

**Minutes of the
Port Byron Planning and Zoning Commission
September 14th, 2016 – Port Byron Village Hall
7:00 PM**

The Planning and Zoning Commission met on Wednesday, September 14th, 2016 at 7:00 PM at the Village Hall.

Introduction:

The meeting was called to order at 7:04 PM by Chairman Gerry Meade

Roll Call/Establishment of Quorum:

Roll Call: Present: Members Wes Wells, Bob Wilson, Sarah Ford, Bruce Peterson, Bob Lagerblade, Scott Angelici, and Chairman Gerry Meade.

Also present: Doug Streeter (Building Inspector), Bob Wells, and Tom Stocking

Roll call established a quorum was present and the Pledge of Allegiance was recited.

Mayor's Update:

NONE

Building Inspectors Report:

Doug reported that permits were issued for 5 roofs; the remodeled building on Main Street by Chad Pregracke is almost complete and has a renter; the new business owner for the former Mean Mel's property is working on completing financing. The proposed Shew development project has been handed over to the IRDC, due to TIF involvement in the project.

Gallery Comments:

Tom Stocking said he's selling candy for the Knights of Columbus over the weekend and invited the board to attend.

Zoning Board of Appeals:

Bob Wells presented information and a proposal to build a garage on the edge of the 70-foot right of way to the village easement at 1420 N. High Street. Doug indicated he saw no issues on the proposed site. Bob will take his case to the Zoning Board of Appeals on October 14th. A motion was made by Bob Wilson, seconded by Bruce Peterson, that the Planning and Zoning Board recommend the variance. All in favor.

Chairman's Report:

Gerry stated that preliminary discussions for project proposals for new P&Z projects will begin during the October meeting.

A subdivision ordinance from 1996 is being brought up to date and will be presented for discussion at the next meeting.

Old Business:

Lawn of the Season Competition: The board discussed opening a contest to residents or businesses in the TIF corridor; discussed forming a sub-committee to cover work and judge applications; Sarah said the Green Committee could be part of the competition too, and suggested delaying planning, since the peak yard beautification is done for the season. There will be further discussions during the winter planning meetings.

The Port Byron to Sparta bicycle ride will be leaving at 8 a.m. on Sunday, October 9th, despite earlier plans to leave Saturday morning. According to Wes, there has been a lot of miscommunication and frustrations with planning the event, and shared his sentiments: "I will never raise one finger or have anything to do with the Will to Ben bike ride."

Approve Minutes: Scott moved and Bruce seconded to approve the minutes from the August 10th, 2016 P&Z Meeting. All in favor. Motion carried.

New Business:

Sarah shared updates on the progress of re-establishing the Green Committee, and a few potential projects, including Friends of the Gardens volunteer groups, working with Public Works to maintain gardens, river clean-up for the Adopt-a-River Mile, and getting a budget for projects.

Bruce said the River Cities Rotary has approved \$2,000 donation towards two benches for the park, which have a cost of \$2700. Trustee Brian Bitler offered to cover the remaining balance. However, Public Works ordered two benches for the park, so final placement of benches still needs to be determined.

P&Z 2016 Projects:

Gerry, Doug, and Bruce will be meeting soon to make decisions regarding the Village Sign Ordinance.

Bob L. presented his ideas for High Street Beautification, including a non-monetary award for improvement of properties (Lawn of the Month), the village to become a leader in maintenance and have a budget to maintain green spaces, continue review and update of sign ordinances, and the village to seek funds and work with the State of Illinois for funds to improve aesthetics and functions of Route 84. A motion was made by Bob L. and seconded by Bruce, that the proposal be submitted to the board for review and acceptance. All in favor, motion carried.

Further Gallery Comments:

None

Adjournment:

With no further business to come before the Commission at this time, Bob W. made a motion, seconded by Scott, that the meeting be adjourned. All in favor. Motion carried and meeting adjourned at 8:01 p.m.

Respectfully Submitted,

Sarah Ford