

Riley Township Planning Commission

Regular Meeting Minutes

Meeting Details

Date: January 15, 2018

Time: 7:00 p.m.

Location: Riley Township Hall

Open

- Called to order at 7:00 p.m.
- Pledge of Allegiance

Roll Call

Present: Doug Pratt, Larry Moquin, Duane Hagle, Michele Daly-Brown, Jerry Filion, Dawn Behem

Absent: Dave Rushing (excused)

Agenda

- Changes to agenda: None
- ***Motion made to accept agenda by Doug Pratt, seconded by Larry Moquin. All in favor, motion passed.***

Regular Meeting Minutes – November 20, 2017

- Changes to Regular Meeting Minutes: Page 1 Public Hearing A. Second paragraph: change word “was” to “were”; Page 2 Public Hearing B. Second paragraph: change word “was” to “were”; Page 3 New Business A. Second paragraph: change word “extended” to “extensive”.
- ***Motion made to accept minutes as amended by Doug Pratt, seconded by Duane Hagle. All in favor, motion passed.***

Public Comments on Agenda Items – None Present

Public Hearing – None Scheduled

Guest Speaker – None Present

Trustee Report

Duane Hagle reported ditching has started on Lambs road east of Braidwood Road; Sirco Scape has been hired for snow removal this season; approved At-Home Pro to do repair at the cemetery; tabled the Employee Handbook; tabled Hall Flooring for possible new flooring at the hall; and Al Titus discussed the tax assessment for cleanout work on the Green Drain.

Parks & Recreation Report – No meeting held

Board of Appeals Report – No meeting held

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New Business

- A. Schedule 2018 meeting dates for Planning Commission:** Regular public meetings scheduled to be held every third Monday each month, except December, at 7:00 p.m. at the Riley Township Hall on the following dates: February 19, 2018; March 19, 2018; April 16, 2018; May 21, 2018; June 18, 2018; July 16, 2018; August 20, 2018; September 17, 2018; October 15, 2018; November 19, 2018; and January 21, 2019.
- B. Review Annual Summary Report:** Dawn Behem submitted a draft Annual Summary Report for 2017. Jerry Filion added he attended a training webinar on March 3, 2017 on Medical Marijuana Laws to be added onto the summary. Members reviewed the draft report with no further changes.
- C. Planning Commission Officer Election:** Larry Moquin nominated Dawn Behem for Recording Secretary position, seconded by Duane Hagle; Doug Pratt nominated Larry Moquin for Chairman position, seconded by Jerry Filion; and Larry Moquin nominated Doug Pratt for Vice-Chairman, seconded by Duane Hagle. All nominations were accepted.
- ***Motion to accept and elect the planning commission officers into their nominated positions made by Larry Moquin, seconded by Michele Daly-Brown. All in favor, motion passed.***

Old Business

- A. Review of Section 906 – Off Street Parking Requirements:** Doug Pratt submitted proposed changes to amend the ordinance. Tabled for review.
- B. Review of Amendment: Section 202 of Ordinance 33 – Definition of Commercial Vehicle:** Dawn Behem emailed David Struck at Metro Planning on November 27, 2017, with file attachments of public hearing and meeting minutes, regarding the planning commission's proposed "commercial vehicle" definition ordinance amendment. David Struck responded by email on November 29, 2017, "it looks to be a solid definition" and gave a few sample definitions from other communities for comparison. Dawn Behem submitted a drafted memo for the Township Board on behalf of the Planning Commission regarding the recommendation to amend Ordinance 33, Section 202 to add the proposed definition for Commercial Vehicle as presented at the public hearing held on November 20, 2017. Discussion was held and comments were taken among the commissioners in review of the proposed definition for addition to the zoning ordinance without any further changes.
- ***Motion made to accept the proposed "commercial vehicle" definition as written from the public hearing and approve recommendation to amend the zoning ordinance to the Riley Township Board made by Larry Moquin, seconded by Michele Daly-Brown. All in favor, motion passed.***
- C. Review of Section 909 – Signs:** Doug Pratt submitted proposed changes to amend the ordinance within Section 909(C) Application process for Items No. 2: Review, and No. 3 Approval. Discussion was held and comments were taken among the commissioners in review of the proposed changes.
- ***Motion made to accept the proposed zoning ordinance changes within Section 909(C) Application process for Items No. 2 (Review) and No. 3 (Approval) and to schedule a public hearing to be held at the next regular planning commission meeting made by Duane Hagle, seconded by Doug Pratt. All in favor, motion passed.***

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Committee Reports - None

Communications

- Email response from David Struck of Metro Planning received on November 29, 2017 RE: Commercial Vehicle definition for ordinance amendment.
- Letter to HSP from Planning Commission dated November 27, 2017 RE: Special Use/Site Plan Approval.
- Received copies of an amended index list and zoning ordinance for Section 1207: Fees from Clerk to update members ordinance manuals.

Comments from the Public

- Doug Wendland presented questions regarding an existing accessory building structure to be changed into a residential house plan by the property owner that is currently zoned AR.
- Doug Wendland commented he saw Berlin Township published a newspaper article regarding solar and wind turbines from large companies and presented questions regarding our township's ordinance. Larry Moquin requested to have the Secretary contact Berlin Township to obtain a copy of their ordinance regarding this.

Comments from Planning Commission Members (not addressed) – None

Next Regular Meeting

Date: February 19, 2018

Time: 7:00 p.m.

Location: Riley Township Hall

Adjournment

Motion by Doug Pratt seconded by Duane Hagle at 7:44 p.m. All in favor, motion passed.

Respectfully submitted by,

Dawn Behem, Recording Secretary

Larry Moquin, Chairperson