family home with attached garage
58-18-01  AG-1	Tract 1 of the Behnke Plat of Survey of Part of the NW Fractional Quarter of Section 18, Ogden Township; 1597 County Road 2450E, St. Joseph, Illinois PIN: 17-23-18-100-007	Andrew and Sarah Collum	02/27/18 03/05/18	Construct a single family home with attached garage
60-18-01  AG-1	A 2 acre tract of land located in the E ½ of the SE ¼ of Section 25, St. Joseph Township; 1345 County Road 2400E, St. Joseph, IL PIN: 28-22-25-400-011	Taylor and Jordan Learnard	02/28/18 03/12/18	Construct a single family home with attached garage
64-18-01  AG-1	A tract of land located in the NW Corner of the SW ¼ of Section 35, Mahomet Township; 1848 County Road 400E, Seymour, IL PIN: 15-13-356-300-001	Steve Dietz	03/05/18 03/12/18	Construct a single family home with attached garage
66-18-01  AG-1	A tract of land located in the E ½ of the NW ¼ of Section 15, Philo Township; 1535 County Road 1100N, Philo, Illinois PIN: 19-27-15-100-006	Chad W. Shipley	03/07/18 03/22/18	Construct a detached garage

Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
MARCH 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN MARCH 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
71-18-01 AG-1	The South ½ of Lot 6 of the Subdivision of the East ½ of Section 26, Newcomb Township; 2582 County Road 450E, Mahomet, IL PIN: 16-07-26-200-014	Kyle and Jenna Jordan	03/12/18 03/22/18	Construct a single family home with attached garage and a detached storage shed
*72-18-01	Under Review			
74-18-01 CR	Lot 28, The Meadows Subdivision, Section 36, Newcomb Township; 2608 Appaloosa Lane, Mahomet, Illinois PIN: 16-07-36-151-006	Aaron and Sarah Krites	03/15/18 03/28/18	Construct a single family home with attached garage
75-18-01 AG-1	Two tracts of comprising 8 acres located in the SW ¼ of the NW ¼ of Section 26, St. Joseph Township; 1368 County Road 2200E, St. Joseph, Illinois PIN: 28-22-26-100-004 & 008	Josh and Randi Jones	03/16/18 03/28/18	Construct an addition to an existing single family home
80-18-01 AG-1	Lot 1, Hughes – Race Street Subdivision, Section 17, Philo Township; 964 County Road 1350E, Tolono, Illinois PIN: 19-27-17-100-005	Alex Merkle	03/21/18 03/29/18	Construct an addition to an existing single family home  CASE: 615-V-08
*82-18-01	Under Review			
*82-18-02	Under Review			

 Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
MARCH 2018

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
**MARCH 2018**

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**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN MARCH 2018**

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
09/22/16 03/12/18	323-15-01	Tract 8 of the Dale Wolf Tracts, Section 12, Sidney Township; 2072 County Road 2375E, Homer, Illinois PIN: 24-28-12-200-017	A detached storage shed
03/12/18	299-17-01	Two tracts of land comprised of 1.99 acres located in the SE Corner of the W ½ of the SE ¼ of Section 10, Philo Township; 1564 County Road 1000N, Philo, Illinois PIN: 19-27-10-400-003 & 006	A detached storage shed for personal use
03/12/18	290-17-01	A tract of land locate in the SE Corner of the S ½ of the SE ¼ of Section 18, Stanton Township; 1898 County Road 2100N, Urbana, Illinois PIN: 27-16-18-400-005	A screened porch addition to an existing single family home

## *MONTHLY REPORT for APRIL 2018<sup>1</sup>*

Champaign County  
Department of

**PLANNING &  
ZONING**

**Brookens Administrative  
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### **Zoning Cases**

The distribution of cases filed, completed, and pending is detailed in Table 1. Six zoning cases were filed in April and two cases were filed in April 2017. The average number of cases filed in April in the preceding five years was 2.4.

Three Zoning Board of Appeals (ZBA) meetings were held in April and no case was completed. One ZBA meeting was held in April 2017 and two cases were completed. The average number of cases completed in April in the preceding five years was 2.0.

By the end of April there were 15 cases pending. By the end of April 2017 there were 16 cases pending.

**Table 1. Zoning Case Activity in April 2018 & April 2017**

Type of Case	April 2018 Three ZBA meetings		April 2017 One ZBA meeting	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	0	0	2	1
SFHA Variance	0	0	0	0
Special Use	4	0	0	1
Map Amendment	1	0	0	0
Text Amendment	0	0	0	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	1	0	0	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>6</b>	<b>0</b>	<b>2</b>	<b>2</b>
Total cases filed (fiscal year)	14 cases		10 cases	
Total cases completed (fiscal year)	7 cases		10 cases	
Cases pending*	15 cases		17 cases	
* Cases pending includes all cases continued and new cases filed				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 79.4% or the equivalent of 4.8 full time staff members (of the 6 authorized) present on average for each of the 21 work days in April.



## **Subdivisions**

A one-lot County subdivision application was received in April. No municipal subdivision plats were reviewed for compliance with County zoning in April.

## **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 April can be summarized as follows:

- 18 permits for 10 structures were approved in April compared to 20 permits for 16 structures in April 2017. The five-year average for permits in April in the preceding five years was 19.0.
- 31 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including February 2018, January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 7.5 days was the average turnaround (review) time for complete initial residential permit applications in April.
- \$669,895 was the reported value for the permits in April compared to a total of \$4,551,589 in April 2017. The five-year average reported value for authorized construction in April was \$2,444,923.
- 30 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including March 2018, February 2018, January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, and June 2013).
- \$2,508 in fees were collected in April compared to a total of \$5,945 in April 2017. The five-year average for fees collected in April was \$4,880.
- 31 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including March 2018, February 2018, January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, and July 2013).

**Planning & Zoning Monthly Report**  
**APRIL 2018**

**Table 2. Zoning Use Permits Approved in April 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL: Residential	1	0	280,000	1	0	280,000
Other	1	0	3,000	3	0	133,000
SINGLE FAMILY Resid.: New - Site Built				9	6,509	2,550,819
Manufactured						
Additions	4	900	196,000	9	1,901	668,000
Accessory to Resid.	3	1,092	172,600	6	2,023	241,623
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			7.5 days			
MULTI - FAMILY Residential						
HOME OCCUPATION: Rural	1	0	0	1	0	0
Neighborhood	4	0	0	4	0	0
COMMERCIAL: New						
Other				1	145	2,000
INDUSTRIAL: New						
Other				1	553	2,402,400
OTHER USES: New						
Other				3	2,151	1,645,638
SIGNS	1	222	2,295	1	222	2,295
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS	3	294	16,000	5	457	41,000
<b>TOTAL APPROVED</b>	<b>18/10</b>	<b>\$2,508</b>	<b>\$669,895</b>	<b>44/34</b>	<b>\$13,961</b>	<b>\$7,966,775</b>

\*18 permits were issued for 10 structures in April 2018; 13 permits require inspection and Compl. Certif.

◇ 44 permits have been issued for 34 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 8 since 1/1/18, (this number is not included in the total number of structures).

There were 17 Zoning Use Permit Apps. *received* in April 2018 and 12 were *approved*.

2 Zoning Use Permit App.s *approved* in April 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
**APRIL 2018**

- There were also 2 lot split inquiries and 270 other zoning inquiries in April.
- Minutes for two ZBA meetings were transcribed in April.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	April 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case April authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval April authorize the creation of new Best Prime Farmland lots smaller than 35 acres: Outside of Municipal ETJ areas <sup>1</sup>	0.0 acres	2.0 acres
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit April authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	0.0 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	0.0 acres	2.0 acres
NOTES 1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- Nine zoning compliance inspections were made in April.
- Seven zoning compliance certificates were issued in April for a total of 11 for the year. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for April 2018 and can be summarized as follows:

- 11 new complaints were received in April compared to 7 new complaint received in April 2017. One complaint was referred to another agency in April and no complaint was referred to another agency in April 2017.
- 30 enforcement inspections were conducted in April compared to 11 inspections in April 2017. 4 of the April inspections were for a new complaint.
- No contact was made prior to written notification in April and 2 contacts were made in April 2017.
- 30 investigation inquiries were made in April for an average of 7.1 per week in April. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- One First Notice and no Final Notice were issued in April compared to no First Notice and no Final Notice in April 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- No case was referred to the State's Attorney's Office in April and no cases were referred in April 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State's Attorney's Office in 2018.
- One case was resolved in April (it was not a new case) and one case was resolved in April 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 369 cases remain open at the end of April compared to 343 open cases at the end of April 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in April included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State's Attorney's Office regarding enforcement cases that have been referred to the State's Attorney's Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General's Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.
  5. Coordinated with a prospective purchaser of 2603 Campbell Drive.
  6. Investigated a complaint of a broken sewer line at 310 Greenview Drive, Urbana, and investigated modes of assistance for the resident.
  7. Investigated a complaint of dead trees at 2501 Stanford Drive posing a risk to neighboring properties.

**Planning & Zoning Monthly Report**  
APRIL 2018

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8. Followed up on a complaint about burning of landscape waste in Tolono Township.
9. Coordinated with Administrative Services regarding FEMA status of Champaign County properties in the City of Urbana.

**APPENDIX**

**A Zoning Use Permit Activity In April 2018**

**B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**

**C Zoning Compliance Certificates Issued in January 2018**

**Planning & Zoning Monthly Report**  
APRIL 2018

**Table 4. Enforcement Activity During April 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4	1	11	11									27
Initial Complaints Referred to Others	9	1	0	0	0									1
Inspections	428	11	73	24	30 <sup>4</sup>									138
Phone Contact Prior to Notice	8	1	1	1	0									3
First Notices Issued	19	3	2	1	1									7
Final Notices Issued	5	1	2	0	0									3
Referrals to State's Attorney	3	0	0	0	0									0
Cases Resolved <sup>2</sup>	41	4	6	1	1 <sup>6</sup>									12 <sup>7</sup>
Open Cases <sup>3</sup>	354	354	349	359	369									369 <sup>8</sup>

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 2 inspections of the 24 performed were for the 11 complaints received in April, 2018.
5. 4 inspections of the 138 inspections performed in 2018 were for complaints received in 2018.
6. None of the resolved cases for April, 2018, was received in April, 2018.
7. 2 of the cases resolved in FY 2018 were for complaints that were also received in FY 2018.
8. Total open cases include 21 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
**APRIL 2018**

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN APRIL 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
82-18-01  AG-2	Lot 3 of Hudson Acres Subdivision, Section 11, Urbana Township; 3708 E. University Avenue, Urbana, Illinois PIN: 30-21-11-376-010	John King	03/23/18 04/10/18	Construct a detached storage shed for personal use
82-18-02  AG-2	Lot 19, Westbrook Estates Subdivision, Section 8, Mahomet Township; 1505 W. Brookside Lane, Mahomet, Illinois PIN: 15-13-08-403-003	Jim and Angie Rolson	03/23/18 04/10/18	Construct an attached garage to an existing single family home
93-18-01  I-1	A tract of land in the S ½ of the W ½ of the NE ¼ of Section 6, Urbana Township; 1302 W. Anthony Drive, Urbana, Illinois PIN: 30-21-06-201-006	Bill Goldstein	04/03/18 04/11/18	Erect 1 freestanding sign and place 3 wall signs on an existing building
94-18-01  AG-1	A tract of land located in the W ½ of the NW ¼ of Section 12, Scott Township; 513 County Road 1700N, Champaign, Illinois PIN: 23-19-12-100-006	Ryan Strube	04/04/18 04/16/18	Construct a detached agricultural storage building (hoop style)
94-18-02 RHO  AG-1	A tract of land located in the W ½ of the NW ¼ of Section 12, Scott Township; 513 County Road 1700N, Champaign, Illinois PIN: 23-19-12-100-006	Ryan Strube	04/04/18	Establish a Rural Home Occupation, <i>Infinity Gardens</i>
95-18-01  B-3	The North 213.33 feet of the SE ¼ of Section 33, T20N, R9E of the 3 <sup>rd</sup> P.M., lying East of the Right of Way Line in the East Side of State Highway U.S. 45, except the East 819.64 feet thereof, in Champaign County, Illinois; 3310 N. Cunningham Avenue, Urbana, Illinois PIN: 25-15-33-426-001	Gargoyle Technologies	04/05/18 04/23/18	Change the Use to establish a business office.  Zoning Case 905-AM-18 (pending)

 Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
**APRIL 2018**

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN APRIL 2017**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
95-18-02  AG-1	A tract of land located in the NE ¼ of Section 9, St. Joseph Township; 2071 County Road 1700N, St. Joseph, Illinois PIN: 28-22-09-200-005	Rod Maddock	04/05/18 04/16/18	Construct a single family home with attached garage
95-18-03  AG-2	Two tracts of land located in the NW Corner of the NE ¼ of Section 24, St. Joseph Township; 2334 County Road 1475N, St. Joseph, IL PIN: 28-22-24-100-009	Cliff Hastings	04/05/18 04/17/18	Install and in-ground swimming pool
95-18-04  AG-2	Lot 12 of Hudson Acres Subdivision, Section 11, Urbana Township; 3408 E. University Avenue, Urbana, Illinois PIN: 30-21-11-351-010	Scott Miller	04/05/18 04/17/18	Construct a single family home addition to an existing garage
96-18-01  AG-1	A tract of land located in the NW Corner of the E ½ of the NW ¼ of the NW ¼ of Section 20, Sidney Township; 1937 County Road 900N, Sidney, Illinois PIN: 24-28-20-100-007	Kyler McFall	04/06/18 04/19/18	Construct an addition to an existing single family home
102-18-01  B-4	A tract of land located in Part of the NE ¼ of the SE ¼ of the NE ¼ of Section 33, Somer Township; 3515 N. Cunningham Avenue, Urbana, Illinois PIN: 25-15-33-276-007	Benjamin Jacob McCurley. Lessee; Quality Med Transport, Owner	04/12/18 04/20/18	Change the Use to establish a Temporary Fireworks Sales Stand, June 25 – July 8, 2018
102-18-02  I-1	Lot 3 of Stahly Subdivision, Section 8, Champaign Township; 314 Tiffany Court, Champaign, Illinois PIN: 03-20-08-476-005	Benjamin McCurley, Lessee; Stephen & Deborah Koester, Owners	04/12/18 04/20/18	Change the Use to establish a Temporary Fireworks Sales Stand, June 25 – July 8, 2018

Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month



**Planning & Zoning Monthly Report**  
**APRIL 2018**

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN APRIL 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
106-18-01  R-1	Lot 302 in Minor Lake West No. 3 Subdivision, Section 21, Champaign Township; 1909 Oak Park Drive, Champaign, Illinois PIN: 03-20-21-255-008	Patrick Yallaly	04/16/18 04/23/18	Construct a detached storage shed
106-18-02  AG-2	Lot 3 of Thornhill Subdivision, Section 29, Somer Township; 4901 Willow Road, Urbana, IL PIN: 25-15-29-226-003	Steve and Sheri Reynolds	04/16/18 04/30/18	Construct an addition to an existing single family home
*110-18-01	Under review			
*110-18-02	Under review			
*115-18-01	Skipped # - No ZUPA			
*115-18-02	Under review			
*120-18-01	Under review			
*120-18-02	Under review			

Land Disturbance Erosion Control Permit also required  
 \*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
**APRIL 2018**

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
**APRIL 2018**

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED DURING APRIL, 2018**

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
04/03/18	243-17-01	Lot 8 of Woodard's Heather Hills Subdivision 2 <sup>nd</sup> Plat, Section 2, St. Joseph Township; 2212 Morningside Drive, St. Joseph, Illinois PIN: 28-22-02-304-008	A single family home with attached garage.  (home destroyed by fire)
04/13/18	334-17-02	A tract of land located in the NW Corner of the NW ¼ of the NE ¼ of Section 29, Crittenden Township; 1351 County Road 200N, Pesotum, IL PIN: 08-33-29-200-007	An attached garage addition to an existing single family home
04/13/18	295-16-02	The East 38.7233 acres of all that portion of the SW ¼ lying South of the Railroad in Section 34, Raymond Township; 14 County Road 2100E, Longview, Illinois PIN: 21-34-34-351-002	A detached storage shed
04/13/18	265-16-01	78 acres located in the N ½ of the SE ¼ of Section 20, Ayers Township; 243 County Road 2700N, Allerton, Illinois PIN: Part of 01-36-20-400-001	A single family (manufactured) home with attached garage
04/13/18	265-16-02	A 2 acre tract of land located in the N ½ of the SE ¼ of Section 20, Ayers Township; 241 County Road 2700E, Allerton, Illinois PIN: Part of 01-36-20-400-001	A single family (manufactured) home with attached garage
04/13/18	217-16-02	A tract of land located in Part of the NE Corner of the E ½ of the NE ¼ of Section 22, Crittenden Township; 1587 County Road 300N, Tolono, IL PIN: 08-33-22-200-007	A single family home with attached garage
04/13/18	122-17-01	A 3.03 acre tract of land located in the W ½ of the SW ¼ of Section 16, Crittenden Township; 1408 County Road 300N, Tolono, Illinois PIN: 08-33-16-300-004	A detached garage

# MONTHLY REPORT for MAY 2018<sup>1</sup>

Champaign County  
Department of



## Zoning Cases

The distribution of cases filed, completed, and pending is detailed in Table 1. One zoning case was filed in May and three cases were filed in May 2017. The average number of cases filed in May in the preceding five years was 4.0.

Two Zoning Board of Appeals (ZBA) meetings were held in May and four cases were completed. Two ZBA meeting was held in May 2017 and two cases were completed. The average number of cases completed in May in the preceding five years was 2.0.

By the end of May there were 12 cases pending. By the end of May 2017 there were 17 cases pending.

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**Table 1. Zoning Case Activity in May 2018 & May 2017**

Type of Case	May 2018 2 ZBA meetings		May 2017 2 ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	0	3**	1	1
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 Nonconforming Use	0	0	0	0
Administrative Variance	0	1	2	0
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>1</b>	<b>4**</b>	<b>3</b>	<b>2</b>
Total cases filed (fiscal year)	15 cases		13 cases	
Total cases completed (fiscal year)	11 cases**		12 cases	
Cases pending*	12 cases		18 cases	
* Cases pending includes all cases continued and new cases filed				
** One variance was withdrawn in May 2018				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 90.2% or the equivalent of 5.4 full time staff members (of the 6 authorized) present on average for each of the 22 work days in May.

## **Subdivisions**

The County Board approved a one-lot County subdivision (for an existing farmstead) in May. No municipal subdivision plats 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:

- 14 permits for 10 structures were approved in May compared to 22 permits for 20 structures in May 2017. The five-year average for permits in May in the preceding five years was 19.0.
- 31 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including February 2018, January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, July 2013, and June 2013).
- 7.7 days was the average turnaround (review) time for complete initial residential permit applications in May.
- \$1,450,200 was the reported value for the permits in May compared to a total of \$2,104,960 in May 2017. The five-year average reported value for authorized construction in May was \$2,223,863.
- 30 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including March 2018, February 2018, January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, July 2013, and June 2013).
- \$4,251 in fees were collected in May compared to a total of \$5,349 in May 2017. The five-year average for fees collected in May was \$4,524.
- 31 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including March 2018, February 2018, January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, and July 2013).

**Planning & Zoning Monthly Report**  
MAY 2018

**Table 2. Zoning Use Permits Approved in May 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL: Residential				1	0	280,000
Other	1	0	36,000	4	0	169,000
SINGLE FAMILY Resid.: New - Site Built	4	2,643	1,195,000	13	9,152	3,745,819
Manufactured	1	189	70,000	1	189	70,000
Additions	1	705	100,000	10	2,606	768,000
Accessory to Resid.	3	420	48,000	9	2,443	289,623
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			7.67 days			
MULTI - FAMILY Residential						
HOME OCCUPATION: Rural				1	0	0
Neighborhood	1	0	0	5	0	0
COMMERCIAL: New						
Other				1	145	2,000
INDUSTRIAL: New						
Other				1	553	2,402,400
OTHER USES: New						
Other				3	2,151	1,645,638
SIGNS				1	222	2,295
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS	3	294	1,200	8	751	42,200
<b>TOTAL APPROVED</b>	<b>14/10</b>	<b>\$4,251</b>	<b>\$1,450,200</b>	<b>58/44</b>	<b>\$18,212</b>	<b>\$9,416,975</b>

\*14 permits were issued for 10 structures in May 2018; 13 permits require inspection and Compl. Certif.

◇ 58 permits have been issued for 44 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 8 since 1/1/18, (this number is not included in the total number of structures).

There were 23 Zoning Use Permit Apps. *received* in May 2018 and 8 were *approved*.

5 Zoning Use Permit App.s *approved* in May 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
MAY 2018

- There were also 6 lot split inquiries and 271 other zoning inquiries in May.
- Four rural addresses were issued in May.
- Minutes for four ZBA meetings were transcribed in May.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	May 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case May authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval May authorize the creation of new Best Prime Farmland lots smaller than 35 acres: Outside of Municipal ETJ areas <sup>1</sup>	0.0 acres	2.0 acres
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit May authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	2.25 acres	2.25 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	2.25 acres	4.25 acres
NOTES 1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- Nine zoning compliance inspections were made in May.
- Eight zoning compliance certificates were issued in May for a total of 19 for the year. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for May 2018 and can be summarized as follows:

- 2 new complaints were received in May compared to 3 new complaint received in May 2017. No complaint was referred to another agency in May and 3 complaints were referred to another agency in May 2016.
- 67 enforcement inspections were conducted in May compared to 37 inspections in May 2017. None of the May inspections was for a new complaint.
- No contact was made prior to written notification in May and none were made in May 2017.
- 67 investigation inquiries were made in May for an average of 14.0 per week in May. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- 6 First Notices and 8 Final Notice were issued in May compared to one First Notice and 2 Final Notices in May 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- 2 cases were referred to the State’s Attorney’s Office in May and one case was referred in May 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State’s Attorney’s Office in 2018.
- 3 cases were resolved in May (none of the resolved cases was a new case) and one case was resolved in May 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 368 cases remain open at the end of May compared to 345 open cases at the end of May 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in May included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State’s Attorney’s Office regarding enforcement cases that have been referred to the State’s Attorney’s Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General’s Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.
  5. Assisted the State’s Attorney’s Office in preparation of an Administrative Search Warrant and inspected the property at 3307 East Airport Road, Urbana.
  6. Responded to questions regarding a request for additional payment for the demolition of 504 South Dodson Drive, Urbana.



**Planning & Zoning Monthly Report**  
MAY 2018

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7. Assisted the Director on inspection of property outside Mahomet that was the subject of enforcement action and a variance case.
8. Met with the State's Attorney's Office and reviewed the status of enforcement cases upon the departure of Assistant State's Attorney Jacob Croegaert.
9. Requested a new appraisal of 504 South Dodson Drive, Urbana.

**APPENDIX**

**A Zoning Use Permit Activity In May 2018**

**B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**

**C Zoning Compliance Certificates Issued in January 2018**

**Planning & Zoning Monthly Report**

MAY 2018

**Table 4. Enforcement Activity During May 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4	1	11	11	2								29
Initial Complaints Referred to Others	9	1	0	0	0	0								1
Inspections	428	11	73	24	30	67 <sup>4</sup>								205
Phone Contact Prior to Notice	8	1	1	1	0	0								3
First Notices Issued	19	3	2	1	1	6								13
Final Notices Issued	5	1	2	0	0	8								11
Referrals to State's Attorney	3	0	0	0	0	2								2
Cases Resolved <sup>2</sup>	41	4	6	1	1	3 <sup>6</sup>								15 <sup>7</sup>
Open Cases <sup>3</sup>	354	354	349	359	369	368								368 <sup>8</sup>


**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 0 inspections of the 67 performed were for the 2 complaints received in May, 2018.
5. 13 inspections of the 205 inspections performed in 2018 were for complaints received in 2018.
6. None of the resolved cases for May, 2018, were received in May, 2018.
7. 4 of the cases resolved in FY 2018 were for complaints that were also received in FY 2018.
8. Total open cases include 23 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
MAY 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN MAY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
110-18-01  AG-1	A tract of land located in the NW ¼ of the SW ¼ of Section 32, Champaign Township; 4010 S. Rising Road, Champaign, Illinois PIN: Pt of 03-20-32-300-001	Doug and Pat Gray	04/19/18 05/03/18	Construct a single family home with attached garage
110-18-02  CR	A tract of land consisting of 60 acres in the NE ¼ and SE ¼ of Section 28, Kerr Township; 3151A County Road 2800E, Penfield, IL PIN: 13-06-28-400-002	Rolling Hills Campground/ Eastern Illinois A.B.A.T.E.	04/20/18 05/07/18	Establish a Temporary Use for a motorcycle rally, June 1-3, 2018
115-18-01  AG-1	A tract of land located in the NE ¼ of the SE ¼ of Section 28, Pesotum Township; 137 County Road 900E, Pesotum, Illinois PIN: 18-32-28-400-011	William and Myrna Webber	04/25/18 05/03/18	Construct a detached garage
120-18-01  AG-1	A tract of land being the N ½ of the SE ¼ of Section 2, Ludlow Township; 3549 County Road 1700E, Ludlow, Illinois PIN: 14-03-02-400-004	Lloyd Bluhm	04/30/18 05/15/18	Construct a storage shed for agriculture equipment and seed
120-18-02  CR	A tract in the NW ¼ of the SW ¼ and the W ½ of the NE ¼ of Section 17, East Bend Township; 3338 County Road 700E, Fisher, Illinois PIN: 10-02-17-300-008	Chad Cassel	04/30/18 05/15/18	Construct a single family home with attached garage
122-18-01  AG-2	The West 140' of the South 380' of the SW ¼ of the SE ¼ of Section 36, Harwood Township; 2350 County Road 3000N, Gifford, IL PIN: 11-04-36-400-004	Edward Nierenhausen	05/02/18 05/14/18	Construct a single family home with attached garage and detached storage shed

 Land Disturbance Erosion Control Permit also required  
\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
MAY 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN MAY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
122-18-02  B-2	Lot 2 of Jacob M. Smith East Replat, Section 9, Urbana Township; 2108 E. University Ave., Urbana, IL PIN: 30-21-10-351-020	Mark Hartman/ Woodland Acres, owner; Jim Abbed, lessee	05/02/18 05/31/18	Change the Use to establish a Temporary Fireworks Sales Stand, June 20 – July 5, 2018
122-18-03  I-1	Lots 1, 2 & 3 of Stearn's Industrial Subdivision, Section 2, Champaign Township; 1314 W. Anthony Drive, Champaign, Illinois PIN: 03-20-02-131-009, 010, 011	Howard Kemper, Owner/ Jim Abbed, lessee	05/02/18 05/14/18	Change the Use to establish a Temporary Fireworks Sales Stand, June 10 – July 5, 2018
122-18-04  R-1	Lot 251 of the Second Plat of Parkhill's Lakeview Subdivision, Section 11, Mahomet Township; 608 Dennis Drive, Mahomet, IL PIN: 15-13-11-477-004	Brian and Cindy Webb	05/02/18 05/14/18	Install an above ground swimming pool and construct a detached shed
123-18-01	Under review			
123-18-02  AG-1	A tract of land located in the SE ¼ of Section 29, Tolono Township; 780 County Road 700N, Tolono, Illinois PIN: 29-26-29-400-003	Steven and Nancy Bode	05/03/18 05/14/18	Construct a detached garage
124-18-01  AG-1	Two tracts of land comprising 5.04 acres located in the NE ¼ of the SW ¼ and the NW ¼ of the SE ¼ of Section 26, St. Joseph Township; 1335 County Road 2250E, St. Joseph, Illinois PIN: 28-22-26-300-015	White Property Development, LLC	05/04/18 05/23/18	Construct a single family home with attached garage and a detached storage shed
127-18-001  CR	Lot 1 and the South 4 acres of Lot 2 of a Subdivision of the NE ¼ of the NW ¼ of Section 35, Newcomb Township; 445 County Road 2500N, Mahomet, Illinois PIN: 16-07-35-100-044	Booners, LLC	05/07/18 05/31/18	Construct a garage, porch and room additions to an existing single family home
130-18-01	More information needed			

Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
MAY 2018

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**APPENDIX A. ZONING USE PERMIT ACTIVITY IN MAY 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
134-18-01	More information needed			
134-18-02 RHO	More information needed			
137-18-01  CR	Parcels A and B of a Plat of Survey of Part of the NW ¼ of Section 12, East Bend Township; 3398 County Road 700E, Fisher, Illinois PIN: Pt. of 10-02-17-100-001	Cary and Ruth Ellen Reaves	05/17/18 05/23/18	Place a manufactured (single family) home on the subject property
138-18-01	Under review			
141-18-01	Under review			
141-18-02	Under review			
142-18-01	Under review			
142-18-02	Under review			
145-18-01	Under review			
145-18-02	Under review			
149-18-01	Under review			
150-18-01	Under review			
151-18-01	Under review			
151-18-02	Under review			

Land Disturbance Erosion Control Permit also required  
\*received and reviewed, however, not approved during reporting month

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**Planning & Zoning Monthly Report**  
MAY 2018

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

<b>Permit Number; Zoning;</b>	<b>Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied Date Approved Date of Final Stabilization</b>	<b>Project (Related Zoning Case)</b>
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
MAY 2018

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED DURING MAY, 2018**

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
05/04/18	54-17-01	Lot 1 of Kesler Court Subdivision, Section 6, Hensley Township; 2324 County Road 600E, Dewey, Illinois PIN: 12-14-06-300-005	A single family home with attached garage
04/29/16 05/05/18	236-15-02	Lot 1 of Linbry Estates Subdivision, Section 3, St. Joseph Township; 1753 County Road 2200E, St. Joseph, IL PIN: 28-22-03-283-001	A detached storage shed with a bathroom only
*05/24/18	92-15-02	Lot 6, Westbrook Estates Subdivision, Section 8, Mahomet Township; 905 N. Westbrook Drive, Mahomet, IL PIN: 15-13-08-401-012	An addition to an existing single family home
*05/24/18	92-15-01	A tract of land located in the NW ¼ of Fractional Section 18, Condit Township; 627 County Road 2800N, Fisher, Illinois PIN: 07-08-18-100-006	An addition to an existing single family home
*05/24/18	75-15-04	A tract of land located in the S ½ of the SW ¼ of Section 14, Compromise Township; 2244 County Road 2700N, Gifford, Illinois PIN: 06-10-14-300-004	A single family home with attached garage
*05/24/18	344-14-01	Lot 8, Hensley Country Estates, Section 21, Hensley Township; 3405 W. Hensley Road, Champaign, IL PIN: 12-14-21-200-022	A garage addition to an existing single family home and an in-ground swimming pool
*05/24/18	90-15-01	A 1.46 acre tract of land located in the NE ¼ of the SW ¼ of Section 17, Rantoul Township; 2731 County Road 2000E, Rantoul, Illinois PIN: 20-10-17-400-012	An attached garage to an existing single family home  <i>Garage never constructed. Home sold in 2017.</i>
09/23/15 *05/24/18	78-15-01	Lots 8, 9, & 10 of Block 3, Commissioner's Addition to the Original Town of Seymour, Section 17, Scott Township; 308 W. Carper Street, Seymour, Illinois PIN: 23-19-17-426-007	A single family (manufactured) home with detached garage

## MONTHLY REPORT for JUNE 2018<sup>1</sup>

Champaign County  
Department of

**PLANNING &  
ZONING**

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

(217) 384-3708  
zoningdept@co.champaign.il.us  
www.co.champaign.il.us/zoning

### Zoning Cases

The distribution of cases filed, completed, and pending is detailed in Table 1. Five zoning cases were filed in June and none were filed in June 2017. The average number of cases filed in June in the preceding five years was 2.6.

Two Zoning Board of Appeals (ZBA) meetings were held in June and two cases were completed. Two ZBA meetings were held in June 2017 and four cases were completed and one case was withdrawn. The average number of cases completed in June in the preceding five years was 2.6.

By the end of June there were 15 cases pending. By the end of June 2017 there were 12 cases pending.

**Table 1. Zoning Case Activity in June 2018 & June 2017**

Type of Case	June 2018 2 ZBA meetings		June 2017 2 ZBA meetings	
	Cases Filed	Cases Completed	Cases Filed	Cases Completed
Variance	3	0	0	1
SFHA Variance	0	0	0	0
Special Use	2	0	0	2**
Map Amendment	0	1	0	0
Text Amendment	0	1	0	0
Change of Nonconforming Use	0	0	0	0
Administrative Variance	0	0	0	2
Interpretation / Appeal	0	0	0	0
<b>TOTALS</b>	<b>5</b>	<b>2</b>	<b>0</b>	<b>5**</b>
Total cases filed (fiscal year)	20 cases		13 cases	
Total cases completed (fiscal year)	15 cases		17 cases**	
Cases pending*	15 cases		13 cases	
* Cases pending includes all cases continued and new cases filed				
**One SUP was withdrawn in June 2017				

<sup>1</sup> Note that approved absences, sick days, and one part-time temporary employee resulted in an average staffing level of 88.1% or the equivalent of 5.3 full time staff members (of the 6 authorized) present on average for each of the 21 work days in June.



## **Subdivisions**

No County subdivision application was received in September. No municipal subdivision plats were reviewed for compliance with County zoning in September.

## **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 June can be summarized as follows:

- 22 permits for 15 structures were approved in June compared to 21 permits for 14 structures in June 2017. The five-year average for permits in June in the preceding five years was 23.8.
- 30 months out of the last 60 months have equaled or exceeded the five-year average for number of permits (including February 2018, January 2018, October 2017, September 2017, March 2017, February 2017, January 2017, November 2016, September 2016, August 2016, July 2016, May 2016, April 2016, March 2016, February 2016, December 2015, October 2015, July 2015, June 2015, January 2015, December 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, November 2013, August 2013, and July 2013).
- 5.37 days was the average turnaround (review) time for complete initial residential permit applications in June.
- \$1,479,420 was the reported value for the permits in June compared to a total of \$1,197,093 in June 2017. The five-year average reported value for authorized construction in June was \$4,130,379.
- 29 months in the last 60 months have equaled or exceeded the five-year average for reported value of construction (including March 2018, February 2018, January 2018, October 2017, September 2017, April 2017, March 2017, November 2016, October 2016, September 2016, August 2016, May 2016, April 2016, March 2016, February 2016, January 2016, September 2015, July 2015, June 2015, December 2014, October 2014, June 2014, May 2014, March 2014, February 2014, November 2013, September 2013, August 2013, and July 2013).
- \$3,214 in fees were collected in June compared to a total of \$3,251 in June 2017. The five-year average for fees collected in June was \$4,899.
- 31 months in the last 60 months have equaled or exceeded the five-year average for collected permit fees (including March 2018, February 2018, January 2018, December 2017, October 2017, May 2017, March 2017, January 2017, November 2016, October 2016, August 2016, April 2016, March 2016, February 2016, January 2016, December 2015, October 2015, September 2015, July 2015, January 2015, December 2014, November 2014, October 2014, August 2014, July 2014, June 2014, May 2014, March 2014, February 2014, August 2013, and July 2013).

**Planning & Zoning Monthly Report**  
JUNE 2018

**Table 2. Zoning Use Permits Approved in June 2018**

PERMITS	CURRENT MONTH			FISCAL YEAR TO DATE		
	#	Total Fee	\$ Value	#	Total Fee	\$ Value
AGRICULTURAL: Residential	1	0	350,000	2	0	630,000
Other	4	0	151,963	8	0	320,963
SINGLE FAMILY Resid.: New - Site Built	2	1,710	530,000	15	10,862	4,275,819
Manufactured				1	189	70,000
Additions	5	581	338,957	15	3,187	1,106,957
Accessory to Resid.	3	627	58,000	12	3,070	347,623
TWO-FAMILY Residential						
<b>Average turn-around approval time for the above permit categories</b>			5.33 days			
MULTI - FAMILY Residential						
HOME OCCUPATION: Rural				1	0	0
Neighborhood	1	0	0	6	0	0
COMMERCIAL: New						
Other				1	145	2,000
INDUSTRIAL: New						
Other				1	553	2,402,400
OTHER USES: New						
Other				3	2,151	1,645,638
SIGNS				1	222	2,295
TOWERS (Incl. Acc. Bldg.)						
OTHER PERMITS	6	296	50,500	14	1,047	92,700
<b>TOTAL APPROVED</b>	<b>22/15</b>	<b>\$3,214</b>	<b>\$1,479,420</b>	<b>80/59</b>	<b>\$21,426</b>	<b>\$10,896,395</b>

\*22 permits were issued for 15 structures in June 2018; 21 permits require inspection and Compl. Certif.

◇ 80 permits have been issued for 59 structures since 1/1/18

**NOTE:** Home occupations and Other permits (change of use, temporary use) total 21 since 1/1/18, (this number is not included in the total number of structures).

There were 11 Zoning Use Permit Apps. *received* in June 2018 and 9 were *approved*.

12 Zoning Use Permit App.s *approved* in June 2018 had been *received* in prior months.

**Planning & Zoning Monthly Report**  
JUNE 2018

- There were also 8 lot split inquiries and 282 other zoning inquiries in June.
- Two rural addresses were issued in June.
- Minutes for one ZBA meeting were transcribed in June.

**Conversion of Best Prime Farmland**

Table 3 summarizes conversion of Best Prime Farmland as a result of any County zoning approval so far in 2018.

**Table 3. Best Prime Farmland Conversion in 2018**

	June 2018	2018 to date
<b>Zoning Cases.</b> Approved by the ZBA, a Zoning Case June authorize a new principal use on Best Prime Farmland that was previously used for agriculture.	0.0 acres <sup>3</sup>	0.00 acres
<b>Subdivision Plat Approvals.</b> Approved by the County Board outside of ETJ areas, a subdivision approval June authorize the creation of new Best Prime Farmland lots smaller than 35 acres: Outside of Municipal ETJ areas <sup>1</sup>	0.0 acres	2.0 acres
Within Municipal ETJ areas <sup>2</sup>	0.0 acre	0.0 acre
<b>Zoning Use Permits.</b> Approved by the Zoning Administrator, a Permit June authorize a new non-agriculture use on a lot that did not previously exist or was not previously authorized in either a zoning case or a subdivision plat approval.	0.0 acres	2.25 acres
Agricultural Courtesy Permits	0.0 acre	0.0 acres
<b>TOTAL</b>	0.0 acres	4.25 acres
NOTES 1. Plat approvals by the County Board. 2. Municipal plat approvals.		

**Zoning Compliance Inspections**

- No zoning compliance inspections were made in June.
- 26 zoning compliance certificates were issued in June for a total of 45 for the year. The 2018 budget anticipated a total of 275 compliance inspections and certificates for an average of 5.3 certificates per week. However, compliance inspections are typically done by temporary staffing and all temporary staffing continues to be needed to prepare the MS4 Storm Sewer System Map. Temporary staffing will resume compliance inspections after the MS4 Storm Sewer System Map has been completed.

### **Zoning and Nuisance Enforcement**

Table 4 contains the detailed breakdown of enforcement activity for June 2018 and can be summarized as follows:

- 9 new complaints were received in June compared to 7 new complaint received in June 2017. No complaint was referred to another agency in June and no complaint was referred to another agency in June 2017.
- 51 enforcement inspections were conducted in June compared to 18 inspections in June 2017. 4 of the June inspections were for new complaints.
- One contact was made prior to written notification in June and one was made in June 2017.
- 52 investigation inquiries were made in June for an average of 12.4 per week in June. The 2018 budget anticipates an average of 8.9 initial investigation inquiries per week.
- 8 First Notices and 5 Final Notices were issued in June compared to no First Notices and no Final Notices in June 2017. The 2018 budget anticipated a total of 28 First Notices for 2018.
- No case was referred to the State’s Attorney’s Office in June and one case was referred in June 2017. The 2018 budget anticipated a total of 2 cases to be forwarded to the State’s Attorney’s Office in 2018.
- 6 cases were resolved in June (2 of the resolved cases were new cases) and 2 cases were resolved in June 2017. The 2018 budget anticipated a total of 60 resolved cases in 2018.
- 371 cases remain open at the end of June compared to 350 open cases at the end of June 2017.
- In addition to the activities summarized in Table 4, other activities of Enforcement staff in June included the following:
  1. Answering phones and helping customers when needed due to unavailability or absence of Zoning Technicians.
  2. Coordinated with land owners, complainants, and the State’s Attorney’s Office regarding enforcement cases that have been referred to the State’s Attorney’s Office and particularly those cases that involve dangerous structures.
  3. Continued coordinating with the Attorney General’s Office regarding the clean-up of the Pleasant Plains Manufactured Home Park including one inspection.
  4. Coordinated the marketing of County owned properties at 1101 Carroll Avenue, Urbana and 2603 Campbell Drive, Champaign.
  5. Coordinated development of an intergovernmental agreement with Sidney Township regarding the Bryant Trucking property.
  6. Contacted Ameren regarding a complaint of a dead tree putting a service entry at risk for resident on oxygen at 2105 Campbell Drive, Champaign.

**Planning & Zoning Monthly Report**  
JUNE 2018

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7. Researched the property at 1510 Glenshire Drive, Champaign, that has been confiscated by the U.S. Marshal and coordinated with the Glenshire Homeowner's Association concerning upkeep and maintenance of the property.
8. Responded to an inquiry from the Urbana Park District about a recently acquired rural property.

**APPENDIX**

**A Zoning Use Permit Activity In June 2018**

**B Active Land Disturbance Erosion Control Permits In The Champaign County MS4 Jurisdictional Area**

**C Zoning Compliance Certificates Issued in January 2018**

**Planning & Zoning Monthly Report**

JUNE 2018

**Table 4. Enforcement Activity During June 2018**

	FY2017 TOTALS <sup>1</sup>	Jan. 2018	Feb. 2018	March 2018	April 2018	May 2018	June 2018	July 2018	Aug. 2018	Sep. 2018	Oct. 2018	Nov. 2018	Dec. 2018	TOTALS <sup>1</sup> FY2018
Complaints Received	72	4	1	11	11	2	9							38
Initial Complaints Referred to Others	9	1	0	0	0	0	0							1
Inspections	428	11	73	24	30	67	51 <sup>4</sup>							256
Phone Contact Prior to Notice	8	1	1	1	0	0	1							4
First Notices Issued	19	3	2	1	1	6	8							21
Final Notices Issued	5	1	1	0	0	8	5							15
Referrals to State's Attorney	3	0	0	0	0	2	0							2
Cases Resolved <sup>2</sup>	41	4	6	1	1	3	6 <sup>6</sup>							21 <sup>7</sup>
Open Cases <sup>3</sup>	354	354	349	359	369	368	371							371

**Notes**

1. Total includes cases from previous years.
2. 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.
3. Open Cases are unresolved cases and includes any case referred to the State's Attorney or new complaints not yet investigated.
4. 4 inspections of the 51 performed were for the 9 complaints received in June, 2018.
5. 32 inspections of the 256 inspections performed in 2018 were for complaints received in 2018.
6. 2 of the resolved cases for June, 2018, were received in June, 2018.
7. 7 of the cases resolved in FY 2018 were for complaints that were also received in FY 2018.
8. Total open cases include 23 cases that have been referred to the State's Attorney, some of which were referred as early as 2001.

**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN JUNE 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
130-18-01  CR	A tract of land located in the W ½ of the NE ¼ of Section 1, Harwood Township; 2365 County Road 3600N, Paxton, Illinois PIN: 11-04-01-200-002	Dale Tobey	05/10/18 06/07/18	A detached garage
138-18-01  CR	A 270 acre tract of land located in the S ½ of Section 11 and the N ½ of Section 14, Mahomet Township; Lake of the Woods Forest Preserve, 109 S. Lake of the Woods Road, Mahomet, IL PIN: 15-13-11-376-002	Champaign County Forest Preserve	05/18/18 06/05/18	A Temporary Use for a Fireworks Display on July 4, 2018, rain date, July 5, 2018
141-18-01  AG-1	The E ½ of the SE ¼ of Section 26, Stanton Township; 2285 County Road 1950N, St. Joseph, IL PIN: 27-16-26-400-002	Gary Olson	05/21/18 06/05/18	Construct a single family home with attached garage
141-18-02  AG-1	Lot 5 of Meadow Ridge Subdivision, Section 17, Hensley Township; 2176 County Road 700E, Champaign, Illinois PIN: 12-14-17-100-012	Jeremy Stutsman	05/21/18 06/05/18	Construct an addition to an existing single family home & authorize a previously constructed detached storage shed and swimming pool
142-18-01  AG-1	A tract in the NE Corner of the E ½ of Section 20, Tolono Township; 899 County Road 800E, Champaign, Illinois PIN: 29-26-20-200-005	Larry and Nancy Blackburn	05/22/18 06/08/18	Construct an addition to an existing single family home
142-18-02  CR	A tract of land in the SW Corner of the SE ¼ of Section 14, Newcomb Township; 2701 County Road 500E, Mahomet, IL PIN: 16-07-14-400-003	James North	05/22/18 06/05/18	A Temporary Use for a Fireworks Display, June 30, 2018, rain date, July 1, 2018
145-18-01  AG-2	The West ½ of the NE ¼ of Section 27, & the East 21.5 acres of the NW ¼ of Section 27, Champaign Township; 2407 W. Windsor Road, Champaign, Illinois PIN: 03-20-27-200-001	Adolph Lo	05/25/18 06/07/18	Demolish the existing house and outbuildings, returning the ground to a level grade


 Land Disturbance Erosion Control Permit also required

\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX A. ZONING USE PERMITS ACTIVITY DURING JUNE, 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
145-18-02  R-2	The South ½ of the SW ¼ of the NW ¼, except the South 60 feet thereof, in Section 26, Champaign Township; 2908 S. Mattis Avenue, Champaign, Illinois PIN: 03-20-26-100-005	Adolph Lo	05/25/18 06/07/18	Demolish the existing house and outbuildings, returning the ground to a level grade
147-18-01  CR/AG-1	Lot 27, Deer Ridge, Ingram's 3 <sup>rd</sup> Subdivision, Section 30, Ogden Township; 1325 County Road 2545E, Ogden, Illinois PIN: 17-24-30-176-005	Mike Rhoton	05/29/18 06/07/18	Construct a sunroom addition to an existing single family home
150-18-01  AG-1	A tract of land located in the SW Corner of the SW ¼ of Section 10, Philo Township; 1012 County Road 1500E, Philo, Illinois PIN: 19-27-10-300-006	Wilson Clem	05/30/18 06/07/18	Construct a cattle barn
151-18-01  AG-1	A tract of land located in the West ½ of the SW ¼ of Section 24, Compromise Township; 2324 County Road 2600N, Gifford, IL PIN: Part of 06-10-24-300-002	Morgan and Jeff Blankenship	05/31/18 06/08/18	Construct a single family home with attached garage
151-18-02  AG-1	Tract A and B of a Plat of Survey, Heppe Section 14, Part of the SW ¼ of Section 14, Raymond Township; 2246 County Road 300N, Broadlands, Illinois PIN: 21-34-14-300-005 & 006	Clayton and Larissa Bosch	05/31/18 06/12/18	Construct a single family home with attached garage
155-18-01  CR	A 6.02 acre tract that is part of the SE ¼ of the SE ¼ of Section 1, Sidney Township; 1106 County Road 2375E, Homer, Illinois PIN: 24-28-01-400-036	William and Joni Markel	06/04/18 06/12/18	Construct a detached garage and authorize a previously constructed detached garage  CASE: 900-V-18

 Land Disturbance Erosion Control Permit also required


\*received and reviewed, however, not approved during reporting month



**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX A. ZONING USE PERMIT ACTIVITY IN JUNE 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
158-18-01 AG-1	A tract of land located in the SE Corner of the S ½ of the N ½ of Section 30, Condit Township; 698 County Road 2550N, Dewey, Illinois PIN: 07-08-30-200-003	Kate Stout and Virginia Stout	06/07/18 06/15/18	Construct an attached garage addition to an existing single family home
159-18-01 R-3	Lot 23, Prairie View Subdivision, 4 <sup>th</sup> Plat, Section 3, Urbana Township; 2009 Burwell Street, Urbana, IL PIN: 30-21-03-302-021	Steve Heater	06/08/18 06/15/18	Construct a sunroom addition to an existing single family home
159-18-02 AG-1	A tract of land located in the N ½ of the NE ¼ of Section 5, Harwood Township; 1975 County Road 3600N, Ludlow, Illinois PIN: 11-04-05-200-003	Taylor Ritter	06/06/18 06/15/18	Construct a detached storage shed
*159-18-03	Variance needed			
169-18-01 AG-1	A tract of land located in the NW Corner of the NW ¼ of Section 13, Compromise Township; 2303 County Road 2800N, Gifford, IL PIN: 06-10-13-100-003	Glen Filken	06/18/18 06/21/18	Construct a detached garage
169-18-02 B-2	A tract of land located in Part of the SW ¼ of Section 16, Scott Township; 304 S. Main Street, Seymour, IL PIN: 23-19-16-300-018	Seymour Fire Corporation	06/18/18 06/21/18	Establish a Temporary Use for a Fireworks Display, July 4, 2018; rain date, July 7, 2018
172-18-01 R-1	Lot 60, Lincolnshire Fields SE, Section 21, Champaign Township; 2201 Valley Brook Drive, Champaign, IL PIN: 03-20-21-452-003	John and Diane Goodwine	06/21/18 06/27/18	Construct an addition to an existing single family home
177-18-01 AG-1	The NW ¼ of the NE ¼ of Section 34, Scott Township; 357 County Road 1300N, Champaign, Illinois PIN: 23-19-34-200-001	Kathy Mullins	06/26/18 06/27/18	Construct an addition to an existing detached agriculture storage shed


 Land Disturbance Erosion Control Permit also required  
\*received and reviewed, however, not approved during reporting month

**Planning & Zoning Monthly Report**  
**JUNE 2018**

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**APPENDIX A. ZONING USE PERMIT ACTIVITY IN JUNE 2018**

<b>Permit Number</b>	<b>Zoning District; Property Description; Address; PIN</b>	<b>Owner Name</b>	<b>Date Applied, Date Approved</b>	<b>Project (Related Zoning Case)</b>
177-18-02  CR/R-1	Tracts of land located in the SE ¼ of Section 5, Urbana Township; 100 E. Country Club Road, Urbana, Illinois PIN: 30-21-05-426-020, 021, 022 & 451-002	Urbana Country Club	06/26/18 06/27/18	A Temporary Use for a Fireworks Display on July 1, 2018
*180-18-01	Under review			

 Land Disturbance Erosion Control Permit also required  
 \*received and reviewed, however, not approved during reporting month

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**Planning & Zoning Monthly Report**  
**JUNE 2018**

**APPENDIX B. ACTIVE LAND DISTURBANCE EROSION CONTROL PERMITS**

Permit Number; Zoning;	Property Description; Address; PIN	Owner Name	Date Applied Date Approved Date of Final Stabilization	Project (Related Zoning Case)
302-15-01  I-1	A tract of land located in the NE ¼ of Section 34, Tolono Township; 981 County Road 700N, Tolono, Illinois PIN: Pt. of 29-26-34-100-006	Eastern Illini Electric Coop	10/29/15 05/18/16	Construct an electrical substation
155-16-02  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	06/03/16 08/10/16	Construct a parking lot and bus shelter
195-16-01  CR	A 53.79 acre tract of land located in the NW ¼ of Section 8, Urbana Township; 1206 N. Coler Avenue, Urbana, Illinois PIN: 30-21-08-176-001	Champaign County Fair Association	07/13/16 08/02/16	Construct a detached storage shed
97-17-01  R-1	Lot 12, Lincolnshire Fields West 1 Subdivision, Section 21, Champaign Township; 3912 Clubhouse Drive, Champaign, Illinois PIN: 03-20-21-301-012	Tim and Toni Hoerr	04/07/17 04/27/17	Construct a single family home with attached garage and detached pool house

**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN JUNE 2018 –**

*Aerial Photograph Review*

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
06/19/18	124-15-01	A tract of land located in the NE ¼ of the NE ¼ of Section 21, St. Joseph Township; 2084 Homer Lake Road, St. Joseph, Illinois PIN: 28-22-21-200-009	A detached storage shed for agriculture equipment
06/19/18	124-15-02	A tract of land located in the SE ¼ of the NE ¼ of Section 28, Brown Township; 3165 County Road 300E, Foosland, Illinois PIN: 02-01-28-200-007	An addition to an existing single family home
06/19/18	133-15-01	Lot 23, Edgewood 2 <sup>nd</sup> Subdivision, Section 10, Urbana Township; 307 E. Dodson Drive, Urbana, Illinois PIN: 30-21-10-379-015	An addition to an existing single family home
06/19/18	135-15-01	Lots 2, 3, 4, 5 & 6 of the Original Town of Howard, Section 31, Brown Township; 27 County Road 3055N, Foosland, Illinois PIN: 02-01-31-179-001, 002, 003	A detached garage
06/19/18	135-15-02	A 5 acre tract of land located in part of the N ½ of the SW ¼ of the SW ¼ of Section 25, Newcomb Township; 2518 County Road 500E, Mahomet, Illinois PIN: 16-07-25-300-013	An addition to an existing single family home, a detached storage shed and a swimming pool
06/19/18	135-15-03	A tract of land located in the SE Corner of the SE ¼ of Section 10, Sidney Township; 2196 County Road 1000N, Sidney, Illinois PIN: 24-28-10-400-010	An addition to an existing single family home
06/20/18	112-15-01	Lot 102 of Prairie Ridge Subdivisions, Section 25, Newcomb Township; 2568 County Road 500E, Mahomet, Illinois PIN: 16-07-25-100-020	A detached storage shed
06/20/18	114-15-01	Lot 22 of Willowdale Subdivision, Section 11, St. Joseph Township; 1691 Willowdale Drive, St. Joseph, IL PIN: 28-22-11-126-005	A detached garage

**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN JUNE 2018 –  
*Aerial Photograph Review***

<b>Date</b>	<b>Permit Number</b>	<b>Property Description; Address; PIN</b>	<b>Project (Related Zoning Case)</b>
06/20/18	114-15-02	Lot 26 of Busboom Wiltshire Estates 4 <sup>th</sup> Subdivision, Section 13, St. Joseph Township; 609 Devon Drive, St. Joseph, Illinois PIN: 28-22-13-301-016	A sunroom addition to an existing single family home
06/25/18	152-15-02	A 2.104 acre tract of land in Part of the SE ¼ of the SE ¼ of Section 22, Tolono Township; 811 County Road 1000E, Tolono, Illinois PIN: 29-26-22-400-004	A single family home with attached garage
06/25/18	153-15-02	Lot 127 of Lincolnshire Fields NE, Section 21, Champaign Township; 3105 Stonybrook Drive, Champaign, Illinois PIN: 03-20-21-427-008	A screened porch addition to an existing single family home
06/25/18	154-15-01	A tract of land located in the NE Corner of the W ½ of the NE ¼ of Section 3, Philo Township; 2805 E. Old Church Road, Urbana, Illinois PIN: 19-27-03-200-004	A sunroom addition to an existing single family home
06/25/18	155-15-02	A tract of land located in the E ½ of the NE ¼ of Section 15, Urbana Township; 2509 E. Main Street, Urbana, Illinois PIN: 30-21-15-132-032	A detached garage
06/25/18	156-15-02	A tract of land being a part of the E ½ of the NW ¼ of Section 27, St. Joseph Township; 1372 County Road 2125E, St. Joseph, Illinois PIN: 28-22-27-100-019	A detached storage shed
06/25/18	163-15-01	Part of the N 1/3 of the NW ¼ of Section 25, Philo Township; 1723 County Road 800N, Philo, Illinois PIN: 19-27-25-100-004	A basement to move the existing single family home onto
06/25/18	173-15-01	Lot 22 of Lincolnshire Fields SE, 3 <sup>rd</sup> Plat, Section 21, Champaign Township; 3111 Meadowbrook Drive, Champaign, Illinois PIN: 03-20-21-479-007	A sunroom addition to an existing single family home
06/25/18	188-15-01	Part of Lot 21 of Assessor's Sub. of the N ½ of Section 3, Urbana Township; 2405 Brownfield Road, Urbana, Illinois PIN: 30-21-03-176-006	An addition to an existing single family home

**Planning & Zoning Monthly Report**  
JUNE 2018

**APPENDIX C. ZONING COMPLIANCE CERTIFICATES ISSUED IN JUNE 2018 –  
*Aerial Photograph Review***

Date	Permit Number	Property Description; Address; PIN	Project (Related Zoning Case)
06/29/18	198-15-03	Lot 143 of Lincolnshire Fields NE Subdivision, Section 21, Champaign Township; 3302 Stoneybrook Drive, Champaign, Illinois PIN: 03-20-21-402-015	A single family home with attached garage
06/29/18	231-15-01	Lot 101 of Farm Ridge Subdivision, Section 13, Urbana Township; 1743 County Road 1440N, Urbana, Illinois PIN: 30-21-13-300-007	Additions to an existing single family home
06/29/18	236-15-01	Lot 203 of a Replat of Lot 4 of Summerfield Subdivision, Section 36, Newcomb Township; 2491 County Road 550E, Dewey, Illinois PIN: 16-07-36-126-009	A single family home with attached garage
06/29/18	238-15-01	A tract of land located in the NW ¼ of the W ½ of the SE ¼ of Section 22, Mahomet Township; 801 E. South Mahomet Road, Mahomet, Illinois PIN: 15-13-22-400-007	An attached garage addition to an existing single family home
06/29/18	243-15-02	A tract of land located in the SW Corner of the SW ¼ of Section 18, East Bend Township; 3302 County Road 650E, Fisher, Illinois PIN: 10-02-18-400-011	A single family home with attached garage
06/29/18	259-15-01	A three acre tract of land located in the NW ¼ of the NE ¼ of Section 21, Stanton Township; 2059 County Road 2100N, St. Joseph, Illinois PIN: 27-16-21-200-004	A single family home with attached garage
06/29/18	260-15-01	Lots 5, 6 & 7 of Critzer Subdivision, Section 7, St. Joseph Township; 1890 County Road 1600N, Urbana, Illinois PIN: 28-22-07-476-010	A covered porch addition to an existing single family home
06/29/18	260-15-02	Lot 39 of River Oaks Subdivision, Section 17, Mahomet Township; 1701 Phillipe Drive, Mahomet, Illinois PIN: 15-13-17-379-001	An addition to an existing single family home
06/29/18	280-15-02	Lot 102, Wiltshire Estates, 7 <sup>th</sup> Subdivision, Section 13, St. Joseph Township; 701 W. Nottingham Drive, St. Joseph, Illinois PIN: 28-22-13-309-006	A detached garage