

**Minutes of the  
Port Byron Planning and Zoning Commission  
April 11, 2018 – Port Byron Village Hall  
7:00 PM**

The Planning and Zoning Commission met on Wednesday, April 11, 2018 at 7:00 p.m. at the Village Hall.

- 1. Call to Order:** The Planning and Zoning meeting was called to order at 7:10 p.m. by Chairman Gerry Meade, after the conclusion of the Zoning Board of Appeals meeting.
- 2. Roll Call/Establishment of Quorum:**

Roll Call: Present: Members Wes Wells, Patty Lindley, Wayne Oney, Sarah Ford, Bob Wilson, Scott Angelici, and Chairman Gerry Meade.  
Also present: Doug Streeter and Lou DiLauro.  
Roll call established a quorum.
- 3. Building Inspectors Report:** Doug reported that things are starting to pick up – permits were issued for a garage, kitchen remodel, roofs, power panel installation, and a screened-in porch. The Lakeview Estate home is moving along.
- 4. Chairman’s Discussion:** Chairman Meade and Wayne informed P&Z of an IDOT meeting just held, addressing their planned project to repair and install drainage under Route 84 near the maintenance building. IDOT was mandating that the village move a water main, but the meeting was a chance to find the best case for both involved, which may include installing everything together. This agreement could be the difference between a \$600,000 project, and \$150,000 project. The project is scheduled to be bid in May or June, so no final decisions were made. However, it was a cooperative meeting between the Village, IDOT, MSA, Sen. Neil Anderson, and Rep. Tony McCombie.
- 5. Mayor’s Comments:** Mayor Bruce Peterson was not in attendance.
- 6. Gallery Comments:** Lou DiLauro asked about the Rental Housing Program, and who was responsible for inspections and enforcement. Doug replied that the program started in March, and some inspections were given a few weeks prior. A random drawing picks who will get inspected each year. The program is about 95% in place.
- 7. Old Business:**
  - a. Approve Minutes:** A motion was made by Scott, and seconded by Wes, to approve the minutes from the March 14, 2018, Planning and Zoning meeting. All in favor and motion carried.
  - b. Finalize P&Z Charter:** Chairman Meade said the charter is a very important document that will be spelling out the responsibilities of the group. He plans to bring it before the board after P&Z approves it. The Commission then had a few more questions which were addressed – the composition of members, including village trustees, the need to revisit the document every few years, and the Zoning Board of Appeals’ compliance with the Illinois law.

A motion was made by Bob, and seconded by Patty, to accept the Planning and Zoning Commission Charter as presented.

A roll call vote had all members in favor, and the motion passed.

The document will be added to the Village website.

**c. Green Committee update:** Sarah said the committee, currently at 5 members, would be meeting the following week, and will be discussing a Sunday afternoon farmers' market, the music park flowers, and an Earth Day clean up. Also discussed was the installation of a sign at the EV Charging Station; Scott said he added the location on a website that maps the stations, and Gerry said he could add info on the electronic sign. Scott said if there's no use, there's no charge, but it'd be an unnoticeable change to the utility bill.

**d. Economic Development update:** Wes said the committee has been planning "Third Thursdays", which will start in May. It will be like Gazebo Fest, with live music, dinner and drink specials, and other downtown activities. The Baby Blues Fest is also set for June 30. The goal of the committee is to make the riverfront more attractive, and make it a bike path destination.

**8. New Business:** Sarah said Tour de Brew bike ride will be on May 5, and will bring hundreds of bicyclists to Port Byron. Wes said the "Will to Ben" bike ride is being organized by *Bike Wisconsin* this year. Possible parking spots near the lift station were proposed, though Bob said that couldn't happen due to the need to have access to the lift station. P&Z members were encouraged to bring project ideas to meetings, as long as they conform to the charter.

**9. Further Gallery Comments:** None.

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

Respectfully Submitted,

Sarah Ford