



KENDALL COUNTY
PLANNING, BUILDING & ZONING COMMITTEE MEETING
110 West Madison Street • Court Room • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

AGENDA

Thursday, August 14, 2025 – 4:00 p.m.

CALL TO ORDER:

ROLL CALL: Brian DeBolt, Elizabeth Flowers, Dan Koukol, Ruben Rodriguez (Vice-Chairman), and Seth Wormley (Chairman)

APPROVAL OF AGENDA (VV):

APPROVAL OF MINUTES (VV): Approval of Minutes from June 9, 2025, Meeting
(Pages 4-8)

PUBLIC COMMENT:

EXPENDITURE REPORT: Review of Expenditures from June 2025 (Pages 9-11)
Review of Expenditures from July 2025 (Pages 12-15)

PETITIONS (Roll Call Votes):

1. **Petition 25 – 04 – Daniel J. Gorman on Behalf of USA Energy Independence, LLC (Prospective Buyer) and Stanley L. Zepelak on Behalf of the Lucaya Asset Management, LLC (Current Owner) (Page 16)**
Request: Special Use Permit for a Commercial Solar Energy Facility and Variance to Section 36-282(17)(a) of the Kendall County Code to Allow a Commercial Solar Energy Facility on Land within One Point Five (1.5) Miles of Municipality without an Annexation Agreement
PIN: 02-09-400-007
Location: Between 9417 and 9221 Corneils Road, Bristol, in Bristol Township
Purpose: Petitioner Would Like to Install a Commercial Solar Energy Facility; Property is Zoned A-1

2. **Petition 25 – 05 – Kendall County Zoning Administrator (Pages 17-33)**
Request: Text Amendments to Sections 30-98(c), 30-98(d), 30-197(b)(2), 36-155(c)(1) and 36-184(1) of the Kendall County Code Reducing the Number of Petitions, Plats, Site Plans, Final Engineering Plans, and Landscape Restoration and Planting Plans Submitted as Part of Applications for Final Plat Approval and for Final Plat Approval of Residential Planned Developments and Site Plan Approvals
Purpose: Petitioner Would Like to Reduce the Number of Paper Documents Submitted for Certain Applications

3. **Petition 25 – 06 – Kendall County Zoning Administrator (Pages 34-88)**
Request: Text Amendments to Sections 30-37, 30-76, 30-78, 30-98, 30-135, 36-2, 36-35, 36-36, 36-42(c), 36-112, 36-125(c), 36-154(c), 36-155(c), 36-182(2)(d), 36-183(b), and 36-184 of the Kendall County Code by Abolishing the Zoning and Platting Advisory Committee (ZPAC) as a Formal Committee of the County and Transferring the Duties of ZPAC to County Staff Members
Purpose: Petitioner Would Like to Transfer the Duties of ZPAC to County Staff Members

4. **Petition 25 – 07 – Brock VanAsdlen (Pages 89-95)**
Request: Voluntary Revocation of a Special Use Permit for an Agricultural Heliport Granted by Ordinance 1989-13
PIN: 09-21-300-014
Location: 15660 O'Brien Road, Minooka, in Seward Township
Purpose: Petitioner the Special Use Permit Revoked; Property is Zoned A-1 with a Special Use Permit
5. **Petition 25 – 11 – Nancy Updike (Pages 96-103)**
Request: Voluntary Revocation of a Special Use Permit for a Private Landing Strip Granted by Ordinance 1981-06
PIN: 04-05-100-002
Location: 16355 Millhurst Road, Plano, in Fox Township
Purpose: Petitioner the Special Use Permit Revoked; Property is Zoned A-1 with a Special Use Permit

NEW BUSINESS:

1. Approval of a Community Benefit Agreement Between USA Energy Independence 1, LLC and the County of Kendall, Illinois (Pages 104-107) (Roll Call Vote)
2. Approval of Updated Zoning Application Calendars for 2025 (Pages 108-112) (VV)
3. Approval of an Agreement with Teska Associates, Inc. for Planning Services for a Period of One Year at a Cost Not to Exceed One Hundred Seventy-Five (\$175) Per Hour; Related Invoices to be Paid from the Planning, Building and Zoning Department's Consultant Line Item (11001902-63630) (Pages 113-120) (Roll Call Vote)
4. Approval of a Request from Michael Isadore to Renew a Special Use Permit for Swimming Lessons Granted by Ordinance 1982-02 at 15331 Burr Oak Road, Plano (Pages 121-123) (Roll Call Vote)
5. NPDES Survey Results (Pages 124-131)
6. Discussion of Short-Term Rental Regulations; Committee Could Initiate Text Amendments to the Kendall County Code Related to Short-Term Rental Regulations (Pages 132-136)

OLD BUSINESS:

1. Update on the Comprehensive Plan Update Project
2. Update on Stormwater Permit at 13039 McKanna Road (PIN: 09-09-100-002) in Seward Township; Committee Could Approve the Issuance of a Citation
3. Updates on Amendments to the County-Wide Stormwater Management Ordinance Division of the Kendall County Code

REVIEW PRE-VIOLATION AND VIOLATION REPORT (Pages 137-139):

UPDATE FROM HISTORIC PRESERVATION COMMISSION:

1. Follow-Up from July 21, 2025, Meeting with Historic Preservation Groups (Page 140)

REVIEW PERMIT REPORTS FROM JUNE AND JULY (Pages 141-160):

REVIEW REVENUE REPORT (Page 161):

CORRESPONDENCE:

1. June 11, 2025, Email from Alyse Olson from the Kendall County Soil and Water Conservation District Pertaining to NRI Application Form and Fees (Pages 162-163)

COMMENTS FROM THE PRESS:

EXECUTIVE SESSION:

None

ADJOURNMENT (VV):

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

KENDALL COUNTY PLANNING, BUILDING & ZONING COMMITTEE
Kendall County Historic Court House
Court Room
110 W. Madison Street, Yorkville, Illinois
6:30 p.m.

Meeting Minutes of June 9, 2025 – Unofficial until Approved

CALL TO ORDER

The meeting was called to order by Chairman Wormley at 6:30 p.m.

ROLL CALL

Committee Members Present: Brian DeBolt, Dan Koukol, and Seth Wormley

Committee Members Absent: Elizabeth Flowers and Ruben Rodriguez

Also Present: Matthew H. Asselmeier, Director, Wanda A. Rolf, Office Assistant, Lily Smogor, Intern

APPROVAL OF AGENDA

Member DeBolt made a motion, seconded by Member Koukol, to approve the agenda as presented. With a voice vote of three (3) ayes, the motion carried.

APPROVAL OF MINUTES

Member Koukol made a motion, seconded by Member DeBolt, to approve the minutes of the May 21, 2025, meeting. With a voice vote of three (3) ayes, the motion carried.

NEW BUSINESS:

Introduction of Planning, Building and Zoning Department Intern Lily Smogor

Mr. Asselmeier introduced Lily Smogor. Ms. Smogor is the Department's Intern. Ms. Smogor introduced herself and stated she is from Yorkville and is attending The University of Wisconsin-Madison. Ms. Smogor is studying Environmental Studies and Political Science. She will be with the Department until the middle of August.

PUBLIC COMMENT

None

Expenditure Report

Review of Expenditures from May 2025

The Committee reviewed the Expenditure Report.

Six Month PBZ Financial Report Review

The Committee reviewed the six (6) month financial report and escrow report.

PETITIONS

None

NEW BUSINESS:

Review of Annual NPDES Survey

Mr. Asselmeier summarized the request.

Every year at the end of June or beginning of July, Kendall County sends an NPDES survey to the townships.

WBK reviewed the survey and suggested changing the first question under Pollution Prevention to add a reference to road district operations. Question 3 in the same section was slightly re-worded. In Question 5 under the same section, stormwater pollution was added.

The revised survey incorporating WBK's suggestions was provided.

Member Koukol made a motion, seconded by Member DeBolt, to approve the NPDES survey to the townships.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley

Nays (0): None

Abstain (0): None

Absent (2): Flowers and Rodriguez

The motion carried.

The survey will be sent at the end of June with a submittal deadline for the end of July.

Approval of an Intergovernmental Agreement between the Village of Plattville and the County of Kendall to Administer the County's Ordinances for Zoning, Building Code, Subdivision Control, Comprehensive Plan, and Stormwater Management within the Jurisdiction of the Village of Plattville for a Term of One (1) Year in the Amount of \$1.00 Plus Associated Costs Paid by the Village of Plattville to the County of Kendall

Mr. Asselmeier summarized the request.

The Intergovernmental Agreement between Kendall County and the Village of Plattville expires in June.

Since July 1, 2024, seven (7) inspections occurred in Plattville.

Other than the dates and correcting the County's address from Fox Street to John Street, no changes to the agreement are proposed.

The Village of Plattville approved the Agreement at their meeting on May 19, 2025.

Chairman Wormley asked if the term of the Intergovernmental Agreement can be

extended longer than one (1) year to correspond with the length of time included in the Intergovernmental Agreement with the Village of Millbrook. Mr. Asselmeier stated he would look into it and let Chairman Wormley know.

Member Koukol made a motion, seconded by Member DeBolt, to recommend approval of the Agreement.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Rodriguez

With a voice vote of three (3) ayes, the motion carried.

The proposal goes to the County Board on June 17, 2025.

Approval of a Contract for Plumbing Inspections Between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC

Mr. Asselmeier summarized the request.

The contract between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC for plumbing inspections expires near the end of June.

The proposed contract is for a period of one (1) year with the option of subsequent one (1) year renewals.

The only proposed amendments are changing the addresses of the Planning, Building and Zoning Department and County Administrator to 807 West John Street in term #26.

The rest of the contract remains unchanged.

Member Koukol made a motion, seconded by Member DeBolt, to recommend approval of the contract between Kendall County and Mayer Construction, LLC, D.B.A. Mayer Plumbing, LLC.

The votes were as follows:

Yeas (3): DeBolt, Koukol, and Wormley
Nays (0): None
Abstain (0): None
Absent (2): Flowers and Rodriguez

The motion carried.

The proposal goes to the County Board on June 17, 2025.

OLD BUSINESS:**Update on the Comprehensive Plan Update Project**

Mr. Asselmeier reported the next workshop meeting of the Comprehensive Land Plan is on June 17, 2025 at The Newark Public Library.

Update on Stormwater Permit at 13039 McKanna Road (PIN: 09-09-100-002) in Seward Township

The Committee reviewed a letter from WBK Engineering requesting additional information on some items submitted by the engineers for 13039 McKanna Road. A response should occur in the near future.

Updates on Amendments to the County-Wide Stormwater Management Ordinance Division of the Kendall County Code

The Committee reviewed an email from Erin Conley to FEMA regarding some changes and clarifications requested by FEMA.

Follow-Up on the May 31, 2025, Meet the Code Official Event

The Committee reviewed an email from Brian Holdiman stating that three (3) people attended the event.

REVIEW PRE-VIOLATION AND VIOLATION REPORT:

The Committee reviewed the report.

UPDATE FROM HISTORIC PRESERVATION COMMISSION:

The Committee reviewed the save-the-date information for the July 21, 2025, at 5:30 p.m., at the Ellis House and Equestrian Center meeting. Mr. Asselmeier stated Dave Guritz will speak about the history of the Ellis House. Ken Itle will speak about the structure surveys in Na-Au-Say and Seward Townships and how to landmark cemeteries.

REVIEW PERMIT REPORT:

The Committee reviewed the report.

REVIEW REVENUE REPORT:

The Committee reviewed the report.

CORRESPONDENCE

None

COMMENTS FROM THE PRESS:

None

EXECUTIVE SESSION

None

ADJOURNMENT:

Member Koukol made a motion, seconded by Member DeBolt, to adjourn. With a voice vote of three (3) ayes, the motion carried.

Chairman Wormley adjourned the meeting at 6:45 p.m.

Minutes prepared by Wanda A. Rolf, Part-Time Office Assistant

Kendall County



Zoning-Econ 6-24-25

CLERK: WR01f BATCH: 5592

NEW INVOICES

VENDOR REMIT NAME INVOICE PO CHECK RUN NET AMOUNT EXCEEDS PO BY PO BALANCE CHK/WIRE

PENDING UNPAID INVOICES

1928 00000 WBK ENGINEERING, 26832 063025 2,364.25 .00 .00

CASH 000008 2025/07 INV 06/16/2025 SEP-CHK: Y DISC: .00 180119 63150 -CONTSVC -002 WBK 2,364.25 1099:N

ACCT 1Y210 DEPT 19 DUE 06/24/2025 DESC:2511 wldy SP 24-12 23-10

CONDITIONS THAT PREVENT POSTING INVOICE 1928/64497

* Invoice must be approved or voided to post.
116 W MAIN ST STE 201 ST. CHARLES IL 60174

1928 00000 WBK ENGINEERING, 26949 063025 612.50 .00 .00

CASH 000008 2025/07 INV 06/16/2025 SEP-CHK: Y DISC: .00 180119 63150 -CONTSVC -002 WBK 612.50 1099:N

ACCT 1Y210 DEPT 19 DUE 06/24/2025 DESC:13039 Mckanna Road 23-10

CONDITIONS THAT PREVENT POSTING INVOICE 1928/64498

* Invoice must be approved or voided to post.
116 W MAIN ST STE 201 ST. CHARLES IL 60174

1928 00000 WBK ENGINEERING, 26950 063025 726.50 .00 .00

CASH 000008 2025/07 INV 06/16/2025 SEP-CHK: Y DISC: .00 180119 63150 -CONTSVC -002 WBK 726.50 1099:N

ACCT 1Y210 DEPT 19 DUE 06/24/2025 DESC:Nicor IL 47 24-06

CONDITIONS THAT PREVENT POSTING INVOICE 1928/64499

* Invoice must be approved or voided to post.
116 W MAIN ST STE 201 ST. CHARLES IL 60174

1928 00000 WBK ENGINEERING, 26951 063025 127.00 .00 .00

CASH 000008 2025/07 INV 06/16/2025 SEP-CHK: Y DISC: .00 180119 63150 -CONTSVC -002 WBK 127.00 1099:N

ACCT 1Y210 DEPT 19 DUE 06/24/2025 DESC:Filotto Roofing 24-24

CONDITIONS THAT PREVENT POSTING INVOICE 1928/64500

* Invoice must be approved or voided to post.
116 W MAIN ST STE 201 ST. CHARLES IL 60174

Kendall County



Zoning-Econ 6-24-25

CLERK: WROlf BATCH: 5592

NEW INVOICES

VENDOR REMIT NAME		INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
1928	00000	WBK ENGINEERING, 26952			063025	1,016.00	.00	.00
CASH	000008	2025/07 INV 06/16/2025	SEP-CHK: Y	DISC: .00		180119 63150		1,016.00 1099:N
ACCT	1Y210	DEPT 19 DUE 06/24/2025	DESC:Corneil's Rd solar Farm			25-04	-CONTSVC	-002 WBK -
CONDITIONS THAT PREVENT POSTING INVOICE 1928/64501								
* Invoice must be approved or voided to post.								
116 W MAIN ST STE 201 ST. CHARLES IL 60174								
1928	00000	WBK ENGINEERING, 26953			063025	122.50	.00	.00
CASH	000008	2025/07 INV 06/16/2025	SEP-CHK: Y	DISC: .00		180119 63150		122.50 1099:N
ACCT	1Y210	DEPT 19 DUE 06/24/2025	DESC:Go Pro			20-16	-CONTSVC	-002 WBK -
CONDITIONS THAT PREVENT POSTING INVOICE 1928/64502								
* Invoice must be approved or voided to post.								
116 W MAIN ST STE 201 ST. CHARLES IL 60174								
1928	00000	WBK ENGINEERING, 26956			063025	381.00	.00	.00
CASH	000008	2025/07 INV 06/16/2025	SEP-CHK: Y	DISC: .00		11001902 63630		381.00 1099:N
ACCT	1Y210	DEPT 19 DUE 06/24/2025	DESC:Kendall County Stormwater Ordinance Update 2025					
CONDITIONS THAT PREVENT POSTING INVOICE 1928/64504								
* Invoice must be approved or voided to post.								
116 W MAIN ST STE 201 ST. CHARLES IL 60174								
1172	00000	KENDALL PRINTING 25-0613			063025	68.45	.00	.00
CASH	000008	2025/07 INV 06/16/2025	SEP-CHK: Y	DISC: .00		11001902 62000		68.45 1099:N
ACCT	1Y210	DEPT 19 DUE 06/24/2025	DESC:Kendall Printing					
CONDITIONS THAT PREVENT POSTING INVOICE 1172/64516								
* Invoice must be approved or voided to post.								
948 N BRIDGE ST YORKVILLE IL 60560								
1928	00000	WBK ENGINEERING, 27011			063025	840.00	.00	.00
CASH	000008	2025/07 INV 06/16/2025	SEP-CHK: Y	DISC: .00		11001902 63630		840.00 1099:N
ACCT	1Y210	DEPT 19 DUE 06/24/2025	DESC:Kendall County NPDES Annual Report 24-25					
CONDITIONS THAT PREVENT POSTING INVOICE 1928/64606								
* Invoice must be approved or voided to post.								

Report generated: 06/24/2025 14:16
 User: WROlf
 Program ID: apinvent

Zoning-Econ 6-24-25

CLERK: WR01f BATCH: 5592

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
116 W MAIN ST STE 201 ST. CHARLES IL 60174							
2063 00000 RUNCO OFFICE SUP 5949320-0			063025	92.30	.00	.00	
CASH 000008 2025/07 INV 06/16/2025					11001902 62000		
ACCT 1Y210 DEPT 19 DUE 06/24/2025						92.30	1099:
CONDITIONS THAT PREVENT POSTING INVOICE				2063/64798			
* Invoice must be approved or voided to post.							
PO BOX 2673 DES PLAINES IL 60017-2673							
10 PENDING UNPAID INVOICES				6,350.50			
				TOTAL			

0 INVOICE(S)	REPORT POST TOTAL	.00
	REPORT TOTALS	.00

Kendall County



Zoning-Econ 7-8-25

CLERK: WR01f BATCH: 5633

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
PENDING UNPAID INVOICES								
955 00000 ILLINOIS EPA	7-3-25			071525	1,000.00	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:TEPA Program-NPDES Annual Fee				11001902 63670	1,000.00	1099:	
FISCAL SERVICES RECEIPTS #2 P.O. BOX 19276	SPRINGFIELD IL 62794-9276							
1165 00000 KENDALL COUNTY R 7-3-2025				071525	57.00	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:County Clerk & Recorder				11001902 63700	57.00	1099:	
RECORDERS OFFICE YORKVILLE IL 60560								
1153 00000 KENDALL COUNTY H 7-7-25				071525	335.37	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:Kendall County Highway Dept.				11001902 62170	335.37	1099:	
6780 ROUTE 47 YORKVILLE IL 60560								
1886 00001 WAREHOUSE DIRECT 5954961-0				071525	47.95	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:Runco office Supplies				11001902 62000	47.95	1099:	
PO BOX 772570 CHICAGO IL 60677-2570								
1886 00001 WAREHOUSE DIRECT 5955601-0				071525	62.95	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:Runco office Supplies				11001902 62000	62.95	1099:	
PO BOX 772570 CHICAGO IL 60677-2570								
3883 00000 ANTHONY MAYER 7-8-25				071525	1,540.00	.00	.00	
CASH 000008 2025/08 INV 07/03/2025	SEP-CHK: Y	DISC: .00						
ACCT 1Y210 DEPT 19 DUE 07/08/2025	DESC:Mayer Plumbing Qty 11				11001902 63610	1,540.00	1099:	
4 HICKORY LANE OSWEGO IL 60543								
6 APPROVED UNPAID INVOICES	TOTAL			3,043.27				

6 INVOICE(S)

REPORT POST TOTAL

3,043.27

Folkers, type
LaSalle, card stock



A Web 2.0 solution

NEW INVOICES

PO BALANCE CHK/WIRE

.00

1099:

1508/65162

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857.50 1099:N

1928/65163

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127.00 1099:N

1928/65164

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1928/65160

Kendall County



Zoning-Econ 7-18-25

CLERK: WR01f BATCH: 5663

NEW INVOICES

VENDOR	REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS	PO BY	PO BALANCE	CHK/WIRE
1928	00000 WBK ENGINEERING, 27044				073125	122.50	.00	.00	
CASH 000008	2025/08	INV 07/11/2025	SEP-CHK: Y	DISC: .00		180119 63150			
ACCT 1Y210	DEPT 19	DUE 07/22/2025	DESC:8150 schlapp Rd			24-11	-CONTSVC	-002 WBK	122.50 1099:N
CONDITIONS THAT PREVENT POSTING INVOICE 1928/65167									
* Invoice must be approved or voided to post.									
1928	00000 WBK ENGINEERING, 27045				073125	122.50	.00	.00	
CASH 000008	2025/08	INV 07/11/2025	SEP-CHK: Y	DISC: .00		180119 63150			
ACCT 1Y210	DEPT 19	DUE 07/22/2025	DESC:13039 Mckanna Rd			23-10	-CONTSVC	-002 WBK	122.50 1099:N
CONDITIONS THAT PREVENT POSTING INVOICE 1928/65168									
* Invoice must be approved or voided to post.									
1928	00000 WBK ENGINEERING, 27046				073125	351.82	.00	.00	
CASH 000008	2025/08	INV 07/11/2025	SEP-CHK: Y	DISC: .00		180119 63150			
ACCT 1Y210	DEPT 19	DUE 07/22/2025	DESC:3875 Eldamain YMCA			24-04	-CONTSVC	-002 WBK	351.82 1099:N
CONDITIONS THAT PREVENT POSTING INVOICE 1928/65169									
* Invoice must be approved or voided to post.									
1928	00000 WBK ENGINEERING, 27047				073125	269.47	.00	.00	
CASH 000008	2025/08	INV 07/11/2025	SEP-CHK: Y	DISC: .00		180119 63150			
ACCT 1Y210	DEPT 19	DUE 07/22/2025	DESC:7789 Route 47			24-07	-CONTSVC	-002 WBK	269.47 1099:N
CONDITIONS THAT PREVENT POSTING INVOICE 1928/65170									
* Invoice must be approved or voided to post.									
1928	00000 WBK ENGINEERING, 27048				073125	127.00	.00	.00	
CASH 000008	2025/08	INV 07/11/2025	SEP-CHK: Y	DISC: .00		180119 63150			
ACCT 1Y210	DEPT 19	DUE 07/22/2025	DESC:nicor IL 47			24-06	-CONTSVC	-002 WBK	127.00 1099:N
CONDITIONS THAT PREVENT POSTING INVOICE 1928/65171									
* Invoice must be approved or voided to post.									

Kendall County



Zoning-Econ 7-18-25

CLERK: WR01f BATCH: 5663

NEW INVOICES

VENDOR REMIT NAME	INVOICE	PO	CHECK RUN	NET AMOUNT	EXCEEDS PO BY	PO BALANCE	CHK/WIRE
1928 00000 WBK ENGINEERING, 27049				073125	127.00	.00	.00
CASH 000008 2025/08 INV 07/11/2025 SEP-CHK: Y DISC: .00					180119 63150		127.00 1099:N
ACCT 1Y210 DEPT 19 DUE 07/22/2025 DESC:Flotto Roofing					24-24	-CONTSVC	-002 WBK -
CONDITIONS THAT PREVENT POSTING INVOICE					1928/65172		
* Invoice must be approved or voided to post.							
1928 00000 WBK ENGINEERING, 26834				073125	3,727.10	.00	.00
CASH 000008 2025/08 INV 07/11/2025 SEP-CHK: Y DISC: .00					180119 63150		3,727.10 1099:N
ACCT 1Y210 DEPT 19 DUE 07/22/2025 DESC:Elldamain Road Loop water main Project					24-08	-CONTSVC	-002 WBK -
CONDITIONS THAT PREVENT POSTING INVOICE					1928/65268		
* Invoice must be approved or voided to post.							
1928 00000 WBK ENGINEERING, 26833				073125	7,675.25	.00	.00
CASH 000008 2025/08 INV 07/11/2025 SEP-CHK: Y DISC: .00					180119 63150		7,675.25 1099:N
ACCT 1Y210 DEPT 19 DUE 07/22/2025 DESC:Yorkville water Main on Blackberry Creek					24-02	-CONTSVC	-002 WBK -
CONDITIONS THAT PREVENT POSTING INVOICE					1928/65269		
* Invoice must be approved or voided to post.							
13 PENDING UNPAID INVOICES				TOTAL	14,517.12		
0 INVOICE(S)				REPORT POST TOTAL	.00		
				REPORT TOTALS	.00		



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning

Meeting Date: 8/14/2025

Subject: Approval of Petition 25-04, Special Use and Variance for Commercial Solar Energy Facility Between 9417 and 9221 Corneils Road

Prepared by: Matthew H. Asselmeier, AICP, CFM

Department: Planning, Building and Zoning

Action Requested:

Approval of Petition 25-04, a Request from Daniel J. Gorman on Behalf of USA Energy Independence, LLC (Prospective Buyer) and Stanley L. Zepelak on Behalf of the Lucaya Asset Management, LLC (Current Owner) for a Special Use Permit for a Commercial Solar Energy Facility and Variance to Section 36-282(17)(a) of the Kendall County Code to Allow a Commercial Solar Energy Facility on Land within One Point Five (1.5) Miles of Municipality without an Annexation Agreement at the Property Between 9417 and 9221 Corneils Road, Bristol, (PIN: 02-09-400-007) in Bristol Township; Property is Zoned A-1

Previous Board/Committee Review:

ZPAC-Forward (7-0-3) on May 6, 2025

Kendall County Regional Planning Commission-Approval (7-0-3) on June 25, 2025

Kendall County Zoning Board of Appeals-Approval (4-1-2) on June 30, 2025

Fiscal impact:

N/A

Background and Discussion:

On July 30, 2025, the Petitioner informed the Department that they wished to amend their site plan to reorient the positioning of the panels.

Staff Recommendation:

Since the site plan was not entered into evidence at the Zoning Board of Appeals hearing, Staff recommends that the proposal be referred back to the Zoning Board of Appeals for rehearing. The earliest a rehearing could occur is September 29, 2025.

Attachments:

N/A



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning

Meeting Date: 8/14/2025

Subject: Approval of Petition 25-05, Reducing the Number of Certain Documents for Application Submittals to Three

Prepared by: Matthew H. Asselmeier, AICP, CFM

Department: Planning, Building and Zoning

Action Requested:

Approval of Petition 25-05, a Request from the Kendall County Zoning Administrator for Text Amendments to Sections 30-98(c), 30-98(d), 30-197(b)(2), 36-155(c)(1) and 36-184(1) of the Kendall County Code Reducing the Number of Petitions, Plats, Site Plans, Final Engineering Plans, and Landscape Restoration and Planting Plans Submitted as Part of Applications for Final Plat Approval and for Final Plat Approval of Residential Planned Developments and Site Plan Approvals

Previous Board/Committee Review:

ZPAC-Approval (7-0-3) on May 6, 2025

Kendall County Regional Planning Commission-Approval (7-0-3) on May 28, 2025

Kendall County Zoning Board of Appeals- Approval (6-0-1) on June 2, 2025

Fiscal impact:

N/A

Background and Discussion:

See attached Staff Report.

Staff Recommendation:

Approval

Attachments:

Memo Dated July 1, 2025



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

MEMORANDUM

To: Kendall County Planning, Building and Zoning Committee
From: Matthew H. Asselmeier, AICP, CFM, Director
Date: July 1, 2025
Re: Proposed Text Amendment Related to the Number of Petitions, Plats, Site Plans, Final Engineering Plans, and Landscape Restoration and Planting Plans Required for Application Submittal (Petition 25-05)

In an effort to reduce the number of paper copies applicants are required to submit for certain zoning actions, Staff proposes the following amendments to the subdivision and zoning portions of the Kendall County Code:

Section 30-98(c) (Final Plat Submittal)

An application for approval of the final plat, including all engineering drawings and specifications, shall be filed with the Planning, Building, and Zoning Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Plat Officer or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 30-98(d) (Final Plat Submittal)

Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

Section 30-197(b)(2) (Standards and Requirements for Restoration, Planting, Maintenance, and Monitoring of Natural Open Space)

~~Five (5)~~ **Three (3)** printed copies and one (1) electronic copy (PDF) of all required submittals shall be provided to the KCPBZ, who shall forward copies to the Director of the County Forest Preserve District, the County Soil and Water Conservation District, and the County Engineer or consultant engineer. Each organization receiving a copy of the plans shall have twenty-one (21) days to provide written comments to the KCPBZ office. The KCPBZ office shall then compile all comments and inform the applicant if the plans are approved, or what changes are needed to receive approval. Within twenty-one (21) days of approval of the landscape/planting plan, the applicant shall provide the KCPBZ office a written cost estimate by a qualified contractor or contractors, including separate estimates for trees, ornamental plantings, and natural areas.

Section 36-155(c)(1) (Final Plan Approval for Residential Planned Developments)

A copy of the petition shall be filed with the PBZ Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Director of PBZ or designee. Attached to each copy shall be copies of

the supporting documents and exhibits provided for herein.

Section 36-184(1) (Site Plan Approval)

ZPAC. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.

Information was sent to the Townships on April 23, 2025. To date, no comments have been received.

ZPAC reviewed the proposal at their meeting on May 6, 2025. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting are attached.

The Kendall County Regional Planning Commission reviewed the proposal at their meeting on May 28, 2025. Discussion occurred regarding the application materials and application checklists; these will be reviewed by the Planning, Building and Zoning Committee at a future date. The Kendall County Regional Planning Commission recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting are attached.

The Kendall County Zoning Board of Appeals held a public hearing on this proposal on June 2, 2025. Nobody from the public testified at the public hearing. Discussion occurred regarding the need for three (3) paper copies. The Kendall County Zoning Board of Appeals recommended approval of the proposal by a vote of six (6) in favor and zero (0) in opposition with one (1) Member absent. The minutes of the hearing are attached.

The draft ordinance is attached.

If you have any questions regarding this memo, please let me know.

MHA

Encs.: May 6, 2025, ZPAC Minutes (This Petition Only)
May 28, 2025, Kendall County Regional Planning Commission Minutes (This Petition Only)
June 2, 2025, Kendall County Zoning Board of Appeals Minutes (This Petition Only)
Draft Ordinance

ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)
May 6, 2025 – Unapproved Meeting Minutes

PBZ Chairman Seth Wormley called the meeting to order at 9:00 a.m.

Present:

Matt Asselmeier – PBZ Department
David Guritz – Forest Preserve
Brian Holdiman – PBZ Department
Fran Klaas – Highway Department
Alyse Olson – Soil and Water Conservation District
Aaron Rybski – Health Department
Seth Wormley – PBZ Committee Chair

Absent:

Meagan Briganti – GIS Department
Greg Chismark – WBK Engineering, LLC
Commander Jason Langston – Sheriff's Department

Audience:

Dan Gorman

PETITIONS

Petition 25-05 Kendall County Zoning Administrator

Mr. Asselmeier summarized the request.

In an effort to reduce the number of paper copies applicants are required to submit for certain zoning actions, Staff proposes the following amendments to the subdivision and zoning portions of the Kendall County Code:

Section 30-98(c) (Final Plat Submittal)

An application for approval of the final plat, including all engineering drawings and specifications, shall be filed with the Planning, Building, and Zoning Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Plat Officer or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 30-98(d) (Final Plat Submittal)

Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

Section 30-197(b)(2) (Standards and Requirements for Restoration, Planting, Maintenance, and Monitoring of Natural Open Space)

~~Five (5)~~ **Three (3)** printed copies and one (1) electronic copy (PDF) of all required submittals shall be provided to the KCPBZ, who shall forward copies to the Director of the County Forest Preserve District, the County Soil and Water Conservation District, and the County Engineer or consultant engineer. Each organization receiving a copy of the plans shall have twenty-one (21) days to provide written comments to the KCPBZ office. The KCPBZ office shall then compile all comments and inform the applicant if the plans are approved, or what changes are needed to receive approval. Within twenty-one (21) days of approval of the landscape/planting plan, the applicant shall provide the KCPBZ office a written cost estimate by a qualified contractor or contractors, including separate estimates for trees, ornamental plantings, and natural areas.

Section 36-155(c)(1) (Final Plan Approval for Residential Planned Developments)

A copy of the petition shall be filed with the PBZ Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Director of PBZ or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 36-184(1) (Site Plan Approval)

ZPAC. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.

Information was sent to the Townships on April 23, 2025.

Mr. Asselmeier noted that other the paper requirements of other applications not listed in the County Code have already been reduced to three (3) copies.

All application materials will still be emailed.

Mr. Klaas made a motion, seconded by Mr. Rybski, to recommend approval of the proposal to the Kendall County Regional Planning Commission.

The votes were follows:

Ayes (7): Asselmeier, Guritz, Holdiman, Klaas, Olson, Rybski, and Wormley
Nays (0): None
Abstain (0): None
Absent (3): Briganti, Chismark, and Langston

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on May 28, 2025.

PUBLIC COMMENT

None

ADJOURNMENT

Mr. Holdiman made a motion, seconded by Mr. Guritz, to adjourn.

With a voice vote of seven (7) ayes, the motion carried.

The ZPAC, at 9:41 a.m., adjourned.


Respectfully Submitted,
Matthew H. Asselmeier, AICP, CFM
Director

Enc.



**KENDALL COUNTY
ZONING & PLATTING ADVISORY COMMITTEE
MAY 6, 2025**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
<i>Daniel J. Gorman</i>		

**KENDALL COUNTY
REGIONAL PLANNING COMMISSION**

*Kendall County Historic Court House
Court Room
110 W. Madison Street, Yorkville, Illinois*

Unapproved - Meeting Minutes of May 28, 2025 - 7:00 p.m.

Chairman Keith Landovitz called the meeting to order at 7:01 p.m.

ROLL CALL

Members Present: Bill Ashton, Eric Bernacki (Arrived at 7:03 p.m.), Keith Landovitz, Karin McCarthy-Lange, Ruben Rodriguez, Bob Stewart, and Seth Wormley

Members Absent: Tom Casey, Dave Hamman, and Claire Wilson

Staff Present: Matthew H. Asselmeier, Director, and Wanda A. Rolf, Office Assistant

Others Present: Dan Gorman, Doug Winsor, and Annette Wolf

PETITIONS

Petition 25-05 Kendall Zoning Administrator

Mr. Asselmeier summarized the request.

In an effort to reduce the number of paper copies applicants are required to submit for certain zoning actions, Staff proposes the following amendments to the subdivision and zoning portions of the Kendall County Code:

Section 30-98(c) (Final Plat Submittal)

An application for approval of the final plat, including all engineering drawings and specifications, shall be filed with the Planning, Building, and Zoning Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Plat Officer or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 30-98(d) (Final Plat Submittal)

Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

Section 30-197(b)(2) (Standards and Requirements for Restoration, Planting, Maintenance, and Monitoring of
Natural Open Space)

~~Five (5)~~ **Three (3)** printed copies and one (1) electronic copy (PDF) of all required submittals shall be provided to the KCPBZ, who shall forward copies to the Director of the County Forest Preserve District, the County Soil and Water Conservation District, and the County Engineer or consultant engineer. Each organization receiving a copy of the plans shall have twenty-one (21) days to provide written comments to the KCPBZ office. The KCPBZ office shall then compile all comments and inform the applicant if the plans are approved, or what changes are needed to receive approval. Within twenty-one (21) days of approval of the landscape/planting plan, the applicant shall provide the KCPBZ office a written cost estimate by a qualified contractor or contractors, including separate estimates for trees, ornamental plantings, and natural areas.

Section 36-155(c)(1) (Final Plan Approval for Residential Planned Developments)

A copy of the petition shall be filed with the PBZ Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Director of PBZ or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 36-184(1) (Site Plan Approval)

ZPAC. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.

Information was sent to the Townships on April 23, 2025. No comments were received.

ZPAC reviewed the proposal at their meeting on May 6, 2025. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

Discussion occurred regarding the application materials. The application checklist will be reviewed by the Planning, Building and Zoning Committee at a future date.

Member Wormley made a motion, seconded by Member Rodriguez, to recommend approval of the text amendment.

The votes were as follows:

Ayes (7): Ashton, Bernacki, Landovitz, McCarthy-Lange, Rodriguez, Stewart, and Wormley
Nays (0): None
Absent (0): None
Abstain (3): Casey, Hamman, and Wilson

The motion carried.

The proposal goes to the Kendall County Zoning Board of Appeals on June 2, 2025.

CITIZENS TO BE HEARD/PUBLIC COMMENT

Member Ashton thanked the people that made positive comments amount his tenure as Regional Planning Commission Chairman; he was very appreciative.

OTHER BUSINESS/ANNOUNCEMENTS

Mr. Asselmeier reported that Petition 25-04 will be only Petition on the agenda.

ADJOURNMENT

Member McCarthy-Lange made a motion, seconded by Member Bernacki, to adjourn. With a voice vote of seven (7) ayes, the motion carried.

The Kendall County Regional Planning Commission meeting adjourned at 8:33 p.m.

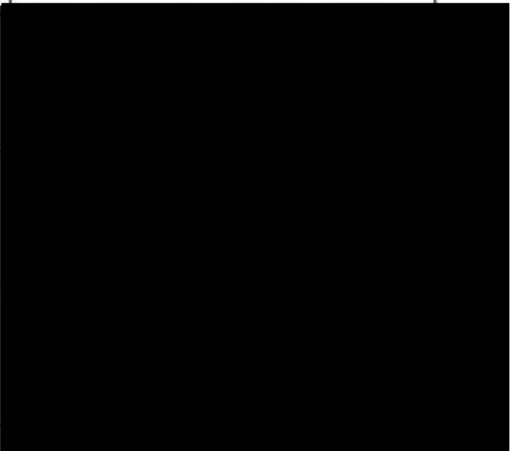
Respectfully submitted by,
Matthew H. Asselmeier, AICP, CFM, Director

Encs.



**KENDALL COUNTY
REGIONAL PLANNING COMMISSION
MAY 28, 2025**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
Dan Gorman		
Doug Winsor		
Annette Wolf		

MINUTES – UNOFFICIAL UNTIL APPROVED
KENDALL COUNTY
ZONING BOARD OF APPEALS MEETING
110 WEST MADISON STREET, COURT ROOM
YORKVILLE, IL 60560
June 2, 2025 – 7:00 p.m.

CALL TO ORDER

Chairman Randy Mohr called the Zoning Board of Appeals meeting to order at 7:00 p.m.

ROLL CALL:

Members Present: Tom LeCuyer, Cliff Fox, Randy Mohr, Dick Thompson, Jillian Prodehl, and Dick Whitfield

Members Absent: Scott Cherry

Staff Present: Matthew Asselmeier, AICP, CFM, Director and Wanda Rolf, Office Assistant

Others Present: Dan Gorman

PETITIONS:

The Zoning Board of Appeals started their review of Petition 25-05 and opened a public hearing at 7:01 p.m.

Petition 25 – 05 – Kendall County Zoning Administrator

Request: Text Amendments to Sections 30-98(c), 30-98(d), 30-197(b)(2), 36-155(c)(1) and 36-184(1) of the Kendall County Code Reducing the Number of Petitions, Plats, Site Plans, Final Engineering Plans, and Landscape Restoration and Planting Plans Submitted as Part of Applications for Final Plat Approval and for Final Plat Approval of Residential Planned Developments and Site Plan Approvals

Purpose: Petitioner Would Like to Reduce the Number of Paper Documents Submitted for Certain Applications

Mr. Asselmeier summarized the request.

In an effort to reduce the number of paper copies applicants are required to submit for certain zoning actions, Staff proposes the following amendments to the subdivision and zoning portions of the Kendall County Code:

Section 30-98(c) (Final Plat Submittal)

An application for approval of the final plat, including all engineering drawings and specifications, shall be filed with the Planning, Building, and Zoning Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Plat Officer or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 30-98(d) (Final Plat Submittal)

Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

Section 30-197(b)(2) (Standards and Requirements for Restoration, Planting, Maintenance, and Monitoring of Natural Open Space)

~~Five (5)~~ **Three (3)** printed copies and one (1) electronic copy (PDF) of all required submittals shall be provided to the KCPBZ, who shall forward copies to the Director of the County Forest Preserve District, the County Soil and Water Conservation District, and the County Engineer or consultant engineer. Each organization receiving a copy of the plans shall have twenty-one (21) days to provide written comments to the KCPBZ office. The KCPBZ office shall then compile all comments and inform the applicant if the plans are approved, or what changes are needed to receive approval. Within twenty-one (21) days of approval of the landscape/planting plan, the applicant shall provide the KCPBZ office a written cost estimate by a qualified contractor or contractors, including separate estimates for trees, ornamental plantings, and natural areas.

Section 36-155(c)(1) (Final Plan Approval for Residential Planned Developments)

A copy of the petition shall be filed with the PBZ Department, and ~~ten (10)~~ **three (3)** copies of the petition shall be filed with the Director of PBZ or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.

Section 36-184(1) (Site Plan Approval)

ZPAC. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve

with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.

Information was sent to the Townships on April 23, 2025. **To date, no comments have been received.**

ZPAC reviewed the proposal at their meeting on May 6, 2025. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

The Kendall County Regional Planning Commission reviewed the proposal at their meeting on May 28, 2025. Discussion occurred regarding the application materials and application checklists; these will be reviewed by the Planning, Building and Zoning Committee at a future date. The Kendall County Regional Planning Commission recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

Chairman Mohr asked if all the requests are currently sent digitally. Mr. Asselmeier stated that they are encouraged to be submitted digitally, but not always. Chairman Mohr asked why three (3) copies are needed. Mr. Asselmeier stated that there are extra copies in case they are needed by other departments.

Member LeCuyer made a motion, seconded by Member Fox, to recommend approval of the text amendments.

The votes were as follows:

Ayes (6): LeCuyer, Mohr, Prodehl, Thompson, Whitfield, and Fox
Nays (0): None
Abstain (0): None
Absent (1): Cherry

The motion carried.

The townships will be notified of the results of the hearing.

The proposal goes to the Kendall County Planning, Building and Zoning Committee on July 7, 2025, at 6:30 p.m. at the Historic Courthouse.

The Zoning Board of Appeals completed their review of Petitions 25-05 and adjourned the public hearing at 7:04 p.m.

PUBLIC COMMENTS

Mr. Asselmeier reported that Petition 25-04 will be only Petition on the agenda for the June 30, 2025, hearing.

ZBA Meeting Minutes 6.2.25

Page 3 of 4

Chairman asked if the United City of Yorkville will annex the property involved with Petition 25-04. Mr. Asselmeier stated that the project is still being reviewed by the United City of Yorkville.

ADJOURNMENT OF THE ZONING BOARD OF APPEALS

Member LeCuyer made a motion, seconded by Member Thompson, to adjourn.

With a voice vote of six (6) ayes, the motion carried.

The Zoning Board of Appeals meeting adjourned at 7:15 p.m.

Respectfully submitted by,
Matthew H. Asselmeier
Director of Planning, Building and Zoning

Exhibits

1. Memo on Petition 25-05 Dated May 29, 2025
2. Certificate of Publication for Petition 25-05 (Not Included with Report but on file in Planning, Building and Zoning Office)

ORDINANCE NUMBER 2025-_____

TEXT AMENDMENTS PERTAINING TO THE NUMBER OF PETITIONS, PLATS, SITE PLANS, FINAL ENGINEERING PLANS, AND LANDSCAPE RESTORATION AND PLANTING PLANS SUBMITTED AS PART OF APPLICATIONS FOR FINAL PLAT APPROVAL AND FOR FINAL PLAT APPROVAL OF RESIDENTIAL PLANNED DEVELOPMENTS AND SITE PLAN APPROVALS IN THE KENDALL COUNTY CODE

WHEREAS, 55 ILCS 5/5-1041 grants counties the ability to adopt subdivision control ordinances; and

WHEREAS, Kendall County adopted the current Subdivision Control Ordinance by adoption of Ordinance 2011-06 on March 15, 2011; and

WHEREAS, the Kendall County Subdivision Control Ordinance is now contained in Chapter 30 of the Kendall County Code; and

WHEREAS, Section 36-42 of the Kendall County Code permits the Kendall County Board to approve text amendments to the Kendall County Zoning Ordinance and provides the procedure through which text amendments to the Kendall County Zoning Ordinance are granted; and

WHEREAS, Section 30-98 (c) of the Kendall County Code requires the submittal of ten (10) copies of petitions of applications for final plat approval; and

WHEREAS, Section 30-98 (d) of the Kendall County Code requires the submittal of four (4) copies of final engineering plans and specifications with the applications for final plat approval; and

WHEREAS, Section 30-197 (b) (2) of the Kendall County Code requires the submittal of five (5) printed copies of all required submittals of landscape restoration and planting plans; and

WHEREAS, Section 36-155 (c) (1) of the Kendall County Code requires the submittal of ten (10) copies of petitions of applications for final plat approval of residential planned developments; and

WHEREAS, Section 36-184 (1) of the Kendall County Code requires the submittal of eight (8) copies of site plans in applications for site plan approval; and

WHEREAS, the Kendall County Zoning Administrator, hereinafter be referred to as “Petitioner”, desires to reduce the number of paper copies required for the submittal of applications for final plat approval, final plat approval of residential planned developments, and site plan approval; and

WHEREAS, on or about April 22, 2025, the Petitioner submitted text amendments to the Kendall County Code reducing the number of paper applications for final plat approval, final plat approval of residential planned developments, and site plan approval from the numbers previously listed to three (3); and

WHEREAS, following due and proper notice by publication in the Kendall County Record on May 8, 2025, the Kendall County Zoning Board of Appeals conducted a public hearing on June 2, 2025, at 7:00 p.m., in the Historic Court House at 110 W. Madison Street in Yorkville, at which the Petitioner presented evidence, testimony, and exhibits in support of the requested text amendments and zero members of the public testified in favor or in opposition to the request; and

WHEREAS, based on the evidence, testimony, and exhibits, the Kendall County Zoning Board of Appeals has recommended approval of the text amendments on June 2, 2025; and

WHEREAS, the Kendall County Planning, Building and Zoning Committee of the Kendall County Board has reviewed the testimony presented at the aforementioned public hearing, and has forwarded to the Kendall County Board a recommendation **approval/denial/neutral** of the requested text amendments; and

WHEREAS, the Kendall County Board has considered the recommendations of the Planning, Building and Zoning Committee and the Kendall County Zoning Board of Appeals, and has determined that said petition is in conformance with the provisions and intent of the Kendall County Zoning Ordinance; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, that the Kendall County Code be amended as follows:

- I. Recitals: The recitals set forth above are incorporated as if fully set forth herein.
- II. Amended Text: The present language contained in Section 30-98 (c) of the Kendall County Code is hereby amended to read as follows:

“An application for approval of the final plat, including all engineering drawings and specifications, shall be filed with the Planning, Building, and Zoning Department, and three (3) ~~ten (10)~~ copies of the petition shall be filed with the Plat Officer or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.”

- III. Amended Text: The present language contained in Section 30-98 (d) of the Kendall County Code is hereby amended to read as follows:

“(d) Accompanying the copy of the application for approval of the final plat shall be three (3) ~~four (4)~~ copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.”

- IV. Amended Text: The present language contained in Section 30-197 (b) (2) of the Kendall County Code is hereby amended to read as follows:

“(2) Three (3) ~~Five (5)~~ printed copies and one (1) electronic copy (PDF) of all required submittals shall be provided to the KCPBZ, who shall forward copies to the Director of the County Forest Preserve District, the County Soil and Water Conservation District, and the County Engineer or consultant engineer. Each organization receiving a copy of the plans shall have twenty-one (21) days

to provide written comments to the KCPBZ office. The KCPBZ office shall then compile all comments and inform the applicant if the plans are approved, or what changes are needed to receive approval. Within twenty-one (21) days of approval of the landscape/planting plan, the applicant shall provide the KCPBZ office a written cost estimate by a qualified contractor or contractors, including separate estimates for trees, ornamental plantings, and natural areas.”

- V. Amended Text: The present language contained in Section 36-155 (c) (1) of the Kendall County Code is hereby amended to read as follows:

“(1) A copy of the petition shall be filed with the PBZ Department, and three (3) ~~ten (10)~~ copies of the petition shall be filed with the Director of PBZ or designee. Attached to each copy shall be copies of the supporting documents and exhibits provided for herein.”

- VI. Amended Text: The present language contained in Section 36-184 (1) of the Kendall County Code is hereby amended to read as follows:

“(1) ZPAC. One (1) copy of the complete application, along with three (3) ~~eight (8)~~ copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.”

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 19th day of August, 2025.

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman
Matt Kellogg



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning

Meeting Date: 8/14/2025

Subject: Approval of Petition 25-06, Proposed Text Amendment Related to Review of Petitions by ZPAC

Prepared by: Matthew H. Asselmeier, AICP, CFM

Department: Planning, Building and Zoning

Action Requested:

Approval of Petition 25-06, a Request from the Kendall County Zoning Administrator for Text Amendments to Sections 30-37, 30-76, 30-78, 30-98, 30-135, 36-2, 36-35, 36-36, 36-42(c), 36-112, 36-125(c), 36-154(c), 36-155(c), 36-182(2)(d), 36-183(b), and 36-184 of the Kendall County Code by Abolishing the Zoning and Platting Advisory Committee (ZPAC) as a Formal Committee of the County and Transferring the Duties of ZPAC to County Staff Members

Previous Board/Committee Review:

ZPAC-Approval (7-0-3) on May 6, 2025

Kendall County Regional Planning Commission-Approval (7-0-3) on May 28, 2025

Kendall County Zoning Board of Appeals- Approval (6-0-1) on June 2, 2025

Fiscal impact:

N/A

Background and Discussion:

See attached Staff Report.

Staff Recommendation:

Approval

Attachments:

Memo Dated July 1, 2025



DEPARTMENT OF PLANNING, BUILDING & ZONING

807 West John Street • Yorkville, IL • 60560
(630) 553-4141 Fax (630) 553-4179

MEMORANDUM

To: Kendall County Planning, Building and Zoning Committee
From: Matthew H. Asselmeier, AICP, CFM, Director
Date: July 1, 2025
Re: Proposed Text Amendment Related to Review of Petitions by ZPAC (Petition 25-06)

In an effort to reduce the number of physical meetings required as part of the development and zoning processes, Staff has been asked to prepare a proposal which would abolish ZPAC as a formal committee of the County and transfer the duties of ZPAC to various Staff members.

A few items to note:

1. The present members of ZPAC and their successors in their respective positions would still receive notification of Petitions and would be allowed to submit comments on the Petitions in the timeframes stated in this proposed text amendment.
2. Since ZPAC would no longer be a formal committee, the Open Meetings Act would no longer apply to the correspondence and gatherings of former ZPAC members as they relate to Planning, Building and Zoning matters.
3. The Planning, Building and Zoning Committee probably would amend the application approval timeline to account for ZPAC not meeting. In such a case, the application deadline for map amendments, text amendments, special use permits, and major amendments to special use permits would be no later than thirty (30) days prior to the Zoning Board of Appeals hearing. For site plan reviews, no specific deadline would exist. For applications for plats of vacations, the deadline would effectively remain unchanged at three (3) weeks prior to the Planning, Building and Zoning Committee meeting.

The redlined proposal is attached.

Information was sent to the Townships on April 23, 2025. To date, no comments have been received.

ZPAC reviewed the proposal at their meeting on May 6, 2025. Discussion occurred regarding the process of reviewing applications, if the proposal was approved. The overall opinion was the proposal would improve efficiency for the various reviewing departments. Petition information would still be emailed. The earliest the proposal could be approved by the County Board is July 15, 2025. There could still be ZPAC meetings in June, July, and August. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting are attached.

The Kendall County Regional Planning Commission reviewed the proposal at their meeting on May 28, 2025. Discussion occurred regarding the importance of maximizing County Staff's time by having one (1) less meeting. Some of the recent ZPAC meetings have been under ten (10) minutes. The Kendall County Regional Planning Commission recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting are attached.

The Kendall County Zoning Board of Appeals conducted a public hearing on this proposal on June 2, 2025. Nobody from the public testified at the public hearing. The Kendall County Zoning Board of

Appeals recommended approval of the proposal by a vote of six (6) in favor and zero (0) in opposition with one (1) Member absent. The minutes of the hearing are attached.

The draft ordinance is attached.

If you have any questions regarding this memo, please let me know.

MHA

Encs.: Redlined Proposal

May 6, 2025, ZPAC Meeting Minutes (This Petition Only)

May 28, 2025, Kendall County Regional Planning Commission Minutes (This Petition Only)

June 2, 2025, Kendall County Zoning Board of Appeals Minutes (This Petition Only)

Draft Ordinance

ZPAC Amendments Version 2

Subdivision Code

Section 30-37 Administration; organization

~~Eight (8)~~ **Seven (7)** offices in the County are concerned with the administration of this chapter. For the purposes of clarity these offices along with their pertinent functions are listed below:

(1) ~~The Plat Officer;~~ There is hereby created the Plat Officer who shall exercise the authority and have the responsibility provided in this chapter. The Plat Officer shall administer the provisions of this chapter and, in addition thereto, and in furtherance of said authority, shall:

- a. Maintain permanent and current records of this chapter, including amendments thereto.
- b. Receive and file all preliminary and final plats.
- c. Forward copies of the preliminary plat to other appropriate agencies for their recommendations and report.
- d. Receive and file all final plats and check their compliance with the preliminary plat.
- e. Make all other determinations required of the Plat Officer by the regulations herein.
- f. Discourage the subdividing of lands that are far in advance of the needs of the development of the County; or which, by their locations, cannot be efficiently served by public utilities, fire protection, or other community services; or which are located in areas subject to flooding, or are topographically unsuitable for development; or which, for any other reason, are being unwisely or prematurely subdivided.

(2) ~~Township Highway Commissioner and County Engineer;~~ The Township Highway Commissioner and County Engineer shall review with Plat Officer all preliminary subdivision plans and make determinations concerning street and drainage design standards and engineering specifications as stipulated herein.

(3) ~~Planning, Building, and Zoning Committee (PBZC);~~ The Planning, Building, and Zoning Committee shall review the preliminary plat and final plat and exercise the authority and have the responsibilities provided in this chapter.

(4) ~~Kendall County Regional Plan Commission (KCRPC);~~ The Kendall County Regional Plan Commission shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(5) County.Soil.and.Water.Conservation.District; The County Soil and Water Conservation District shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(6) County.Health.Department; The County Health Department shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

~~(7) Zoning.and.Platting.Advisory.Committee.(ZPAC); The Zoning and Platting Advisory Committee shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.~~

~~(8)~~ (7) Sanitary. and-or. water. reclamation. districts; Sanitary and/or water reclamation districts shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

Section 30-76 Preliminary Plat Procedure

The procedure for preliminary plats shall be as follows:

(1) The applicant shall prepare a preliminary plat, which shall include all of the property to be subdivided, properties that are adjacent and considered to be contiguous to the proposed subdivision, together with improvement plans and other supplementary material as specified.

(2) The applicant shall submit to the Plat Officer this preliminary plat accompanied with a completed application for a preliminary plat of subdivision with the appropriate filing fees.

~~(3) The application will be placed on the agenda for the next regularly scheduled meeting of the Zoning and Platting Advisory Committee (ZPAC) for review and recommendation.~~

~~(4)~~ (3) ~~At the same time, the~~ The Plat Officer and the County Engineer will collaborate with the subdivider in assembling plans for the design and construction of streets, drainage systems and other such improvements as may be required by ordinance.

~~(5)~~ (4) A copy of the application and preliminary plat shall also be submitted, by the applicant, to the plan Commission of the townships in which the proposed subdivision is located and submit to the nearest municipality, if the corporate limits of the municipality are not more than one and one-half (1½) miles from the property lines of the proposed development.

~~(6)~~ (5) The application shall be reviewed by ~~ZPAC~~ County Staff for compliance with the regulations of this chapter and all other ordinances of the County ~~during a regularly~~

~~scheduled meeting~~ within thirty (30) days of the date of the submittal of the completed application of the preliminary plat.

~~(7)~~ (6) Following ~~a recommendation by ZPAC~~ review by County Staff, the application shall be placed on the agenda of the next regularly scheduled meeting of the Kendall County Regional Plan Commission (KCRPC).

~~(8)~~ (7) The application shall be reviewed by KCRPC for compliance with the regulations of this chapter and all other ordinances of the County within thirty (30) days of ~~the recommendation made by ZPAC~~ receipt of comments from County Staff, provided that all necessary revisions and/or supplemental information requested by ~~ZPAC~~ County Staff has been supplied to the Plat Officer.

~~(9)~~ (8) KCRPC, within a reasonable time after the first discussion of the proposal, shall:

a. Recommend approval or disapproval of the proposed preliminary subdivision plat and record in the official minutes its recommendation, which may include the recommendations of the County Engineer, the County Engineering Consultant, other affected agencies and/or the Plat Officer.

b. If KCRPC finds that changes, additions or corrections are required on the preliminary plat prior to a recommendation being made by KCRPC, KCRPC shall so advise the applicant. The applicant may resubmit the preliminary plat with revisions for its consideration at the next available regular meeting of KCRPC.

~~(10)~~ (9) Upon recommended approval of the preliminary plat by KCRPC, an application for the final plat of subdivision shall be filed within one (1) year, unless otherwise extended per the provisions of this chapter per [Section 30-98](#).

~~(11)~~ (10) The following qualifications shall govern approval of the preliminary plat:

a. Approval of a preliminary plat by KCRPC is tentative only, involving merely the general acceptability of the layout as submitted. Final approval of the preliminary plat shall be granted by the County Board at the time of final plat approval. An applicant may seek approval from KCRPC of the preliminary plat simultaneously with the final plat and/or rezoning petition at the applicant's choosing.

b. KCRPC shall require such changes or revisions as are deemed necessary in the interest of the needs of the County.

c. Approval of the preliminary plat shall be effective for a maximum period of one (1) year, unless upon application of the developer, KCRPC grants an extension. The application for said extension shall not require the submittal of additional copies of the plan of subdivision.

~~(12)~~ (11) The final approval of the preliminary plat is contingent upon payment of all fees for review and approval in accordance with [Section 30-39](#).

Section 30-78 Other Plat (vacation, dedication, etc.) procedure

(e) Upon receiving the complete application and review by the PBZ (Planning, Building and Zoning) staff for compliance with the regulations of this section and all other ordinances of the County the item will be ~~placed on the agenda for the next regularly scheduled meeting of the Zoning, Platting and Advisory Committee (ZPAC) forwarded to appropriate departments~~ for review and recommendation to the Planning, Building and Zoning Committee (PBZC) of the County Board. After ~~the ZPAC meeting review by appropriate departments~~, this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board.

(f) Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the ~~ZPAC and~~ PBZC meeting containing such recommendations shall be submitted to the full County Board.

Section 30-98 Generally (Final Plats)

(d) Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ ~~three~~ (3) copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

(f) The application will be ~~placed on the agenda of the next Zoning and Platting Advisory Committee (ZPAC) meeting forwarded to other appropriate departments for review and comment.~~

(g) The application shall be reviewed by ~~ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plat. ~~A recommendation shall be made by ZPAC and the minutes of ZPAC meeting containing such a recommendation~~ ~~Comments from County Staff~~ shall be submitted to KCRPC for review and recommendation.

(h) Following ~~a recommendation by ZPAC~~ comments from County Staff, the application shall be placed on the agenda for the next regular meeting of KCRPC.

(i) The application shall be reviewed by KCRPC within sixty (60) days of ~~ZPAC recommendation receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC-County Staff~~ have been supplied prior to KCRPC meeting.

Section 30-135 Blocks

(c) Pedestrian crosswalks not less than ten (10) feet wide shall be required where deemed necessary by the ~~Zoning and Platting Advisory Committee~~ County Staff to provide for pedestrian circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities.

Zoning Code

Section 36-2 Definitions

~~Zoning and Platting Advisory Committee (ZPAC) means an informal, strictly advisory committee and not a County Board committee comprised primarily of County staff and advisors. Membership includes, but is not limited to, representatives from the County PBZ Department, the Highway Department, the Health Department, the Sheriff's Department, Forest Preserve District, Soil and Water Conservation District, and the County Engineer or consultants. The PBZ Chairman or designee, as needed, from the Planning, Building and Zoning (PBZ) Committee shall serve on ZPAC.~~

Section 36-35 (b) Zoning Administrator Powers and Duties

(5) Receive, file and forward applications for zoning map and text amendments, special uses, variances, planned developments and other matters which under this chapter require referral to the Regional Planning Commission, the ZBA, ~~the ZPAC~~, the PBZ Committee, or the full County Board.

Section 36-36 County Regional Planning Commission Duties

(1) To receive from the Zoning Administrator copies of all applications for amendments and special use permits along with the ~~Committee report from the ZPAC and report thereon with its recommendations~~ comments and recommendations of other appropriate departments.

Section 36-42 (c) Amendments

(2) A copy of such application shall thereafter be forwarded to ~~the ZPAC County Staff~~, the Regional Planning Commission and to the County ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

Section 36-112 (Processing Special Use and Planned Developments)

a) An application for a special use shall be filed with the Zoning Administrator.

~~(b) A copy of such application shall be forwarded to the ZPAC for review, comment, and recommendation.~~

~~(c) (b)~~ A copy of such application ~~and the Committee report from the ZPAC~~ shall thereafter be forwarded to the Regional Planning Commission for review, comment, and recommendation.

~~(d) (c)~~ A copy of such application and the ~~reports report~~ from the ~~ZPAC and~~ Regional Planning Commission shall thereafter be forwarded to the ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

~~(e) (d)~~ The recommendation and findings of the ZBA shall be forwarded to the PBZ Committee of the County Board for review and recommendation prior to final action by the County Board.

Section 36-125 (c) Planned Developments

(2) The applicant shall request a concept review of the planned development/special use, by letter addressed to the Secretary of the Regional Planning Commission, to be ~~placed on the agenda of ZPAC reviewed by County Staff~~ and the next regular meeting of the Regional Planning Commission for a preliminary discussion and concept review of the proposed planned development at such meeting, which may be continued from time to time. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the Regional Planning Commission with the proposed development, which shall include, but not necessarily be limited to, the following:

a. A tentative sketch plan, which may be in freehand sketch form, showing the location and extent of the types of land uses proposed.

b. The existing topography at five (5) foot contour intervals which may be taken from USGS information.

c. Existing streets surrounding the subject property.

d. Existing utilities, including storm drainage facilities.

e. The following shall be provided by either graphic exhibits or written statement:

1. The density of commercial uses, including maximum lot coverage and building height.
2. The off-street parking and other service facilities proposed.
3. The exception or variations to the County zoning or subdivision requirements being requested as part of the planned development application.

(4)

a. The formal petition for a planned development shall be filed with the Zoning Administrator. The Zoning Administrator or deputies shall be responsible for distributing the complete application to the following at the appropriate time:

~~1. ZPAC.~~

~~2. 1.~~ Members of the Regional Planning Commission.

~~3. 2.~~ ZBA.

~~4. 3.~~ The County Board.

Section 36-154 (c) Preliminary Site Plan/Plat Approval

(1) The applicant shall request the preliminary plan/plat approval in addition to a petition for a zoning map amendment, by letter addressed to the PBZ or designee, ~~to be placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the proposed development.~~

(4) The petition shall be reviewed by ~~the ZPAC~~ County Staff within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The director or staff shall submit ~~minutes of the ZPAC meeting~~ applicable documents containing such recommendation ~~shall be submitted~~ to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(5) The petition shall be heard by the Regional Planning Commission within sixty (60) days of ~~the ZPAC meeting~~ receipt of comments from County Staff provided any necessary revisions or supplemental information requested by ~~ZPAC have~~ County Staff have been supplied at least thirty (30) days in advance of the Regional Planning Commission meeting.

Upon completion of their review of the preliminary plan or plat, a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the ZBA, along with any written correspondence received from any municipality or township.

Section 36-155 (c) Final Plat Approval

(4) The petition will be ~~placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the final plat for the proposed development.~~ forwarded to other appropriate departments for review and comment.

(5) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The ~~minutes of the ZPAC meeting~~ ~~comments of County Staff~~ containing such recommendation shall be submitted to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(6) The petition shall be reviewed by the Regional Planning Commission within sixty (60) days of the ~~date of the ZPAC meeting~~ ~~receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC~~ ~~have~~ ~~County Staff~~ ~~has~~ been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the final plat, a recommendation shall be made, accompanied by such plats, exhibits and agreements as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the PBZ Committee of the County Board for review and recommendation to the County Board.

Section 36-182 (2) (d) Site Design Standards

Traffic studies may be required by the ~~ZPAC~~ ~~County Staff~~ or the PBZ Committee. Such traffic studies should address:

1. Projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;

2. Projected traffic flow patterns, including vehicular movements at all major intersections likely to be affected by the proposed use of the site.

Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall also be provided.

Section 36-183 (b) Filing (for Site Plan Approval)

(b).Filing; Petitions for site plan review shall be filed in writing with the Zoning Administrator and shall be accompanied by such documents and information as the ~~ZPAC~~ County Staff or the PBZ Committee may require. Such documents and information shall include, but are not limited to, the following:

- (1) Completed petition for site plan review in a format developed by the County;
- (2) Application fee;
- (3) Generalized location map;
- (4) Plats and drawings depicting compliance with the aforementioned site design standards.

Section 36-184 Procedure (Site Plan Approval)

A written application for site plan review shall be submitted to the PBZ Department, which will schedule the item for review. Consultation with the appropriate County staff and consultants is encouraged throughout this process to ensure a minimum delay. If requested by the applicant, the County will review applications for site plan review concurrently with separate requests for rezoning or platting. The review process will include the following:

- (1) ~~ZPAC~~ Zoning Administrator. One (1) copy of the complete application, along with ~~eight (8)~~ three (3) copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator. ~~at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review. Upon submittal of a complete application, the Zoning Administrator shall forward the application and other relevant material to appropriate departments for review and comment. The appropriate departments will be given fourteen (14) days from the date that the Zoning Administrator submitted documents to them to submit comments to the Zoning Administrator. If all applicable regulations have been addressed, the Zoning~~

Administrator shall approve the site plan. If changes are required to bring the site plan into compliance, the Zoning Administrator shall inform the applicant of the required changes and give the applicant an opportunity to amend the site plan. If the applicant fails to bring the site plan into compliance with applicable regulations, the site plan application will be denied.

(2) PBZ. Committee; Site plan decisions by ~~ZPA~~ the Zoning Administrator may be appealed to the PBZ Committee.

ZONING, PLATTING & ADVISORY COMMITTEE (ZPAC)
May 6, 2025 – Unapproved Meeting Minutes

PBZ Chairman Seth Wormley called the meeting to order at 9:00 a.m.

Present:

Matt Asselmeier – PBZ Department
David Guritz – Forest Preserve
Brian Holdiman – PBZ Department
Fran Klaas – Highway Department
Alyse Olson – Soil and Water Conservation District
Aaron Rybski – Health Department
Seth Wormley – PBZ Committee Chair

Absent:

Meagan Briganti – GIS Department
Greg Chismark – WBK Engineering, LLC
Commander Jason Langston – Sheriff's Department

Audience:

Dan Gorman

PETITIONS

Petition 25-06 Kendall County Zoning Administrator

Mr. Asselmeier summarized the request.

In an effort to reduce the number of physical meetings required as part of the development and zoning processes, Staff has been asked to prepare a proposal which would abolish ZPAC as a formal committee of the County and transfer the duties of ZPAC to various Staff members.

A few items to note:

1. The present members of ZPAC and their successors in their respective positions would still receive notification of Petitions and would be allowed to submit comments on the Petitions in the timeframes stated in this proposed text amendment.
2. Since ZPAC would no longer be a formal committee, the Open Meetings Act would no longer apply to the correspondence and gatherings of former ZPAC members as they relate to Planning, Building and Zoning matters.
3. The Planning, Building and Zoning Committee probably would amend the application approval timeline to account for ZPAC not meeting. In such a case, the application deadline for map amendments, text amendments, special use permits, and major amendments to special use permits would be no later than thirty (30) days prior to the Zoning Board of Appeals hearing. For site plan reviews, no specific deadline would exist. For applications for plats of vacations, the deadline would effectively remain unchanged at three (3) weeks prior to the Planning, Building and Zoning Committee meeting.

The redlined proposal is as follows:

Subdivision Code

Section 30-37 Administration; organization

Eight (8) Seven (7) offices in the County are concerned with the administration of this chapter. For the purposes of clarity these offices along with their pertinent functions are listed below:

(1) *The Plat Officer.* There is hereby created the Plat Officer who shall exercise the authority and have the responsibility provided in this chapter. The Plat Officer shall administer the provisions of this chapter and, in addition thereto, and in furtherance of said authority, shall:

- a. Maintain permanent and current records of this chapter, including amendments thereto.
- b. Receive and file all preliminary and final plats.
- c. Forward copies of the preliminary plat to other appropriate agencies for their recommendations and report.

- d. Receive and file all final plats and check their compliance with the preliminary plat.
- e. Make all other determinations required of the Plat Officer by the regulations herein.
- f. Discourage the subdividing of lands that are far in advance of the needs of the development of the County; or which, by their locations, cannot be efficiently served by public utilities, fire protection, or other community services; or which are located in areas subject to flooding, or are topographically unsuitable for development; or which, for any other reason, are being unwisely or prematurely subdivided.

(2) *Township Highway Commissioner and County Engineer.* The Township Highway Commissioner and County Engineer shall review with Plat Officer all preliminary subdivision plans and make determinations concerning street and drainage design standards and engineering specifications as stipulated herein.

(3) *Planning, Building, and Zoning Committee (PBZC).* The Planning, Building, and Zoning Committee shall review the preliminary plat and final plat and exercise the authority and have the responsibilities provided in this chapter.

(4) *Kendall County Regional Plan Commission (KCRPC).* The Kendall County Regional Plan Commission shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(5) *County Soil and Water Conservation District.* The County Soil and Water Conservation District shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(6) *County Health Department.* The County Health Department shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

~~(7) Zoning and Platting Advisory Committee (ZPAC). The Zoning and Platting Advisory Committee shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.~~

~~(8) (7) Sanitary and/or water reclamation districts.~~ Sanitary and/or water reclamation districts shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

Section 30-76 Preliminary Plat Procedure

The procedure for preliminary plats shall be as follows:

(1) The applicant shall prepare a preliminary plat, which shall include all of the property to be subdivided, properties that are adjacent and considered to be contiguous to the proposed subdivision, together with improvement plans and other supplementary material as specified.

(2) The applicant shall submit to the Plat Officer this preliminary plat accompanied with a completed application for a preliminary plat of subdivision with the appropriate filing fees.

~~(3) The application will be placed on the agenda for the next regularly scheduled meeting of the Zoning and Platting Advisory Committee (ZPAC) for review and recommendation.~~

~~(4) (3) At the same time, the~~ The Plat Officer and the County Engineer will collaborate with the subdivider in assembling plans for the design and construction of streets, drainage systems and other such improvements as may be required by ordinance.

~~(5) (4)~~ A copy of the application and preliminary plat shall also be submitted, by the applicant, to the plan Commission of the townships in which the proposed subdivision is located and submit to the nearest municipality, if the corporate limits of the municipality are not more than one and one-half (1½) miles from the property lines of the proposed development.

~~(6) (5)~~ The application shall be reviewed by **ZPAC County Staff** for compliance with the regulations of this chapter and all other ordinances of the County ~~during a regularly scheduled meeting~~ within thirty (30) days of the date of the submittal of the completed application of the preliminary plat.

~~(7) (6)~~ Following ~~a recommendation by ZPAC review by County Staff~~, the application shall be placed on the agenda of the next regularly scheduled meeting of the Kendall County Regional Plan Commission (KCRPC).

~~(8) (7)~~ The application shall be reviewed by KCRPC for compliance with the regulations of this chapter and all other ordinances of the County within thirty (30) days of ~~the recommendation made by ZPAC receipt of comments from~~

County Staff, provided that all necessary revisions and/or supplemental information requested by **ZPAC County Staff** has been supplied to the Plat Officer.

(9) (8) KCRPC, within a reasonable time after the first discussion of the proposal, shall:

a. Recommend approval or disapproval of the proposed preliminary subdivision plat and record in the official minutes its recommendation, which may include the recommendations of the County Engineer, the County Engineering Consultant, other affected agencies and/or the Plat Officer.

b. If KCRPC finds that changes, additions or corrections are required on the preliminary plat prior to a recommendation being made by KCRPC, KCRPC shall so advise the applicant. The applicant may resubmit the preliminary plat with revisions for its consideration at the next available regular meeting of KCRPC.

(40) (9) Upon recommended approval of the preliminary plat by KCRPC, an application for the final plat of subdivision shall be filed within one (1) year, unless otherwise extended per the provisions of this chapter per [Section 30-98](#).

(44) (10) The following qualifications shall govern approval of the preliminary plat:

a. Approval of a preliminary plat by KCRPC is tentative only, involving merely the general acceptability of the layout as submitted. Final approval of the preliminary plat shall be granted by the County Board at the time of final plat approval. An applicant may seek approval from KCRPC of the preliminary plat simultaneously with the final plat and/or rezoning petition at the applicant's choosing.

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(42) (11) The final approval of the preliminary plat is contingent upon payment of all fees for review and approval in accordance with [Section 30-39](#).

Section 30-78 Other Plat (vacation, dedication, etc.) procedure

(e) Upon receiving the complete application and review by the PBZ (Planning, Building and Zoning) staff for compliance with the regulations of this section and all other ordinances of the County the item will be ~~placed on the agenda for the next regularly scheduled meeting of the Zoning, Platting and Advisory Committee (ZPAC) forwarded to appropriate departments~~ or review and recommendation to the Planning, Building and Zoning Committee (PBZC) of the County Board. After ~~the ZPAC meeting review by appropriate departments~~, this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board.

(f) Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the ~~ZPAC and~~ PBZC meeting containing such recommendations shall be submitted to the full County Board.

Section 30-98 Generally (Final Plats)

(d) Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

(f) The application will be ~~placed on the agenda of the next Zoning and Platting Advisory Committee (ZPAC) meeting forwarded to other appropriate departments for review and comment.~~

(g) The application shall be reviewed by **ZPAC County Staff** within thirty (30) days of the date of the complete original submission of the final plat. ~~A recommendation shall be made by ZPAC and the minutes of ZPAC meeting containing such a recommendation~~ **Comments from County Staff** shall be submitted to KCRPC for review and recommendation.

(h) Following ~~a recommendation by ZPAC~~ **comments from County Staff**, the application shall be placed on the agenda for the next regular meeting of KCRPC.

(i) The application shall be reviewed by KCRPC within sixty (60) days of **ZPAC recommendation receipt of comments from County Staff by the Plat Officer** provided any necessary revisions or supplemental information requested by **ZPAC-County Staff** have been supplied prior to KCRPC meeting.

Section 30-135 Blocks

(c) Pedestrian crosswalks not less than ten (10) feet wide shall be required where deemed necessary by the **Zoning and Platting Advisory Committee County Staff** to provide for pedestrian circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities.

Zoning Code

Section 36-2 Definitions

~~**Zoning and Platting Advisory Committee (ZPAC) means an informal, strictly advisory committee and not a County Board committee comprised primarily of County staff and advisors. Membership includes, but is not limited to, representatives from the County PBZ Department, the Highway Department, the Health Department, the Sheriff's Department, Forest Preserve District, Soil and Water Conservation District, and the County Engineer or consultants. The PBZ Chairman or designee, as needed, from the Planning, Building and Zoning (PBZ) Committee shall serve on ZPAC.**~~

Section 36-35 (b) Zoning Administrator Powers and Duties

(5) Receive, file and forward applications for zoning map and text amendments, special uses, variances, planned developments and other matters which under this chapter require referral to the Regional Planning Commission, the ZBA, ~~the ZPAC~~, the PBZ Committee, or the full County Board.

Section 36-36 County Regional Planning Commission Duties

(1) To receive from the Zoning Administrator copies of all applications for amendments and special use permits along with the ~~Committee report from the ZPAC and report thereon with its recommendations comments and recommendations of other appropriate departments.~~

Section 36-42 (c) Amendments

(2) A copy of such application shall thereafter be forwarded to ~~the ZPAC-County Staff~~, the Regional Planning Commission and to the County ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

Section 36-112 (Processing Special Use and Planned Developments)

a) An application for a special use shall be filed with the Zoning Administrator.

~~(b) A copy of such application shall be forwarded to the ZPAC for review, comment, and recommendation.~~

~~(c) (b)~~ A copy of such application ~~and the Committee report from the ZPAC~~ shall thereafter be forwarded to the Regional Planning Commission for review, comment, and recommendation.

~~(d) (c)~~ A copy of such application and the ~~reports report~~ from the ~~ZPAC and~~ Regional Planning Commission shall thereafter be forwarded to the ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

~~(e) (d)~~ The recommendation and findings of the ZBA shall be forwarded to the PBZ Committee of the County Board for review and recommendation prior to final action by the County Board.

Section 36-125 (c) Planned Developments

(2) The applicant shall request a concept review of the planned development/special use, by letter addressed to the Secretary of the Regional Planning Commission, to be **placed on the agenda of ZPAC reviewed by County Staff** and the next regular meeting of the Regional Planning Commission for a preliminary discussion and concept review of the proposed planned development at such meeting, which may be continued from time to time. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the Regional Planning Commission with the proposed development, which shall include, but not necessarily be limited to, the following:

- a. A tentative sketch plan, which may be in freehand sketch form, showing the location and extent of the types of land uses proposed.
- b. The existing topography at five (5) foot contour intervals which may be taken from USGS information.
- c. Existing streets surrounding the subject property.
- d. Existing utilities, including storm drainage facilities.

e. The following shall be provided by either graphic exhibits or written statement:

1. The density of commercial uses, including maximum lot coverage and building height.
2. The off-street parking and other service facilities proposed.
3. The exception or variations to the County zoning or subdivision requirements being requested as part of the planned development application.

(4)

a. The formal petition for a planned development shall be filed with the Zoning Administrator. The Zoning Administrator or deputies shall be responsible for distributing the complete application to the following at the appropriate time:

~~1. ZPAC.~~

~~2. 1.~~ Members of the Regional Planning Commission.

~~3. 2.~~ ZBA.

~~4. 3.~~ The County Board.

Section 36-154 (c) Preliminary Site Plan/Plat Approval

(1) The applicant shall request the preliminary plan/plat approval in addition to a petition for a zoning map amendment, by letter addressed to the PBZ or designee, ~~to be placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the proposed development.~~

(4) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The director or staff shall submit ~~minutes of the ZPAC meeting applicable documents~~ containing such recommendation ~~shall be submitted~~ to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(5) The petition shall be heard by the Regional Planning Commission within sixty (60) days of ~~the ZPAC meeting receipt of comments from County Staff~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff has~~ been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the preliminary plan or plat, a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the ZBA, along with any written correspondence received from any municipality or township.

Section 36-155 (c) Final Plat Approval

(4) The petition will be ~~placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the final plat for the proposed development, forwarded to other appropriate departments for review and comment.~~

(5) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The ~~minutes of the ZPAC meeting comments of County Staff~~ containing such recommendation shall be submitted to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(6) The petition shall be reviewed by the Regional Planning Commission within sixty (60) days of the ~~date of the ZPAC meeting receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff has~~ been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the final plat, a recommendation shall be made, accompanied by such plats, exhibits and agreements as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the PBZ Committee of the County Board for review and recommendation to the County Board.

Section 36-182 (2) (d) Site Design Standards

Traffic studies may be required by the **ZPAC County Staff** or the PBZ Committee. Such traffic studies should address:

1. Projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
2. Projected traffic flow patterns, including vehicular movements at all major intersections likely to be affected by the proposed use of the site.

Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall also be provided.

Section 36-183 (b) Filing (for Site Plan Approval)

(b) *Filing*. Petitions for site plan review shall be filed in writing with the Zoning Administrator and shall be accompanied by such documents and information as the **ZPAC County Staff** or the PBZ Committee may require. Such documents and information shall include, but are not limited to, the following:

- (1) Completed petition for site plan review in a format developed by the County;
- (2) Application fee;
- (3) Generalized location map;
- (4) Plats and drawings depicting compliance with the aforementioned site design standards.

Section 36-184 Procedure (Site Plan Approval)

A written application for site plan review shall be submitted to the PBZ Department, which will schedule the item for review. Consultation with the appropriate County staff and consultants is encouraged throughout this process to ensure a minimum delay. If requested by the applicant, the County will review applications for site plan review concurrently with separate requests for rezoning or platting. The review process will include the following:

(1) **~~ZPAC. Zoning Administrator~~**. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator ~~at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.~~ Upon submittal of a complete application, the Zoning Administrator shall forward the application and other relevant material to appropriate departments for review and comment. The appropriate departments will be given fourteen (14) days from the date that the Zoning Administrator submitted documents to them to submit comments to the Zoning Administrator. If all applicable regulations have been addressed, the Zoning Administrator shall approve the site plan. If changes are required to bring the site plan into compliance, the Zoning Administrator shall inform the applicant of the required changes and give the applicant an opportunity to amend the site plan. If the applicant fails to bring the site plan into compliance with applicable regulations, the site plan application will be denied.

(2) *PBZ Committee*. Site plan decisions by **~~ZPAC~~ the Zoning Administrator** may be appealed to the PBZ Committee.

Information was sent to the Townships on April 23, 2025.

Mr. Asselmeier outlined the process for reviewing applications, if this proposal was approved.

Chairman Wormley felt that the proposal created more efficiencies of County employees' and related agencies' time.

Mr. Klaas felt that Departments could still provide necessary review without officially meeting. Group emails could occur because ZPAC would no longer be an official committee of the County.

Discussion occurred regarding the lack of rural subdivision applications and concerns related to platting could be addressed by email correspondence.

Applicants for special use permit, major amendments to special use permits, map amendments and text amendments would be saved two (2) weeks, but there would be less time for applicants to resolve issues, if any issues arose with a given application.

Mr. Rybski asked if the Petitioners' information will be emailed to ZPAC members. Mr. Asselmeier responded yes.

Mr. Asselmeier noted that the earliest the proposal could be approved by the County Board is July 15, 2025. There could still be ZPAC meetings in June, July, and August.

Mr. Guritz made a motion, seconded by Mr. Klaas, to recommend approval of the proposal to the Kendall County Regional Planning Commission.

The votes were follows:

Ayes (7): Asselmeier, Guritz, Holdiman, Klaas, Olson, Rybski, and Wormley

Nays (0): None

Abstain (0): None

Absent (3): Briganti, Chismark, and Langston

The motion passed.

The proposal goes to the Kendall County Regional Planning Commission on May 28, 2025.

PUBLIC COMMENT

None

ADJOURNMENT

Mr. Holdiman made a motion, seconded by Mr. Guritz, to adjourn.

With a voice vote of seven (7) ayes, the motion carried.

The ZPAC, at 9:41 a.m., adjourned.

Respectfully Submitted,
Matthew H. Asselmeier, AICP, CFM
Director

Enc.

**KENDALL COUNTY
ZONING & PLATTING ADVISORY COMMITTEE
MAY 6, 2025**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
<i>Daniel J. Gorman</i>	<div></div>	

**KENDALL COUNTY
REGIONAL PLANNING COMMISSION**

*Kendall County Historic Court House
Court Room
110 W. Madison Street, Yorkville, Illinois*

Unapproved - Meeting Minutes of May 28, 2025 - 7:00 p.m.

Chairman Keith Landovitz called the meeting to order at 7:01 p.m.

ROLL CALL

Members Present: Bill Ashton, Eric Bernacki (Arrived at 7:03 p.m.), Keith Landovitz, Karin McCarthy-Lange, Ruben Rodriguez, Bob Stewart, and Seth Wormley

Members Absent: Tom Casey, Dave Hamman, and Claire Wilson

Staff Present: Matthew H. Asselmeier, Director, and Wanda A. Rolf, Office Assistant

Others Present: Dan Gorman, Doug Winsor, and Annette Wolf

PETITIONS

Petition 25-06 Kendall Zoning Administrator

Mr. Asselmeier summarized the request.

In an effort to reduce the number of physical meetings required as part of the development and zoning processes, Staff has been asked to prepare a proposal which would abolish ZPAC as a formal committee of the County and transfer the duties of ZPAC to various Staff members.

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3. The Planning, Building and Zoning Committee probably would amend the application approval timeline to account for ZPAC not meeting. In such a case, the application deadline for map amendments, text amendments, special use permits, and major amendments to special use permits would be no later than thirty (30) days prior to the Zoning Board of Appeals hearing. For site plan reviews, no specific deadline would exist. For applications for plats of vacations, the deadline would effectively remain unchanged at three (3) weeks prior to the Planning, Building and Zoning Committee meeting.

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- c. Forward copies of the preliminary plat to other appropriate agencies for their recommendations and report.
- d. Receive and file all final plats and check their compliance with the preliminary plat.
- e. Make all other determinations required of the Plat Officer by the regulations herein.
- f. Discourage the subdividing of lands that are far in advance of the needs of the development of the County; or which, by their locations, cannot be efficiently served by public utilities, fire protection, or other community services; or which are located in areas subject to flooding, or are topographically unsuitable for development; or which, for any other reason, are being unwisely or prematurely subdivided.

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(e) Upon receiving the complete application and review by the PBZ (Planning, Building and Zoning) staff for compliance with the regulations of this section and all other ordinances of the County the item will be **placed on the agenda for the next regularly scheduled meeting of the Zoning, Platting and Advisory Committee (ZPAC) forwarded to appropriate departments** for review and recommendation to the Planning, Building and Zoning Committee (PBZC) of the County Board. After **the ZPAC meeting review by appropriate departments**, this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board.

(f) Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the **ZPAC and** PBZC meeting containing such recommendations shall be submitted to the full County Board.

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(d) Accompanying the copy of the application for approval of the final plat shall be **four-(4) three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

(f) The application will be **placed on the agenda of the next Zoning and Platting Advisory Committee (ZPAC) meeting forwarded to other appropriate departments for review and comment.**

(g) The application shall be reviewed by **ZPAC County Staff** within thirty (30) days of the date of the complete original submission of the final plat. **A recommendation shall be made by ZPAC and the minutes of ZPAC meeting containing such a recommendation** Comments from County Staff shall be submitted to KCRPC for review and recommendation.

(h) Following ~~a recommendation by ZPAC~~ **comments from County Staff**, the application shall be placed on the agenda for the next regular meeting of KCRPC.

(i) The application shall be reviewed by KCRPC within sixty (60) days of ~~ZPAC recommendation receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC-County Staff~~ have been supplied prior to KCRPC meeting.

Section 30-135 Blocks

(c) Pedestrian crosswalks not less than ten (10) feet wide shall be required where deemed necessary by the ~~Zoning and Platting Advisory Committee~~ **County Staff** to provide for pedestrian circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities.

Zoning Code

Section 36-2 Definitions

~~Zoning and Platting Advisory Committee (ZPAC) means an informal, strictly advisory committee and not a County Board committee comprised primarily of County staff and advisors. Membership includes, but is not limited to, representatives from the County PBZ Department, the Highway Department, the Health Department, the Sheriff's Department, Forest Preserve District, Soil and Water Conservation District, and the County Engineer or consultants. The PBZ Chairman or designee, as needed, from the Planning, Building and Zoning (PBZ) Committee shall serve on ZPAC.~~

Section 36-35 (b) Zoning Administrator Powers and Duties

(5) Receive, file and forward applications for zoning map and text amendments, special uses, variances, planned developments and other matters which under this chapter require referral to the Regional Planning Commission, the ZBA, ~~the ZPAC~~, the PBZ Committee, or the full County Board.

Section 36-36 County Regional Planning Commission Duties

(1) To receive from the Zoning Administrator copies of all applications for amendments and special use permits along with the ~~Committee report from the ZPAC and report thereon with its recommendations~~ **comments and recommendations of other appropriate departments.**

Section 36-42 (c) Amendments

(2) A copy of such application shall thereafter be forwarded to ~~the ZPAC-County Staff~~, the Regional Planning Commission and to the County ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

Section 36-112 (Processing Special Use and Planned Developments)

a) An application for a special use shall be filed with the Zoning Administrator.

~~(b) A copy of such application shall be forwarded to the ZPAC for review, comment, and recommendation.~~

~~(e)~~ (b) A copy of such application ~~and the Committee report from the ZPAC~~ shall thereafter be forwarded to the Regional Planning Commission for review, comment, and recommendation.

~~(d)~~ (c) A copy of such application and the ~~reports report~~ from the ~~ZPAC and~~ Regional Planning Commission shall thereafter be forwarded to the ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

~~(e)~~ (d) The recommendation and findings of the ZBA shall be forwarded to the PBZ Committee of the County Board for review and recommendation prior to final action by the County Board.

Section 36-125 (c) Planned Developments

(2) The applicant shall request a concept review of the planned development/special use, by letter addressed to the Secretary of the Regional Planning Commission, to be ~~placed on the agenda of ZPAC reviewed by County Staff~~ and the next regular meeting of the Regional Planning Commission for a preliminary discussion and concept review of the proposed planned development at such meeting, which may be continued from time to time. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the Regional Planning Commission with the proposed development, which shall include, but not necessarily be limited to, the following:

- a. A tentative sketch plan, which may be in freehand sketch form, showing the location and extent of the types of land uses proposed.
- b. The existing topography at five (5) foot contour intervals which may be taken from USGS information.
- c. Existing streets surrounding the subject property.
- d. Existing utilities, including storm drainage facilities.
- e. The following shall be provided by either graphic exhibits or written statement:
 1. The density of commercial uses, including maximum lot coverage and building height.
 2. The off-street parking and other service facilities proposed.
 3. The exception or variations to the County zoning or subdivision requirements being requested as part of the planned development application.

(4)

a. The formal petition for a planned development shall be filed with the Zoning Administrator. The Zoning Administrator or deputies shall be responsible for distributing the complete application to the following at the appropriate time:

~~1. ZPAC.~~

~~2.~~ 1. Members of the Regional Planning Commission.

~~3.~~ 2. ZBA.

~~4.~~ 3. The County Board.

Section 36-154 (c) Preliminary Site Plan/Plat Approval

(1) The applicant shall request the preliminary plan/plat approval in addition to a petition for a zoning map amendment, by letter addressed to the PBZ or designee, ~~to be placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the proposed development.~~

(4) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The director or staff shall submit ~~minutes of the ZPAC meeting applicable documents~~ containing such recommendation ~~shall be submitted~~ to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(5) The petition shall be heard by the Regional Planning Commission within sixty (60) days of ~~the ZPAC meeting receipt of comments from County Staff~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff have~~ been supplied at least thirty (30) days in advance of the Regional Planning Commission meeting. Upon completion of their review of the preliminary plan or plat, a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the ZBA, along with any written correspondence received from any municipality or township.

Section 36-155 (c) Final Plat Approval

(4) The petition will be ~~placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the final plat for the proposed development, forwarded to other appropriate departments for review and comment.~~

(5) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The ~~minutes of the ZPAC meeting~~ **comments of County Staff** containing such recommendation shall be submitted to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(6) The petition shall be reviewed by the Regional Planning Commission within sixty (60) days of the ~~date of the ZPAC meeting receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff has~~ been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the final plat, a recommendation shall be made, accompanied by such plats, exhibits and agreements as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested

KCRPC Meeting Minutes 5.28.25

changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the PBZ Committee of the County Board for review and recommendation to the County Board.

Section 36-182 (2) (d) Site Design Standards

Traffic studies may be required by the **ZPAC County Staff** or the PBZ Committee. Such traffic studies should address:

1. Projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
2. Projected traffic flow patterns, including vehicular movements at all major intersections likely to be affected by the proposed use of the site.

Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall also be provided.

Section 36-183 (b) Filing (for Site Plan Approval)

(b) *Filing*. Petitions for site plan review shall be filed in writing with the Zoning Administrator and shall be accompanied by such documents and information as the **ZPAC County Staff** or the PBZ Committee may require. Such documents and information shall include, but are not limited to, the following:

- (1) Completed petition for site plan review in a format developed by the County;
- (2) Application fee;
- (3) Generalized location map;
- (4) Plats and drawings depicting compliance with the aforementioned site design standards.

Section 36-184 Procedure (Site Plan Approval)

A written application for site plan review shall be submitted to the PBZ Department, which will schedule the item for review. Consultation with the appropriate County staff and consultants is encouraged throughout this process to ensure a minimum delay. If requested by the applicant, the County will review applications for site plan review concurrently with separate requests for rezoning or platting. The review process will include the following:

- (1) **ZPAC: Zoning Administrator**. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator. ~~at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.~~ Upon submittal of a complete application, the Zoning Administrator shall forward the application and other relevant material to appropriate departments for review and comment. The appropriate departments will be given fourteen (14) days from the date that

the Zoning Administrator submitted documents to them to submit comments to the Zoning Administrator. If all applicable regulations have been addressed, the Zoning Administrator shall approve the site plan. If changes are required to bring the site plan into compliance, the Zoning Administrator shall inform the applicant of the required changes and give the applicant an opportunity to amend the site plan. If the applicant fails to bring the site plan into compliance with applicable regulations, the site plan application will be denied.

(2) *PBZ Committee*. Site plan decisions by ~~ZPAC~~ the Zoning Administrator may be appealed to the PBZ Committee.

Information was sent to the Townships on April 23, 2025. No comments were received.

ZPAC reviewed the proposal at their meeting on May 6, 2025. Discussion occurred regarding the process of reviewing applications, if the proposal was approved. The overall opinion was the proposal would improve efficiency for the various reviewing departments. Petition information would still be emailed. The earliest the proposal could be approved by the County Board is July 15, 2025. There could still be ZPAC meetings in June, July, and August. ZPAC recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

Member Wormley noted the importance of maximizing County Staff's time by having one (1) less meeting. Some of the recent ZPAC meetings have been under ten (10) minutes.

Member Stewart made a motion, seconded by Member Rodriguez, to recommend approval of the text amendment.

The votes were as follows:

Ayes (7): Ashton, Bernacki, Landovitz, McCarthy-Lange, Rodriguez, Stewart, and Wormley
Nays (0): None
Absent (0): None
Abstain (3): Casey, Hamman, and Wilson

The motion carried.

The proposal goes to the Kendall County Zoning Board of Appeals on June 2, 2025.

CITIZENS TO BE HEARD/PUBLIC COMMENT

Member Ashton thanked the people that made positive comments amount his tenure as Regional Planning Commission Chairman; he was very appreciative.

OTHER BUSINESS/ANNOUNCEMENTS

Mr. Asselmeier reported that Petition 25-04 will be only Petition on the agenda.

ADJOURNMENT

Member McCarthy-Lange made a motion, seconded by Member Bernacki, to adjourn. With a voice vote of seven (7) ayes, the motion carried.

The Kendall County Regional Planning Commission meeting adjourned at 8:33 p.m.

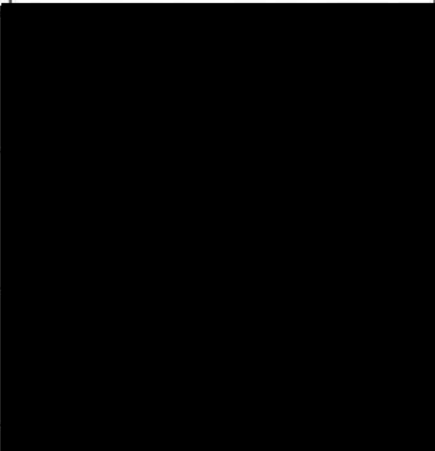
Respectfully submitted by,
Matthew H. Asselmeier, AICP, CFM, Director

Encs.



**KENDALL COUNTY
REGIONAL PLANNING COMMISSION
MAY 28, 2025**

IF YOU WOULD LIKE TO BE CONTACTED ON FUTURE MEETINGS REGARDING THIS TOPIC, PLEASE PROVIDE YOUR ADDRESS OR EMAIL ADDRESS

NAME	ADDRESS (OPTIONAL)	EMAIL ADDRESS (OPTIONAL)
Dan Gorman		
Doug Winsor		
Annette Wolf		

MINUTES – UNOFFICIAL UNTIL APPROVED
KENDALL COUNTY
ZONING BOARD OF APPEALS MEETING
110 WEST MADISON STREET, COURT ROOM
YORKVILLE, IL 60560
June 2, 2025 – 7:00 p.m.

CALL TO ORDER

Chairman Randy Mohr called the Zoning Board of Appeals meeting to order at 7:00 p.m.

ROLL CALL:

Members Present: Tom LeCuyer, Cliff Fox, Randy Mohr, Dick Thompson, Jillian Prodehl, and Dick Whitfield

Members Absent: Scott Cherry

Staff Present: Matthew Asselmeier, AICP, CFM, Director and Wanda Rolf, Office Assistant

Others Present: Dan Gorman

PETITIONS:

The Zoning Board of Appeals started their review of Petition 25-06 and opened a public hearing at 7:04 p.m.

Petition 25 – 06 – Kendall County Zoning Administrator

Request: Text Amendments to Sections 30-37, 30-76, 30-98, 30-135, 36-2, 36-35, 36-36, 36-42(c), 36-112, 36-125(c), 36-154(c), 36-155(c), 36-182(2)(d), 36-183(b), and 36-184 of the Kendall County Code by Abolishing the Zoning and Platting Advisory Committee (ZPAC) as a Formal Committee of the County and Transferring the Duties of ZPAC to County Staff Members

Purpose: Petitioner Would Like to Transfer the Duties of ZPAC to County Staff Members

Mr. Asselmeier summarized the request.

In an effort to reduce the number of physical meetings required as part of the development and zoning processes, Staff has been asked to prepare a proposal which would abolish ZPAC as a formal committee of the County and transfer the duties of ZPAC to various Staff members.

A few items to note:

1. The present members of ZPAC and their successors in their respective positions would still receive notification of Petitions and would be allowed to submit comments on the Petitions in the timeframes stated in this proposed text amendment.
2. Since ZPAC would no longer be a formal committee, the Open Meetings Act would no longer

apply to the correspondence and gatherings of former ZPAC members as they relate to Planning, Building and Zoning matters.

3. The Planning, Building and Zoning Committee probably would amend the application approval timeline to account for ZPAC not meeting. In such a case, the application deadline for map amendments, text amendments, special use permits, and major amendments to special use permits would be no later than thirty (30) days prior to the Zoning Board of Appeals hearing. For site plan reviews, no specific deadline would exist. For applications for plats of vacations, the deadline would effectively remain unchanged at three (3) weeks prior to the Planning, Building and Zoning Committee meeting.

The redlined proposal is as follows:

Subdivision Code

Section 30-37 Administration; organization

~~Eight (8)~~ **Seven (7)** offices in the County are concerned with the administration of this chapter. For the purposes of clarity these offices along with their pertinent functions are listed below:

(1) *The Plat Officer*. There is hereby created the Plat Officer who shall exercise the authority and have the responsibility provided in this chapter. The Plat Officer shall administer the provisions of this chapter and, in addition thereto, and in furtherance of said authority, shall:

- a. Maintain permanent and current records of this chapter, including amendments thereto.
- b. Receive and file all preliminary and final plats.
- c. Forward copies of the preliminary plat to other appropriate agencies for their recommendations and report.
- d. Receive and file all final plats and check their compliance with the preliminary plat.
- e. Make all other determinations required of the Plat Officer by the regulations herein.
- f. Discourage the subdividing of lands that are far in advance of the needs of the development of the County; or which, by their locations, cannot be efficiently served by public utilities, fire protection, or other community services; or which are located in areas subject to flooding, or are topographically unsuitable for development; or which, for any other reason, are being unwisely or prematurely subdivided.

(2) *Township Highway Commissioner and County Engineer*. The Township Highway Commissioner and County Engineer shall review with Plat Officer all preliminary subdivision plans and make determinations concerning street and drainage design standards and engineering specifications as stipulated herein.

(3) *Planning, Building, and Zoning Committee (PBZC)*. The Planning, Building, and Zoning Committee shall review the preliminary plat and final plat and exercise the authority and have the responsibilities provided in this chapter.

(4) *Kendall County Regional Plan Commission (KCRPC)*. The Kendall County Regional Plan Commission shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(5) *County Soil and Water Conservation District*. The County Soil and Water Conservation District shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(6) *County Health Department*. The County Health Department shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

~~(7) *Zoning and Platting Advisory Committee (ZPAC)*. The Zoning and Platting Advisory Committee shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.~~

~~(8)~~ (7) *Sanitary and/or water reclamation districts*. Sanitary and/or water reclamation districts shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

Section 30-76 Preliminary Plat Procedure

The procedure for preliminary plats shall be as follows:

(1) The applicant shall prepare a preliminary plat, which shall include all of the property to be subdivided, properties that are adjacent and considered to be contiguous to the proposed subdivision, together with improvement plans and other supplementary material as specified.

(2) The applicant shall submit to the Plat Officer this preliminary plat accompanied with a completed application for a preliminary plat of subdivision with the appropriate filing fees.

~~(3) The application will be placed on the agenda for the next regularly scheduled meeting of the Zoning and Platting Advisory Committee (ZPAC) for review and recommendation.~~

~~(4)~~ (3) ~~At the same time, the~~ The Plat Officer and the County Engineer will collaborate with the subdivider in assembling plans for the design and construction of streets, drainage systems and other such improvements as may be required by ordinance.

~~(5)~~ (4) A copy of the application and preliminary plat shall also be submitted, by the applicant, to the plan Commission of the townships in which the proposed subdivision is located and submit to the

nearest municipality, if the corporate limits of the municipality are not more than one and one-half (1½) miles from the property lines of the proposed development.

~~(6)~~ (5) The application shall be reviewed by **ZPAC County Staff** for compliance with the regulations of this chapter and all other ordinances of the County ~~during a regularly scheduled meeting~~ within thirty (30) days of the date of the submittal of the completed application of the preliminary plat.

~~(7)~~ (6) Following ~~a recommendation by ZPAC~~ **review by County Staff**, the application shall be placed on the agenda of the next regularly scheduled meeting of the Kendall County Regional Plan Commission (KCRPC).

~~(8)~~ (7) The application shall be reviewed by KCRPC for compliance with the regulations of this chapter and all other ordinances of the County within thirty (30) days of ~~the recommendation made by ZPAC~~ **receipt of comments from County Staff**, provided that all necessary revisions and/or supplemental information requested by **ZPAC County Staff** has been supplied to the Plat Officer.

~~(9)~~ (8) KCRPC, within a reasonable time after the first discussion of the proposal, shall:

a. Recommend approval or disapproval of the proposed preliminary subdivision plat and record in the official minutes its recommendation, which may include the recommendations of the County Engineer, the County Engineering Consultant, other affected agencies and/or the Plat Officer.

b. If KCRPC finds that changes, additions or corrections are required on the preliminary plat prior to a recommendation being made by KCRPC, KCRPC shall so advise the applicant. The applicant may resubmit the preliminary plat with revisions for its consideration at the next available regular meeting of KCRPC.

~~(10)~~ (9) Upon recommended approval of the preliminary plat by KCRPC, an application for the final plat of subdivision shall be filed within one (1) year, unless otherwise extended per the provisions of this chapter per [Section 30-98](#).

~~(11)~~ (10) The following qualifications shall govern approval of the preliminary plat:

a. Approval of a preliminary plat by KCRPC is tentative only, involving merely the general acceptability of the layout as submitted. Final approval of the preliminary plat shall be granted by the County Board at the time of final plat approval. An applicant may seek approval from KCRPC of the preliminary plat simultaneously with the final plat and/or rezoning petition at the applicant's choosing.

b. KCRPC shall require such changes or revisions as are deemed necessary in the interest of the needs of the County.

c. Approval of the preliminary plat shall be effective for a maximum period of one (1) year, unless upon application of the developer, KCRPC grants an extension. The application for said extension shall not require the submittal of additional copies of the plan of subdivision.

~~(12)~~ (11) The final approval of the preliminary plat is contingent upon payment of all fees for review and approval in accordance with [Section 30-39](#).

Section 30-78 Other Plat (vacation, dedication, etc.) procedure

(e) Upon receiving the complete application and review by the PBZ (Planning, Building and Zoning) staff for compliance with the regulations of this section and all other ordinances of the County the item will be ~~placed on the agenda for the next regularly scheduled meeting of the Zoning, Platting and Advisory Committee (ZPAC) forwarded to appropriate departments~~ for review and recommendation to the Planning, Building and Zoning Committee (PBZC) of the County Board. After ~~the ZPAC meeting review by appropriate departments~~, this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board.

(f) Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the ~~ZPAC and~~ PBZC meeting containing such recommendations shall be submitted to the full County Board.

Section 30-98 Generally (Final Plats)

(d) Accompanying the copy of the application for approval of the final plat shall be ~~four (4)~~ **three (3)** copies of the final engineering plans and specifications prepared, stamped, and signed by a State-registered professional engineer. Such plans and specifications shall be prepared as specified, and shall be submitted to the Plat Officer within one (1) year after approval of the preliminary plat; otherwise such approval shall become null and void unless application for an extension of time is made to and granted by KCRPC. Such extensions will not require an additional copy of the plat. Engineering plans and specifications must comply with all County ordinances in addition to the design standards in Article IV of this chapter and the improvement standards in Article V of this chapter. Following approval of the final engineering plans, the applicant shall supply the County with a copy of the approved final version in electronic CAD format, NAD 1983 State Plane Illinois East projected coordinate system, as required by the County.

(f) The application will be ~~placed on the agenda of the next Zoning and Platting Advisory Committee (ZPAC) meeting forwarded to other appropriate departments for review and comment.~~

(g) The application shall be reviewed by **ZPAC County Staff** within thirty (30) days of the date of the complete original submission of the final plat. ~~A recommendation shall be made by ZPAC and the minutes of ZPAC meeting containing such a recommendation~~ Comments from County Staff shall be submitted to KCRPC for review and recommendation.

(h) Following ~~a recommendation by ZPAC~~ **comments from County Staff**, the application shall be placed on the agenda for the next regular meeting of KCRPC.

(i) The application shall be reviewed by KCRPC within sixty (60) days of ~~ZPAC recommendation receipt of~~ **comments from County Staff by the Plat Officer** provided any necessary revisions or supplemental information requested by ~~ZPAC~~ **County Staff** have been supplied prior to KCRPC meeting.

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(5) Receive, file and forward applications for zoning map and text amendments, special uses, variances, planned developments and other matters which under this chapter require referral to the Regional Planning Commission, the ZBA, ~~the ZPAC~~, the PBZ Committee, or the full County Board.

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(1) To receive from the Zoning Administrator copies of all applications for amendments and special use permits along with the ~~Committee report from the ZPAC and report thereon with its recommendations~~ **comments and recommendations of other appropriate departments.**

Section 36-42 (c) Amendments

(2) A copy of such application shall thereafter be forwarded to ~~the ZPAC~~ **County Staff**, the Regional Planning Commission and to the County ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

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a) An application for a special use shall be filed with the Zoning Administrator.

~~(b) A copy of such application shall be forwarded to the ZPAC for review, comment, and recommendation.~~

~~(c)~~ (b) A copy of such application ~~and the Committee report from the ZPAC~~ shall thereafter be forwarded to the Regional Planning Commission for review, comment, and recommendation.

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c. Existing streets surrounding the subject property.

d. Existing utilities, including storm drainage facilities.

e. The following shall be provided by either graphic exhibits or written statement:

1. The density of commercial uses, including maximum lot coverage and building height.

2. The off-street parking and other service facilities proposed.

3. The exception or variations to the County zoning or subdivision requirements being requested as part of the planned development application.

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a. The formal petition for a planned development shall be filed with the Zoning Administrator. The Zoning Administrator or deputies shall be responsible for distributing the complete application to the following at the appropriate time:

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~~2. 1.~~ Members of the Regional Planning Commission.

~~3. 2.~~ ZBA.

~~4. 3.~~ The County Board.

Section 36-154 (c) Preliminary Site Plan/Plat Approval

(1) The applicant shall request the preliminary plan/plat approval in addition to a petition for a zoning map amendment, by letter addressed to the PBZ or designee, ~~to be placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the proposed development.~~

(4) The petition shall be reviewed by ~~the ZPAC~~ County Staff within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The director or staff shall submit ~~minutes of the ZPAC meeting~~ applicable documents containing such recommendation ~~shall be submitted~~ to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(5) The petition shall be heard by the Regional Planning Commission within sixty (60) days of ~~the ZPAC meeting receipt of comments from County Staff~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff have~~ been supplied at least thirty (30) days in advance of the Regional Planning Commission meeting. Upon completion of their review of the preliminary plan or plat, a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the ZBA, along with any written correspondence received from any municipality or township.

Section 36-155 (c) Final Plat Approval

(4) The petition will be ~~placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and~~

~~written information as may be necessary to fully acquaint the ZPAC with the final plat for the proposed development, forwarded to other appropriate departments for review and comment.~~

(5) The petition shall be reviewed by ~~the ZPAC County Staff~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The ~~minutes of the ZPAC meeting comments of County Staff~~ containing such recommendation shall be submitted to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.

(6) The petition shall be reviewed by the Regional Planning Commission within sixty (60) days of the ~~date of the ZPAC meeting receipt of comments from County Staff by the Plat Officer~~ provided any necessary revisions or supplemental information requested by ~~ZPAC have County Staff has~~ been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the final plat, a recommendation shall be made, accompanied by such plats, exhibits and agreements as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the PBZ Committee of the County Board for review and recommendation to the County Board.

Section 36-182 (2) (d) Site Design Standards

Traffic studies may be required by the ~~ZPAC County Staff~~ or the PBZ Committee. Such traffic studies should address:

1. Projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
2. Projected traffic flow patterns, including vehicular movements at all major intersections likely to be affected by the proposed use of the site.

Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall also be provided.

Section 36-183 (b) Filing (for Site Plan Approval)

(b) *Filing.* Petitions for site plan review shall be filed in writing with the Zoning Administrator and shall be accompanied by such documents and information as the ~~ZPAC County Staff~~ or the PBZ Committee may require. Such documents and information shall include, but are not limited to, the following:

- (1) Completed petition for site plan review in a format developed by the County;

- (2) Application fee;
- (3) Generalized location map;
- (4) Plats and drawings depicting compliance with the aforementioned site design standards.

Section 36-184 Procedure (Site Plan Approval)

A written application for site plan review shall be submitted to the PBZ Department, which will schedule the item for review. Consultation with the appropriate County staff and consultants is encouraged throughout this process to ensure a minimum delay. If requested by the applicant, the County will review applications for site plan review concurrently with separate requests for rezoning or platting. The review process will include the following:

(1) ~~ZPAC, Zoning Administrator~~. One (1) copy of the complete application, along with ~~eight (8)~~ **three (3)** copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator. ~~at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.~~ Upon submittal of a complete application, the Zoning Administrator shall forward the application and other relevant material to appropriate departments for review and comment. The appropriate departments will be given fourteen (14) days from the date that the Zoning Administrator submitted documents to them to submit comments to the Zoning Administrator. If all applicable regulations have been addressed, the Zoning Administrator shall approve the site plan. If changes are required to bring the site plan into compliance, the Zoning Administrator shall inform the applicant of the required changes and give the applicant an opportunity to amend the site plan. If the applicant fails to bring the site plan into compliance with applicable regulations, the site plan application will be denied.

(2) *PBZ Committee*. Site plan decisions by ~~ZPAC~~ **the Zoning Administrator** may be appealed to the PBZ Committee.

Information was sent to the Townships on April 23, 2025. **To date, no comments have been received.**

ZPAC reviewed the proposal at their meeting on May 6, 2025. Discussion occurred regarding the process of reviewing applications, if the proposal was approved. The overall opinion was the proposal would improve efficiency for the various reviewing departments. Petition information would still be emailed. The earliest the proposal could be approved by the County Board is July 15, 2025. There could still be ZPAC meetings in June, July, and August. ZPAC recommended approval of the proposal by a vote

of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

The Kendall County Regional Planning Commission reviewed the proposal at their meeting on May 28, 2025. Discussion occurred regarding the importance of maximizing County Staff's time by having one (1) less meeting. Some of the recent ZPAC meetings have been under ten (10) minutes. The Kendall County Regional Planning Commission recommended approval of the proposal by a vote of seven (7) in favor and zero (0) in opposition with three (3) members absent. The minutes of the meeting were provided.

Member Whitfield made a motion, seconded by Member Thompson, to recommend approval of the text amendments.

The votes were as follows:

Ayes (6): Whitfield, Fox, LeCuyer, Mohr, Prodehl, and Thompson
Nays (0): None
Abstain (0): None
Absent (1): Cherry

The motion carried.

The townships will be notified of the results of the hearing.

The proposal goes to the Kendall County Planning, Building and Zoning Committee on July 7, 2025, at 6:30 p.m. at the Historic Courthouse.

The Zoning Board of Appeals completed their review of Petitions 25-06 and adjourned the public hearing at 7:07 p.m.

PUBLIC COMMENTS

Mr. Asselmeier reported that Petition 25-04 will be only Petition on the agenda for the June 30, 2025, hearing.

Chairman asked if the United City of Yorkville will annex the property involved with Petition 25-04. Mr. Asselmeier stated that the project is still being reviewed by the United City of Yorkville.

ADJOURNMENT OF THE ZONING BOARD OF APPEALS

Member LeCuyer made a motion, seconded by Member Thompson, to adjourn.

With a voice vote of six (6) ayes, the motion carried.

The Zoning Board of Appeals meeting adjourned at 7:15 p.m.

Respectfully submitted by,
Matthew H. Asselmeier
Director of Planning, Building and Zoning

Exhibits

1. Memo on Petition 25-06 Dated May 29, 2025
2. Certificate of Publication for Petition 25-06 (Not Included with Report but on file in Planning, Building and Zoning Office)

ORDINANCE NUMBER 2025-_____

**TEXT AMENDMENTS PERTAINING TO ABOLISHING THE ZONING AND PLATTING
ADVISORY COMMITTEE (ZPAC) AS A FORMAL COMMITTEE OF THE COUNTY AND
TRANSFERRING THE DUTIES OF ZPAC TO COUNTY STAFF MEMBERS**

WHEREAS, 55 ILCS 5/5-1041 grants counties the ability to adopt subdivision control ordinances; and

WHEREAS, Kendall County adopted the current Subdivision Control Ordinance by adoption of Ordinance 2011-06 on March 15, 2011; and

WHEREAS, the Kendall County Subdivision Control Ordinance is now contained in Chapter 30 of the Kendall County Code; and

WHEREAS, Section 36-42 of the Kendall County Code permits the Kendall County Board to approve text amendments to the Kendall County Zoning Ordinance and provides the procedure through which text amendments to the Kendall County Zoning Ordinance are granted; and

WHEREAS, Sections 30-37, 30-76, 30-78, 30-98, 30-135, 36-2, 36-35, 36-36, 36-42 (c), 36-112, 36-125 (c), 36-154 (c), 36-155 (c), 36-182 (2) (d), 36-183 (b), 36-184 of the Kendall County Code define the roles and responsibilities of the Zoning and Platting Advisory Committee (ZPAC); and

WHEREAS, the Kendall County Zoning Administrator, hereinafter be referred to as “Petitioner”, desires to streamline the review process of various zoning and platting applications by transferrin the duties of ZPAC to various County Staff members; and

WHEREAS, on or about April 22, 2025, the Petitioner submitted text amendments to the Kendall County Code abolishing ZPAC as a formal committee of the County and transferring the duties of ZPAC to County Staff members; and

WHEREAS, following due and proper notice by publication in the Kendall County Record on May 8, 2025, the Kendall County Zoning Board of Appeals conducted a public hearing on June 2, 2025, at 7:00 p.m., in the Historic Court House at 110 W. Madison Street in Yorkville, at which the Petitioner presented evidence, testimony, and exhibits in support of the requested text amendments and zero members of the public testified in favor or in opposition to the request; and

WHEREAS, based on the evidence, testimony, and exhibits, the Kendall County Zoning Board of Appeals has recommended approval of the text amendments on June 2, 2025; and

WHEREAS, the Kendall County Planning, Building and Zoning Committee of the Kendall County Board has reviewed the testimony presented at the aforementioned public hearing, and has forwarded to the Kendall County Board a recommendation **approval/denial/neutral** of the requested text amendments; and

WHEREAS, the Kendall County Board has considered the recommendations of the Planning, Building and Zoning Committee and the Kendall County Zoning Board of Appeals, and has determined that said petition is in conformance with the provisions and intent of the Kendall County Zoning Ordinance; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, that the Kendall County Code be amended as follows:

- I. Recitals: The recitals set forth above are incorporated as if fully set forth herein.
- II. Amended Text: The present language contained in Section 30-37 of the Kendall County Code is hereby amended to read as follows:

“Sec. 30-37. - Administration; organization.

Seven (7) ~~Eight (8)~~ offices in the County are concerned with the administration of this chapter. For the purposes of clarity these offices along with their pertinent functions are listed below:

(1) *The Plat Officer*. There is hereby created the Plat Officer who shall exercise the authority and have the responsibility provided in this chapter. The Plat Officer shall administer the provisions of this chapter and, in addition thereto, and in furtherance of said authority, shall:

- a. Maintain permanent and current records of this chapter, including amendments thereto.
- b. Receive and file all preliminary and final plats.
- c. Forward copies of the preliminary plat to other appropriate agencies for their recommendations and report.
- d. Receive and file all final plats and check their compliance with the preliminary plat.
- e. Make all other determinations required of the Plat Officer by the regulations herein.
- f. Discourage the subdividing of lands that are far in advance of the needs of the development of the County; or which, by their locations, cannot be efficiently served by public utilities, fire protection, or other community services; or which are located in areas subject to flooding, or are topographically unsuitable for development; or which, for any other reason, are being unwisely or prematurely subdivided.

(2) *Township Highway Commissioner and County Engineer*. The Township Highway Commissioner and County Engineer shall review with Plat Officer all preliminary subdivision plans and make determinations concerning street and drainage design standards and engineering specifications as stipulated herein.

(3) *Planning, Building, and Zoning Committee (PBZC)*. The Planning, Building, and Zoning Committee shall review the preliminary plat and final plat and exercise the authority and have the responsibilities provided in this chapter.

(4) *Kendall County Regional Plan Commission (KCRPC)*. The Kendall County Regional Plan Commission shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(5) *County Soil and Water Conservation District*. The County Soil and Water Conservation District shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

(6) *County Health Department.* The County Health Department shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.

~~(7) *Zoning and Platting Advisory Committee (ZPAC).* The Zoning and Platting Advisory Committee shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.~~

~~(7) (8) *Sanitary and/or water reclamation districts.*~~ Sanitary and/or water reclamation districts shall review the preliminary plat and exercise the authority and have the responsibilities provided in this chapter.”

III. Amended Text: The present language contained in Section 30-76 of the Kendall County Code is hereby amended to read as follows:

“Sec. 30-76. - Preliminary plat procedure.

The procedure for preliminary plats shall be as follows:

(1) The applicant shall prepare a preliminary plat, which shall include all of the property to be subdivided, properties that are adjacent and considered to be contiguous to the proposed subdivision, together with improvement plans and other supplementary material as specified.

(2) The applicant shall submit to the Plat Officer this preliminary plat accompanied with a completed application for a preliminary plat of subdivision with the appropriate filing fees.

~~(3) The application will be placed on the agenda for the next regularly scheduled meeting of the Zoning and Platting Advisory Committee (ZPAC) for review and recommendation.~~

~~(3) (4)~~ At the same time, the Plat Officer and the County Engineer will collaborate with the subdivider in assembling plans for the design and construction of streets, drainage systems and other such improvements as may be required by ordinance.

~~(4) (5)~~ A copy of the application and preliminary plat shall also be submitted, by the applicant, to the plan Commission of the townships in which the proposed subdivision is located and submit to the nearest municipality, if the corporate limits of the municipality are not more than one and one-half (1½) miles from the property lines of the proposed development.

~~(5) (6)~~ The application shall be reviewed by County Staff ZPAC for compliance with the regulations of this chapter and all other ordinances of the County ~~during a regularly scheduled meeting~~ within thirty (30) days of the date of the submittal of the completed application of the preliminary plat.

~~(6) (7)~~ Following review by County Staff a recommendation by ZPAC, the application shall be placed on the agenda of the next regularly scheduled meeting of the Kendall County Regional Plan Commission (KCRPC).

~~(7) (8)~~ The application shall be reviewed by KCRPC for compliance with the regulations of this chapter and all other ordinances of the County within thirty (30) days of receipt of comments from County Staff ~~the recommendation made by ZPAC~~, provided that all necessary revisions and/or supplemental information requested by County Staff ZPAC has been supplied to the Plat Officer.

(8) ~~(9)~~ KCRPC, within a reasonable time after the first discussion of the proposal, shall:
a. Recommend approval or disapproval of the proposed preliminary subdivision plat and record in the official minutes its recommendation, which may include the recommendations of the County Engineer, the County Engineering Consultant, other affected agencies and/or the Plat Officer.
b. If KCRPC finds that changes, additions or corrections are required on the preliminary plat prior to a recommendation being made by KCRPC, KCRPC shall so advise the applicant. The applicant may resubmit the preliminary plat with revisions for its consideration at the next available regular meeting of KCRPC.

~~(9) (10)~~ Upon recommended approval of the preliminary plat by KCRPC, an application for the final plat of subdivision shall be filed within one (1) year, unless otherwise extended per the provisions of this chapter per [Section 30-98](#).

~~(10) (11)~~ The following qualifications shall govern approval of the preliminary plat:
a. Approval of a preliminary plat by KCRPC is tentative only, involving merely the general acceptability of the layout as submitted. Final approval of the preliminary plat shall be granted by the County Board at the time of final plat approval. An applicant may seek approval from KCRPC of the preliminary plat simultaneously with the final plat and/or rezoning petition at the applicant's choosing.
b. KCRPC shall require such changes or revisions as are deemed necessary in the interest of the needs of the County.
c. Approval of the preliminary plat shall be effective for a maximum period of one (1) year, unless upon application of the developer, KCRPC grants an extension. The application for said extension shall not require the submittal of additional copies of the plan of subdivision.

~~(11) (12)~~ The final approval of the preliminary plat is contingent upon payment of all fees for review and approval in accordance with [Section 30-39](#)."

IV. Amended Text: The present language contained in Section 30-78 (e) of the Kendall County Code is hereby amended to read as follows:

"(e) Upon receiving the complete application and review by the PBZ (Planning, Building and Zoning) staff for compliance with the regulations of this section and all other ordinances of the County the item will be forwarded to appropriate departments ~~placed on the agenda for the next regularly scheduled meeting of the Zoning, Planning and Advisory Committee (ZPAC)~~ for review and recommendation to the Planning, Building and Zoning Committee (PBZC) of the County Board. After the review by appropriate departments, ZPAC meeting this item will be placed on the agenda for the next regularly scheduled meeting of the PBZ for review and recommendation to the full County Board."

- V. Amended Text: The present language contained in Section 30-78 (f) of the Kendall County Code is hereby amended to read as follows:

“(f) Upon completion of the review by the PBZC a recommendation shall be made and the minutes of the ~~ZPAC and~~ PBZC meeting containing such recommendations shall be submitted to the full County Board.

- VI. Amended Text: The present language contained in Section 30-98 (f) of the Kendall County Code is hereby amended to read as follows:

“(f) The application will be forwarded to other appropriate departments for review and comment.
~~placed on the agenda of the next Zoning and Platting Advisory Committee (ZPAC) meeting.~~”

- VII. Amended Text: The present language contained in Section 30-98 (g) of the Kendall County Code is hereby amended to read as follows:

“(g) The application shall be reviewed by County Staff ZPAC within thirty (30) days of the date of the complete original submission of the final plat. Comments from County Staff A recommendation shall be made by ZPAC and the minutes of ZPAC meeting containing such a recommendation shall be submitted to KCRPC for review and recommendation.”

- VIII. Amended Text: The present language contained in Section 30-98 (h) of the Kendall County Code is hereby amended to read as follows:

“(h) Following comments from County Staff a recommendation by ZPAC, the application shall be placed on the agenda for the next regular meeting of KCRPC.”

- IX. Amended Text: The present language contained in Section 30-98 (i) of the Kendall County Code is hereby amended to read as follows:

“(i) The application shall be reviewed by KCRPC within sixty (60) days of receipt of comments from County Staff by the Plat Officer, ZPAC recommendation provided any necessary revisions or supplemental information requested by County Staff ZPAC have been supplied prior to KCRPC meeting.

- X. Amended Text: The present language contained in Section 30-135 (c) of the Kendall County Code is hereby amended to read as follows:

“(c) Pedestrian crosswalks not less than ten (10) feet wide shall be required where deemed necessary by the County Staff Zoning and Platting Advisory Committee to provide for pedestrian circulation or access to schools, playgrounds, shopping centers, transportation and other community facilities.”

- XI. Amended Text: The present language regarding the definition of the Zoning and Platting Advisory Committee contained in Section 36-2 (c) of the Kendall County Code is hereby deleted:

~~“Zoning and Platting Advisory Committee (ZPAC) means an informal, strictly advisory committee and not a County Board committee comprised primarily of County staff and advisors. Membership includes, but is not limited to, representatives from the County PBZ Department, the Highway Department, the Health Department, the Sheriff’s Department, Forest Preserve District, Soil and Water Conservation District, and the County Engineer or consultants. The PBZ Chairman or designee, as needed, from the Planning, Building and Zoning (PBZ) Committee shall serve on ZPAC.”~~

- XII. Amended Text: The present language contained in Section 36-35 (b) (5) of the Kendall County Code is hereby amended to read as follows:

“(5) Receive, file and forward applications for zoning map and text amendments, special uses, variances, planned developments and other matters which under this chapter require referral to the Regional Planning Commission, the ZBA, ~~the ZPAC~~, the PBZ Committee, or the full County Board.”

- XIII. Amended Text: The present language contained in Section 36-36 (1) of the Kendall County Code is hereby amended to read as follows:

“(1) To receive from the Zoning Administrator copies of all applications for amendments and special use permits along with comments and recommendations of other appropriate departments ~~the Committee report from the ZPAC and report thereon with its recommendations.~~”

- XIV. Amended Text: The present language contained in Section 36-42 (c) (2) of the Kendall County Code is hereby amended to read as follows:

“(2) A copy of such application shall thereafter be forwarded to the County Staff ZPAC, the Regional Planning Commission and to the County ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.”

- XV. Amended Text: The present language contained in Section 36-112 of the Kendall County Code is hereby amended to read as follows:

“Sec. 36-112. - Processing.

(a) An application for a special use shall be filed with the Zoning Administrator.

~~(b) A copy of such application shall be forwarded to the ZPAC for review, comment, and recommendation.~~

~~(b) (e)~~ A copy of such application ~~and the Committee report from the ZPAC~~ shall thereafter be forwarded to the Regional Planning Commission for review, comment, and recommendation.

~~(c) (d)~~ A copy of such application and the ~~report reports~~ from the ~~ZPAC and~~ Regional Planning Commission shall thereafter be forwarded to the ZBA with a request to hold a public hearing and submit to the County Board a report of its findings and recommendations.

~~(d) (e)~~ The recommendation and findings of the ZBA shall be forwarded to the PBZ Committee of the County Board for review and recommendation prior to final action by the County Board.

XVI. Amended Text: The present language contained in Section 36-125 (c) (2) of the Kendall County Code is hereby amended to read as follows:

“(2) The applicant shall request a concept review of the planned development/special use, by letter addressed to the Secretary of the Regional Planning Commission, to be reviewed by County Staff placed on the agenda of ZPAC and the next regular meeting of the Regional Planning Commission for a preliminary discussion and concept review of the proposed planned development at such meeting, which may be continued from time to time. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the Regional Planning Commission with the proposed development, which shall include, but not necessarily be limited to, the following:

- a. A tentative sketch plan, which may be in freehand sketch form, showing the location and extent of the types of land uses proposed.
- b. The existing topography at five (5) foot contour intervals which may be taken from USGS information.
- c. Existing streets surrounding the subject property.
- d. Existing utilities, including storm drainage facilities.
- e. The following shall be provided by either graphic exhibits or written statement:
 1. The density of commercial uses, including maximum lot coverage and building height.
 2. The off-street parking and other service facilities proposed.
 3. The exception or variations to the County zoning or subdivision requirements being requested as part of the planned development application.”

XVII. Amended Text: The present language contained in Section 36-125 (c) (4) (a) of the Kendall County Code is hereby amended to read as follows:

“a. The formal petition for a planned development shall be filed with the Zoning Administrator. The Zoning Administrator or deputies shall be responsible for distributing the complete application to the following at the appropriate time:

~~1. ZPAC.~~

1 2. Members of the Regional Planning Commission.

2 3. ZBA.

3 4. The County Board.”

XVIII. Amended Text: The present language contained in Section 36-154 (c) (1) of the Kendall County Code is hereby amended to read as follows:

“(1) The applicant shall request the preliminary plan/plat approval in addition to a petition for a zoning map amendment, by letter addressed to the PBZ or designee, ~~to be placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the proposed development.~~”

XIX. Amended Text: The present language contained in Section 36-154 (c) (4) of the Kendall County Code is hereby amended to read as follows:

“(4) The petition shall be reviewed by County Staff ~~the ZPAC~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The director or staff shall submit applicable documents ~~minutes of the ZPAC meeting~~ containing such recommendation ~~shall be submitted~~ to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.”

XX. Amended Text: The present language contained in Section 36-154 (c) (5) of the Kendall County Code is hereby amended to read as follows:

“(5) The petition shall be heard by the Regional Planning Commission within sixty (60) days of receipt of comments from County Staff ~~the ZPAC meeting~~ provided any necessary revisions or supplemental information requested by County Staff ~~ZPAC~~ have been supplied at least thirty (30) days in advance the Regional Planning Commission meeting. Upon completion of their review of the preliminary plan or plat, a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the ZBA, along with any written correspondence received from any municipality or township.”

XXI. Amended Text: The present language contained in Section 36-155 (c) (4) of the Kendall County Code is hereby amended to read as follows:

“(4) The petition will be forwarded to other appropriate departments for review and comment ~~placed on the agenda of the next regular meeting of the ZPAC for a preliminary discussion of the proposed planned development. The applicant shall present such exhibits and written information as may be necessary to fully acquaint the ZPAC with the final plat for the proposed development.~~”

XXII. Amended Text: The present language contained in Section 36-155 (c) (5) of the Kendall County Code is hereby amended to read as follows:

“(5) The petition shall be reviewed by County Staff ~~the ZPAC~~ within thirty (30) days of the date of the complete original submission of the final plan, and a recommendation shall be made, accompanied by such plats, exhibits and supporting documents as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The comments of County Staff ~~minutes of the ZPAC meeting~~ containing such recommendation shall be submitted to the Regional Planning Commission for review and recommendation, along with any written correspondence received from any municipality or township.”

XXIII. Amended Text: The present language contained in Section 36-155 (c) (6) of the Kendall County Code is hereby amended to read as follows:

“(6) The petition shall be reviewed by the Regional Planning Commission within sixty (60) days of the date of the receipt of comments from County Staff by the Plat Officer ~~ZPAC meeting~~ provided any necessary revisions or supplemental information requested by County Staff ~~has ZPAC~~ have been supplied at least thirty (30) days in advance of the Regional Planning Commission meeting. Upon completion of their review of the final plat, a recommendation shall be made, accompanied by such plats, exhibits and agreements as shall have been presented by the petitioner, each identified for reference by letter or number, together with any suggested changes therein. The minutes of the Regional Planning Commission meeting containing such recommendation shall be submitted to the PBZ Committee of the County Board for review and recommendation to the County Board.”

XXIV. Amended Text: The present language contained in Section 36-182 (2) (d) of the Kendall County Code is hereby amended to read as follows:

“d. Traffic studies may be required by the County Staff ~~ZPAC~~ or the PBZ Committee. Such traffic studies should address:

1. Projected number of motor vehicle trips to enter or leave the site, estimated for daily and peak hour traffic levels;
2. Projected traffic flow patterns, including vehicular movements at all major intersections likely to be affected by the proposed use of the site.

Existing and proposed daily and peak hour traffic levels as well as road capacity levels shall also be provided.”

XXV. Amended Text: The present language contained in Section 36-183 (b) of the Kendall County Code is hereby amended to read as follows:

“(b) *Filing*. Petitions for site plan review shall be filed in writing with the Zoning Administrator and shall be accompanied by such documents and information as the County Staff ~~ZPAC~~ or the PBZ

Committee may require. Such documents and information shall include, but are not limited to, the following:

- (1) Completed petition for site plan review in a format developed by the County;
- (2) Application fee;
- (3) Generalized location map;
- (4) Plats and drawings depicting compliance with the aforementioned site design standards.”

XXVI. Amended Text: The present language contained in Section 36-184 of the Kendall County Code is hereby amended to read as follows:

“Sec. 36-184. - Procedure.

A written application for site plan review shall be submitted to the PBZ Department, which will schedule the item for review. Consultation with the appropriate County staff and consultants is encouraged throughout this process to ensure a minimum delay. If requested by the applicant, the County will review applications for site plan review concurrently with separate requests for rezoning or platting. The review process will include the following:

- (1) *Zoning Administrator ZPAC*. One (1) copy of the complete application, along with ~~three (3)~~ ~~eight (8)~~ copies of the site plan, shall be submitted by the property owner or certified agent to the Zoning Administrator. Upon submittal of a complete application, the Zoning Administrator shall forward the application and other relevant material to appropriate departments for review and comment. The appropriate departments will be given fourteen (14) days from the date that the Zoning Administrator submitted documents to them to submit comments to the Zoning Administrator. If all applicable regulations have been addressed, the Zoning Administrator shall approve the site plan. If changes are required to bring the site plan into compliance, the Zoning Administrator shall inform the applicant of the required changes and give the applicant an opportunity to amend the site plan. If the applicant fails to bring the site plan into compliance with applicable regulations, the site plan application will be denied. at least fourteen (14) days prior to the ZPAC meeting. The purpose of the ZPAC meeting will be to evaluate the completeness of the application and to provide the applicant with feedback/input on the proposed site plan. Prior to the ZPAC meeting, the Zoning Administrator shall distribute copies of the site plan to Committee members. After discussion on a proposed site plan, the ZPAC may approve, deny, or approve with modifications, or request that the applicant revise the plan and return to a future ZPAC meeting for further review.

- (2) *PBZ Committee*. Site plan decisions by the Zoning Administrator ZPAC may be appealed to the PBZ Committee.”

State of Illinois
County of Kendall

Zoning Petition
#25-06

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 19th day of August, 2025.

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman
Matt Kellogg



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Approval of Petition 25-07, Revocation of a Special Use Permit for an Agricultural Heliport at 15660 O'Brien Road
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of Petition 25-07, a Request from Brock VanAsdlen for the Voluntary Revocation of a Special Use Permit for an Agricultural Heliport Granted by Ordinance 1989-13 at 15660 O'Brien Road, Minooka, (PIN: 09-21-300-014) in Seward Township; Property is Zoned A-1 with a Special Use Permit

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

On May 9, 1989, the Kendall County Board granted a special use permit for an agricultural heliport at the subject property. Ordinance 1989-13 is attached.

Condition 1 of the special use permit stated the special use permit would terminate if the State rescinded the permit at the property.

On July 15, 2025, the Petitioner submitted a request for voluntary revocation of the special use permit. This request is attached to the draft revocation ordinance.

The draft revocation ordinance is also attached.

The subject property is zoned A-1. If the special use permit is revoked, the property will retain its A-1 zoning classification.

Staff Recommendation:

Approval

Attachments:

Ordinance 1989-13

Draft Revocation Ordinance

ORDINANCE NO.

89 - 13

ESTABLISHING CONDITIONS AND RESTRICTIONS ON A PARCEL OF LAND

WHEREAS, Thomas O'Donnell did petition the Zoning Board of Appeals of Kendall County for a public hearing in the manner required by law and the ordinances of Kendall County, Illinois for a proposed establishment of a special use as provided by the Kendall County Zoning Ordinance adopted January 16, 1940; and

WHEREAS, said Zoning Board of Appeals did thereupon publish notice of a hearing on said proposed special use as provided by the Statutes of the State of Illinois, and did then hold a public hearing on said proposed special use, A1SU for a heliport on the 21st day of April, 1989 in the Kendall County Board Room and at the conclusion of said hearing said Zoning Board of Appeals voted in favor of recommending to the County Board of Kendall County, Illinois that the petition be granted subject to conditions and restrictions; and

NOW THEREFORE, BE IT ORDAINED by the County Board of Kendall County, Illinois that the following described property be granted a special use for an Aircraft Landing Field and that the Zoning Administrator be hereby ordered and directed to issue a special use permit for the property legally described as follows:


That part of the Southwest quarter of Section 21, Township 35 North, Range 8, East of the Third Principal Meridian, described as follows: Beginning at a point on the West line of said Southwest Quarter 1566.89 feet from the Southwest corner of said Quarter, thence North along the West line of said Quarter, 340.00 feet; thence Easterly along a line forming an angle of 90 degrees, measured from South to East, from the last described line 237.00 feet; thence Southerly along a line forming an angle of 90 degrees, measured from North to West from the last described line, 237.00 feet to the point of beginning, except that part of the Southwest Quarter of Section 21,

Township 35 North, Range 8, East of the Third Principal Meridian, described as follows: Beginning at a point on the West line of said Southwest Quarter 1696.00 feet from the Southwest corner of said Quarter; thence North along the West line of said Quarter, 204.95 feet; thence Easterly along a line forming an angle of 89 degrees 33 minutes, measured from South to East, from the last described line 232.00 feet; thence Southwesterly along a line forming an angle of 83 degrees 24 minutes, measured from West to South from the last described line, 208.00 feet; thence Westerly along a line forming an angle of 96 degrees 08 minutes, measured from North to West from the last described line, 206.49 feet to the point of beginning, in the Township of Seward, in Kendall County, Illinois. Commonly known as: 15660 O'Brien Road.

BE IT FURTHER ORDAINED that the above special use permit shall be expressly made subject to the following conditions and restrictions:

1. The special use would terminate if the State rescinds the permit.
2. The special use will be limited to basing 2 helicopters and a 50 X 80 foot hanger for the use by the land owner only. No rental of the facility for storage or other use of non-owned helicopters.
3. Use is limited to Agriculture use only. Helicopters will be used only for spraying of chemicals on agricultural fields.

Passed this 9th day of May, 1989.


Chairman, County Board of
Kendall County, Illinois

ATTEST:


County Clerk

ORDINANCE NUMBER 2025-_____

**REVOKING A SPECIAL USE PERMIT FOR AN AGRICULTURAL HELIPORT GRANTED BY
ORDINANCE 1989-13 AT 15660 O'BRIEN ROAD (PIN: 09-21-300-014) IN SEWARD
TOWNSHIP**

WHEREAS, Subdivision I of Division 3 of Article II of Chapter 36 of the Kendall County Code permits the Kendall County Board to issue special use permits and place conditions on special use permits and provides the procedure through which special use permits are granted; and

WHEREAS, Section 36-115 (b) of the Kendall County Code allows a special use permit holder to request revocation of said special use by written request to the County Board; and

WHEREAS, pursuant to Section 36-115 (b) of the Kendall County Code, no public hearing is required for an owner-initiated revocation; and

WHEREAS, the property which is the subject of this Ordinance has been, at all relevant times, and remains currently located within the A-1 Agricultural District and consists of approximately 3.51 +/- acres of which a portion of the property was granted a special use permit and is identified by Parcel Identification Number 09-21-300-014, also known as 15660 O'Brien Road, in Seward Township. The legal description for the special use area is set forth in Exhibit A attached hereto and incorporated by reference, and this property shall hereinafter be referred to as "the subject property"; and

WHEREAS, the Kendall County Board granted a special use permit through Ordinance 1989-13 on the subject property on May 9, 1989, for the operation of an agricultural heliport on the subject property; and

WHEREAS, Brock VanAsdlen is the owner of record of the subject property and shall hereinafter be referred to as "The Petitioner"; and

WHEREAS, The Petitioner no longer desires the special use permit and has stated in a letter as provided in attached Exhibit "B" that they voluntarily request that Kendall County revoke the special use permit on the above-referenced property; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, as follows:

1. The Kendall County Board hereby revokes the special use permit for an agricultural heliport granted by Ordinance 1989-13 and revokes Ordinance 1989-13 in its entirety.
2. The Zoning Administrator and other appropriate County Officials are hereby authorized and directed to amend the Official Zoning Map of Kendall County to reflect the revocation of the special use permit granted by Ordinance 1989-13.

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 19th day of August, 2025.

State of Illinois
County of Kendall

Zoning Petition
#25-07

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman
Matt Kellogg

Exhibit A
That part of the Southwest quarter of Section 21, Township 35 North, Range 8, East of the Third Principal Meridian, described as follows: Beginning at a point on the West line of said Southwest Quarter 1566.89 feet from the Southwest corner of said Quarter, thence North along the West line of said Quarter, 340.00 feet; thence Easterly along a line forming an angle of 90 degrees, measured from South to East, from the last described line 237.00 feet; thence Southerly along a line forming an angle of 90 degrees, measured from North to West from the last described line, 237.00 feet to the point of beginning, except that part of the Southwest Quarter of Section 21,

V-3

Township 35 North, Range 8, East of the Third Principal Meridian, described as follows: Beginning at a point on the West line of said Southwest Quarter 1696.00 feet from the Southwest corner of said Quarter; thence North along the West line of said Quarter, 204.95 feet; thence Easterly along a line forming an angle of 89 degrees 33 minutes, measured from South to East, from the last described line 232.00 feet; thence Southwesterly along a line forming an angle of 83 degrees 24 minutes, measured from West to South from the last described line, 208.00 feet; thence Westerly along a line forming an angle of 96 degrees 08 minutes, measured from North to West from the last described line, 206.49 feet to the point of beginning, in the Township of Seward, in Kendall County, Illinois. Commonly known as: 15660 O'Brien Road.


July 10, 2025

Kendall County
Planning, Building and Zoning
Attn: Matthew H. Asselmeier
807 West John Street
Yorkville, IL 60560-9249
Phone: 630-553-4139 Fax: 630.553.4179

I, Brock Vanasden, am the owner of the parcel 09-21-300-014.

On May 9, 1989, the property was granted a special use (Ordinance 89-13). The special use granted in 1989 was granted for the operation of a private agricultural heliport, specifically for the storage of two helicopters.

Pursuant to Section 36-115 (b) of the Kendall County Code, I hereby voluntarily request that Kendall County revoke my special use on the above-referenced property. By signing below, I acknowledge that no public hearing shall be conducted for revocation of the special use. I understand that the requested revocation shall not become effective unless and until approved by a majority vote of the Kendall County Board. By signing below, I hereby waive my right to a public hearing and formally request the above-referenced special use be removed from my property.


(Signature)

7-15-25
(Date)

Brock VanAsden
(Printed Name)

Attest: 

Notary Public





Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning

Meeting Date: 8/14/2025

Subject: Approval of Petition 25-11, Revocation of a Special Use Permit for a Private Landing Strip at 16355 Millhurst Road

Prepared by: Matthew H. Asselmeier, AICP, CFM

Department: Planning, Building and Zoning

Action Requested:

Approval of Petition 25-11, a Request from Nancy Updike for the Voluntary Revocation of a Special Use Permit for a Private Landing Strip Granted by Ordinance 1981-06 at 16355 Millhurst Road, Plano, (PIN: 04-05-100-002) in Fox Township; Property is Zoned A-1 with a Special Use Permit

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

On July 14, 1981, the Kendall County Board granted a special use permit for a private landing strip at the subject property. Ordinance 1981-06 is attached.

On July 24, 2025, the Petitioner submitted a request for voluntary revocation of the special use permit. This request is included with the draft revocation ordinance.

The draft revocation ordinance is also attached.

The subject property is zoned A-1. If the special use permit is revoked, the property will retain its A-1 zoning classification.

Staff Recommendation:

Approval

Attachments:

Ordinance 1989-13

Draft Revocation Ordinance

A-1 SU

81-6
ORDINANCE

Pt 04-05-100 002

AMENDING KENDALL COUNTY ZONING ORDINANCE AS AMENDED

81-10

WHEREAS, Wiley Updike did petition the Zoning Board of Appeals of Kendall County for a public hearing in the manner required by law and the ordinance of Kendall County, Illinois for a proposed amendment to the Kendall County Zoning Ordinance adopted January 16, 1940; and

WHEREAS, said Zoning Board of Appeals did thereupon publish notice of a hearing on said proposed amendment to said Zoning Ordinance as provided by the Statutes of the State of Illinois, and did then hold a public hearing on said proposed amendment on the 7th day of July, 1981, A.D., on the site described in the petition and at the conclusion of said hearing said Zoning Board of Appeals voted in favor of recommending to the County Board of Kendall County, Illinois that the petition be granted and the zoning maps and ordinance be amended in the manner required by law; and

NOW THEREFORE, BE IT ORDAINED by the County Board of Kendall County, Illinois that the following described property be and it is hereby rezoned from A1, Agriculture District to A1, Agriculture District Special Use for private landing strip and that the County Clerk be and she is hereby ordered and directed to change the zoning map, to show the change in zoning classification:


A strip of land 1,800 feet east and west and 134 feet north and south in the north half of Section 5, Township 36 North, Range 6 east of the Third Principal Meridian, in the Township of Fox, County of Kendall, State of Illinois, more particularly described as follows: Commencing at the Southwest corner of the Northwest quarter of said Section 5; thence North on the Section line, 277 feet; thence East parallel with the center line of said Section 5, 1,598 feet for a place of beginning; thence continuing East parallel to said centerline, 1,800 feet; 134 feet; thence West parallel to the center line of said Section 5, 1,800 feet; thence South parallel to the West line of Section 5, 134 feet to the point of beginning.

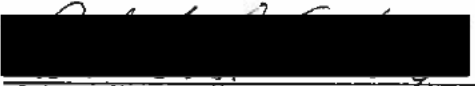
BE IT FURTHER ORDAINED that the above special use classification shall be expressly made subject to the following conditions:

1. A building permit would be obtained for the housing of one plane.
2. The aircraft strip would be limited to 150 feet wide by 1800 feet long. The take off and landing would be east-west.
3. There would be no stunt flying or parachuting near the aircraft strip.
4. There would be no more than 2 planes based on the property.
5. There will be no commercial use of the landing strip.

Passed this 14th day of July, 1981.

ATTEST:


Jean Brady, County Clerk


Robert Cherry, Chairman County Board of
Kendall County, Illinois

mh

ORDINANCE NUMBER 2025-_____

**REVOKING A SPECIAL USE PERMIT FOR A PRIVATE LANDING STRIP GRANTED BY
ORDINANCE 1981-06 AT 16355 MILLHURST ROAD (PIN: 04-05-100-002) IN FOX
TOWNSHIP**

WHEREAS, Subdivision I of Division 3 of Article II of Chapter 36 of the Kendall County Code permits the Kendall County Board to issue special use permits and place conditions on special use permits and provides the procedure through which special use permits are granted; and

WHEREAS, Section 36-115 (b) of the Kendall County Code allows a special use permit holder to request revocation of said special use by written request to the County Board; and

WHEREAS, pursuant to Section 36-115 (b) of the Kendall County Code, no public hearing is required for an owner-initiated revocation; and

WHEREAS, the property which is the subject of this Ordinance has been, at all relevant times, and remains currently located within the A-1 Agricultural District and consists of approximately 244 +/- acres of which a portion of the property was granted a special use permit and is identified by Parcel Identification Number 04-05-100-002, also known as 16355 Millhurst Road, in Fox Township. The legal description for the special use area is set forth in Exhibit A attached hereto and incorporated by reference, and this property shall hereinafter be referred to as “the subject property”; and

WHEREAS, the Kendall County Board granted a special use permit through Ordinance 1981-06 on the subject property on July 14, 1981, for the operation of a private landing strip; and

WHEREAS, Nancy Updike is an owner of record of the subject property and shall hereinafter be referred to as “The Petitioner”; and

WHEREAS, The Petitioner no longer desires the special use permit and has stated in a letter as provided in attached Exhibit “B” that they voluntarily request that Kendall County revoke the special use permit on the above-referenced property; and

NOW, THEREFORE, BE IT ORDAINED, BY THE COUNTY BOARD OF KENDALL COUNTY, ILLINOIS, as follows:

1. The Kendall County Board hereby revokes the special use permit for a private landing strip granted by Ordinance 1981-06 and revokes Ordinance 1981-06 in its entirety.
2. The Zoning Administrator and other appropriate County Officials are hereby authorized and directed to amend the Official Zoning Map of Kendall County to reflect the revocation of the special use permit granted by Ordinance 1981-06.

IN WITNESS OF, this ordinance has been enacted by a majority vote of the Kendall County Board and is effective this 19th day of August, 2025.

State of Illinois
County of Kendall

Zoning Petition
#25-11

Attest:

Kendall County Clerk
Debbie Gillette

Kendall County Board Chairman
Matt Kellogg

Exhibit A Legal Description

A strip of land 1,800 feet east and west and 134 feet north and south in the north half of Section 5, Township 36 North, Range 6 east of the Third Principal Meridian, in the Township of Fox, County of Kendall, State of Illinois, more particularly described as follows: Commencing at the Southwest corner of the Northwest quarter of said Section 5; thence North on the Section line, 277 feet; thence East parallel with the center line of said Section 5, 1,598 feet for a place of beginning; thence continuing East parallel to said centerline, 1,800 feet; 134 feet; thence West parallel to the center line of said Section 5, 1,800 feet; thence South parallel to the West line of Section 5, 134 feet to the point of beginning.

July 10, 2025

Kendall County
Planning, Building and Zoning
Attn: Matthew H. Asselmeier
807 West John Street
Yorkville, IL 60560-9249
Phone: 630-553-4139 Fax: 630.553.4179

I, Wiley and Nancy Updike Trust, am the owner of the parcel 04-05-100-002.

On July 14, 1981, the property was granted a special use (Ordinance 81-06). The special use granted in 1981 was granted for the operation of a restricted landing strip, specifically for the housing of one plane.

Pursuant to Section 36-115 (b) of the Kendall County Code, I hereby voluntarily request that Kendall County revoke my special use on the above-referenced property. By signing below, I acknowledge that no public hearing shall be conducted for revocation of the special use. I understand that the requested revocation shall not become effective unless and until approved by a majority vote of the Kendall County Board. By signing below, I hereby waive my right to a public hearing and formally request the above-referenced special use be removed from my property.


(Signature)

7-15-25
(Date)

Nancy Updike
(Printed Name)

Attest: 
Notary Public





Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Approval of Community Benefit Agreement Regarding the Solar Project Between 9417 and 9221 Corneils Road
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of a Community Benefit Agreement Between USA Energy Independence 1, LLC and the County of Kendall, Illinois

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

This proposal requires the developer of the solar project between 9417 and 9221 Corneils Road to pay the County to offset the loss of property tax revenue caused by the development of a solar farm instead of other uses on the subject property.

The developer shall pay the County Fifteen Thousand Dollars (\$15,000), the equivalent of approximately Three Thousand Dollars (\$3,000) per megawatt, annually. The payment shall increase five percent (5%) every five (5) years.

The first payment is due within thirty (30) days after the project achieves commercial operation and subsequent payments are due by the anniversary of the first payment or on a mutual agreed date.

This proposal has the same terms as the Community Benefit Agreement for the solar project in the 10000 Block of Ament Road.

Staff Recommendation:

Approval

Attachments:

Proposed Agreement

COMMUNITY BENEFITS AGREEMENT

THIS COMMUNITY BENEFITS AGREEMENT ("**Agreement**") is made this 24 day of June, 2025, between USA Energy Independence 1, LLC, a Minnesota limited liability company (the "**Developer**") and the County of Kendall, Illinois, an Illinois body politic (the "**County**") (individually Developer and the County are each a "**Party**" and collectively are the "**Parties**").

WHEREAS, Developer proposes to construct, own and operate a solar farm at parcel 02-09-400-007 and known as the Bristol Solar Development a commercial solar energy project (the "**Project**") in the County of Kendall, Illinois and Developer has applied to the County for a special use permit for the Project;

WHEREAS, the Project will include a solar photovoltaic system and other ancillary Project improvements to be installed in the County;

WHEREAS, Developer desires to participate in and contribute to the well-being of the community;

WHEREAS, by this Agreement, Developer shall provide certain economic benefits to the County in addition to those substantial economic benefits the Project will already provide to the County and its citizens;

WHEREAS, Developer and County agree that this Agreement will provide substantial benefits to the County and its citizens, and will serve to offset any possible increased demand upon County services resulting from the operation of the Project; and

NOW THEREFORE, in consideration of the promises made herein and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

1. The recitals are adopted and incorporated as material terms of this Agreement.

2. On an annual basis during the commercial operation of the Project, Developer shall contribute the amount of Fifteen Thousand Dollars (\$15,000) to the County (the "**Contribution**"), which is approximately \$3,000 per megawatt AC of the Project. "Commercial operation" shall mean the selling of electricity to a third-party purchaser on a commercial basis (excluding the sale of test energy). The first Contribution shall be made within thirty (30) days after the Project achieves commercial operation. Subsequent Contributions shall be made on the yearly anniversary of the first annual payment, or on such other calendar date as the Parties may agree. The Contribution shall increase by 5% every five (5) years.

3. If the County does not approve the special use permit application for the Project, and/or if Developer elects not to build the Project, then this Agreement shall become null and void, and neither Party shall have any obligations hereunder. This

Agreement does not constitute any promise or representation on behalf of the County that the County will approve the special use permit application for the Project.

4. Upon termination of the commercial operation of the Project, the Contribution shall cease and this Agreement shall terminate. Developer shall pay the full annual Contribution for any calendar year during which the Project conducts commercial operations.

5. This Agreement shall inure to the benefit of and be binding upon the respective heirs, executors, administrators, assigns and successors of each Party. At the time of any assignment by Developer, Developer shall provide written notice to the County of the name, address, entity type and state of incorporation of the assignee, and the name and address of the assignee's registered agent in the State of Illinois. In the event Developer assigns this Agreement, Developer shall remain obligated, as a principal and not a guarantor, to the County with respect to all of Developer's obligations, duties, liabilities, and commitments under this Agreement, including the obligation to make annual Contribution payments, unless and until the assignee agrees to assume all of the Developer's obligations, duties, liabilities, and commitments under this Agreement and the County consents to that assumption by the assignee.

6. This Agreement may be executed in one or more counterparts, each of which so executed shall be deemed to be an original and such counterparts together shall constitute one and the same instrument.

7. Any written communication will be deemed to have been given or made on the day on which it was delivered if it is received before 5:00 p.m. on the day in question or, if such day is not a business day or if such written communication is received after 5:00 p.m., then delivery will be deemed to have occurred on the next following business day. Either Party may from time to time change its address for service hereunder by notice to the other Party. Any notice, request, demand or other instrument which may be required or permitted to be delivered, given or served upon either Party will be sufficiently delivered, given or served upon the Party in question, if in writing, and if either delivered by hand or if sent by certified mail (return receipt requested), courier or nationally recognized overnight delivery service mailed, in each case addressed as referenced below:

(A) In the case of County to:

County of Kendall
502 S Main Street
Yorkville IL 60560
Attn: County Clerk

(B) In the case of Developer to:

Enterprise Energy LLC
Attn: Daniel Gorman
2925 Dean Parkway Ste 300

Minneapolis, MN 55416

8. Each Party acknowledges having obtained its own independent legal advice with respect to this Agreement and the transactions contemplated hereby to the fullest extent deemed necessary by each Party prior to its execution and delivery. There will be no presumption that any ambiguity in this Agreement and any documents contemplated hereby be resolved in favor of either of the Parties. The execution, delivery and performance by the Parties of this Agreement has been duly authorized by all necessary action and there are no approvals, authorizations, consents, or other action necessary to authorize either Party's execution and delivery of this Agreement.

9. This Agreement shall be governed by and be construed in accordance with the laws of the State of Illinois. Any dispute arising from this Agreement shall be adjudicated by the Circuit Court of Kendall County, Illinois.

IN WITNESS WHEREOF, this Agreement is executed effective as of the day and year first above written.

USA ENERGY INDEPENDENCE 1, LLC
a Minnesota limited liability company

COUNTY OF KENDALL, ILLINOIS,
an Illinois body politic

By: **Enterprise Energy, LLC**
Its sole member and manager

By: 

By: _____

Name: ERIC PASI

Name: _____

Title: CEO

Title: _____



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Updated Application Calendars
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of Updated Zoning Application Calendars for 2025

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

With the pending passage of text amendments abolishing ZPAC (Petition 25-06), the application calendars for preliminary plats, final plats, RPD concept plans, RPD preliminary plats, RPD final plats, other plats, text amendments, map amendments, special use permits, and major amendments to special use permits needed to be amended to reflect the removal of ZPAC as a formal meeting. The application calendar for site plans was abolished because ZPAC was the only committee that met to review the applications.

Staff Recommendation:

Approval

Attachments:

Preliminary Plat Calendar

Final Plat Calendar

Other Plat Calendar

Text Amendment, Map Amendment, Special Use Permit, and RPD Calendar

KENDALL COUNTY TIMETABLE 2025
for Preliminary Plats

Application Deadline	Kendall County Regional Plan Commission PUBLICATIONS**		Deadline to submit proof of publication to PBZ Dept. ***	KCRPC
By 4:30 p.m.	BEGIN	END		(7:00 P.M.)
12/24/24	12/23/24	01/07/25	01/15/25	01/22/25
01/21/25	01/27/25	02/11/25	02/19/25	02/26/25
02/18/25	02/24/25	03/11/25	03/19/25	03/26/25
03/18/25	03/31/25	04/08/25	04/16/25	04/23/25
04/22/25	04/28/25	05/13/25	05/21/25	05/28/25
05/20/25	05/26/25	06/10/25	06/18/25	06/25/25
06/17/25	06/23/25	07/08/25	07/16/25	07/23/25
07/25/25	07/28/25	08/12/25	08/20/25	08/27/25
08/22/25	08/25/25	09/09/25	09/17/25	09/24/25
09/19/25	09/22/25	10/07/25	10/15/25	10/22/25
11/07/25	11/10/25	11/25/25	12/03/25	12/10/25

TIMELINE IS SUBJECT TO CHANGE-REVIEW BY TOWNSHIPS, MUNICIPALITIES AND ADVISORY BOARDS COULD DELAY THE ADOPTION PROCESS

**** Petitioners must adhere to KCRPC publication timeframe as listed. All notifications must be given to property owners and published in the newspaper no earlier than the "begin" date listed and no later than the "end" date listed for the appropriate KCRPC hearing. Notices submitted to the paper for publication must also include the legal description of the property that is the subject of the hearing. The "Kendall County Record" and "Beacon News" are the preferred papers for publication of notices. The "Beacon News" is published daily. The Kendall County Record is a weekly publication issued each Thursday. Please check with each publication regarding publication deadlines. Notice sent to the "Record" for publication must be submitted no later than 5:00 PM on the Friday before the week in which the notice must be published to be included in the Thursday printing. For further information regarding the cost and deadlines related to each paper, contact the "Kendall County Record" at (630) 553-7034 (publicnotice@kendallcountynow.com) or the "Beacon News" (suburban.legal@tribpub.com)**

***** Proof of notification must be submitted to the Planning, Building & Zoning Department prior to the KCRPC hearing. The deadline is specified above.**

KENDALL COUNTY TIMETABLE 2025 FOR FINAL PLATS

Note: All documentation requirements are due to PBZ no later than the publication deadline

Application Deadline	Kendall County Regional Plan Commission PUBLICATION		Deadline to submit proof of publication to PBZ Dept.**	KCRPC	PBZ	CB
By 4:30 p.m.	BEGIN	END		(7:00 P.M.)	(6:30 P.M.)	(9:00 A.M.)
11/08/24	11/11/24	11/26/24	12/04/24	12/11/24	01/13/25	01/21/25
12/24/24	12/23/24	01/07/25	01/15/25	01/22/25	02/10/25	02/18/25
01/21/25	01/27/25	02/11/25	02/19/25	02/26/25	03/10/25	03/18/25
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09/19/25	09/22/25	10/07/25	10/15/25	10/22/25	11/10/25	11/18/25
11/07/25	11/10/25	11/25/25	12/03/25	12/10/25	01/12/26	01/20/26

LINE IS SUBJECT TO CHANGE-REVIEW BY TOWNSHIPS, MUNICIPALITIES AND ADVISORY BOARDS COULD DELAY THE ADOPTION PROC

**** Petitioners must adhere to KCRPC publication timeframe as listed. All notifications must be given to property owners and published in the newspaper no earlier than the "begin" date listed and no later than the "end" date listed for the appropriate KCRPC meeting. Notices submitted to the paper for publication must also include the legal description of the property that is the subject of the hearing. The "Kendall County Record" and "Beacon News" are the preferred papers for publication of notices. The "Beacon News" is published daily. The Kendall County Record is a weekly publication issued each Thursday. Please check with each publication regarding publication deadlines. Notice sent to the "Record" for publication must be submitted no later than 5:00 PM on the Friday before the week in which the notice must be published to be included in the Thursday printing. For further information regarding the cost and deadlines related to each paper, contact the "Kendall County Record" at (630) 553-7034 (publicnotice@kendallcountynow.com) or the "Beacon News"**

KENDALL COUNTY TIMETABLE 2025
for OTHER PLATS (VACATION, DEDICATION, ETC.)

Application Deadline	PBZ	CB
By 4:30 p.m.	(6:30 P.M.)	(9:00 A.M.)
12/24/24	01/13/25	01/21/25
01/21/25	02/10/25	02/18/25
02/18/25	03/10/25	03/18/25
03/18/25	04/07/25	04/15/25
04/22/25	05/12/25	05/20/25
05/20/25	06/09/25	06/17/25
06/17/25	07/07/25	07/15/25
07/22/25	08/11/25	08/19/25
08/19/25	09/08/25	09/16/25
09/23/25	10/13/25	10/21/25
10/21/25	11/10/25	11/18/25
11/18/25	12/08/25	12/16/25

KENDALL COUNTY TIMETABLE 2025

for TEXT AMENDMENTS, MAP AMENDMENTS, RPD's (Residential Planned Developments), NON-RESIDENTIAL PUDS, SPECIAL USES AND MAJOR AMENDMENTS TO A SPECIAL USE

Application Deadline	COMBINED KCRPC & ZBA PUBLICATIONS**		Deadline to submit proof of publication to PBZ Dept.***	KCRPC	ZBA	PBZ	CB
By 4:30 p.m.	<i>BEGIN</i>	<i>END</i>		(7:00 P.M.)	(7:00 P.M.)	(6:30 P.M.)	(9:00 A.M.)
10/22/24	11/16/24	12/01/24	12/04/24	12/11/24	12/16/24	01/13/25	01/21/25
11/15/24	11/16/24	12/01/24	12/04/24	12/11/24	12/16/24	01/13/25	01/21/25
12/24/24	12/28/24	01/12/25	01/15/25	01/22/25	01/27/25	02/10/25	02/18/25
01/21/25	02/01/25	02/16/25	02/19/25	02/26/25	03/03/25	03/10/25	03/18/25
02/18/25	03/01/25	03/16/25	03/19/25	03/26/25	03/31/25	04/07/25	04/15/25
03/18/25	03/29/25	04/13/25	04/16/25	04/23/25	04/28/25	05/12/25	05/20/25
04/22/25	05/03/25	05/18/25	05/21/25	05/28/25	06/02/25	06/09/25	06/17/25
05/20/25	05/31/25	06/15/25	06/18/25	06/25/25	06/30/25	07/07/25	07/15/25
06/17/25	06/28/25	07/13/25	07/16/25	07/23/25	07/28/25	08/11/25	08/19/25
08/01/25	08/03/25	08/18/25	08/20/25	08/27/25	09/02/25	09/08/25	09/16/25
08/29/25	08/30/25	09/14/25	09/17/25	09/24/25	09/29/25	10/14/25	10/21/25
09/26/25	09/27/25	10/12/25	10/15/25	10/22/25	10/27/25	11/10/25	11/18/25
11/14/25	11/15/25	11/30/25	12/03/25	12/10/25	12/15/25	01/12/26	01/20/26

LINE IS SUBJECT TO CHANGE-REVIEW BY TOWNSHIPS, MUNICIPALITIES AND ADVISORY BOARDS COULD DELAY THE ADOPTION PROC

**** Petitioners must adhere to KCRPC & ZBA publication timeframe as listed. All notifications must be given to property owners and published in the newspaper no earlier than the "begin" date listed and no later than the "end" date listed for the appropriate KCRPC & ZBA meeting. Notices submitted to the paper for publication must also include the legal description of the property that is the subject of the hearing. The "Kendall County Record" and "Beacon News" are the preferred papers for publication of notices. The "Beacon News" is published daily. The Kendall County Record is a weekly publication issued each Thursday. Please check with each publication regarding publication deadlines. For further information regarding the cost and deadlines related to each paper, contact the "Kendall County Record" at (630) 553-7034 (publicnotice@kendallcountynow.com) or the "Beacon News" (suburban.legal@tribpub.com)**

***** Proof of notification must be submitted to the Planning, Building & Zoning Department prior to the KCRPC meeting. The deadline is specified above.**



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Agreement with Teska Associates, Inc. for Planning Services
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of an Agreement with Teska Associates, Inc. for Planning Services for a Period of One Year at a Cost Not to Exceed \$175 Per Hour; Related Invoices to be Paid from the Planning, Building and Zoning Department's Consultant Line Item (11001902-63630)

Previous Board/Committee Review:

N/A

Fiscal impact:

Maximum \$175 Per Hour

Background and Discussion:

Teska Associates, Inc. has been Kendall County's Planning Consultant for the last twenty plus (20+) years. They served the County when the Senior Planner/Director position was vacant and/or in a backup capacity.

The attached proposed contract would continue this practice for the next year. Teska Associates, Inc. would answer general zoning questions and provide staff for various committees in the absence of the Planning, Building and Zoning Director. The contract would be valid for one (1) year. Teska Associates, Inc. would bill the County on a bi-weekly basis when services are rendered.

The changes from the 2024-2025 contract are as follows:

1. In the first paragraph, the County's address is updated to 807 W. John Street.
2. In Item C, the pay rate for an Associate increased from One Hundred Fifteen Dollars (\$115) per hour to One Hundred Twenty Dollars (\$120) per hour.
3. In Attachment A, ZPAC is removed from the list of meetings in Number 2.

This proposal is different and separate than the contract that the County has with Teska Associates, Inc. to update the County's Comprehensive Plan.

As noted in Item B, Mike Hoffman is the assigned Staff member from Teska Associates, Inc. If Mike is unavailable, the contract would need to be amended.

Staff Recommendation:

Approval

Attachments:

Proposed Contract

AGREEMENT BETWEEN
KENDALL COUNTY
AND
TESKA ASSOCIATES, INC.

This AGREEMENT made and entered into this _____ day of September, 2025 by and between Kendall County, Illinois with offices at 807 W. John Street, Yorkville, IL 60560-9249, hereinafter referred to as the "CLIENT" and Teska Associates, Inc., an Illinois Corporation with offices at 627 Grove Street, Evanston, Illinois 60201 and 24103 West Lockport Street, Unit 107, Plainfield, IL 60544, hereinafter referred to as the "CONSULTANT".

WITNESSETH:

WHEREAS the CLIENT desires to engage the services of the CONSULTANT to provide **Planning and Zoning Support/Consulting** for Kendall County, hereinafter referred to as the "PROGRAM", and the CONSULTANT has signified its willingness to furnish professional and technical services to the CLIENT:

NOW THEREFORE, the parties hereto do mutually agree as follows:

A. Scope of Consultant's Services

The CONSULTANT agrees to commence work upon execution of this AGREEMENT, and to perform those services outlined in Attachment "A", a copy of which is attached hereto and incorporated in this Agreement, utilizing the degree of skill and care exercised by practicing professionals performing similar services under similar conditions. CONSULTANT makes no other representations and no warranties of any kind, whether express or implied, with respect to its services rendered hereunder.

B. Services to be provided by the CLIENT

If any information, data, reports, records, and maps are existing and available and are useful for carrying out the work on this PROJECT, the CLIENT shall promptly furnish this material to the CONSULTANT. CONSULTANT shall be entitled to rely upon the accuracy and completeness of all information provided by the CLIENT and the CLIENT shall obtain any information reasonably necessary for the CONSULTANT to perform its work under this Agreement. The CLIENT will be responsible for the organization and conduct of all meetings necessary to carry out the services described in Attachment "A". The CLIENT designates **the Kendall County Administrator** or his/her appointee to act as its representatives with respect to the work to be performed under this Agreement, and such persons shall have authority to transmit instructions, receive information, interpret and define the CLIENT's policies and provide decisions in a timely manner pertinent to the work covered by this Agreement until the CONSULTANT has been advised in writing by the CLIENT that such authority has been revoked. The CONSULTANT shall assign Mike Hoffman as Principal-in-Charge with respect to the work to be performed under this agreement.

C. Compensation

The CONSULTANT shall be compensated for services based on hourly billing rates for professional and technical staff time devoted to the PROJECT, plus reimbursement for directly related expenses. The Consultant will not charge for travel to Kendall County. The billing rates for professional staff are:

Staff Member	Hourly Rate
Mike Hoffman, AICP, Principal, V.P.	\$165
Other Principal	\$135 to \$175
Associate	\$120

An accurate accounting of the hours and expenses incurred on the assignment shall be kept by the CONSULTANT and the CLIENT will be invoiced accordingly. Separate accounts can be set-up for individual projects to allow the County to seek reimbursement from developers as appropriate. Invoicing will be done bi-weekly when services are rendered.

D. Method of Payment

Method of payment shall be as follows: The CONSULTANT shall submit applicable invoices for costs incurred on the PROJECT during the billing period. Invoices are subject to the requirements of the Prompt Payment Act of the State of Illinois. To the extent permitted by applicable law, the CLIENT agrees to pay all costs and disbursements, including reasonable attorney's fees, incurred by the CONSULTANT in legal proceedings to collect for invoices which are delinquent and payable. No interest or collection costs shall be included.

If the CLIENT fails to make any payment due the CONSULTANT within sixty (60) days from receipt of the invoice, the consultant may, after giving seven days' written notice to the CLIENT, suspend services under this AGREEMENT until it has been paid in full all amounts due.

E. Time of Performance

Work shall proceed in a timely manner according to mutually acceptable scheduling adopted between the CLIENT and CONSULTANT. The services of the CONSULTANT will begin upon delivery to the CONSULTANT of an executed copy of this Agreement and shall continue for one (1) year from the date of this agreement.

F. Excusable Delays

The CONSULTANT shall not be in default by reason of any failure in performance of this Agreement in accordance with its terms (including any failure by the CONSULTANT to make progress in the prosecution of the work hereunder which endangers such performance) if such failure arises out of causes beyond the reasonable control and without the fault or negligence of the CONSULTANT. Such causes may include, but are not restricted or limited to, acts of God, or of the public enemy, acts of the government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, illness, accidents, and unusually severe weather, but in every case the failure to perform must be beyond the control and without the fault or negligence of the CONSULTANT.

G. Termination

The CLIENT and the CONSULTANT shall have the right to terminate the Agreement by written notice delivered to the other party at least thirty (30) days prior to the specified effective date of such termination. In such event, all finished and unfinished documents prepared by the CONSULTANT under the Agreement shall become the property of the CLIENT upon payment of all invoices properly submitted and due the CONSULTANT under the terms of the Agreement. CLIENT acknowledges that incomplete documents are not represented as suitable for any use or purpose, and further agrees to defend, indemnify, and hold the CONSULTANT harmless from and against all claims, costs, suits, damages, liabilities, and expenses, including reasonable attorneys' fees, arising from or relating to any use, reuse, or modification of any CONSULTANT-authored documents that occurs without the CONSULTANT'S consent and professional involvement. This includes any subsequent use or completion of any incomplete documents.

H. Dispute Resolution

The parties agree that all claims, disputes, or other matters in question that arise out of or relate to this AGREEMENT or the breach thereof shall be submitted to non-binding mediation as a condition precedent to the institution of legal proceedings. If mediation fails to resolve the matter, either party may initiate litigation in a court of competent jurisdiction in the State of Illinois.

I. Conflict of Interest

The CONSULTANT certifies that to the best of his knowledge, no CLIENT's employee or agent interested in the Agreement has any pecuniary interest in the business of the CONSULTANT or the Agreement, and that no person associated with the CONSULTANT has any interest that would conflict in any manner or degree with the performance of the Agreement.

J. Changes

The CLIENT may, from time to time, require or request changes in the scope or deadline of services of the CONSULTANT to be performed hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT, shall be incorporated in written amendments to this Agreement.

K. Hold Harmless

The CLIENT shall hold the CONSULTANT harmless, protect and defend the CONSULTANT against any claims brought by third parties in connection with the implementation of any recommendations made or services rendered by the CONSULTANT in accordance with the Agreement that are not the result of the CONSULTANT'S negligence.

To the fullest extent permitted by law, the total liability in the aggregate, of the CONSULTANT to the CLIENT or anyone claiming by, through, or under the CLIENT, whether arising in tort, breach of contract, or by virtue of any other cause of action or legal theory, shall be limited to the coverage and limits of the insurance required of CONSULTANT by this Agreement.

The CONSULTANT shall indemnify and hold the CLIENT harmless from and against damages, costs, liabilities, and expenses, to the extent caused by the CONSULTANT'S negligence in the performance of its services under this Agreement.

L. Insurance

The CONSULTANT shall maintain and keep in force during the term of this Agreement Commercial General Liability and Automobile Liability coverage in the following minimum amounts:

Commercial General Liability

General Aggregate Limit	\$3,000,000
Product-Completed Operation	\$1,000,000
Each Occurrence Limit	\$1,000,000
Personal and Advertising Injury Limit	\$1,000,000
Medical expense Limit	\$10,000
Auto - Combined Single Limits (each Accident)	\$1,000,000
Excess/Umbrella Liability	\$1,000,000
Workers Compensation (statutory limits)	\$500,000

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have executed this Agreement on the date and year first above written.

CONSULTANT:
TESKA ASSOCIATES, INC.

CLIENT:
KENDALL COUNTY



BY: _____
Michael E. Hoffman
Vice President

BY: _____

Date: _____

ATTACHMENT A

SCOPE OF SERVICES

The Study Area

For the purposes of this Agreement, the study area is defined Kendall County, Illinois.

1. County Planning and Zoning Consultation

The CONSULTANT will assist the CLIENT with planning and zoning services as needed. This effort may include review of development applications and zoning related requests and meeting or responding via telephone or e-mail with developers, residents, and County staff/consultants as appropriate, and preparation of staff reports. All services will be at the request of the CLIENT.

2. Meetings

During the period of the Agreement, the CONSULTANT may, at the request of the CLIENT, attend regular or special meetings of the Kendall County Regional Planning Commission (KCRPC), the Historic Preservation Commission (HPC), the Comprehensive Land Plan and Ordinance Committee (CLPOC), the Zoning Board of Appeals (ZBA), and the Planning, Building and Zoning Committee (PBZ).. The CONSULTANT will also be available for County Board or other meetings as requested by the CLIENT to provide planning or landscape architectural advice.

3. Special Assignments

As required, the CONSULTANT will provide professional and technical assistance on special assignments related to such subjects as: intergovernmental relations, code enforcement and amendment, capital improvements, economic development, public meetings, litigation, and other topics as requested by the CLIENT during the period of this Agreement.



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Renew the Special Use Permit for Swimming Lessons at 15331 Burr Oak Road, Plano
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Approval of a Request from Michael Isadore to Renew a Special Use Permit for Swimming Lessons Granted by Ordinance 1982-02 at 15331 Burr Oak Road, Plano

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

On May 11, 1982, the County Board approved Ordinance 82-2 which granted a special use permit for swimming lessons at 15331 Burr Oak Road. Condition 1 required that the special use permit be renewed annually.

On July 1, 2025, the property owner, Michael Isadore, submitted a request to renew the special use permit.

On July 29, 2025, Staff emailed the Health Department and Sheriff's Department asking they had any objections to this renewal. To date, no objections have been received.

Staff Recommendation:

Approval

Attachments:

July 1, 2025, Email from Michael Isadore
Ordinance 82-2

Matt Asselmeier

From: mike isadore <[REDACTED]>
Sent: Tuesday, July 1, 2025 12:19 PM
To: Matt Asselmeier
Subject: Re: [External]15331 BURR OAK RD SPECIAL USE PERMIT FOR SWIMMING LESSONS

Good afternoon Matt, Yes I wish to renew it if, you need anything please reach out. Hope you're having a good summer.

Mike Isadore
Sent from my iPhone

On Jul 1, 2025, at 11:45 AM, Matt Asselmeier <masselmeier@kendallcountyil.gov> wrote:

Michael:

Do you wish to renew the special use permit for swimming lessons at your property at 15331 Burr Oak Road?

If yes, I will request that the renewal be placed an upcoming Planning, Building and Zoning Committee agenda like we have done since 2021.

Thanks,

Matthew H. Asselmeier, AICP, CFM
Director
Kendall County Planning, Building & Zoning
807 West John Street
Yorkville, IL 60560-9249
PH: 630-553-4139
Fax: 630-553-4179

Bad legal
think it is

Pt 01-33-400-005

ORDINANCE 82-2
AMENDING KENDALL COUNTY ZONING ORDINANCE AS AMENDED

82-03

WHEREAS, the Kendall County Board did petition the Zoning Board of Appeals of Kendall County for a public hearing in the manner required by law and the ordinances of Kendall County, Illinois for a proposed amendment to the Kendall County Zoning Ordinance adopted January 16, 1940; and

WHEREAS, said Zoning Board of Appeals did thereupon publish notice of a hearing on said proposed amendment to said Zoning Ordinance as provided by the Statutes of the State of Illinois, and did then hold a public hearing on said proposed amendment on the 29th day of April, 1982, A.D., on the site described in the petition and at the conclusion of said hearing said Zoning Board of Appeals voted in favor of recommending to the County Board of Kendall County, Illinois that the petition be granted and the Zoning maps and ordinance be amended in the manner required by law; and

NOW THEREFORE, BE IT ORDAINED by the County Board of Kendall County, Illinois that the following described property be and it is hereby rezoned from A1, Agriculture District to AISU for the purpose of setting standards and restrictions for swimming instruction classes, and that the County Clerk be and she is hereby ordered and directed to change the zoning map, to show the change in zoning classification:

That part of the Southeast Quarter of Section 33, Township 37 North, Range 6 East of the Third Principal Meridian, described as follows: Commencing at the Southeast corner of said Section 33; thence West on the South line of said Section, 952 feet to the center line extended Southeasterly of a public highway running Northwesterly through said quarter-section; thence North 34° 43' 30" West on the center line of said public highway and forming an angle of 53° 19' 30" as measured from West to North with the Southline of said Section 33, 1,992.9 feet to a point of beginning; thence North 55° 16' 30" East at right angles to the center line of said highway 315.15 feet; thence South 34° 43' 30" West, 372 feet to the point of beginning; in the Township of Little Rock, Kendall County, Illinois.

BE IT FURTHER ORDAINED that the above special use classification shall be expressly made subject to the following conditions:

1. Renewal annually by County Board/Committee.
2. Operations regulations:
 - a. Season June 1 thru August 31
 - b. Monday thru Saturday, 9 a.m. to 6 p.m.
3. Off street parking on north side of street only.
4. Copy of lease to be reviewed by County Board/Committee prior to Special Use approval.
5. No additional facilities be constructed as accessory uses to the Special Use without prior approval of County Board/Committee.
6. No concession structure be built and sales to be limited to pool users only. Health permit and sales tax reporting, enforced.
7. Pool can be leased to a non-profit organization only.

PASSED THIS 11th day of May, 1982.

Chairman, County Board of
Kendall County, Illinois

ATTEST:

County Clerk



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: NPDES Survey Results
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

NPDES Survey Results-Discussion Only

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

The County sent the NPDES survey to the townships at the end of June. 2025 was the seven (7th) time the County sent the survey.

Five townships responded this year compared to seven (7) townships in 2024 and four (4) townships in 2023, 2022, 2021, and 2020, and five (5) townships in 2019. Big Grove Township responded for the first time since 2020. Na-Au-Say Township responded for the first time since 2021. This was the first time that Oswego Township did not respond. Lisbon Township responded every year.

The topic of how to properly store and dispose common household products remained the most popular topics for increased learning among four (4) townships. However, this topic was the least popular topic in one (1) township. Incorporating green infrastructure was the topic of middle interest for three (3) townships; this topic historically has been the topic of middle interest. Composting was the topic of least interest for the three (3) other townships.

The Townships generally do not use the stormwater information on the County's website; this has been historically the case.

Five (5) townships felt that the quality of surface water was important to the residents of their township. Five (5) townships also felt that protecting the quality of surface water was important to their agency's work.

Over the years, respondents have not utilized volunteer information on the County's website and that remained true in 2025.

Respondents were least interested in river clean-ups and most interested in electronics recycling; this has been historically the case.

There were no illicit discharges in any of the responding townships.

The majority of respondents would like the County to perform more visual inspections and perform more grab samples downstream when illicit discharges occur. The Townships have historically responded the same way to this question.

Townships historically felt that the County does an adequate job of inspecting soil erosion and sediment control at construction sites and this remained true with in the 2025 survey with four (4) townships agreeing with this statement.

2025 was the second year with the question regarding good housekeeping. Only three (3) townships felt that they had a clear understanding of good housekeeping compared to one (1) township in 2023 and the County offered a training on the topic in 2024. Only one (1) township said they attended the training and four (4) townships said the training should be repeated.

2023 was the first year where the majority of responding townships felt the County was taking the necessary steps to reduce flooding and this trend continued in 2024 and 2025. Lisbon and Seward responded no to this question in 2024, but said yes in 2025. Na-Au-Say Township responded no to the flooding question.

The survey composite and comparison of the previous survey responses are attached.

Staff Recommendation:

N/A

Attachments:

Survey Composite

Comparison of Previous Responses

NPDES Annual Evaluation Survey Questions
Kendall County

Public Education and Outreach

1. What topics are you interested in learning more about that the County could provide information on for the public? Please rank the following list from 1 to 3 with 1 being most interested and 3 being least interested.
 - A. How to properly store and dispose of common household products such as fuel, oil, paint, etc. 1 (Big Grove, Lisbon, Na-Au-Say, and Seward) 3 (Bristol)
 - B. How to incorporate green infrastructure such as rain gardens, rain barrels, or permeable pavement onto my property to improve rainwater runoff. 1 (Bristol) 2 (Lisbon, Na-Au-Say, and Seward) 3 (Big Grove)
 - C. How to compost to reduce the amount of waste my household generates. 2 (Bristol and Big Grove) 3 (Lisbon, Na-Au-Say, and Seward)
2. Do you utilize the stormwater information listed on the County's website at <https://www.kendallcountyiil.gov/departments/planning-building-zoning/npdes?>
 - A. Yes 1 (Lisbon)
 - B. No 4 (Big Grove, Bristol, Na-Au-Say, and Seward)
3. Do you find the stormwater information listed on the County's website helpful?
 - A. Yes 1 (Lisbon)
 - B. No
 - C. Do not utilize information on County Website 4 (Big Grove, Bristol, Na-Au-Say, and Seward)
4. Do you feel the quality of surface water (rivers, streams, lakes, ponds, etc.) is important to the people that live in your Township?
 - A. Yes 5 (Big Grove, Bristol, Lisbon, Na-Au-Say, and Seward)
 - B. No
5. Do you feel protecting the quality of surface water (rivers, streams, lakes, ponds, etc.) is an important element of your agency's work and responsibility?
 - A. Yes 5 (Big Grove, Bristol, Lisbon, Na-Au-Say, and Seward)
 - B. No

Public Participation/Involvement

1. Do you think the County offers enough volunteer opportunities for members of the community?
 - A. Yes 2 (Bristol and Seward)
 - B. No
 - C. Not familiar with County volunteer opportunities 3 (Big Grove, Lisbon and Na-Au-Say)

2. Do you utilize the volunteer opportunities information listed on the County's website at <https://www.kendallcountyil.gov/departments/administration-services/volunteer-opportunities>?
 - A. Yes 2 (Bristol and Lisbon)
 - B. No 3 (Big Grove, Na-Au-Say and Seward)
3. Do you find the volunteer opportunities information listed on the County's website helpful?
 - A. Yes 2 (Bristol and Lisbon)
 - B. No
 - C. Not familiar with County volunteer opportunities 3 (Big Grove, Na-Au-Say and Seward)
4. What volunteer opportunities would you be interested in in participating in in the future? Please rank the following list from 1 to 3 with 1 being most interested and 3 being least interested.
 - A. River clean-up 2 (Bristol) 3 (Big Grove, Lisbon and N-Au-Say) (Seward Township Does This at Bridge Embankments)
 - B. Electronic recycling 1 (Big Grove, Bristol and Na-Au-Say) 2 (Lisbon)
 - C. Household waste (fuel, oil, paint, etc.) recycling 1 (Lisbon) 2 (Big Grove and Na-Au-Say) 3 (Bristol)

Seward Township does B and C

Illicit Discharge Detection & Elimination

1. If an illicit discharge is identified by a Township staff member or reported to the Township office, do you work with the County to get it removed?
 - A. Yes
 - B. No
 - C. Have not identified illicit discharge. 5 (Big Grove, Bristol, Lisbon, Na-Au-Say, and Seward)
2. Do you feel the County is doing a sufficient job in identifying, tracking, and removing illicit discharges and non-stormwater discharges that are significant pollutants within the County?
 - A. Yes
 - B. No
 - C. There have not been illicit discharges identified within my Township. 5 (Big Grove, Bristol, Lisbon, Na-Au-Say, and Seward)
3. What can the County do to better identify and track illicit discharges?
 - A. Perform more visual inspections at outfalls throughout the County.

- B. Once an illicit discharge is identified perform more grab samples downstream of the location.
 - C. Both of the above. 5 (Big Grove, Bristol, Lisbon, Na-Au-Say, and Seward)
 - D. None of the above.
 - E. Other:
-

Construction and Post-Construction Runoff Control

1. Do you feel that the County does an adequate job inspecting soil erosion and sediment control on construction sites within your township?
 - A. Yes 4 (Big Grove, Bristol, Lisbon, and Seward)
 - B. No 1 (Na-Au-Say)
 - C. There have not been construction projects within my Township during the past year.
2. What can the County do to better monitor soil erosion and sediment control issues on construction sites?

Looking within the Township seems like it is in control (Seward)

Pollution Prevention/Good Housekeeping

1. Do you have a clear understanding of “Good Housekeeping” under the NPDES regulation and as it relates to Road District operations?
 - A. Yes 3 (Big Grove, Bristol, and Seward)
 - B. No 2 (Lisbon and Na-Au-Say)
2. Do you feel you have adequate resources for training of your staff members to keep them informed on stormwater pollution prevention practices?
 - A. Yes 3 (Big Grove, Bristol, and Seward)
 - B. No 2 (Lisbon and Na-Au-Say)If No, what resources would you like to have available?

In person training (Na-Au-Say)

3. Was the County sponsored good housekeeping presentation/training that was offered in 2024 useful?
 - A. Yes 1 (Seward)
 - B. No
 - C. Did Not Attend the Training 4 (Big Grove, Bristol, Lisbon and Na-Au-Say)

4. Is there value in repeating good housekeeping training?
 - A. Yes 4 (Bristol, Lisbon, Na-Au-Say, and Seward)
 - B. No 1 (Big Grove)

5. Do you feel the County is taking necessary measures to mitigate flooding and stormwater pollution throughout the County?
 - A. Yes 4 (Big Grove, Bristol, Lisbon, and Seward)
 - B. No 1 (Na-Au-Say)

General comments or questions regarding Stormwater Management and/or NPDES requirements:

Looks to be getting better. More people are getting educated on stormwater management.

Township:

Big Grove

Bristol

Lisbon

Na-Au-Say

Seward

Name of Person Completing Survey (Optional):_____

	2019 Notes	2020 Notes	2021 Notes	2022 Notes	2023 Notes	2024 Notes	2025
Dispose Products							
Most Interested	7 4 From OS, LR, SE, LS, Fox	2 NAS and BG 1 BL	2 NAS and OS 1 LS	2 LS and SE 2 OS and BR	2 Ken and LR 1 LS	4 SE, OS, Ken, and Fox 3 BR, LS, and LR	4 BG, LS, NAS, and SE 1 BR
Middle Interested							
Least Interested							
Incorporate Green Infrastructure							
Most Interested		1 OS		2 OS and BR		1 BR	1 BR
Middle Interested	5 2 From OS, SE, LS, Fox	1 BL	1 LS		3 Ken, LS, and LR	4 OS, LS, Ken, and LR 2 SE and Fox	3 LS, NAS, and SE 1 BG
Least Interested	1 LR	2 NAS and BG	2 NAS and OS	1 LS			
Compost							
Most Interested			2 LS and SE		1 OS	2 LS and LR	
Middle Interested	6 2 From OS, LR, SE, LS, Fox	3 NAS BL and BG	2 NAS and OS	1 LS	1 LS	3 SE, BR, and Fox 2 OS and Ken	2 BG and BR 3 LS, NAS, and SE
Least Interested				2 OS and BR	2 Ken and LR		
Utilize SW Info							
Yes	1 OS	1 OS	1 SE	2 OS and SE	1 Ken	2 SE and Ken	1 LS
No	7 3 From OS, LR, SE, LS, Fox	3 NAS, BL, and BG	3 NAS, LS, and OS	2 LS and BR	3 LS, LR, and OS	5 BR, OS, LS, Fox and LR	4 BG, BR, NAS, and SE
No Response							
SW Info Helpful							
Yes			1 SE	2 OS and SE	1 Ken		1 LS
No	2 OS and SE	1 OS					
No Response	4 2 From OS, LS, Fox	2 BL and BG					
Do Not Utilize	N/A	N/A	3 NAS, LS, and OS	2 LS and BR	3 LS, LR, and OS	5 BR, OS, LS, Fox, and LR	4 BG, BR, NAS, and SE
No Response	3 OS, LR, SE	1 NAS					
Quality of Surface Water Importance							
Yes						5 SE, BR, OS, Ken, and LR 2 LS and Fox	5 BG, BR, LS, NAS, and SE
No							
No Response							
Protecting Quality of Surface							
Yes							
No							
No Response							
Enough Volunteer Opportunities							
Yes	2 OS and SE	2 OS and BG	1 SE		1 Ken	2 Ken and Fox	2 BR and SE
No	5 2 From OS, LR, LS, Fox	1 NAS		1 LS			
Not Familiar	N/A	N/A	3 NAS, LS, and OS	3 OS, SE, and BR	3 LS, LR, and OS	5 SE, BR, OS, LS, and LR	3 BG, LS, and NAS
No Response	1 OS	1 BL					
Utilize Volunteer Opportunities							
Yes	1 SE	1 BL			1 Ken	1 Ken	2 BR and LS
No	7 4 From OS, LR, LS, Fox	2 OS and BG	4 NAS, LS, OS, and SE	4 OS, LS, SE, and BR	3 LS, LR, and OS	5 BR, OS, LS, Fox, and LR 1 SE	3 BG, NAS, and SE
No Response		1 NAS					
Volunteer Opportunities Helpful							
Yes	2 OS and SE	1 OS	1 SE		1 Ken	2 Ken and Fox	2 BR and LS
No	3 OS, LS, Fox	2 BL and BG			1 LR		
Not Familiar	N/A	N/A	3 NAS, LS, and OS	4 OS, LS, SE, and BR	2 LS and OS	4 BR, OS, LS, and LR 1 SE	3 BG, NAS, and SE
No Response	3 2 From OS and LR	1 NAS					
River Clean-up							
	Least Popular Except in OS		Least Popular	Least Popular	Least Popular	BR and OS Least Popular LS and Ken at Least BG, LS, and NAS; Middle BR	
Electronic Recycling	Most Popular		Most Popular-NAS and OS	Most Popular-LS and BI Most Popular-Ken, LS, and OS		Middle BR and OS; Most Popular in LS Middle LS; Most BG, BR and NAS	
Household Waste Recycling	Second Most Popular		Most Popular-LS and SE	Most Popular-SE and O Most Popular-OS		Least BR and OS and LR Middle Fox	Most LS Middle BG and NAS Least BR

Work With County on Illicit Discharge									
Yes	2 2 From OS 0	1 OS 0	2 SE and BR	1 LR	1 LR*				
No	5 2 From OS, LR, SW, LS, and F	3 NAS BL and BG	4 NAS, LS, OS, and SE	3 Ken, LS, and OS	6 BR, OS, LS, Ken, Fox and 1 SE	5 BG, BR, LS, NAS, and SE			
No Illicit Discharge No Response									
Sufficient Job									
Yes	1 OS 0	0 0	1 SE 1 LS	1 OS					
No	7 3 From OS, LR, SE, LS, Fox	4 OS, NAS, BL, and BG	3 NAS, LS, and OS	3 Ken, LS, and LR	6 BR, OS, LS, Ken, Fox, and 1 SE	5 BG, BR, LS, NAS, and SE			
No Illicit Discharge No Response									
What Can County Do Better									
More Visual Inspections	0	1 BL		1 Ken	1 Ken	5 BG, BR, LS, NAS, and SE			
More Grab Samples	1 SE 0	0 2 NAS OS	3 LS, OS, and SE 1 NAS	2 LS and LR	3 OS, LS, and Fox 1 BR 2 SE and LR				
Both of Above	5 3 From OS, LR, and LS	2 NAS OS	4 OS, LS, SE and BR	2 LS and LR					
None of Above	0	1 BG		Not Sure OS					
Other	Educate Public and Public Of	0							
Soil and Erosion Inspections									
Yes	3 3 From OS	2 OS and BG	4 NAS, LS, OS, and SE	3 Ken, LS, and LR	5 BR, OS, Ken, Fox, and LR 2 SE and LS	4 BG, BR, LS, and SE 1 NAS			
No	2 LS and Fox	0	3 OS, LS, and SE	1 OS					
No Construction Projects	2 LR and SE	2 NAS and BL	1 BR						
What Can County Do Better									
Work Closer with Township (OS) Enforce Maintenance of Silt Fences (Fox) Keep Sediment out of Road Ditches (LS)	3 2 From OS and SE 3 1 From OS, LR, and Fox 1 OS 1 LS and Fox	2 NAS and BG 1 OS 1 BL	2 SE and BR 2 OS and LS 1 NAS	1 Ken 3 LS, LR, and OS 2 Ken and LR 2 LS and LR	3 SE, BR, and Ken 4 OS, LS, Fox and LR 4 SE, BR, OS, and Ken 2 LS and LR 1 Unsure Fox	3 BG, BR, and SE 2 LS and NAS 3 BG, BR and SE 2 LS and NAS			
Understanding Good Housing Keeping									
Yes		No Responses	Silt Fencing and Possit Enforce Rules (LS) Culverts After Hoodin, Adequate Response (SE)						
No									
Adequate Training									
Yes	3 2 From OS and SE	2 NAS and BG	2 SE and BR	2 Ken and LR	3 SE, BR, and Ken 4 OS, LS, Fox and LR	3 BG, BR, and SE 2 LS and NAS			
No	3 1 From OS, LR, and Fox	1 OS	2 OS and LS	2 LS and LR					
No Response	1 OS	1 BL	1 NAS						
Unaware of Training/No Training	1 LS and Fox								
County 2024 Training Good									
Yes					2 SE and BR	1 SE			
No					5 OS, LS, Ken, Fox, and LR	4 BG, BR, LS, and NAS			
Did Not Attend									
No Response									
Repeat Training									
Yes					4 SE, OS, Ken, and Fox 3 BR, LS, and LR	4 BR, LS, NAS, and SE 1 BG			
No									
No Response									
Necessary Steps to Reduce Flooding									
Yes	1 SE	1 BG	1 BR	3 Ken, LS, and LR 1 OS		4 BG, BR, LS, and SE 1 NAS			
No	6 3 From OS, LR, LS and Fox	3 NAS, OS, and BL	4 NAS, LS, OS, and SE						
No Response	1 OS								
Key									
OS-Oswego	NAS-Me-Au-Say								
LR-Little Rock	BL-Blank								
SE-Seward	BG-Big Grove								
LS-Libon	BR-Bristol								
Fox	Ken-Kendall								



Kendall County Agenda Briefing

Meeting Type: Planning, Building and Zoning
Meeting Date: 8/14/2025
Subject: Review of Short-Term Rental Regulations
Prepared by: Matthew H. Asselmeier, AICP, CFM
Department: Planning, Building and Zoning

Action Requested:

Discussion of Short-Term Rental Regulations; Committee Could Initiate Text Amendments to the Kendall County Code Related to Short-Term Rental Regulations

Previous Board/Committee Review:

N/A

Fiscal impact:

N/A

Background and Discussion:

The County Board approved the existing short-term rental regulations as part of the Zoning Ordinance Update Project in 2020 (Ordinance 2020-17).

The regulations are as follows:

Section 36-2 Definitions:

“Short-term rental means a one (1) family dwelling, two (2) family dwelling, or accessory structure with residentially allowed occupancy permits that are rented for a maximum thirty (30) days.”

Section 36-971 (a) (15) Accessory buildings, uses, and structures:

“Short-term rental provided the property is annually registered with the County Planning, Building and Zoning Department.”

There has been internal discussion about amending these regulations, including setting a maximum number of occupants at sixteen (16), clarifying revocation requirements, creating a penalty period where the property cannot obtain renewal, and requiring a pre-application meeting with various County departments. In addition, there has been discussion that the Department create an informational packet for prospective short-term rental property owners and add short-term rentals to the list of categories for Health Department site evaluations.

As of July 31, 2025, there are thirteen (13) short-term rentals registered with the County. None of the registered properties have a maximum occupancy greater than sixteen (16). The number of registered properties does not include the two (2) properties that have special use permits to be bed and breakfast establishments.

Staff Recommendation:

None-Staff is requesting guidance on how to proceed.

Attachments:

List of Registered Short-Term Rentals

Health Department Site Evaluation Form

Permit #	Name	Address	Inspection	Staff Action	Renewal Letters Sent	Sent Confirmation Email	
2	Juan Ramierz	142 Heathgate			12/2/2024	12/23/2024	5 Occupants
3	Patrick McCrimmon	26 Circle Drive West			12/2/2024	12/23/2024	8 Occupants
4	Patrick McCrimmon	51 Paddock			12/2/2024	12/24/2024	8 Occupants
5	Adrian Hainal-Roman	18 Marina Drive			12/2/2024	12/2/2024	10 Occupants
6	Jeffrey Bilek	14824 Milhurst Road B			12/2/2024		Closed See 12-20-24 Email
8	Glen MacDonald	12 Greenbriar Road			12/2/2024	1/6/2025	4 Occupants
9	Randy L. Pertler	11428 River Road, Plano			12/2/2024	12/2/2024	16 Occupants
11	Patrick McCrimmon	2 Pendleton Place			12/2/2024	12/23/2024	8 Occupants
12	Kenneth Schneider	114 Riverside Drive			12/2/2024	12/4/2024	12 Occupants
13	Dimitar G. Svilenov	99 Willowsprings Lane, Plano			12/2/2024	12/2/2024	10 Occupants
14	Michael Chesnutt	16249 Miller Road					10 Occupants
15	Aelita Archbold	6 Julius Court, Yorkville					6 Occupants
16	Jennifer and Richard Sanchez	11 Cebold Dr, Montgomery					12 Occupants



KENDALL COUNTY HEALTH DEPARTMENT
Environmental Health Services
811 W JOHN STREET, YORKVILLE, IL 60560
PHONE (630) 553-9100, Ext. 8026
FAX (630) 553-9603
www.kendallhealth.org

FOR OFFICE USE ONLY

DATE OF REQUEST: _____ DATE OF EVALUATION: _____
SITE EVALUATION# _____ PROJECT & DETAILS: _____ / _____ / _____
P _____ D _____ V _____
EVALUATED BY: _____
PROJECT APP. FOR CONSTRUCTION: YES ___ NO ___ DATE/INITIAL _____
MODIFIED/APP. FOR CONSTRUCTION: YES ___ NO ___ DATE/INITIAL _____
PAYMENT \$ _____ CASH ☐ CREDIT ☐ CHECK# _____ INVOICE # _____

BUILDING PROJECT SITE EVALUATION REQUEST — \$50.00

State and local public health codes require that specific setback distances be maintained in order to protect onsite wastewater treatment systems and/or water wells. In order to verify that required setback distances are met for your building project, a site evaluation must be conducted. Please complete this form and submit it to the Kendall County Health Department ("KCHD"). Provide a single plat of survey, or a detailed drawing, showing the location of all structures and lot features, placement of new construction and distance to all property lines for your building project. KCHD may conduct a site visit to verify that required setbacks are met prior to approving a project.

KCHD may probe to verify the location of onsite wastewater treatment system ("OWTS") components. Prior to probing, the KCHD will contact the state underground utility locating service ("J.U.L.I.E.") to locate all public utilities on the property. It is the property owner's responsibility to locate and mark all the property's "private utilities", including, but not limited to, the water well and the OWTS as well as electric, gas or water lines to buildings on the property. J.U.L.I.E. and the KCHD recommend that the property owner or contractor mark the area where the building project will occur with white paint and/or flags.

OWNER'S NAME & BUILDING PROJECT ADDRESS

NAME: _____ PARCEL #: _____
ADDRESS: _____ PHONE: _____
CITY: _____ ZIP: _____ E-MAIL: _____
INCORPORATED: ☐ YES ☐ NO
PROPERTY OWNERS ARE ENTITLED TO FREE COPIES OF WELL & SEPTIC PERMITS RELATED TO THEIR PROPERTY. WOULD YOU LIKE COPIES? ☐ YES ☐ NO ☐ E-MAIL OR ☐ MAIL

SIGNATURE OF PROPERTY OWNER _____

DATE _____

PROJECT DETAILS
MARK ALL THAT APPLY

- ☐ Accessory building
- ☐ Building addition
- ☐ Deck
- ☐ Driveway
- ☐ Farm building
- ☐ Garage
- ☐ In-ground irrigation system
- ☐ Patio
- ☐ Pool, above ground
- ☐ Pool, in-ground
- ☐ Property Change Of Use
- ☐ Other: _____

Common setbacks to septic tank

Property dwelling – 5'
Property line – 5'
Water supply line under pressure – 10'
In-ground swimming pool – 25'
Above ground swimming pool – 5'
Water well – 50'

Common setbacks to septic field

Property dwelling – 10'
Property line – 5'
Water supply line under pressure – 25'
In-ground swimming pool – 25'
Artificial drain – 10'
Above ground swimming pool – 5'
Water well – 75'

Common setbacks to water wells

Clear water footing drains – 10'
Pits, crawl spaces or basements – 10'
Lake, pond, stream, cistern – 25'
Septic tank – 50' Septic field – 75'
Barnyard, animal confinement – 50'
Manure piles – 75'
Closed loop wells – 200'

Closed loop wells, private well only where the owner of both the well and close loop system is the same – 75'

Relation to building – center line of well to clear any projection from the building by no less than - 2'

INSPECTION NOTES:

SITE EVALUATION #: _____

RELATED SEPTIC PERMIT RECORDS: _____

RELATED WELL PERMIT RECORDS: _____

PERMIT RECORDS PROVIDED TO PROPERTY OWNER: ☐ YES ☐ NO

J.U.L.I.E. NOTIFIED ON: _____

ORIGINAL J.U.L.I.E. DIG #: _____

2022 VIOLATIONS

Violation	Name	Parcel #	Address	Subdivision	Description	Opened	Follow up	PBZ	SAO	Court	Closed
V22-001	Aguilar	03-07-277-001	20 Shore Ct.	Marina Village	Parking on Lawn	11/9/2021	1/23/2022				2/9/2022
V22-002	Jones	03-05-279-020	44 Briarcliff Rd.	Boulder Hill	Illegal fence height	8/6/2021	1/23/2022				4/27/2022
V22-003	Cabrera	03-04-306-027	44 Hampton Rd.	Boulder Hill	Multiple Violations	8/3/2021	1/23/2022				5/9/2022
V22-004	Lemaster	03-04-253-024	16 Winrock Rd.	Boulder Hill	Inoperable Vehicles	8/18/2021	1/23/2022		11/8/2022		11/23/2022
V22-005	Johnson	03-04-477-025	54 Springdale Rd.	Boulder Hill	Trailer parking	11/22/2021	1/23/2022				4/22/2022
V22-006	Haehlen	03-04-277-011	235 Fernwood Rd.	Boulder Hill	RV parking	11/24/2021	1/23/2022				2/24/2022
V22-007	Joaquin	03-27-377-015	2543 Simons Rd		Banquet facility	11/15/2021			5/16/2022		5/17/2022
V22-008	Bilek	01-34-300-008	14824 Milhurst Rd		Air B&B	1/3/2022	3/11/2022				2/24/2022
V22-009	VOID										
V22-010	Faulkner	03-26-100-004	1539 Collins Rd.		Multiple Violations	7/13/2021	8/4/2021			7/15/2025	
V22-011	Amstadt	02-35-380-001	7796 Madeline Dr.	FOFC	RV parking	5/24/2022	6/24/2022		9/7/2022		10/18/2022
V22-012	Gomez	09-27-200-004	2511 Wildy Rd.		Stormwater	8/1/2022	4/11/2023	1/17/2024	10/17/2024	8/28/2025	
V22-013	Utility Dynamics	03-07-227-002	5327 Light Rd.		Stormwater	9/8/2022	10/11/2022				9/19/2022

complaint_d	complaint_description	complaint_followup_date	date_notice	court_date	last_edited	addr_street	addr_city	complaint_township
31-Jul-25	2351 Trailer parked in front yard Monitoring	8-Aug-25			31-Jul-25	54 Springdale Road	Montgomery	BOULDER2 OSWEGO
29-Jul-25	2349 Car parked in front yard Monitoring	8-Aug-25			31-Jul-25	156 Long Beach Road	Montgomery	BOULDER2 OSWEGO
29-Jul-25	2348 Pickup Truck parked in front yard Monitoring	8-Aug-25			31-Jul-25	120 Long Beach Road	Montgomery	BOULDER2 OSWEGO
29-Jul-25	2346 Trailer parked in front yard Monitoring	30-Jul-25			29-Jul-25	57 Long Beach Road	Montgomery	BOULDER1 OSWEGO
24-Jul-25	2342 Possible seal coating busi Monitoring	11-Aug-25			31-Jul-25	54 Hubbard Way	Montgomery	BOULDER1 OSWEGO
23-Jul-25	2341 Big boat parked in the driveway Monitoring	22-Aug-25			31-Jul-25	40 Marnel Road	Montgomery	BOULDER1 OSWEGO
21-Jul-25	2336 Old mattresses are in the front yard Monitoring	28-Jul-25			21-Jul-25	122 Long Beach Road	Montgomery	BOULDER2 OSWEGO
18-Jul-25	2333 special use violation; viola Monitoring	18-Aug-25			18-Jul-25	2073 Collins Road	Oswego	OSWEGO
1-Jul-25	2317 Trailer in required front yard Monitoring	15-Aug-25			22-Jul-25	14 Ridgefield Road	Montgomery	BOULDER2 OSWEGO
1-Jul-25	2311 RV in required front yard Monitoring	15-Jul-25			22-Jul-25	47 Springdale Road	Montgomery	BOULDER1 OSWEGO
1-Jul-25	2307 Possible landscaping busi Monitoring	15-Jul-25			22-Jul-25	39 Gastville Street	Aurora	GASTVILLE OSWEGO
1-Jul-25	2306 Landscape Business 30 Day Notice	10-Jul-25			8-Jul-25	1551 Cherry Road	Oswego	COUNTY CINA-AU-SAY
26-Jun-25	2301 Possible trucking business Monitoring	12-Aug-25			15-Jul-25	13825 McKanna Road		
4-Jun-25	2295 Too many chickens / shed Monitoring	4-Aug-25			15-Jul-25	31 Boat Lane	Oswego	MARINA07 OSWEGO
3-Jun-25	2294 Shed no Permit Monitoring	4-Aug-25			15-Jul-25	27 Wyndham Drive	Montgomery	BOULDER1 OSWEGO
29-May-25	2285 Parking Lot being used as a 30 Day Notice	12-Aug-25			31-Jul-25	69 Boulder Hill Road	Montgomery	OSWEGO
22-May-25	2273 Cars in driveway look inop. 30 Day Notice	16-Jul-25			22-Jul-25	149 Circle Drive W	Montgomery	BOULDER2 OSWEGO
22-May-25	2269 Appears to be running a m Monitoring	12-Aug-25			15-Jul-25	51 Springdale Road		
22-May-25	2266 White car appears to be in 30 Day Notice	17-Jul-25			17-Jul-25	190 Boulder Hill Road	Montgomery	BOULDER0 OSWEGO
22-May-25	2262 Trucks in driveway don't Citation	12-Aug-25			15-Jul-25	118 Circle Drive E	Montgomery	BOULDER2 OSWEGO
22-May-25	2259 Two big yellow food trucks Monitoring	17-Jul-25			15-Jul-25	10 Hampton Road	Montgomery	BOULDER0 OSWEGO
22-May-25	2255 Backyard appears to be a 30 Day Notice	22-Jul-25			22-Jul-25	16 Wyndham Drive	Montgomery	BOULDER1 OSWEGO
22-May-25	2253 Has different vehicles on property Monitoring	4-Aug-25			15-Jul-25	62 Circle Drive E	Montgomery	BOULDER0 OSWEGO
20-May-25	2278 Inoperable Vehicle & Junk 30 Day Notice	10-Jul-25			14-Jul-25	93 Long Beach Road	Montgomery	BOULDER2 OSWEGO
14-May-25	2291 Soccer Parties Every Week Monitoring	1-Dec-25			15-Jul-25	609 Wheeler Road	Plainfield	NA-AU-SAY
5-May-25	2241 Impervious surface and 30 Day Notice	14-May-25			15-Jul-25	8475 Immanuel Road	Yorkville	KENDALL
2-May-25	2202 Trucks appear to be junk 30 Day Notice	16-May-25			26-Jun-25	29 Surrey Road	Montgomery	BOULDER1 OSWEGO
1-May-25	2198 Trucks in driveway look like 30 Day Notice	10-Jul-25			14-Jul-25	118 Circle Drive E	Montgomery	BOULDER2 OSWEGO
1-May-25	2197 Inoperable Vehicle Citation	8-May-25			15-Jul-25	77 Hubbard Way	Montgomery	BOULDER1 OSWEGO
29-Apr-25	2214 Illegal Business and Access 30 Day Notice	14-May-25			24-Jun-25	640 D Rance Road	Oswego	OSWEGO
29-Apr-25	2211 Abandoned Home Hold				13-Jun-25	19 Center Drive	Oswego	RIVERVIEW BRISTOL
28-Apr-25	2209 Monitoring	6-Aug-25			15-Jul-25	6547 Chicago Road	Yorkville	PLATTVILLE LISBON
28-Apr-25	2204 Towing Business Monitoring	7-Aug-25			15-Jul-25	2 South Street	Bristol	BRISTOL
28-Apr-25	2215 Illegal Business and Access 30 Day Notice	14-May-25			14-May-25	640 E Rance Road	Oswego	OSWEGO
27-Apr-25	2180 I think they have roosters in Monitoring	21-Jul-25			15-Jul-25	20 Wyndham Drive	Montgomery	BOULDER1 OSWEGO
27-Apr-25	2177 Inoperable Vehicle Citation				15-Jul-25	74 Sierra Road	Montgomery	BOULDER1 OSWEGO
27-Apr-25	2175 My neighbors yard is full of 30 Day Notice	10-Jul-25			14-Jul-25	43 Saugatuck Road	Montgomery	

25-Apr-25	2172 Landscape Business	30 Day Notice		7-May-25	6-May-25	8222 Route 126	Yorkville	KENDALL	
24-Apr-25	2182 Junk Yard / Dumpster Busi Monitoring		20-Oct-25		15-Jul-25	12811 Schaefer Rd	Plano	LITTLE ROCK	
22-Apr-25	2181 Junk and Debris - Grass Pa 30 Day Noti		21-Jul-25		23-Jul-25	43 North Bereman	Montgomer	BOULDER F OSWEGO	
18-Apr-25	2166 Abandoned Home	Hold			13-Jun-25	316 Route 30	Aurora	EYRES OSWEGO	
15-Apr-25	2167 Rooster not Permitted	30 Day Notice		9-Jun-25	6-Jun-25	14 Marlin Drive	Oswego	MARINA OSWEGO	
9-Apr-25	2183 Shipping Container not all 30 Day Notice			8-May-25	22-Jul-25	22 North Street	Bristol	BRISTOL	
12-Mar-25	2151 Landscape Business with Citation			12-Mar-25	15-Jul-25	3900 Stewart Roac	Oswego	null OSWEGO	
27-Feb-25	2293 Landscape Business	Monitoring	12-Aug-25		15-Jul-25	2300 Wolf Road	Oswego	OSWEGO	
20-Feb-25	2137	Citation		13-Mar-25	15-Jul-25	3505 CATON FARN	MINOOKA	NA-AU-SAY	
13-Feb-25	2185 Non-Permitted Business ir 30 Day Notice			7-May-25	27-Jun-25	2013 Kennedy Roe	Bristol	BRISTOL	
11-Feb-25	2164 Commercial Vehicle Parkii 30 Day Notice			25-Apr-25	9-Jul-25	8342 Old Ridge Ro	Plainfield	NA-AU-SAY	
7-Feb-25	2135 Over 12 cars came and we 30 Day Notice			11-Jul-25	14-Jul-25	88 BRISTOL RIDGE	Bristol	BRISTOL	
15-Oct-24	2170 Parking Area / Impervious : Citation			5-May-25	15-Jul-25	11850 Fox River Dr	Newark	FOX	
18-Sep-24	2069 Junk and Debris	30 Day Notice			1-Jul-25	3595 WOLF ROAD	OSWEGO	FOX BEND OSWEGO	
18-Sep-24	2070 Building pool without a pei 30 Day Notice				1-Jul-25	3595 WOLF ROAD	OSWEGO	FOX BEND OSWEGO	
13-Aug-24	2028 Roosters not Allowed	Monitoring	18-Aug-25	24-Oct-24	10-Jul-25	88 GLENDA LANE	PLANO	OAK MANO LITTLE ROCK	
10-Oct-23	2220 semi parking lot in floodpl: Monitoring		11-Aug-25		15-Jul-25	13039 McKanna R	Minooka	SEWARD	
14-Sep-23	2186	Citation			15-Jul-25	7701 Plattsburgh		LISBON	
1-Aug-22	2219 Work in Floodplain	Citation			28-Aug-25	15-Jul-25	2511 Wildy Road	Minooka	SEWARD
13-Jul-21	2218 abandoned Home	inope Citation			15-Jul-25	10-Jul-25	1539 Collins Road	Oswego	OSWEGO



**KENDALL COUNTY
HISTORIC PRESERVATION COMMISSION
HISTORIC PRESERVATION ORGANIZATION MEETING**
Ellis House and Equestrian Center • 13986 McKanna Road
• Minooka, IL • 60447
AGENDA

July 21, 2025 – 5:30 p.m.

- I. Call to Order**
- II. KCHPC Roll Call and Introductions**
Eric Bernacki, Elizabeth Flowers, Kristine Heiman (Secretary), Marty Shanahan (Vice-Chair), Jeff Wehrli (Chairman), and Non-KCHPC Attendees
- III. Welcoming Remarks**
Jeff Wehrli, Kendall County Historic Preservation Commission Chairman
- IV. Presentation on the History of the Ellis House**
David Guritz, Executive Director, Kendall County Forest Preserve District
- V. Presentation on the Historic Structure Survey of Na-Au-Say and Seward Townships**
Kenneth M. Itle, Associate Principal, Wiss, Janney, Elstner Associates, Inc.
- VI. Presentation on Landmarking Historic Cemeteries**
Kenneth M. Itle, Associate Principal, Wiss, Janney, Elstner Associates, Inc.
- VII. Round Table Discussion**
What Activities Have Your Organizations Been Doing?
Successes?
Challenges?
Strategies for Encouraging Historic Property Owners to Have Open Houses?
Opportunities for Collaboration?
- VIII. Discussion of Future Meeting(s)**
- IX. Other Business**
- X. Public Comment**
- XI. Adjournment**

If special accommodations or arrangements are needed to attend this County meeting, please contact the Administration Office at 630-553-4171, a minimum of 24-hours prior to the meeting time.

Permit Summary by Category Kendall County

Permit Category	Count	Estimated Cost	Permit Fees	Land Cash
House	8	\$7,068,423	\$26,602	\$14,202
Garage	1	\$12,000	\$200	\$0
Accessory Buildings	13	\$296,756	\$2,265	\$0
Additions	1	\$100,000	\$323	\$0
Remodeling	2	\$138,200	\$110	\$0
Commercial - B Zone	1	\$1,800,000	\$0	\$0
Barns/Farm Buildings	3	\$185,000	\$0	\$0
Swimming Pools	2	\$18,359	\$400	\$0
Decks	6	\$162,577	\$800	\$0
Demolitions	1	\$6,000	\$150	\$0
Electrical Upgrades	6	\$21,795	\$900	\$0
Driveway	2	\$30,600	\$200	\$0
Fire Restoration	2	\$587,000	\$805	\$0
Patio	1	\$8,900	\$50	\$0
Generator	4	\$43,279	\$440	\$0
Solar	1	\$20,254	\$350	\$0
	54	\$10,499,143	\$33,594	\$14,202

June 2024 - 5 Houses
33 Total permits

YTD 2024 19 Houses
184 Total

Permit Summary by Category Kendall County

Permit Category	Count	Estimated Cost	Permit Fees	Land Cash
House	3	\$972,350	\$3,441	\$3,441
Accessory Buildings	3	\$378,199	\$50	\$0
Additions	1	\$73,446	\$0	\$0
Remodeling	1	\$21,215	\$110	\$0
Barns/Farm Buildings	1	\$54,000	\$0	\$0
Swimming Pools	4	\$431,090	\$800	\$0
Decks	3	\$35,990	\$600	\$0
Electrical Upgrades	1	\$2,000	\$150	\$0
Driveway	2	\$43,800	\$400	\$0
Fire Restoration	1	\$545,684	\$0	\$0
Patio	2	\$14,420	\$100	\$0
Solar	7	\$280,676	\$2,100	\$0
	29	\$2,852,871	\$7,751	\$3,441

July 2024 3 Houses 36 total permits
YTD 2024 23 Houses 218 Total permits

Permit Summary by Category by Month

Kendall County

Permit Category	Total	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
House	23	3	3	5	0	1	8	3	0	0	0	0	0
Garage	1	0	0	0	0	0	1	0	0	0	0	0	0
Accessory Buildings	31	5	0	3	5	2	13	3	0	0	0	0	0
Additions	7	1	1	2	1	0	1	1	0	0	0	0	0
Remodeling	16	2	3	3	4	1	2	1	0	0	0	0	0
Commercial - B Zone	2	0	0	0	1	0	1	0	0	0	0	0	0
Barns/Farm Buildings	14	1	2	2	4	1	3	1	0	0	0	0	0
Swimming Pools	15	1	2	2	4	0	2	4	0	0	0	0	0
Decks	24	0	2	1	10	2	6	3	0	0	0	0	0
Demolitions	3	1	1	0	0	0	1	0	0	0	0	0	0
Electrical Upgrades	12	1	1	2	1	0	6	1	0	0	0	0	0
Driveway	7	0	0	0	3	0	2	2	0	0	0	0	0
Fire Restoration	4	0	0	0	0	1	2	1	0	0	0	0	0
Patio	3	0	0	0	0	0	1	2	0	0	0	0	0
Generator	5	0	0	0	1	0	4	0	0	0	0	0	0
Solar	26	2	3	2	6	5	1	7	0	0	0	0	0
	193	17	18	22	40	13	54	29	0	0	0	0	0

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Issue Date	Permit ID	Permit Category	Parcel Number	Owner Name	Property Address	Subdivision	Contractor Name
3/24/2025	012025054	01 House	06-07-402-011	HEAVENS CRAIG & DEBORAH	7854 FAIRWAY DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	SILVERTHORNE DEVELOPMENT CO
6/24/2025	012025152	01 House	06-07-402-008	KANGAS SEAN & ANNETTE	7776 FAIRWAY DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	
4/8/2025	012025076	01 House	09-29-400-007	AARON WHITE	16947 OBRIEN ROAD MINOOKA, IL. 60447		WHITE & SONS BUILDERS
7/28/2025	012025205	01 House	01-23-100-002	CAMPBELL TIM	2970 C ROCK CREEK RD PLANO, IL 60545-		
7/18/2025	012025196	01 House	02-36-300-002	COURTIERIER MICHAEL & MEGHAN	6717 RESERVATION RD YORKVILLE, IL 60560-		
7/3/2025	012025175	01 House	04-21-102-003	AMWOZA SHANE & SARAH	9219 CHATHAM PL NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	SAME
4/1/2025	012025042	01 House	06-07-374-007	MCCUE	5918 CHAMPIONSHIP CT YORKVILLE, IL 60560-	WHITETAIL RIDGE	MCCUE BUILDERS INC.
3/4/2025	012025027	01 House	05-12-228-014	TRATTNER STEVEN & COLLEEN	7161 IRONWOOD CT YORKVILLE, IL 60560-	WHITETAIL RIDGE	DJK CUSTOM HOMES, INC.
1/3/2025	012025007	01 House	05-12-226-003	BURNETT PTOSHIA A	6005 WHITETAIL RIDGE DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	REVOLUTION BUILDERS CUSTOM BUILDERS
1/15/2025	012025015	01 House	02-23-303-012	PFLIPSEN DAVID & RASHIDA	26 TIMBER RIDGE DR. YORKVILLE, IL. 60560	TIMBER RIDGE SUB UNIT 1	ED SALOGA DESIGN BUILD
2/6/2025	012025036	01 House	05-12-277-015	SIEMANOWSKI JOSEPH R & JULIE T	5929 LEGACY CIR YORKVILLE, IL 60560-	WHITETAIL RIDGE	KING'S COURT BUILDERS

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6/3/2025	012025132	01 House	02-35-414-013 GTH LIVING TRUST & EAH LIVING TRUST	7442 THORNHILL COURT YORKVILLE, IL. 60560	ROSEHILL	JAMES MENARD
6/30/2025	012025153	01 House	04-21-102-010 LORENTSEN ELLIOTT & CAMBRIA	9197 LEE HILL CT NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 4	REVOLUTION BUILDERS CUSTOM BUILDERS
3/4/2025	012025052	01 House	02-35-401-002 FROEHLICH ADAM & KELLY	5603 FIELDS DRIVE YORKVILLE	FIELDS OF FARM COLONY UNIT 3	SILVERTHORNE DEVELOPMENT
7/3/2025	012025184	01 House	04-21-125-021 SCHOFIELD TIMOTHY J & JESSICA R	9295 N STONEWALL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	SAME
3/12/2025	012025038	01 House	06-02-125-001 CARRESCIA BLAKE & MICHAELA	6192 DOVER CT OSWEGO, IL 60543-	SOUTHFIELD ESTATES	NICK NAHAS
7/3/2025	012025179	01 House	02-06-100-021 KONICEK FAMILY LIMITED PARTNERSHIP	345 ASHE ROAD PLANO, IL. 60545		
2/26/2025	012024351	01 House	02-35-301-007 MARKS MICHAEL	5971 FIELDS DRIVE YORKVILLE, IL. 60560	FIELDS OF FARM COLONY UNIT 2	MICHAEL ANTHONY BUILDERS
6/10/2025	012025133	01 House	01-36-100-033 SONG ALBERT C & AMY A	12784 RIVER ROAD PLANO, IL. 60545		AM KITCHEN & BATH
6/27/2025	012025174	01 House	02-23-176-011 TULLOCH JOHN R & BERNICE E	7630 ROUTE 34 OSWEGO, IL 60543-		JMK CONSTRUCTION 5 INC.
5/20/2025	012025129	01 House	02-35-413-002 WASZAK ROBERT T & WASZAK NANCY A	5596 FIELDS DR. YORKVILLE, IL. 60560	FIELDS OF FARM COLONY UNIT 4	OWNER
2/10/2025	012025032	01 House	06-07-405-002 PARNELL RYAN & EUGENIA	5516 LEGEND DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	REVOLUTION BUILDERS CUSTOM BUILDERS

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Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
1/28/2025	012025017	01 House	06-07-374-002 ESCOBEDO LARRY & KELLY R	5778 CHAMPIONSHIP CT. YORKVILLE, IL. 60560	WHITETAIL RIDGE	JAKE MENARD
3/31/2025	012025073	01 House	05-12-276-010 MEADOR JASON & TINA	7653 CLUBHOUSE DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	OVERSTREET BUILDERS
4/7/2025	012025074	01 House	05-02-202-001 GREEN KENNEDY E & CASSANDRA M	6006 AUDREY AVENUE YORKVILLE, IL. 60560	ROSEHILL	MCCUE BUILDERS INC.
1/7/2025	012025012	01 House	04-02-227-005 HOGAN MICHAEL & SHERRY	6195 SOUTH WOODS CT YORKVILLE, IL 60560-	THE WOOD OF SILVER SPRINGS PHASE 2	JEFF HAZDRA HOMES & REMODELING
6/26/2025	022025160	02 Garage	03-09-153-016 RENNER DONALD	33 PICKFORD RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 21	STANLEY GARAGE BUILDERS
4/15/2025	032025089	03 Accessory Buildings	04-02-227-002 WARREN BRANDON M	6202 POLO CLUB DR YORKVILLE, IL 60560-	THE WOOD OF SILVER SPRINGS PHASE 2	CLEARY BUILDING CORP
4/18/2025	032025062	03 Accessory Buildings	02-26-401-002 AGUIRRE LUIS JR & RAMIREZ JAZEL I	11 OAK CREEK DR YORKVILLE, IL 60560-	OAK CREEK SUB	THE LANDSCAPING EXPERTS, INC.
3/20/2025	032025063	03 Accessory Buildings	02-22-427-001 SPRATLEY BRETT S & GINA E	36 TIMBERVIEW LN YORKVILLE, IL 60560-	TIMBER RIDGE SUB UNIT 2	
6/30/2025	032025178	03 Accessory Buildings	06-33-300-004 WILSON MICHAEL JEAN & PAMELA	11995 MCKANNA RD MINOOKA, IL 60447-		
1/31/2025	032025029	03 Accessory Buildings	02-15-327-004 BRUDERLE K CHARLES	88 BRISTOL RIDGE RD BRISTOL, IL 60512-		SELF
4/7/2025	032025081	03 Accessory Buildings	03-08-227-024 DOSSETT JILL L & BRIAN L	72 CIRCLE DR MONTGOMERY, IL 60538-	BOULDER HILL UNIT 17	

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1/13/2025	032025021	03 Accessory Buildings	08-01-300-003 MACKENZIE MARK A	, -		
7/28/2025	032025204	03 Accessory Buildings	03-05-253-021 RITTER BARRY L & MARGARET J	25 N BEREMAN RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 15 REUSB	
1/23/2025	032025026	03 Accessory Buildings	06-08-101-027 MORRIS PATRICK J & MICHELE R	7251 JOYCE CT OSWEGO, IL 60543-	GROVE ESTATES	
6/26/2025	032025163	03 Accessory Buildings	02-16-227-003 RUSS JOHN & DEBBIE	2042 CORNELIS RD BRISTOL, IL 60512-	GLAD-ELL SUB	BOB LEE CONSTRUCTION
6/29/2025	032025167	03 Accessory Buildings	03-18-428-009 JOHNSON LINDA & KEITH	5118 B ROUTE 34 OSWEGO, IL 60543-		
1/13/2025	032025024	03 Accessory Buildings	02-34-127-002 DEBOLT BRIAN & ARMELINDA	4 ACORN LN YORKVILLE, IL 60560-	FOX RIVER GARDENS	SAME AS OWNER
6/29/2025	032025169	03 Accessory Buildings	03-04-303-026 DILLENBURG CHERYL & ERICH P	34 MARNEL RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 10	
6/26/2025	032025161	03 Accessory Buildings	05-06-352-002 SERAPHIN JOHN P & SHEILA M	3 CHALLY DR YORKVILLE, IL 60560-	PAVILLION HEIGHTS UNIT 4	TUFF SHED
7/28/2025	032025168	03 Accessory Buildings	03-07-276-002 RAMIREZ MARIO R & MARISOL	15 SHELL CT OSWEGO, IL 60543-	MARINA TERRACE	
6/13/2025	032025154	03 Accessory Buildings	01-10-352-004 MCLAIN MARK R & LUCINDALEE	1900 LITTLE ROCK RD PLANO, IL 60545-	SNYDER SUB	CLEARY BUILDING CORP
6/2/2025	032025140	03 Accessory Buildings	02-23-303-002 STANISZEWSKI MEGAN A & THADDEUS J	17 CANYON CT YORKVILLE, IL 60560-	TIMBER RIDGE SUB UNIT 1	

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6/26/2025	032025162	03 Accessory Buildings	08-12-151-002 NAVA SERGIO MEDINA & MATTHEWS VICTORIA MARIE	6986 CHICAGO RD, MINOOKA, IL. 60447		
7/15/2025	032025195	03 Accessory Buildings	01-10-101-004 CHIHUAHUA HOLDING COMPANY LLC	1182 VILMAN RD PLANO, IL 60545-		Jose Rodriguez/Chihuahua Construction Co.
6/10/2025	032025138	03 Accessory Buildings	05-02-128-008 NESS JEFFREY S & DEBRAL	6200 SAVANNA CT YORKVILLE, IL 60560-	ROSEHILL	BACKYARD STORAGE SOLUTIONS
5/5/2025	032025121	03 Accessory Buildings	01-25-376-004 GORMLEY RICK L & DENISE J	12446 MITCHELL DR PLANO, IL 60545-	SCHAEFER WOODS SOUTH UNIT 2	
6/29/2025	032025171	03 Accessory Buildings	02-30-300-009 BECK RYAN & SHANNON	4518 EL DAMAIN RD PLANO, IL 60545-		
6/9/2025	032025149	03 Accessory Buildings	03-08-280-028 WASZKOWIAK RICHARD F & BETH A	5 FIELDCREST DR MONTGOMERY, IL 60538-	BOULDER HILL UNIT 17	COACH HOUSE GARAGES
4/23/2025	032025103	03 Accessory Buildings	05-02-128-002 HALL DAVID	7482 AUDREY AVE YORKVILLE, IL 60560-	ROSEHILL	
3/12/2025	032025059	03 Accessory Buildings	02-35-384-004 VAN FLEET LIVING TRUST	7645 MADELINE DR YORKVILLE, IL 60560-	FIELDS OF FARM COLONY UNIT 3	BOONDOCK BARNS
5/13/2025	032025127	03 Accessory Buildings	02-14-428-006 SPAARGAREN RODGERS BRENT NANCY	29 CHARLES ST OSWEGO, IL LYNNWOOD EXTENSION 6 60543-		
4/21/2025	042025097	04 Additions	05-07-176-008 BARKER JERAD T & RACHEL A	31 HIGHVIEW DR YORKVILLE, IL 60560-	PAVILLION HEIGHTS UNIT 1	J&R CONSTRUCTION SERVICES
3/5/2025	042025051	04 Additions	01-31-300-001 FRIEDERS, JOSPEH; GENE R FRIEDERS	17710 LIONS RD SANDWICH, IL 60548-		

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1/13/2025	042025022	04 Additions	07-16-400-006 MARTINEZ DAVID M & BOBBI JO	14560 TOWNHOUSE RD NEWARK, IL 60541-		
3/12/2025	042025058	04 Additions	02-21-151-013 CLARK THOMAS WILLIAM & SHEGA LESCIVA & RAYMON 05-12-220-006 RAHN AARON B & LAUREN M	19 AMANDA LN YORKVILLE, IL 60560-	ASHLEY WOODS	GREAT DAY IMPROVEMENTS LLC
6/3/2025	042025145	04 Additions	05-12-220-006 RAHN AARON B & LAUREN M	6306 VALLEYVIEW CT YORKVILLE, IL 60560-	WHITETAIL RIDGE	JPM CUSTOM HOMES
6/25/2025	042024259	04 Additions	02-24-151-005 BOCZKO KENYATTA	6800 SUNDOWN LN YORKVILLE, IL 60560-	HERRENS RIVERSIDE ACRES UNIT 1	
4/23/2025	052025106	05 Remodeling	03-05-176-004 FOX METRO WATER REC DIST	682 RTE 31 OSWEGO, IL. 60543		FOX METRO
5/6/2025	052025123	05 Remodeling	03-04-303-011 SEAN DENNIS	16 MARNEL RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 5	
4/28/2025	052025114	05 Remodeling	02-15-252-001 GLASGOW DAVID M & KAREN M	14 N ROYAL OAKS DR BRISTOL, IL 60512-	THE WOODS OF BLACKBERRY OAKS	CAHILL CONTRACTORS LLC
6/5/2025	052025141	05 Remodeling	05-07-427-002 JEPSEN RICHARD M JR	11130 A LEGION RD YORKVILLE, IL 60560-		
4/21/2025	052025096	05 Remodeling	02-28-301-003 JONES JASON D	205 GEORGEANNA ST YORKVILLE, IL 60560-	COUNTRYSIDE SUB UNIT 7	WELL EXPERT
4/14/2025	052025091	05 Remodeling	03-32-131-002 MAGO MICHAEL J	5380 OLD RESERVE RD OSWEGO, IL 60543-	OLD RESERVE HILLS UNIT 1	TRANQUILITY BUILDERS INC.
3/25/2025	052025069	05 Remodeling	02-35-413-011 RUMSHAS LEISA D	7388 GILDA CT YORKVILLE, IL 60560-	FIELDS OF FARM COLONY UNIT 4	SYNERGY BUILDERS INC.

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Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
3/25/2025	052025068	05 Remodeling	03-05-176-004 FOX METRO WATER REC DIST	682 ROUTE 31 OSWEGO, IL. 60543		
3/11/2025	052025056	05 Remodeling	03-05-253-032 OSWEGOLAND PARK DISTRICT	0 BOULDER HILL PASS MONTGOMERY, IL 60538-		LEOPARDO CONSTRUCTION
2/5/2025	052025035	05 Remodeling	03-18-328-007 PATULA ROBERT R & KATHRYN L	9 N CHERRY DR OSWEGO, IL 60543-	OWNERS 2ND SUB SEC 18-37-8	LEADS CONSTRUCTION
1/27/2025	052025028	05 Remodeling	02-21-151-004 GOSCINIAK TOMASZ	20 PATRICIA LN YORKVILLE, IL 60560-	RICHARDS BLACKBERRY ESTATES	
1/13/2025	052025023	05 Remodeling	02-34-127-002 DEBOLT BRIAN & ARMELINDA	4 ACORN LN YORKVILLE, IL 60560-	FOX RIVER GARDENS	SAME AS OWNER
2/7/2025	052025037	05 Remodeling	05-12-228-003 TESTONE VINCENT & CAROL WESTPHAL	6004 WHITETAIL RIDGE DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	ACCULEVEL, INC.
7/28/2025	052025202	05 Remodeling	03-08-102-003 LUNA JUAN	1056 ROUTE 31 OSWEGO, IL 60543-		ACCULEVEL INC.
7/7/2025	052025180	05 Remodeling	02-34-176-005 MUND RONALD G & STUDLER D M	34 RIVERSIDE ST YORKVILLE, IL 60560-		THOMAS HOME REPAIR LLC
4/25/2025	072025110	07 Commercial - B Zone	09-13-200-014 FOUR SEASONS STORAGE, LLC	14339 COUNTY LINE RD SHOREWOOD, IL 60404-	GO PRO SPORTS	WICK BUILDINGS
1/8/2025	072025010	07 Commercial - B Zone	02-10-300-019 FOX VALLEY FAMILY YMCA INC	1520 N CANNONBALL TRL BRISTOL, IL 60512-		
7/9/2025	082025190	08 Barns/Farm Buildings	05-19-100-003 HAWKINSON STEVEN DOUGLAS	9420 LISBON RD YORKVILLE, IL 60560-		

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6/2/2025	082025137	08 Barns/Farm Buildings	06-10-100-003 KELLER MARTIN J & NICOLE C	7426 B SCHLAPP RD OSWEGO, IL 60543-		
4/28/2025	082025109	08 Barns/Farm Buildings	04-31-200-009 ALLEN JEFFREY D & BRITTANY	11313 B CRIMMIN RD NEWARK, IL 60541-		
6/2/2025	082025136	08 Barns/Farm Buildings	05-21-400-008 LUDWIG ADAM E	9239 WALKER RD YORKVILLE, IL 60560-		
5/2/2025	082025100	08 Barns/Farm Buildings	02-36-300-004 ABBAS ALAA	6605 RESERVATION RD YORKVILLE, IL 60560-	MORGANS SUB	
4/15/2025	082025092	08 Barns/Farm Buildings	01-30-100-006 TOWNSEND JASON S	4505 SANDY BLUFF RD PLANO, IL 60545-		
4/10/2025	082025082	08 Barns/Farm Buildings	02-26-400-023 DEL TORO MARCO & IMELDA	7404 ROUTE 71 YORKVILLE, IL 60560-		
6/2/2025	082025143	08 Barns/Farm Buildings	03-24-100-010 ROSALES YOLANDA & ISAIAS	640 E RANCE RD OSWEGO, IL 60543-		
5/5/2025	082025120	08 Barns/Farm Buildings	06-10-200-006 KELLER FRANK	7426 SCHLAPP RD OSWEGO, IL 60543-		
3/17/2025	082025061	08 Barns/Farm Buildings	07-29-200-004 FRIESTAD JOSHUA & SARAH	16187 ROODS RD NEWARK, IL 60541-		
3/5/2025	082025053	08 Barns/Farm Buildings	01-03-100-001 VARGAS TEODORO & VARGAS THEODORE	14780 GALENA RD PLANO, IL 60545-		
2/25/2025	082025047	08 Barns/Farm Buildings	03-27-200-008 HIGENS NICHOLAS & MARJORIE	4050 DOUGLAS RD OSWEGO, IL 60543-		

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6/3/2025	082025044	08 Barns/Farm Buildings	09-29-400-010 PLJ PARTNERSHIP LP	, -		
1/28/2025	082025031	08 Barns/Farm Buildings	09-15-200-003 BEST BUDGET TREE SERVICE LLC	2241 ROUTE 52 MINOOKA, IL 60447-	RIVER WOOD FARMS	
7/18/2025	122025199	12 Swimming Pools	02-13-352-006 CINTO CHRISTOPHER J & EVANGELINE M	1222 RIVERWOOD DR OSWEGO, IL 60543-		
7/15/2025	122025192	12 Swimming Pools	05-12-277-015 SIEMIANOWSKI JOSEPH R & JULIE T	5929 LEGACY CIR YORKVILLE, IL 60560-	WHITETAIL RIDGE	DESROCHERS BACKYARD POOLS
7/3/2025	122025183	12 Swimming Pools	06-02-177-003 ROSIER CHRISTOPHER A & NIVERDA NICHOLE M	7 CHEROKEE DR OSWEGO, IL 60543-	OSWEGO PLAINS	
6/5/2025	122025147	12 Swimming Pools	06-33-300-004 WILSON MICHAEL JEAN & PAMELA	11995 MCKANNA RD MINOOKA, IL 60447-		
5/2/2025	122025117	12 Swimming Pools	03-08-276-005 LOPEZ SAMANTHA	6 FIELDPOINT RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 17	
5/6/2025	122025098	12 Swimming Pools	02-21-200-028 WIESCHHAUS KRISTOPHER T & UNIT 1 A B V A A	9261 KENNEDY RD YORKVILLE, IL 60560-		
4/22/2025	122025095	12 Swimming Pools	02-35-127-009 RODRIGUEZ JOSE	34 MORGAN CT YORKVILLE, IL 60560-	FARM COLONY	
4/14/2025	122025085	12 Swimming Pools	02-16-276-012 ROCEN SHERI	25 NORTH ST BRISTOL, IL 60512-		
4/4/2025	122025075	12 Swimming Pools	04-21-252-002 YENTER KELLI & CHRIS	15536 PROSPECT HILL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	10X POOLS

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3/31/2025	122025070	12 Swimming Pools	03-18-376-007 RAMIREZ SALVADOR C & ANGELA	6 W PLEASANTVIEW DR OSWEGO, IL 60543-	RIVERVIEW HEIGHTS	
3/4/2025	122025049	12 Swimming Pools	05-12-220-009 FULTON STEPHEN D JR	7365 CLUBHOUSE DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	SWIM SHACK INC.
7/28/2025	122025200	12 Swimming Pools	02-23-302-004 SLADEK ZACHARY	7 TIMBER VIEW LN YORKVILLE, IL 60560-	TIMBER RIDGE SUB UNIT 2	DUTCH BARN LLC
2/5/2025	122025033	12 Swimming Pools	05-12-228-002 FISHER JUSTIN & RACHELLE	5976 WHITETAIL RIDGE DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	ALL PROPERTY SERVICES INC.
4/24/2025	132025111	13 Decks	01-25-461-002 BERRIOS LAURIE ANN & WILLIAM	12156 MITCHELL DR PLANO, IL 60545-	SCHAEFER WOODS SOUTH UNIT 1	ROONEY BUILDERS
4/25/2025	132025108	13 Decks	01-35-428-013 SCHILTZ DANIEL	32 WILLOW SPRINGS LN PLANO, IL 60545-	THE WILLOWS SUB	
4/22/2025	132025101	13 Decks	03-08-302-002 LECHUGA LORENZO & TERESA	115 LAURIE LN OSWEGO, IL 60543-	SHORE HEIGHTS UNIT 1	
4/15/2025	132025090	13 Decks	04-21-125-022 PADILLA FAMILY TRUST	9315 N STONEWALL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	MI-TER BUILT HOMES INC.
4/14/2025	132025086	13 Decks	02-16-276-012 ROCCEN SHERI	25 NORTH ST BRISTOL, IL 60512-		
4/8/2025	132025084	13 Decks	01-16-427-009 KANTOR MATTHEW E & AUDRA MAE	40 MEYER RD PLANO, IL 60545-	MEYERBROOK UNIT 3	RLK BUILDERS INC.
2/19/2025	132025043	13 Decks	04-21-125-008 FREEMAN JON & JAYMIE	15715 HOODS CIR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 2	WEST SUBURBAN DECKS., LLC

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Kendall County

Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
2/13/2025	132025041	13 Decks	06-02-400-005 POTTS BRIAN D & KENDRA H	1430 CHERRY RD OSWEGO, IL 60543-		WARNER'S DECKING, INC.
7/28/2025	132025201	13 Decks	03-07-229-007 BROEFFLE STEPHEN J & LAURAL	7 MARLIN DR OSWEGO, IL 60543-	MARINA TERRACE	PARTIPILO CUSTOM DECKS
7/7/2025	132025185	13 Decks	03-18-379-007 JONES SEAN ROBERT	42 S CHERRY DR OSWEGO, IL 60543-	RIVERVIEW HEIGHTS	J&E RESTORATIONS
7/3/2025	132025182	13 Decks	06-02-177-003 ROSIER CHRISTOPHER A & NIVIDA NOLUEMAL	7 CHEROKEE DR OSWEGO, IL 60543-	OSWEGO PLAINS	
6/30/2025	132025172	13 Decks	02-22-476-002 BURNETT PHILLIP D & ROSEANN	35 TIMBER VIEW LN YORKVILLE, IL 60560-	TIMBER RIDGE SUB UNIT 2	REVAMP FENCE & DECK
6/2/2025	132025148	13 Decks	03-32-131-002 MAGO MICHAEL J	5380 OLD RESERVE RD OSWEGO, IL 60543-	OLD RESERVE HILLS UNIT 1	PARTIPILO CUSTOM DECKS
5/29/2025	132025146	13 Decks	06-25-400-005 SCHROEDER HAROLD & CAROL	10893 LINE RD PLAINFIELD, IL 60586-		STAN'S ROOFING & SIDING
3/31/2025	132025072	13 Decks	01-32-101-002 AVENARIUS DAVID & LAURIE H	16700 GRISWOLD SPRINGS RD PLANO, IL 60545-	SANDY BLUFF DUTCH ACRES	UPPERDECK DESIGNS & CONSTRUCTION
6/2/2025	132025134	13 Decks	05-06-276-003 SPEROS JON	88 POPLAR RD YORKVILLE, IL 60560-	FOXLAWN UNIT 4	UPPERDECK DESIGN & CONSTRUCTION
5/15/2025	132025130	13 Decks	03-07-403-007 SANCHEZ ROY & JOLEIGH	175 DOLORES ST OSWEGO, IL 60543-	SHORE HEIGHTS UNIT 2	
6/3/2025	132025119	13 Decks	03-18-376-007 RAMIREZ SALVADOR C & ANGELA	6 W PLEASANTVIEW DR OSWEGO, IL 60543-	RIVERVIEW HEIGHTS	

Permit Approval Date Report
Kendall County

Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
5/6/2025	132025099	13 Decks	02-21-200-028 WIESCHHAUS KRISTOPHER T & UNIT ADVANCE	9261 KENNEDY RD YORKVILLE, IL 60560-		
5/1/2025	132025118	13 Decks	04-21-252-002 YENTER KELLI & CHRIS	15536 PROSPECT HILL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	COMPLETE CONSTRUCTION
5/2/2025	132025116	13 Decks	02-35-276-010 DRAPER ROSS & AMY	187 COUNTRY RD YORKVILLE, IL 60560-	FARM COLONY	
4/28/2025	132025113	13 Decks	02-15-252-001 GLASGOW DAVID M & KAREN M	14 N ROYAL OAKS DR BRISTOL, IL 60512-	THE WOODS OF BLACKBERRY OAKS	CAHILL CONTRACTORS LLC
7/30/2025	132025207	13 Decks	04-21-105-001 STERIOTI FRANK & AUDREY	16026 S STONEWALL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 4	
6/13/2025	142025025	14 Demolitions	03-25-400-001 ROUSONELLOS AGRI & INVEST PARTN	4560 STEWART RD OSWEGO, IL 60543-		
6/26/2025	142025159	14 Demolitions	09-16-200-006 ROBINSON ROBERT	3035 ROUTE 52 MINOOKA, IL 60447-		US HOME SERVICES
7/7/2025	152025187	15 Electrical Upgrades	06-02-177-002 RENDINA BRUNO & LAURAL	103 OSWEGO PLAINS DR OSWEGO, IL 60543-	OSWEGO PLAINS	DELTA PRO ELECTRIC LLC.
6/30/2025	152025176	15 Electrical Upgrades	02-34-151-017 GREISMANN KENNETH J & ROXANNE	96 QUINSEY RD YORKVILLE, IL 60560-		ECO ENERGY SERVICES LLC
6/19/2025	152025166	15 Electrical Upgrades	01-20-376-002 GOMEZ ERIC & MISTY	87 WOODLAND DR PLANO, IL 60545-	SUGAR BROOK ESTATES RESUB UNIT 2	
6/13/2025	152025158	15 Electrical Upgrades	01-33-100-025 CIOFANI EDWARD	15646 C GRISWOLD SPRINGS RD PLANO, IL 60545-	THE BLUFFS PUD	RED STAR ELECTRIC

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Kendall County

Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
6/9/2025	152025150	15 Electrical Upgrades	02-35-431-010 SMITH KELLY A	5748 AUDREY AVE YORKVILLE, IL 60560-	FIELDS OF FARM COLONY UNIT 4	NU-TREND EV & ELECTRICAL SERVICES
6/2/2025	152025135	15 Electrical Upgrades	03-31-302-002 HER TAO & PANG	9 SETTLERS LN OSWEGO, IL 60543-	HATTNER SUB	MISTER SPARKY
4/23/2025	152025102	15 Electrical Upgrades	06-18-200-015 VILLA JOSE D & TOVAR GLADYS S	8200 GROVE ROAD YORKVILLE, IL. 60560		
3/20/2025	152025064	15 Electrical Upgrades	04-16-376-011 DEPAULO BUILDERS INC % ESTATES OF MILLER, BRADLEY L & A	, -		JJJ COMMUNICATIONS LLC
3/12/2025	152025060	15 Electrical Upgrades	02-34-157-002 HEIMSOOTH MARK E & BETHANY A	8935 VAN EMMON RD YORKVILLE, IL 60560-	HRUBYS PLAT	THOMAS A AGUIRRE
6/30/2025	152025177	15 Electrical Upgrades	06-16-400-002 BEAM MARK	8555 S SCHLAPP RD PLAINFIELD, IL 60544-		ECO ENERGY SERVICES LLC
2/25/2025	152025048	15 Electrical Upgrades	02-22-126-004 LEIFHEIT ELMER B & NANCY	26 LAKEVIEW DR YORKVILLE, IL 60560-		TIMOTHY J MCHENRY
1/9/2025	152025019	15 Electrical Upgrades	06-13-129-004 JOHNSON RYAN A & JESSICA L	33 VIKING BLVD PLAINFIELD, IL 60586-	EVERGREEN GROVE UNIT HI - LITE ELECTRIC INC. 1	
7/18/2025	182025194	18 Driveway	03-04-455-006 PEGUES JOSEPHINE	66 SAUGATUCK RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 19	AV CONCRETE
7/9/2025	182025191	18 Driveway	02-21-178-002 ALVAREZ RAMON & FOX AMY ELIZABETH	3416 ROUTE 47 YORKVILLE, IL 60560-		LUIS NUNEZ - DAVID G LANDSCAPING
7/1/2025	182025181	18 Driveway	06-02-177-003 ROSIER CHRISTOPHER A & ALYSSA NICOLE	7 CHEROKEE DR OSWEGO, IL 60543-	OSWEGO PLAINS	

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Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
6/25/2025	182025156	18 Driveway	03-04-151-018 KUNZ JOSEPH F JR & KATHARINE S	78 FERNWOOD RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 29	BLUE CONSTRUCTION
4/15/2025	182025094	18 Driveway	03-18-451-004 DALE EDMUND & DALE MARK	33 PLEASANTVIEW DR OSWEGO, IL 60543-	RIVERVIEW HEIGHTS	DALTON HENNINGER
5/14/2025	182025080	18 Driveway	01-10-101-004 CHIHUAHUA HOLDING COMPANY LLC	1182 VILMIN ROAD PLANO, IL. 60545		
4/7/2025	182025078	18 Driveway	03-07-403-007 SANCHEZ ROY & JOLEIGH	175 DOLORES ST OSWEGO, SHORE HEIGHTS UNIT 2 IL 60543-		
6/2/2025	192025125	19 Fire Restoration	03-04-280-007 WELCH STEPHEN R & KATHERINE M	156 HEATHGATE RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 26	PLEASANT HILL CO INC.
6/4/2025	192025144	19 Fire Restoration	01-06-100-006 EDLEBECK TERRI LYNN	17609 GALENA RD BIG ROCK, IL 60511-		BELFOR PROPERTY RESTORATION
7/28/2025	202025203	20 Patio	03-05-452-087 COOK LINDA L	39 CIRCLE DR MONTGOMERY, IL 60538-	BOULDER HILL UNIT 7	CEMENTRIX CONCRETE
7/15/2025	202025193	20 Patio	03-04-352-033 PENLEY NATHAN M & CARRIE L	67 HAMPTON RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 7	AV CONCRETE
6/13/2025	202025155	20 Patio	03-04-176-001 RUSH SHAUN & MADISON	80 FERNWOOD RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 29	BLUE CONSTRUCTION CORP.
6/30/2025	232025170	23 Generator	04-16-350-015 AUGUSTINE JOHN & CHERYL M	9021 WILCOX CT NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 1	
6/26/2025	232025165	23 Generator	05-18-228-003 DOLIN JULIE A	8019 WILSON CT YORKVILLE, IL 60560-	TANGLEWOOD TRAILS	LEE LEGLER CONSTRUCTION

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Kendall County

Issue Date	Permit ID	Permit Category	Parcel Number	Owner Name	Property Address	Subdivision	Contractor Name
6/26/2025	232025164	23 Generator	02-36-102-006	SIMANDLE JEROME J & BALUK JANET L	405 COUNTRY RD YORKVILLE, IL 60560-	FARM COLONY	LEE LEGLER CONSTRUCTION & REMEDIATION
6/10/2025	232025151	23 Generator	03-18-428-003	HAFENRICHTER CARL	5232 ROUTE 34 OSWEGO, IL 60543-	OWNERS SUB SE 1/4 SEC 18-37-8	LEE LEGLER CONSTRUCTION & REMEDIATION
4/7/2025	232025083	23 Generator	04-21-125-032	BRATLAND JAY S & MICHELLE J	9204 CHATHAM PL NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	
3/26/2025	242025066	24 Solar	03-31-477-007	COLLIER JOSH & COLLIER ANDREA	10 TOMAHAWK TRL OSWEGO, IL 60543-		ONE EARTH SOAR LLC
3/24/2025	242025065	24 Solar	02-10-400-006	IBARRA JOSE ANTONIO	8371 GALENA RD BRISTOL, IL 60512-		ION DEVELOPER LLC
3/3/2025	242025050	24 Solar	06-07-226-012	TJ BAUMGARTNER CUSTOM HOMES	7295 FAIRWAY DR YORKVILLE, IL 60560-	WHITETAIL RIDGE	CERTASUN LLC
2/25/2025	242025046	24 Solar	06-14-200-017	COUGAR TRUST	8493 OLD RIDGE RD PLAINFIELD, IL 60586-		BRS FIELDS OPS LLC
4/28/2025	242025115	24 Solar	01-19-376-011	BEYER JOSHUA J SR & SUMMER ANN	54 WILLIAM LN SANDWICH, IL 60548-	HOLLIS PARK UNIT 2	LGCY INSTALLATION SERVICES LLC
4/25/2025	242025112	24 Solar	03-09-153-002	MORALES BRENDA L	36 FIELDPOINT RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 25	FREEDOM FOREVER IL LLC
4/25/2025	242025107	24 Solar	03-04-406-015	KELLOGG PAUL E & KELLOGG CAROLYN	107 TEALWOOD RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 27	FIBONACCI ENERGY LLC
4/10/2025	242025087	24 Solar	03-05-276-024	PEINADO RUBEN & PEINADO EDWIGES	23 ALDON RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 15	FREEDOM FOREVER IL LLC

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Issue Date	Permit ID	Permit Category	Parcel Number	Owner Name	Property Address	Subdivision	Contractor Name
4/7/2025	242025079	24 Solar	06-13-126-005	TAYLOR JUSTIN MARK & INTHA D	14 ANDY CT PLAINFIELD, IL 60586-	EVERGREEN GROVE UNIT 1	FREEDOM FOREVER IL LLC
2/19/2025	242025045	24 Solar	02-10-400-006	IBARRA JOSE ANTONIO	8371 GALENA RD BRISTOL, IL 60512-		ION DEVELOPER LLC
1/27/2025	242025030	24 Solar	03-08-276-004	LOVELACE PATRICK M	4 FIELDPOINT RD MONTGOMERY, IL. 60538	BOULDER HILL UNIT 17	SUNRUN INSTALLATION SERVICES
1/3/2025	242025016	24 Solar	03-08-202-014	CLEMENTI JOHN P & KAREN K	5 WESTLEIGH CT MONTGOMERY, IL 60538-	BOULDER HILL UNIT 14	INDEPENDENCE RENEWABLE ENERGY LLC
7/30/2025	242025209	24 Solar	08-02-476-010	GORGES TIMOTHY A & SARAH M	12888 MACKENZIE RD YORKVILLE, IL 60560-	MURDO T MACKENZIE SUB	FREEDOM FOREVER IL LLC
7/30/2025	242025208	24 Solar	03-05-454-022	BREESE NANCY	14 CURTMAR CT MONTGOMERY, IL 60538-	BOULDER HILL UNIT 7	FREEDOM FOREVER IL LLC
7/30/2025	242025206	24 Solar	02-29-276-012	KRITZBERG SUSAN	1217 GAME FARM RD YORKVILLE, IL 60560-		VOLT LLC
7/18/2025	242025198	24 Solar	01-16-426-009	RICE NICOLE M	24 N LINDEN DR PLANO, IL 60545-	MEYERBROOK UNIT 1	SUNRUN INSTALLATION SERVICES
4/9/2025	242025088	24 Solar	03-04-307-024	HERRERA ELIEL	32 LONGBEACH RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 10	FREEDOM FOREVER IL LLC
7/18/2025	242025197	24 Solar	08-02-476-012	EATON JEFFREY H & TAMARAL	12944 MACKENZIE RD YORKVILLE, IL 60560-	MURDO T MACKENZIE SUB	GREENGRIDS
7/7/2025	242025188	24 Solar	06-13-126-004	DELARA JOSEPH & JANICE	18 ANDY CT PLAINFIELD, IL 60586-	EVERGREEN GROVE UNIT 1	FREEDOM FOREVER LLC

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Issue Date	Permit ID	Permit Category	Parcel Number Owner Name	Property Address	Subdivision	Contractor Name
6/2/2025	242025139	24 Solar	03-04-253-020 PONCE YENI ANGELICA	64 INGLESHERE RD MONTGOMERY, IL 60538-	BOULDER HILL UNIT 29	1 EARTH SOLAR LLC
5/20/2025	242025131	24 Solar	06-13-128-001 CLINE DAVID B & TRACY ANN	17 ANDY CT PLAINFIELD, IL 60586-	EVERGREEN GROVE UNIT 1	FREEDOM FOREVER IL LLC
5/15/2025	242025128	24 Solar	04-21-126-013 JENSEN TIMOTHY R & CAROL M	9290 N STONEWALL DR NEWARK, IL 60541-	ESTATES OF MILLBROOK UNIT 3	SUNRUN INSTALLATION SERVICES LLC
5/12/2025	242025126	24 Solar	05-07-176-009 HUGHES TANYA	37 HIGHVIEW DR YORKVILLE, IL 60560-	PAVILLION HEIGHTS UNIT 1	FREEDOM FOREVER IL LLC
5/8/2025	242025124	24 Solar	06-13-127-002 NOTTKE BRYAN P & AMY L	15 BETTY LN PLAINFIELD, IL 60586-	EVERGREEN GROVE UNIT 1	FREEDOM FOREVER IL LLC
5/5/2025	242025122	24 Solar	03-04-181-016 HENNE ROBERT T & ELIZABETH H	4 INGLESHERE CT MONTGOMERY, IL 60538-	BOULDER HILL UNIT 29	SUNRUN INSTALLATION SERVICES LLC

PLANNING BUILDING & ZONING RECEIPTS 2025

DATE	BUILDING FEES	ZONING FEES	LAND- CASH	OFFSITE ROADWAY	MONTHLY FY 2025	TOTAL FY 2025	MONTHLY FY 24	TOTAL FY 24
December	\$8,244.00	\$0.00	\$3,163.48	\$1,000.00	\$12,407.48	\$12,407.48	\$10,759.44	\$10,759.44
January	\$9,122.50	\$425.00	\$8,141.06	\$2,000.00	\$19,688.56	\$32,096.04	\$6,128.44	\$16,887.88
February	\$7,170.00	\$0.00	\$8,434.67	\$2,000.00	\$17,604.67	\$49,700.71	\$12,449.55	\$29,337.43
March	\$10,925.84	\$74.00	\$10,208.53	\$1,000.00	\$22,208.37	\$71,909.08	\$15,542.46	\$44,879.89
April	\$16,024.58	\$1,279.00	\$17,132.39	\$3,000.00	\$37,435.97	\$109,345.05	\$36,410.16	\$81,290.05
May	\$5,588.20	\$0.00	\$0.00	\$0.00	\$5,588.20	\$114,933.25	\$13,067.18	\$94,357.23
June	\$9,106.48	\$0.00	\$6,604.73	\$0.00	\$15,711.21	\$130,644.46	\$27,571.20	\$121,928.43
July	\$17,340.00	\$1,927.00	\$16,664.75	\$1,000.00	\$36,931.75	\$167,576.21	\$33,948.83	\$155,877.26
August							\$31,821.36	\$187,698.62
September							\$27,597.57	\$215,296.19
October							\$42,701.26	\$257,997.45
November							\$46,441.83	\$304,439.28

YR END TOTAL	\$83,521.60	\$3,705.00	\$70,349.61	\$10,000.00	\$167,576.21			
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Matt Asselmeier

From: Alyse Olson <alyse@kendallswcd.org>
Sent: Wednesday, June 11, 2025 11:18 AM
To: Matt Asselmeier
Subject: [External]Updated NRI Application Form with New Rates
Attachments: NRI_Application_Kendall SWCD_2025.pdf

CAUTION - This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi Matt,

At our June 9th board meeting the SWCD board approved the adoption of an updated NRI policy with new rates. The SWCD has not increased the NRI fee since 2010, and the board felt that it was time to raise the fee to be in line with what surrounding districts charge.

Attached is our updated NRI application with the new fees. The updated application will also be added to our website this week, and can be found here: <https://kendallswcd.org/kswcd/natural-resource-information-nri-reports>

Please let me know if you have any questions.

Thanks,
Alyse

Alyse Olson
Resource Conservationist



**Kendall County Soil & Water
Conservation District**

7775A Route 47
Yorkville, IL 60560
Office: (630) 553-5821 x3
Direct: (630) 708-4009
www.kendallswcd.org

Please note my new email address: alyse@kendallswcd.org



Kendall County Soil & Water
Conservation District

7775A Route 47, Yorkville, Illinois 60560 • (630)553-5821 extension 3

Website: www.kendallswcd.org

NATURAL RESOURCE INFORMATION (NRI) REPORT APPLICATION

Petitioner: _____ Contact Person: _____
Address: _____
City, State, Zip: _____
Phone Number: _____
Email: _____

Please select: How would you like to receive a copy of the NRI Report? ☐ Email ☐ Mail

Site Location & Proposed Use

Township Name _____ Township _____ N, Range _____ E, Section(s) _____
Parcel Index Number(s) _____
Project or Subdivision Name _____ Number of Acres _____
Current Use of Site _____ Proposed Use _____
Proposed Number of Lots _____ Proposed Number of Structures _____
Proposed Water Supply _____ Proposed type of Wastewater Treatment _____
Proposed type of Storm Water Management _____

Type of Request

- ☐ Change in Zoning from _____ to _____
☐ Variance (Please describe fully on separate page)
☐ Special Use Permit (Please describe fully on separate page)

Name of County or Municipality the request is being filed with: _____

In addition to this completed application form, please including the following to ensure proper processing:

- ☐ Plat of Survey/Site Plan – showing location, legal description and property measurements
☐ Concept Plan - showing the locations of proposed lots, buildings, roads, stormwater detention, open areas, etc.
☐ If available: topography map, field tile map, copy of soil boring and/or wetland studies
☐ NRI fee (Please make checks payable to Kendall County SWCD)

The NRI fees, as of July 1, 2025, are as follows:

Full Report: \$450.00 for five acres and under, plus \$25.00 per acre for each additional acre or any fraction thereof over five.

Executive Summary Report: \$375.00 (KCSWCD staff will determine when a summary report will be necessary)

Review Letter: \$75.00 (KCSWCD staff will determine when a review letter will be necessary)

Fee for first five acres and under \$ 450.00

_____ Additional Acres at \$25.00 each \$ _____

Total NRI Fee \$ _____

NOTE: Applications are due by the 1st of each month to be on that month's SWCD Board Meeting Agenda. Applications can be emailed to alyse@kendallswcd.org and checks mailed separately. Once a completed application is submitted, please allow 30 days for inspection, evaluation, and processing of this report.

I (We) understand the filing of this application allows the authorized representative of the Kendall County Soil and Water Conservation District (SWCD) to visit and conduct an evaluation of the site described above. The completed NRI report expiration date will be 3 years after the date reported.

Petitioner or Authorized Agent

Date

This report will be issued on a nondiscriminatory basis without regard to race, color, religion, national origin, age, sex, handicap or marital status.

FOR OFFICE USE ONLY

NRI# _____ Date initially rec'd _____ Date all rec'd _____ Board Meeting _____
Fee Due \$ _____ Fee Paid \$ _____ Check # _____ Over/Under Payment _____ Refund Due _____