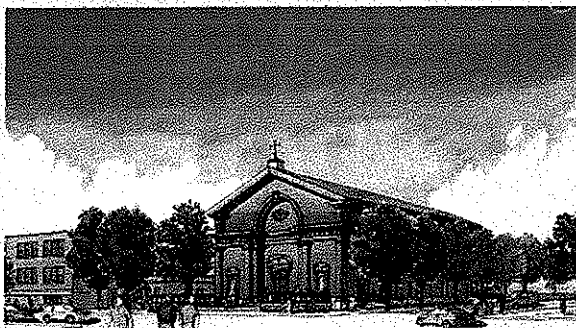
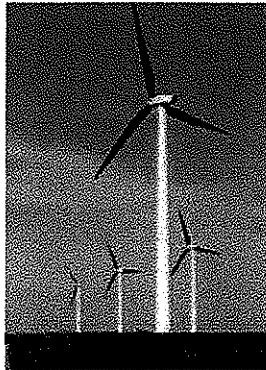
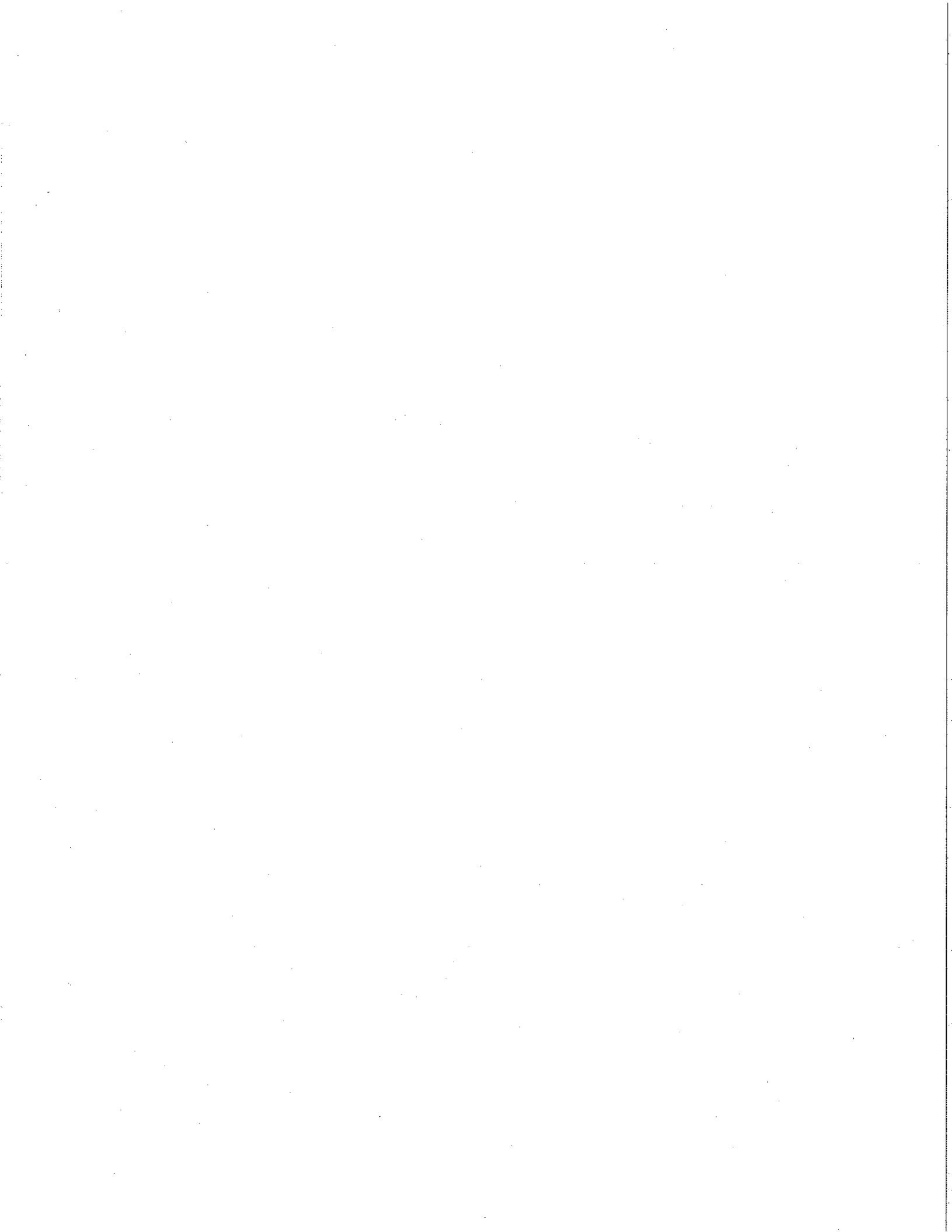


Belvidere- Boone County Planning Department

2012 Annual Report





Belvidere-Boone County Planning Department

2012 Annual Report

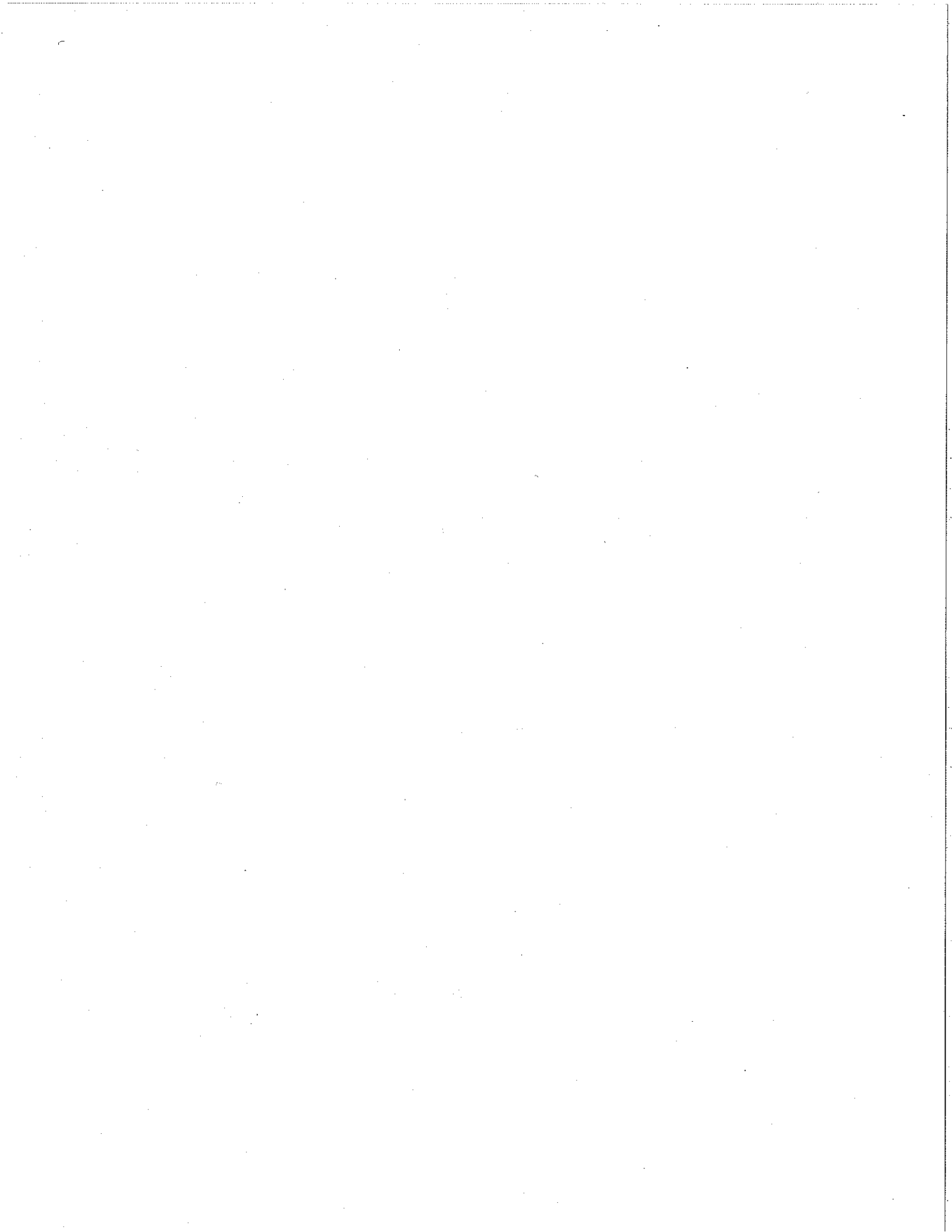
Kathy J. Miller, AICP, Interim Planning Director

Gina DelRose, Associate Planner

Filitsa Platopoulos, Administrative Assistant*

Christina Conrad, Administrative Assistant

***No longer with the department**



CITY OF BELVIDERE

Planning and Zoning Commission

David Palmer, Chairman *
David Deckert, Vice-Chairman
Andy Racz
Robert Cantrell
Art Hyland
Ken Redeker
Rich Weigel*

Committee of the Whole

Building Planning and Zoning

Alderman Dan Snow, Chairman
Alderman John Sanders, Vice-Chairman
Alderman Robert Bowley
Alderman Ron Brooks
Alderman Michael Chamberlain
Alderman George Crawford
Alderman Clint Morris
Alderman Mark Sanderson
Alderman Karen Schrader
Alderman Clayton Stevens

City Council

Mayor Fred Brereton**
Alderman Clint Morris 1st Ward**
Alderman Clayton Stevens 1st Ward**
Alderman Robert Bowley 2nd Ward**
Alderman Dan Snow 2nd Ward
Alderman Michael Chamberlain 3rd Ward**
Alderman Karen Schrader 3rd Ward**
Alderman George Crawford 4th Ward
Alderman Ron Brooks 4th Ward
Alderman John Sanders 5th Ward
Alderman Mark Sanderson 5th Ward

Belvidere Historic Preservation Commission

Becky Tobin, Chairman
Kris Bryan, Vice-Chair
Christina Conrad
Flitsa Platopoulos
David Kummerow
Lisa Irvine
Millie Priem

***Belvidere-Boone County Regional Planning Executive Committee Members**
Chaired by Kristine Ramsay-Schnor

****City-County Coordinating Committee members**
Chaired jointly by Clint Morris and Catherine Ward

BOONE COUNTY

Boone County Regional Planning Commission

Bill Luhman, Chairman*
Kristine Ramsay-Schnor, Vice-Chairman
Richard Gadke
David Bippus
Bill Brandenburg

Zoning Board of Appeals

Norm Stimes, Chairman
Darrel Davis, Vice-Chairman
Joan Krumm
Mark Rhode
Dana Pelan

Planning Zoning and Building Committee

Marshall Newhouse, Chairman
Laura Guerin-Hunt, Vice-Chairman
Brad Fidler
Kenneth Freeman
Terri Glass

Boone County Board

Bob Walberg, Chairman District 1**
Marshall Newhouse, Vice-Chairman District 1
Brad Fidler, District 1
Tricia Smith, District 1(resigned)
Ken Grzybowski, District 1
Anthony Dini, District 2
Laura Guerin-Hunt, District 2**
Paul Larson, District 2
Catherine Ward, District 2**
Kenneth Freeman, District 3
Terri Glass, District 3**
Patrick Mattison District 3**
Mike Schultz, District 3**

Boone County Agricultural Conservation Easement and Farmland Protection Commission

Richard Gadke, Chair
Dan Kane, Vice-Chair
Jackie Falkenstein, Secretary
Marshall Newhouse
Kristine Ramsay-Schnor
Jack Ratcliffe
Susan Urbas

***Belvidere-Boone County Regional Planning Executive Committee Members**

Chaired by Kristine Ramsay-Schnor

****City-County Coordinating Committee members**

Chaired jointly by Clint Morris and Catherine Ward

Village of Poplar Grove

Planning and Zoning Commission

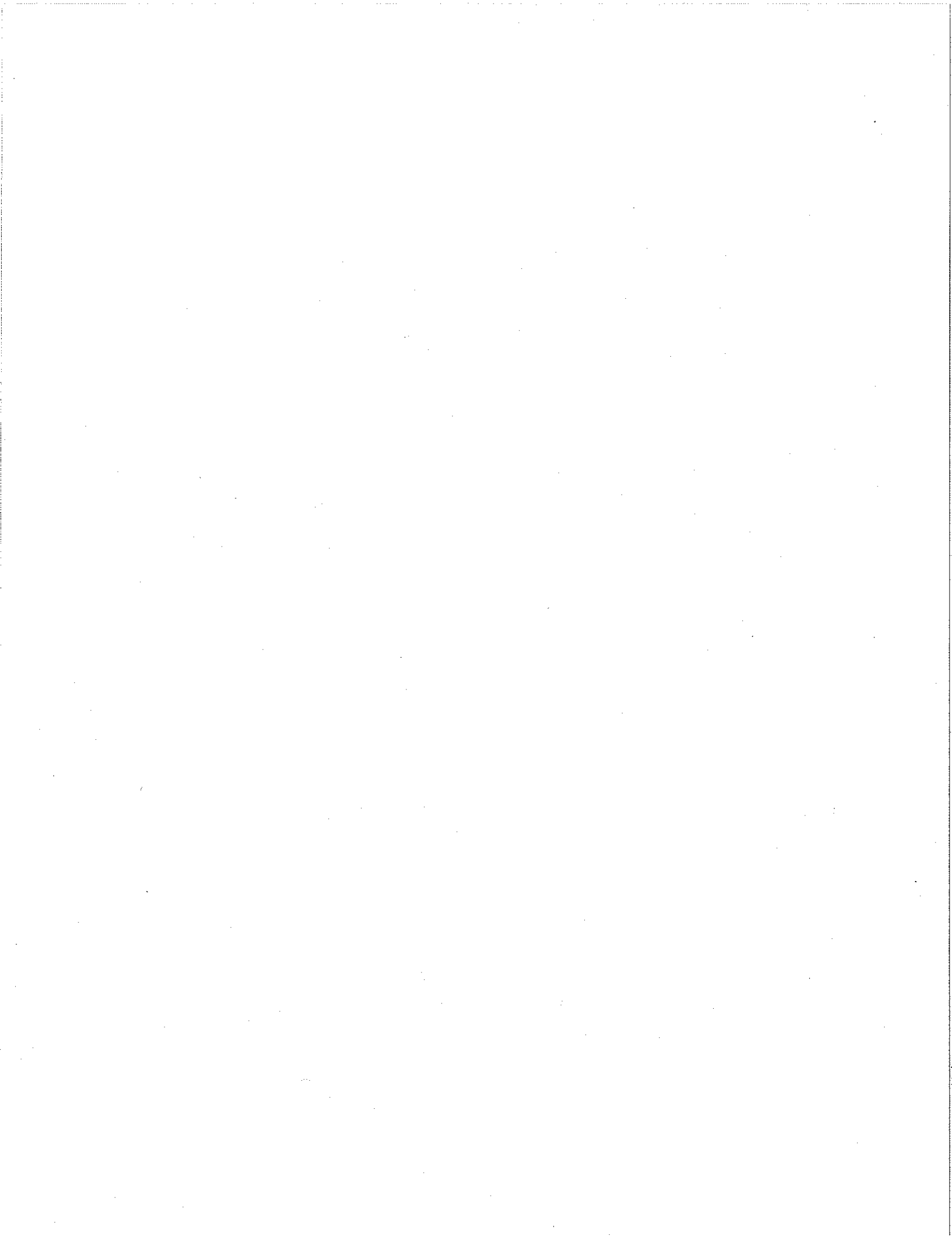
Paul DeBruyne, Chairman
Jake Dykstra, Vice-Chairman
Steven Mundy
Jessica Roberts
Don Sattler
Ed Wethington
Keith Richard

Administration Committee

Ron Quimby, Chairman
Don Bowden
Jeff Goings

Village Board

John W. Neitzel, Village President
Don Bowden
Robert Fry
Jeff Goings
Ron Quimby
Cliff Stetter
Judi Zangs



Overview

The Belvidere-Boone County Planning Department provides professional municipal planning services pertaining to land use and comprehensive planning for the City of Belvidere, for the Village of Poplar Grove and for unincorporated Boone County. The planning staff serves as liaison to the Planning Commissions for all entities, the Boone County Zoning Board of Appeals, the City Council and the County Board committees, the Belvidere Historic Preservation Commission and to the Boone County Agricultural Conservation Easement and Farmland Protection Commission. The planning department advocates and coordinates the implementation of the region's established planning goals and objectives as expressed through various plans, policies and ordinances.

Planning and Zoning Commissions

The Belvidere-Boone County Planning Department serves as liaison to numerous boards and commissions for Belvidere, Poplar Grove and Boone County. The Belvidere-Boone County Regional Planning Commission consists of the City of Belvidere Planning and Zoning Commission (PZC) and the Boone County Regional Planning Commission (BCRPC). The two commissions meet jointly on the third Tuesday regarding planning issues related to: both the City of Belvidere and Boone County; planning matters within one and one-half miles of the City of Belvidere; and the creation, amendments and the updating of the Belvidere and Boone County Comprehensive Plan. The Belvidere PZC meets to hear and recommend approval or denial to the City Council for planning matters within the City of Belvidere. The BCRPC meets on the third Tuesday to review and determine if the planning matters in Boone County are in compliance with the Comprehensive Plan. The recommendations of the City of Belvidere Planning and Zoning Commission and the Boone County Regional Planning Commission are based on the Belvidere and Boone County Comprehensive Plan, adopted by both parties in 1999 and amended several times since then.

The Belvidere PZC is made up of seven members appointed by the Mayor and convenes once a month on the second Tuesday of each month. The PZC functions as both the City of Belvidere's Planning Commission and the Zoning Board of Appeals. In addition to making recommendations on matters based on the consistency with the Comprehensive Plan, the PZC

functions as the public hearing body for planning and zoning issues such as map amendments, text amendments and special uses. The PZC holds the public hearings and makes recommendations to the City Council based on standards set forth within the City of Belvidere Zoning Ordinance. Additionally, the PZC hears variance requests and appeals to the City of Belvidere Zoning Ordinance.

The Village of Poplar Grove Planning and Zoning Commission (PZC) is made up of seven members appointed by the Village President; the PZC convenes once a month on the first Tuesday of each month. The Poplar Grove PZC functions the same as the Belvidere Planning and Zoning Commission. The Planning and Zoning Commission makes recommendations to the Administration Committee and ultimately to the Village Board.

Boone County Zoning Board of Appeals

The County has a board that is the planning public hearings body--the Boone County Zoning Board of Appeals (ZBA). The Zoning Board of Appeals is made up of five members from different townships that are appointed by the County Board Chair. In addition to hearing cases for Map Amendments, Text Amendments and Special Uses, the ZBA carries out tasks involving variances and appeals to the Boone County Zoning Ordinance. The ZBA reviews each planning case and forwards a recommendation to the Boone County Board based on the set of standards of approval listed within the Boone County Zoning Ordinance. The ZBA is the deciding body for variances and appeals. The ZBA meets once a month on the fourth Tuesday.

Building, Planning and Zoning Committees

The City of Belvidere and Boone County each have their respective standing committees to the council or board. The City of Belvidere has the Committee of the Whole (Building, Planning and Zoning Committee) consisting of each member of the City Council to discuss and focus on the issues regarding planning and zoning matters. To reduce review time of city planning cases, the cases go directly to the City Council for review on the third Monday of the month. If the City Council has questions or concerns regarding a planning case, the case is referred to the Committee of the Whole on the fourth Monday. The Committee of the Whole reviews the case and forwards their recommendation to the City Council for final action. The County Planning, Zoning, and Building Committee (PZB) consisting of five members of the County Board; the

PZB focus is on planning policy issues. The PZB Committee makes a recommendation to the County Board for final action at their meeting on the first Wednesday of the month.

Belvidere City Council

The City Council consists of eleven elected officials, including the mayor; from each of the five Belvidere wards two aldermen are elected. The City Council determines the final decisions on all planning cases other than variances and appeals. The types of cases that the City Council rules on include annexation agreements, map amendments, special uses, text amendments and subdivisions. The City Council members base their decisions on the recommendations from the planning staff, the Planning and Zoning Commission, the outcome of the public hearing and the standards set forth in the City of Belvidere Zoning Ordinance.

Poplar Grove Village Board

The Village Board of Poplar Grove consists of six members and a village president elected at large. A village administrator was recently hired for the community. Similar to the City of Belvidere, the role of the Village Board is to make the final decisions on all cases other than variances and appeals. The Board reviews annexation agreements, map amendments, special uses, text amendments and subdivisions. The Village Board members make their decisions based on the recommendation of the planning staff, the recommendation of the Planning and Zoning Commission, the outcome of the public hearing and the standards set forth in the Village of Poplar Grove Zoning Ordinance.

Boone County Board

The County Board consists of twelve officials; four members are elected from each of the three districts within Boone County. The County Board Chair is elected by the board rather than the public at large. The County Board makes the final decisions on all cases (other than variances and appeals) similar to that of the City Council. The County Board decisions are based on the recommendation from the planning staff, the recommendation of the Boone County Regional Planning Commission (if required), the recommendation of the Zoning Board of Appeals, the outcome of the public hearing and the standards set forth in the Boone County Zoning Ordinance.

The Belvidere-Boone County Planning Department

The Belvidere-Boone County Planning Department began the year with two (2) full-time positions and one part-time position; an Interim Planning Director, an Associate Planner and a part time administrative assistant made up the department staff. Filitsa Platopoulos served as the administrative assistant from April, 2011 to March 2012; Christina Conrad served from April 2012 until February 2013. Andrew Meindl, a University of Illinois Graduate Student served an internship with the department from January until July of 2012 working on Fridays.

Funding for the department is provided jointly by the City of Belvidere and by Boone County; revenue is also contributed by the Village of Poplar Grove for annual contractual services. The department receives revenue through application fees for subdivision reviews, special uses, text amendments, map amendments, variances, annexations, the creation of letters (zoning letters and lot of record letters) and any printed maps or ordinances. Any profits or losses are shared equally between the City of Belvidere and Boone County. Currently, the Interim Planning Director administers the day to day functions of the department and reports to the Mayor of Belvidere and the Chairman of the Boone County Board. Additional aspects of the Department are administered by the City-County Coordinating Committee.

The planning department processes the various zoning applications for the City of Belvidere, Boone County and Poplar Grove; the department is responsible for the coordination of nine boards, commissions and committees including the preparation of the agendas and the minutes. The planning staff works closely with the public to answer questions regarding zoning, development, setbacks, addressing, lot of record, etc. The planning staff continues to work with the 911-board to update the addresses for the county and coordinates with other city, village and county staff members regarding planning, zoning and technical issues. The department continues their efforts to become more involved with each township, their planning commissions, various municipalities, the City of Belvidere Public Works Department, the City of Belvidere Building Department, Boone County Highway Department, Boone County Building Department, the Poplar Grove staff, fire districts and departments, school districts, the Belvidere Park District, Boone County Soil and Water Conservation District, Boone County Conservation District, Growth Dimensions, and other various groups and agencies.

Poplar Grove

The planning department provides planning services to the Village of Poplar Grove; for \$12,000 per year, the department provides eight hours of service per week for the village. In 2012, the village adopted the new Zoning Ordinance and Zoning Map. The planning staff continues to work with the Planning and Zoning Commission and attend bi-monthly village staff meetings. In addition to handling daily zoning matters (processing applications, answering zoning questions, floodplain questions, etc.) the staff is working with the village to update their Comprehensive Plan. It is anticipated that the Comprehensive Plan will be developed over the next 18-24 months. Once adopted, the Village of Poplar Grove's plan will be incorporated into the Boone County Comprehensive Plan. The staff will then begin revising the Poplar Grove Subdivision Ordinance when the Comprehensive Plan is completed.

Land Development Cases

The planning department processed thirty-one (31) Belvidere, Boone County and Poplar Grove planning cases during 2012; nine cases were reviewed for the city; fourteen cases were reviewed for the county and eight cases were reviewed for Poplar Grove. This was less than the forty-seven (47) city, county and village cases processed in 2011. No annexation cases were processed during 2012. There were four map amendments, six variances, twelve special uses, two subdivisions re-plats and seven text amendments processed by the planning department in 2012.

Landscaping/Site Plan Review

The planning department is responsible for site, landscaping and lighting plan review for construction projects that are commercial or industrial in nature within the city, village and unincorporated areas of the county. Comments generated from the plan reviews for the city are added to Comments and Review System (CRS) created to better track approvals from the various departments charged with review of site plans. Once the construction project is completed, the planning staff inspects the site to insure that the site is improved according to the submitted and approved plans. During 2012, the planning department reviewed site, landscaping and lighting plans for 14 projects in the City of Belvidere, eight (8) projects in Boone County and five (5) projects in Poplar Grove.

Downtown Overlay Review

The planning department is responsible for the administration of the Downtown Overlay District according to the requirements of the Belvidere Zoning Ordinance. The intent of the Downtown Overlay is to preserve the character of the historic downtown while encouraging additional development in harmony with existing buildings. Any improvements or signage in the Downtown Overlay District require plan review and approval by the planning department prior to the issuance of a building permit. In 2012, the planning department reviewed 29 downtown projects for canopies, signage, windows, porches and façade improvements.

US Route 20 Overlay Review

The planning department is also responsible for the administration of the U S Route 20 Overlay District in the County. The intent of the U S 20 Overlay District is to assist in maintaining the integrity and neighborhood atmosphere of the West Hills Neighborhood area as well as the area along Grant Highway. Additional development standards are applied in the Route 20 areas; the standards are implemented through the site plan and architectural review process of development projects in the district. There were no U S Route 20 Overlay projects reviewed in 2012.

Grant Administration

In 2010, the Department agreed to administer the Energy Efficiency and Conservation Block Grant (EECBG) for \$15,778 as a means to help off-set declining revenues. The EECBG grant is part of the federal government's stimulus plan and provided a 75 percent match to qualifying projects (lighting, HVAC controls, windows, doors and energy-star appliances). A total of six projects were awarded grant funds in 2011: Belvidere Township; the Boone County Animal Control; Belvidere School District 100; and North Boone School District 200. All funding was disbursed for the projects and the grants were closed out early in 2012. A power point presentation of the success stories was developed and presented to the state at a conference with the governor. The planning staff is continuing communications with the Illinois Association of Regional Commissions.

The planning staff continued to administer the Community Development Assistance Program (CDAP) grant of \$75,000 (for the development of a Downtown Strategy) with the completion of quarterly reports. The CDAP grant has been extended to June 2013.

Belvidere Historic Preservation Commission

During 2012, the Belvidere Historic Preservation Commission adopted a work plan for the year focusing on preservation education, promotion and recognition. The commission worked with the Peoples Economic Development Corporation consultants who developed an intensive survey for portions of downtown; the survey is available at the planning department, on the planning web page or at the Ida Public Library. The commission also worked with the People's consultants to establish two Downtown National Register Historic Districts. In May, the commission held an awards program at Petit Chapel and presented five preservation awards to help celebrate Preservation Awareness Month. The commission solicited \$375 in program advertising to help off-set the cost of the award presentations. In June, the commission held the second annual historic home/business tour that raised \$800 and helped bring awareness of the commission and the significant properties in Belvidere. The staff attended the American Planning Association Conference in Champaign, Illinois in September, 2012. The commission submitted its annual report to the Illinois Historic Preservation Agency as part of its Certified Local Government Agreement that was approved by the Illinois Historic Preservation Agency. The planning staff developed and submitted a Certified Local Government Grant for intensive survey (adjacent to the downtown area) for a portion of the original town of Belvidere located around the Courthouse Square. The governor recently announced that Belvidere is a recipient of the CLG grant for \$7000. The commission will hire a consultant to complete the survey that should begin in spring 2013 and be completed in six months.

The Preservation Commission and the Planning and Zoning Commission continued working with the Peoples Economic Development Corporation to develop the downtown revitalization strategy. The Downtown Strategy Steering Committee and Peoples EDC held community meetings to receive input regarding the development of the downtown strategy. In June, a draft of the strategy was received; in July, the steering committee met to discuss the draft report. In subsequent meetings, it was determined that the implementation of the strategy would be developed with downtown business owners and Growth Dimensions.

Downtown Farmers Market

The planning staff helped to plan and to manage the Downtown Farmers Market that was held at Hub Plaza and Pleasant Street on Thursday afternoons from June through September 2012. The

market was held from 1:00 to 6:00 pm and featured products that were grown or produced locally. Despite the dry summer, the market was successful. Additional downtown events were scheduled for Thursday afternoons to help increase the traffic in downtown. It was discovered that the special events take more time to plan and the market recruitment should begin in late winter.

Citizen Planner Workshop

In October of 2012, the Belvidere-Boone County Planning Department worked with the Rockford Planning Department and the Illinois Chapter of the American Planning Association to organize the second annual Citizen Planner Workshop. The workshop was held at the Community Building and covered some of the basics of planning. Approximately 30 people were in attendance from surrounding community planning commissions, elected officials and planning staff. The successful workshop provided pertinent information as well as an opportunity for networking. The presenters were the same as at last year's presentations and the basic planning topics were similar as well; future workshops with different presenters and varying topics are planned.

Comprehensive Plan Review

Updating the Belvidere-Boone County Comprehensive Plan has been an ongoing project throughout the year; the limited staff and the time commitment of other projects leaves little time for the comprehensive plan update. Updating comprehensive plans are often long projects and are completed with the assistance of private planning companies with additional funding. During 2012, the planning staff has updated most of the maps for the plan and worked on the editing of some of the text. Gary McIntyre, Rockford Metropolitan Agency for Planning made a presentation to the regional commission regarding transportation modeling. The Flora Neighborhood Zoning Districts were added to the Belvidere Zoning Ordinance and work is in process to add the Flora Zoning Districts to the Boone County Zoning Ordinance. The staff plans to continue working with the Belvidere-Boone County Planning Commission to complete the project this year.

Wind Energy Conversion Systems (WECS) Text Amendment

The planning department spent numerous hours over the year with activities related to the Boone County WECS text amendment including conference calls, site visits, research, PZB meetings, public hearings, minutes, phone calls, etc. The staff began with a tour in January and in December, the Boone County Board approved a portion of the text amendment—mostly pertaining to decommissioning. The setback portion of the proposed amendment was sent back to the ZBA for further review.

Land Evaluation Site Assessment (LESA)

The Land Evaluation Site Assessment Score (LESA) Committee completed the final draft of the new LESA system for Boone County. The new LESA provides more definitions and takes into consideration the small rural businesses and agricultural tourism. An ultimate goal of the revised LESA system was to remove the subjectivity of the current system by focusing more on factors that can be answered through Geographic Information Systems (GIS) rather than personal opinion. The State of Illinois completed the review of the final draft and approved the LESA system; the County Board also approved the new LESA system. The planning staff uses a Land Evaluation Site Assessment score when determining if a property may be developed or if it should remain in agricultural production. The higher the LESA score, the more appropriate it is for land to remain in agricultural production.

Boone County Agricultural Conservation Easement and Farmland Protection Commission

The Farmland Protection Commission is charged with assisting the county to preserve farmland. In 2012, the commission promoted farmland preservation, the county's new conservation easement/additional dwelling unit special use and potential legislation that will open the door for more easement donations. The commission is planning for the first annual Northern Illinois Farmland Preservation Conference to be held June 21 and 22 at the Community Building. During 2012, the agenda was developed and presenters confirmed; additionally, save the date cards have been designed and mailed out.

The Boone County Storm Water Management Committee

The Boone County Storm Water Management Committee (Storm Water Committee) completed the Boone County Regional Storm Water Management Plan that was approved by the County

Board in December, 2011. The plan established guidelines for Boone County (including municipalities) for future development and storm water runoff. The next step in the process will be to create and enact ordinances that implement the goals of the Plan. Funding may be provided during the 2013-2014 federal fiscal year for ordinance development--possibly through the Rockford Metropolitan Agency for Planning (RMAP).

Transportation, Kishwaukee Riverfront, RREDD and RMAP

Growth Dimensions, a non-for-profit economic development agency funded in part by the City of Belvidere and Boone County is another entity the planning staff collaborates with on various projects. Growth Dimensions asked that the planning staff attend meetings and participate in the development of county-wide, long-range, economic-development projects. The Transportation Committee (formerly known as the Toll Way Station Point), Kishwaukee Riverfront Committee, the Rockford Regional Economic Development District (RREDD) and other projects have involved the planning staff's knowledge and information throughout the year. The planning staff is expected to continue to be involved in existing and future committees associated with Growth Dimensions/Economic Development. The staff also serves on the technical committee of the Rockford Metropolitan Agency for Planning (RMAP).

Other Activities

The planning department worked on several small but needed projects as well. Previously adopted (1956-2006) Belvidere and Boone Zoning Ordinances are being scanned and digitized to make research easier and to ensure adequate record keeping. Most of the old ordinances have been scanned during the year. It is planned to scan the previous zoning maps as well. Case files are scanned and linked to GIS as they are closed out.

The staff updates the department's web pages often and posts press releases and all meeting agendas with the full meeting packets for the public to view and utilize. The planning staff will continue to post agendas in addition to utilizing Board Docs for the Boone County Board and the Planning, Building and Zoning Committee of the County Board.

The planning staff began scanning recorded plats for the Boone County Recorder's office to insure that a digital copy is available for the recorder's office and for the planning staff. The staff

scanned 28 plats since August 2012. The planning staff researched and issued letters for Lot of Record status and for zoning verification. Monthly reports are compiled and distributed to update the City Council, the City-County Coordinating Committee and County Board to keep the members abreast of the department's efforts. Quarterly updates are sent to the townships so that they are aware of the final outcomes on zoning matters within the county.

Future Goals of the Department

The planning staff will continue to perform current and long range planning for the City of Belvidere, the Village of Poplar Grove and for unincorporated Boone County and plans to work towards the completion of several projects for 2013. The staff will continue to process planning, zoning and subdivision applications for the City of Belvidere, the Village of Poplar Grove and for unincorporated Boone County as well as review site and landscaping plans. The staff will administer the Downtown Overlay District and look for possible funding sources to develop a rehabilitation grant/no-interest loan program for Downtown Belvidere and local landmarks.

The Belvidere Historic Preservation Commission and the Planning and Zoning Commission will continue to work with Growth Dimensions to further develop the Downtown Revitalization Strategy with an implementation plan. There may be funds from the Community Development Assistance Program (CDAP) Grant to complete the project. The CDAP grant should be closed out by June 2013. The Historic Preservation Commission plans to hold the second awards program, the third annual historic structures tour and to implement a small matching grant program with funds from the preservation tours. The commission will oversee the completion of the intensive survey with funds from a certified local government grant and will assist with signage for the Downtown National Register Historic Districts.

The staff plans to manage and promote the Downtown Farmer's Market and work with the Farmland Commission to plan and hold the first annual Northern Illinois Farmland Conference on June 21 and 22, 2013 at the Community Building. The department plans to continue staff and commission/board professional development by working with the American Planning Association to plan additional citizen planner workshops for the region.

The staff will continue the scanning and digitizing current planning cases and previous zoning maps for the city and the county to make them more readily available for research; the staff will work with the IT staff to update the website to allow zoning applications to be completed and possibly submitted online.

The department will also focus on the long term planning/projects and plans to continue working with Poplar Grove updating their Comprehensive Plan and reviewing and updating the Poplar Grove, the Belvidere, and the Boone County Subdivision Ordinances. One of the larger projects seems to be the update of the City of Belvidere and Boone County Comprehensive Plan adopted in 1999. The growth within Belvidere since that time has been mainly on the east and west sides of the city and north of the I-90 corridor. Growth within the county has concentrated around the Villages of Poplar Grove, Timberlane and within Belvidere Township. The results of the meetings with various city and county agencies and the citizens have indicated overall satisfaction with the 1999 plan. Areas of the plan being updated include the Irene Road and the Flora Neighborhood area, county line to county line road alignments, economic development and overall sustainability for the county. Many of the elements of the plan have been updated; the staff will pull all elements together and edit the text to complete the updating of the plan. The staff will also assist in promoting the Comprehensive Plan including the Flora Neighborhood Plan.

With the completion of the Boone County Regional Storm Water Management Plan and its approval by the County Board, the planning staff and the public works department will continue to build consensus for a county-wide storm water ordinance with possible funding from the Rockford Metropolitan Agency for Planning. (Other possible RMAP projects include the updating of the Flora Neighborhood Storybook or future corridor studies.)

It is hoped that the part-time administrative assistant can be returned to full-time and that the Planning director's position will be filled. As always, next year is looking to be a year full of new challenges and opportunities for the department and the region.

Appendix Table

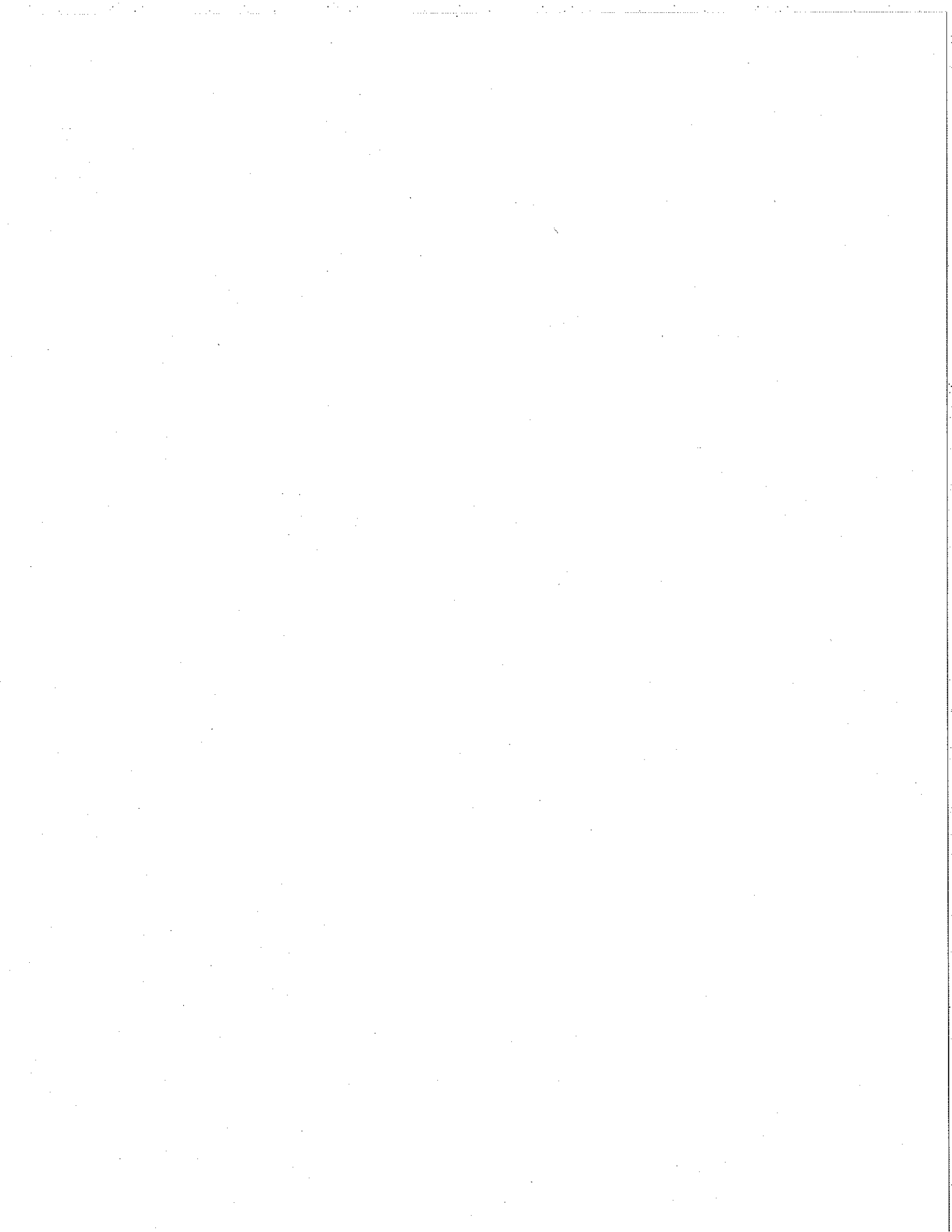
- I **Population Estimates**

- II **Planning Department Budgets**
 - A. 2012 Budget
 - B. 2013 Budget

- III **Case Comparisons**
 - A. 2012 City, Village and County Case Comparison
 - B. 2011-2012 City Case Comparison
 - C. 2011-2012 County Case Comparison
 - D. 2011-2012 Village Case Comparisons

- IV **Case Load Summaries**
 - A. 2012 City Case Load Summary
 - B. 2012 County Case Load Summary
 - C. 2012 Poplar Grove Case Load Summary

- V **Case Action Summary Charts**
 - A. 2012 City Case Action Summary Chart
 - B. 2012 County Case Action Summary Chart
 - C. 2012 Poplar Grove Case Action Summary Chart



Estimated Population

	<i>Special Census</i>										<i>Census</i>		
	<i>Census</i> 2000	* 2001	* 2002	* 2003	2004	* 2005	* 2006	* 2007	* 2008	* 2009	2010	* 2011	* 2012
Belvidere:	20,820	21,512	21,987	22,551	23,532	24,249	24,833	25,185	25,224	25,257	25,585	25,603	25,666
Unincorporated Boone County:	18,204	18,702	19,097	19,561	19,244	19,441	19,618	19,740	19,798	19,820	20,698	20,713	20,728
Total Boone County:	41,786	n/a	n/a	n/a	46,451	49,649	51,391	51,937	52,200	52,280	54,165	54,217	54,317

* The estimated population numbers were based solely on the amount of building permits granted for single family residential structures and multi-family units and did not take into account fluctuating vacancy rates.

Census Estimates

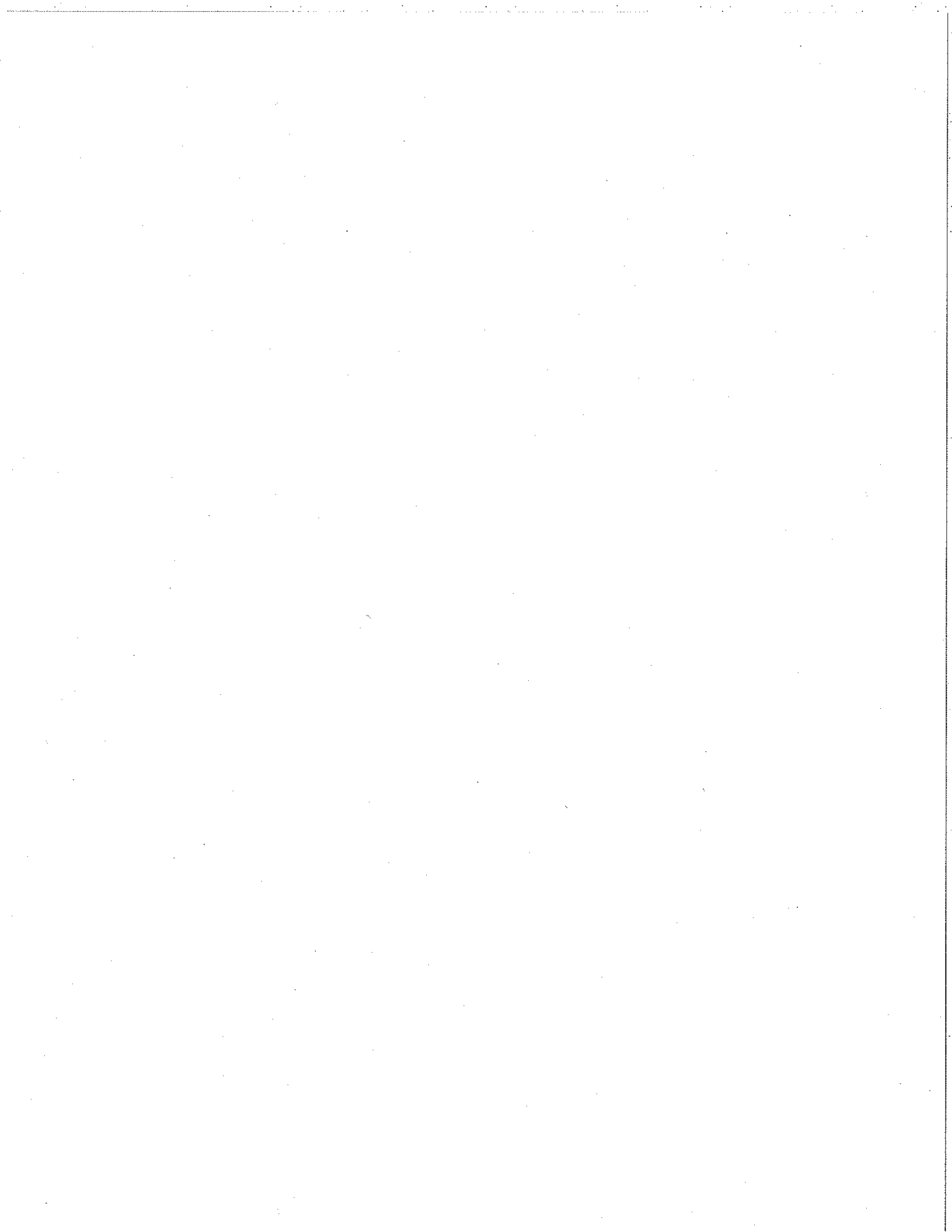
	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Belvidere:	20,820	21,644	22,289	22,995	23,515	24,236	25,239	26,156	26,461	26,271	25,588	25,680	n/a
Boone County:	41,786	43,209	44,560	46,174	47,831	49,649	51,687	53,531	54,142	52,109	54,176	54,367	n/a

Official Census Numbers

	2000	2004	2010
Belvidere:	20,820	23,532	25,585
Unincorporated Boone County:	18,204	19,244	20,698
Total Boone County:	41,786	46,451	54,165

Percentage of Growth

	2000	2004	2010
Belvidere:	0	8.8	9.2
Unincorporated Boone County:	0	9.5	9.3
Total Boone County:	0	9	8.6



Boone County, Illinois
Planning Department Fund (07)

Revenues

Cash Flow	FY '11 <u>Estimated</u>	FY '12 <u>Projected</u>
Beginning Balance	29,219	5,241
Revenues	88,227	114,050
Appropriations & Expenditures	112,205	117,548
Ending Balance	5,241	1,743

Revenues	FY '10 <u>Actual</u>	FY '11 <u>Budget</u>	FY '11 <u>Estimated</u>	FY '12 <u>Budget</u>
340.014 Planning Dept. Zoning - City	5,900	5,845	9,448	6,000
340.015 Planning Dept. Zoning - County	6,325	5,166	5,497	5,200
360.016 Planning Dept. Misc. - City	250	200	426	250
360.017 Planning Dept. Misc. - County	238	300	580	400
340.300 Sales: maps, plans, GIS	95	100	231	150
Subtotal Revenues	12,808	11,611	16,182	12,000
Other Revenues				
370.000 Interest	58	50	45	50
377.025 Transfer In - City	75,000	25,000	25,000	45,000
399.001 Transfer In - County	75,000	25,000	25,000	45,000
377.026 Village of Poplar Grove Fee	6,000	12,000	12,000	12,000
360.000 Miscellaneous Grants, etc.	4,000	10,000	10,000	0
Subtotal Other Revenues	160,058	72,050	72,045	102,050
Total Revenues	172,866	83,661	88,227	114,050

Ending Balance (Cash and CD's) November 30, 2011	
Non Spendable	\$
Spendable	
1	\$5,241
2	
3	
4	
Total	\$5,241

FY '11 Estimate is Actual Dec.10 - Aug. 11 and Estimate for Sept. 11 - Nov. 11

Boone County, Illinois

Planning Department Fund (07)

Appropriations & Expenditures

Planning Department (07)	FY '10 <u>Actual</u>	FY '11 <u>Budget</u>	FY '11 <u>Estimated</u>	FY '12 <u>Budget</u>
<u>Personnel</u>				
401.107 Planning Director Salary	54,306	0	0	0
401.207 Associate Planner	38,898	38,898	38,898	38,898
401.307 Associate Planner	47,874	47,874	47,942	47,874
401.407 Planning Technician	431	0	5,473	10,374
402.007 Overtime	0	0	0	0
<u>Materials & Services</u>				
451.000 Office Supplies	2,069	2,500	2,237	2,500
465.000 Publications	0	0	0	0
505.000 Equipment Maintenance	3,961	4,200	4,086	4,200
522.000 Telephone	218	300	298	300
524.000 Travel	530	500	593	500
525.000 Training & Conferences	180	250	150	250
526.000 Postage	0	100	33	100
527.000 Publishing & Advertising	286	400	294	400
528.000 Printing	127	250	245	250
533.000 GIS Mapping	0	0	0	0
535.000 Other Professional Services	0	500	1,400	500
542.000 Dues	323	325	335	350

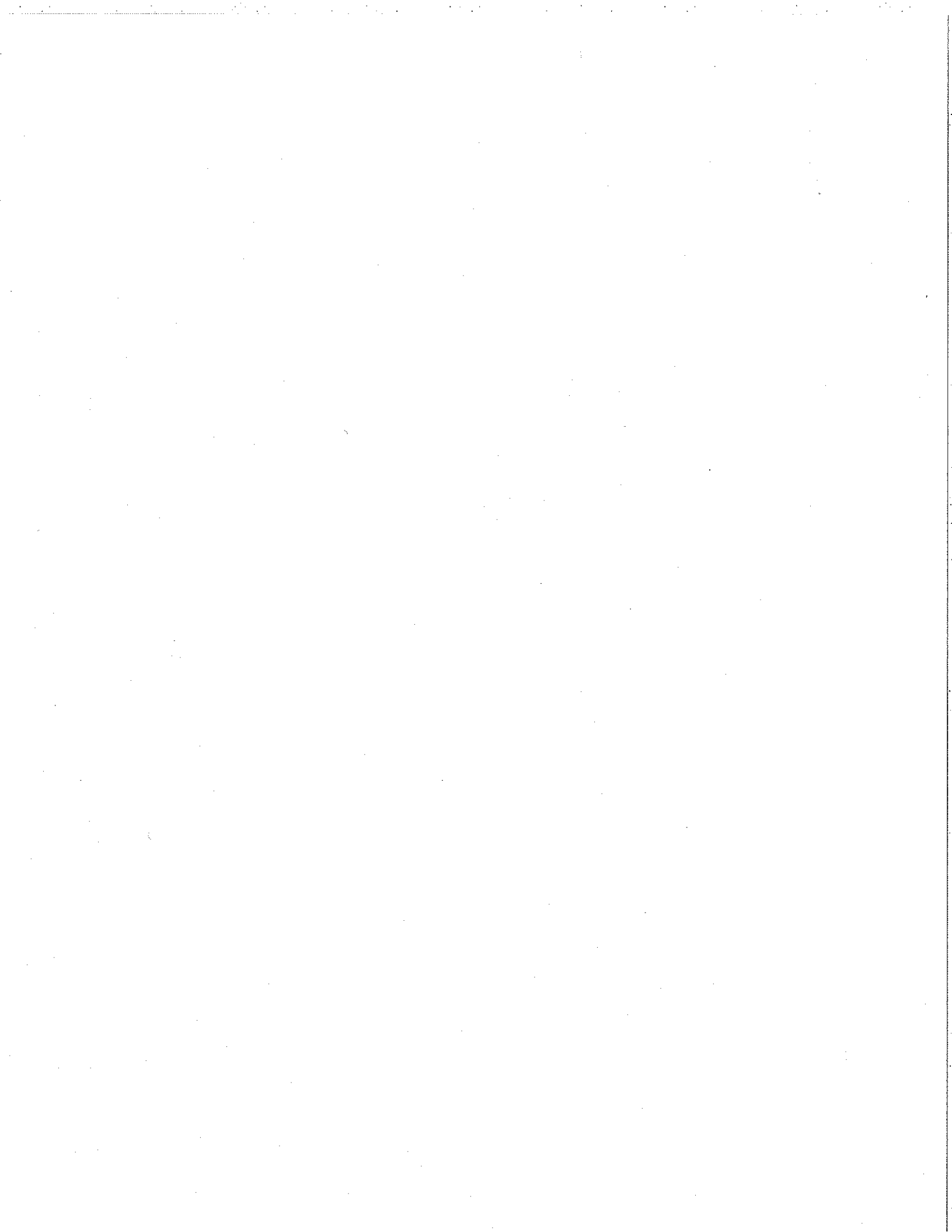
FY '11 Estimate is Actual Dec.10 - Aug. 11 and Estimate for Sept. 11 - Nov. 11

Continued On Next Page

Boone County, Illinois
 Planning Department Fund (07)
 Appropriations & Expenditures

Planning Department (07)	<u>FY '10</u> <u>Actual</u>	<u>FY '11</u> <u>Budget</u>	<u>FY '11</u> <u>Estimated</u>	<u>FY '12</u> <u>Budget</u>
<u>Equipment</u>				
604.000 Office Equipment	0	1,000	500	1,000
<u>Other Expenditures</u>				
999.500 Refunds	250	250	83	250
999.900 Miscellaneous	277	250	86	250
899.037 Transfer Out - Health Insurance Fund	14,000	9,552	9,552	9,552
899.900 Transfer Out - City	0	0	0	0
899.001 Transfer Out - County	0	0	0	0
Total App. & Exp.	<u>163,730</u>	<u>107,149</u>	<u>112,205</u>	<u>117,548</u>

FY '11 Estimate is Actual Dec.10 - Aug. 11 and Estimate for Sept. 11 - Nov. 11



Boone County, Illinois
 Planning Department Fund (07)

Revenues

Cash Flow	FY '12 <u>Estimated</u>	FY '13 <u>Projected</u>
Beginning Balance	8,608	7,371
Revenues	116,327	124,800
Appropriations & Expenditures	117,564	121,241
Ending Balance	7,371	10,930

Revenues	FY '11 <u>Actual</u>	FY '12 <u>Budget</u>	FY '12 <u>Estimated</u>	FY '13 <u>Budget</u>
340.014 Planning Dept. Zoning - City	9,425	6,000	3,300	3,000
340.015 Planning Dept. Zoning - County	6,550	5,200	5,650	5,000
360.016 Planning Dept. Misc. - City	595	250	414	250
360.017 Planning Dept. Misc. - County	3,202	400	279	400
340.300 Sales: maps, plans, GIS	208	150	405	150
Subtotal Revenues	19,980	12,000	10,048	8,800
 Other Revenues				
370.000 Interest	33	50	1	0
377.025 Transfer In - City	25,000	45,000	45,000	52,000
399.001 Transfer In - County	25,000	45,000	45,000	52,000
377.026 Village of Poplar Grove Fee	15,000	12,000	12,000	12,000
360.000 Miscellaneous Grants, etc.	7,500	0	4,278	0
Subtotal Other Revenues	72,533	102,050	106,279	116,000
Total Revenues	92,513	114,050	116,327	124,800

Ending Balance (Cash and CD's) November 30, 2012	
Non Spendable	\$
Spendable	
1	\$7,371
2	
3	
4	
Total	\$7,371

FY '12 Estimate is Actual Dec.11 - Aug. 12 and Estimate for Sept. 12 - Nov. 12

Boone County, Illinois

Planning Department Fund (07)

Appropriations & Expenditures

Planning Department (07)	FY '11 <u>Actual</u>	FY '12 <u>Budget</u>	FY '12 <u>Estimated</u>	FY '13 <u>Budget</u>
<u>Personnel</u>				
401.107 Planning Director Salary	0	0	0	0
401.207 Associate Planner	38,898	38,898	39,498	40,065
401.307 Associate Planner	47,972	47,874	48,622	49,411
401.407 Planning Technician	5,512	10,374	9,098	10,763
402.007 Overtime	0	0	0	0
<u>Materials & Services</u>				
451.000 Office Supplies	2,434	2,500	2,724	2,500
465.000 Publications	0	0	0	0
505.000 Equipment Maintenance	3,745	4,200	4,192	4,200
522.000 Telephone	308	300	333	300
524.000 Travel	781	500	404	625
525.000 Training & Conferences	230	250	256	750
526.000 Postage	0	100	50	75
527.000 Publishing & Advertising	368	400	355	400
528.000 Printing	233	250	245	250
533.000 GIS Mapping	0	0	0	0
535.000 Other Professional Services	1,400	500	500	500
542.000 Dues	335	350	335	350

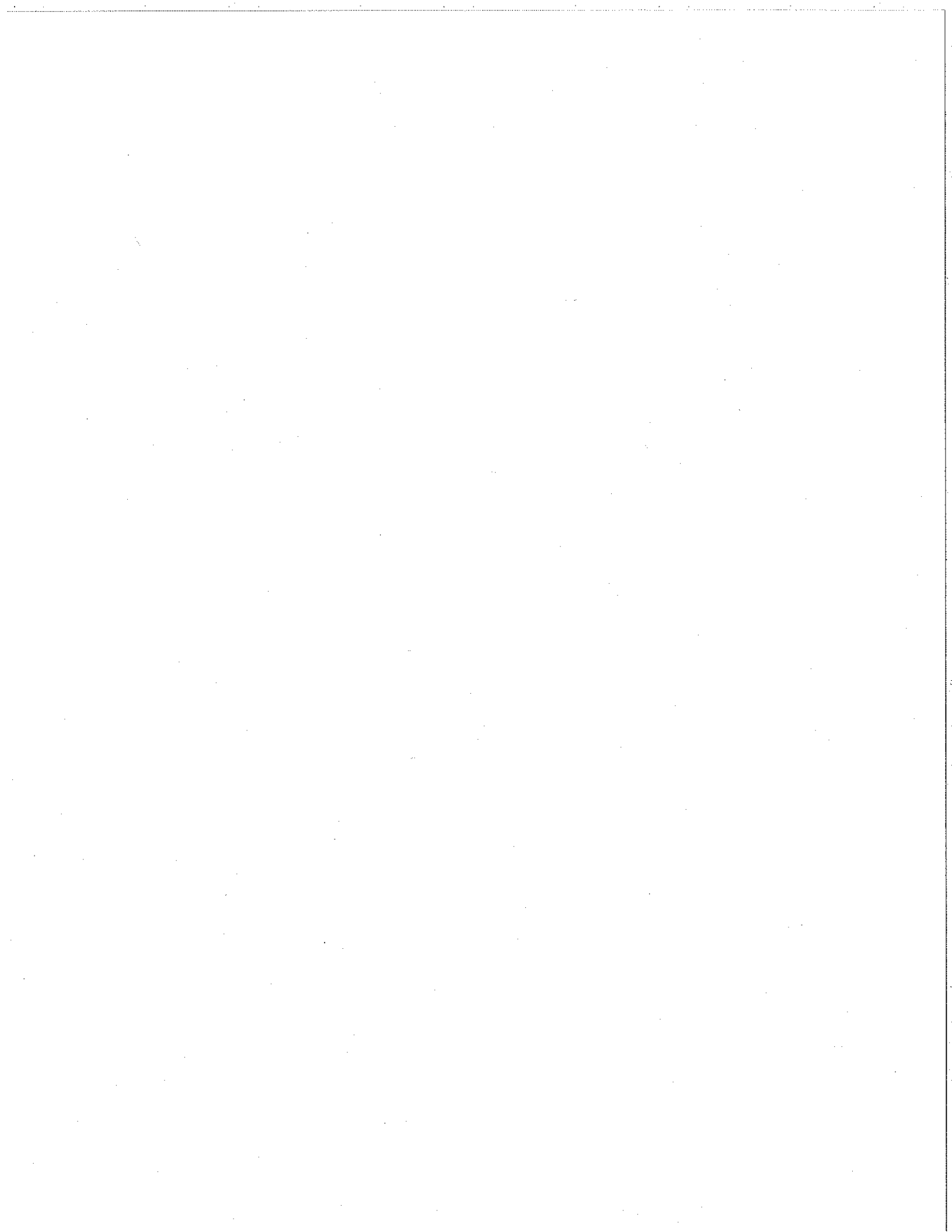
FY '12 Estimate is Actual Dec.11 - Aug. 12 and Estimate for Sept. 12 - Nov. 12

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Boone County, Illinois
 Planning Department Fund (07)
 Appropriations & Expenditures

Planning Department (07)	<u>FY '11</u> <u>Actual</u>	<u>FY '12</u> <u>Budget</u>	<u>FY '12</u> <u>Estimated</u>	<u>FY '13</u> <u>Budget</u>
<u>Equipment</u>				
604.000 Office Equipment	425	1,000	1,000	1,000
<u>Other Expenditures</u>				
999.500 Refunds	0	250	400	250
999.900 Miscellaneous	3	250	0	250
899.037 Transfer Out - Health Insurance Fund	9,552	9,552	9,552	9,552
899.900 Transfer Out - City	0	0	0	0
899.001 Transfer Out - County	0	0	0	0
Total App. & Exp.	<u>112,196</u>	<u>117,548</u>	<u>117,564</u>	<u>121,241</u>

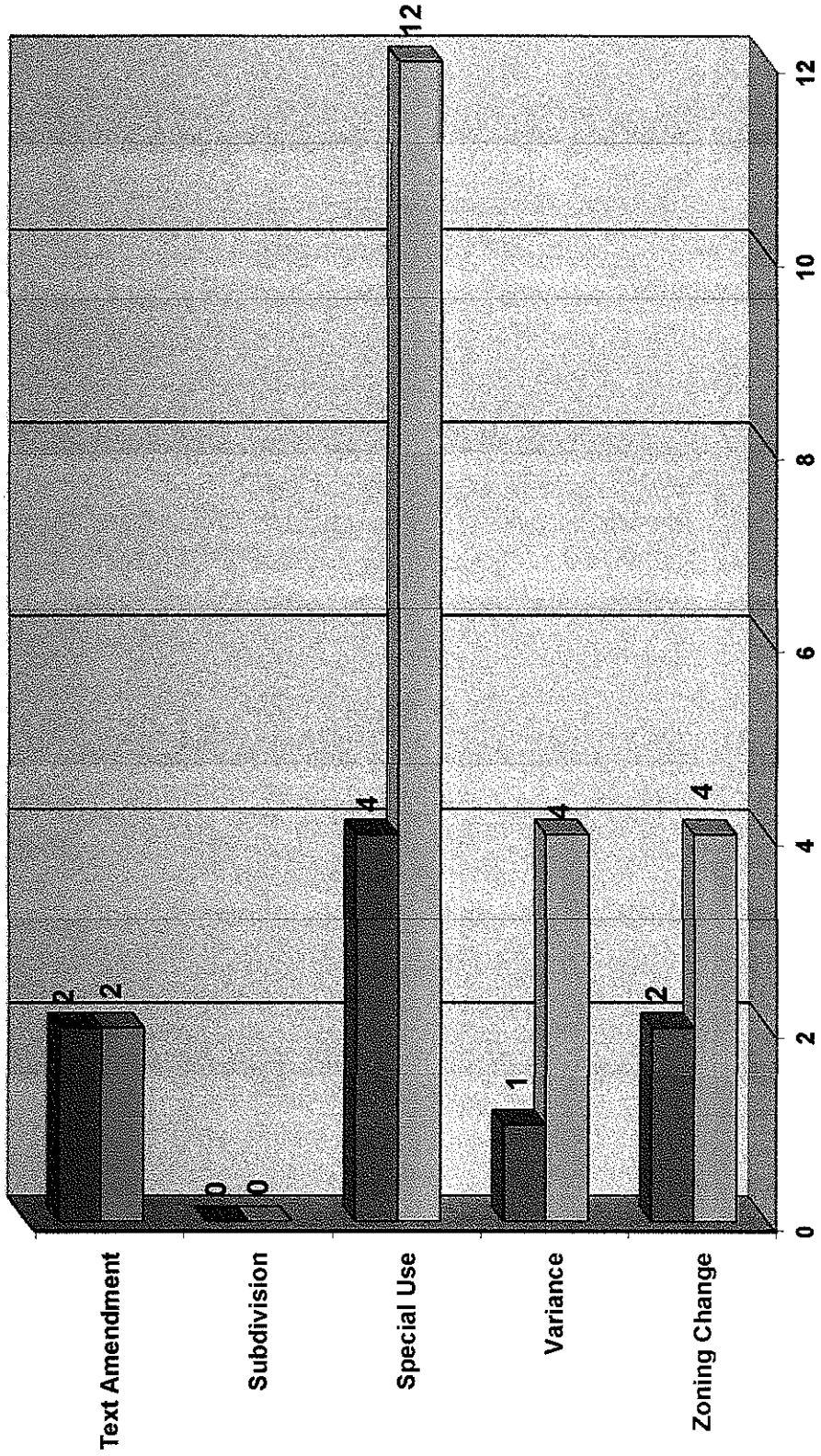
FY '12 Estimate is Actual Dec.11 - Aug. 12 and Estimate for Sept. 12 - Nov. 12



III-A 2012 Case Comparisons



**III-B
2011-2012 City Case Comparisons**



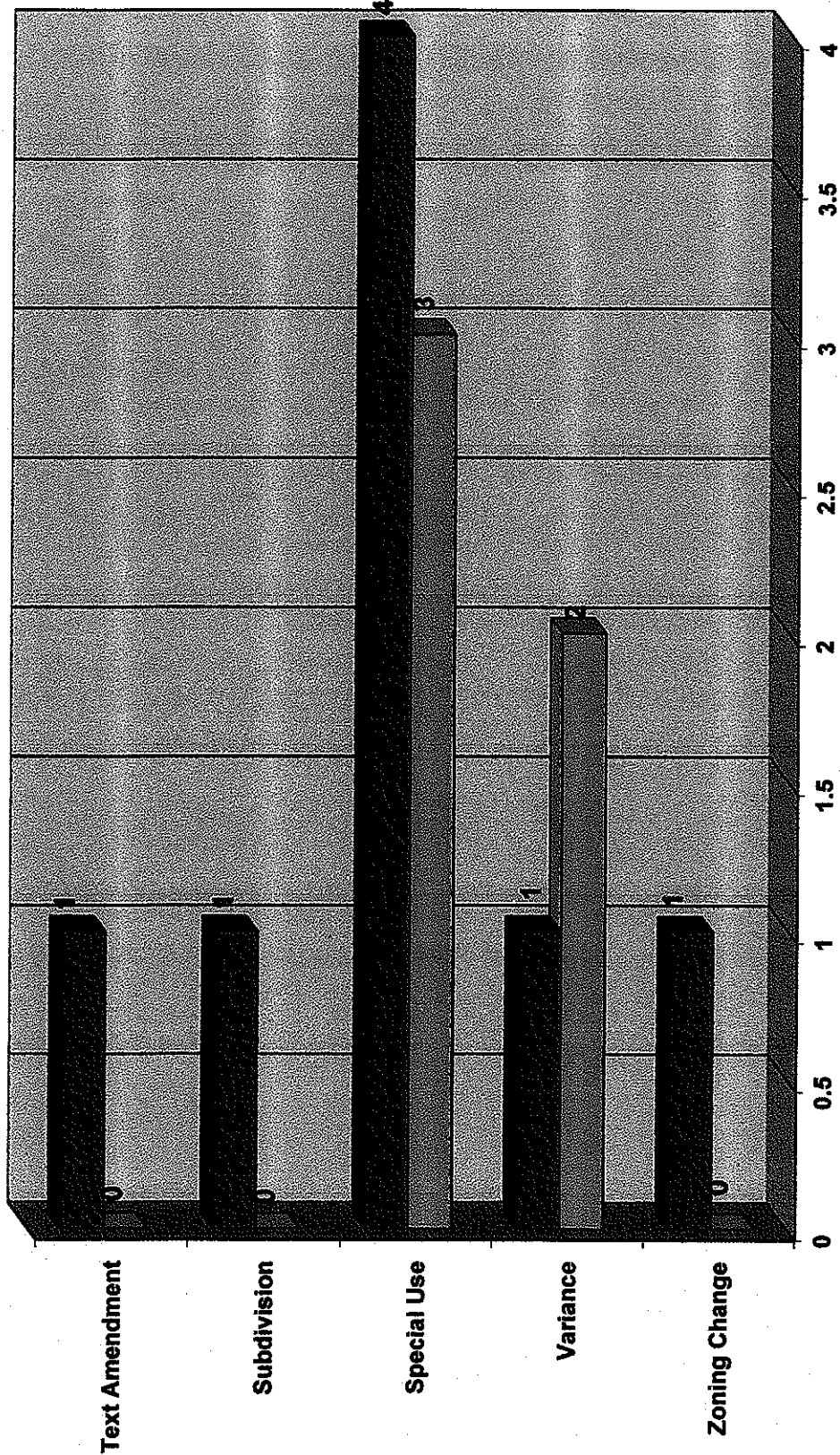
	Zoning Change	Variance	Special Use	Subdivision	Text Amendment
2012	2	1	4	0	2
2011	4	4	12	0	2

III-C 2011-2012 County Case Comparisons



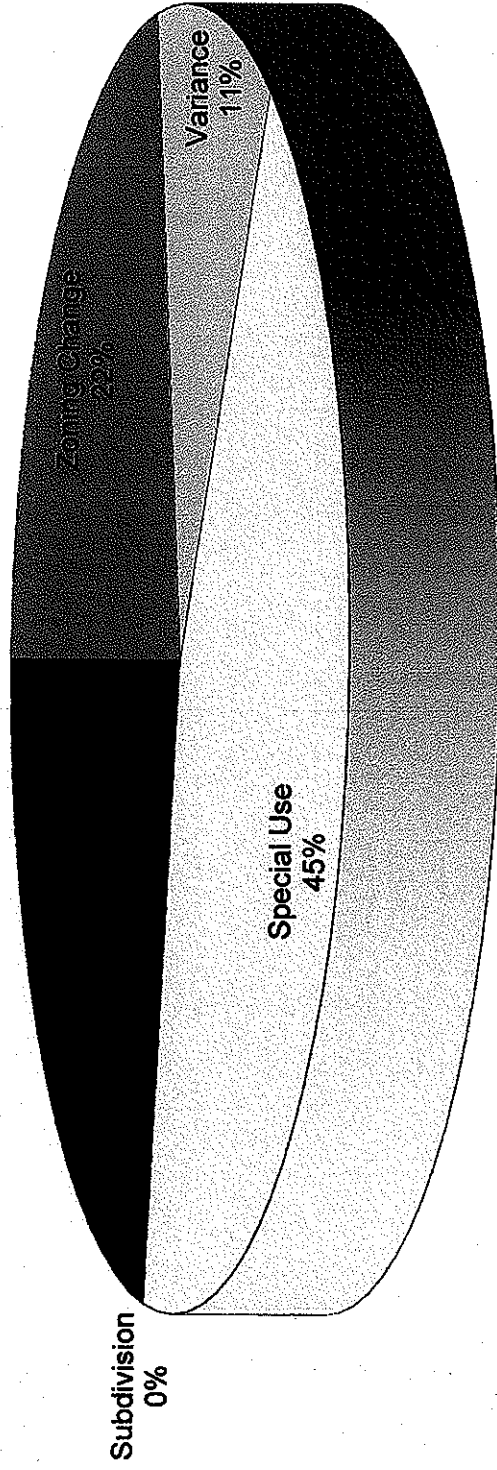
	Zoning Change	Variance	Special Use	Subdivision	Text Amendment
2012	1	4	4	1	4
2011	2	8	4	2	4

III-D 2011-2012 Poplar Grove Case Comparisons

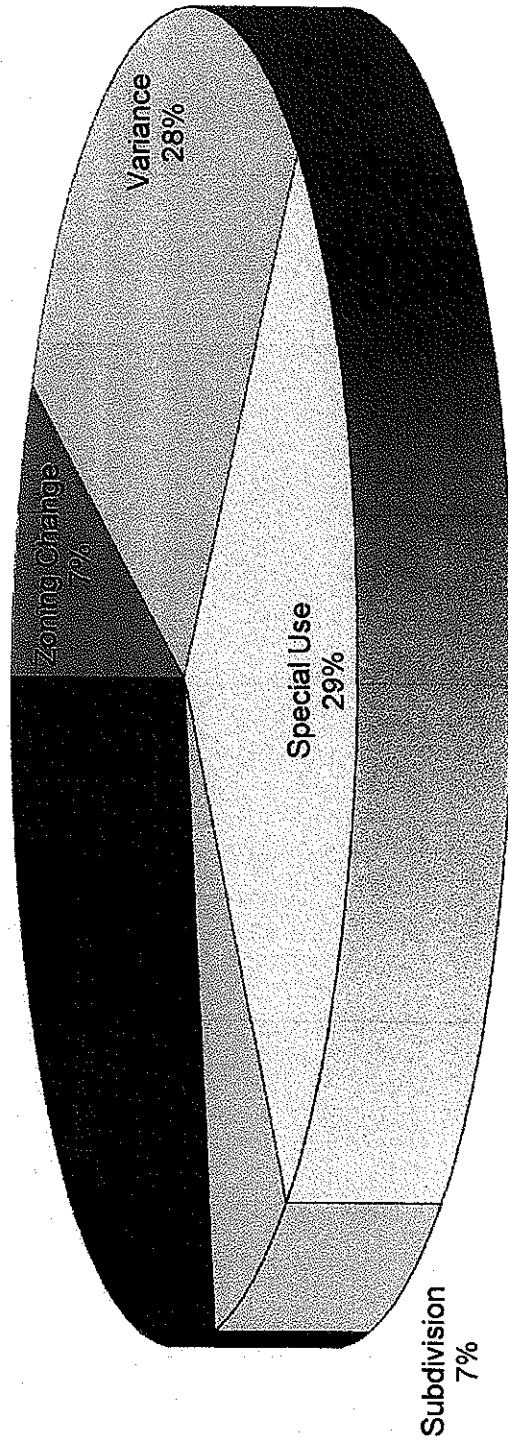


	Zoning Change	Variance	Special Use	Subdivision	Text Amendment
2012	1	1	4	1	1
2011	0	2	3	0	0

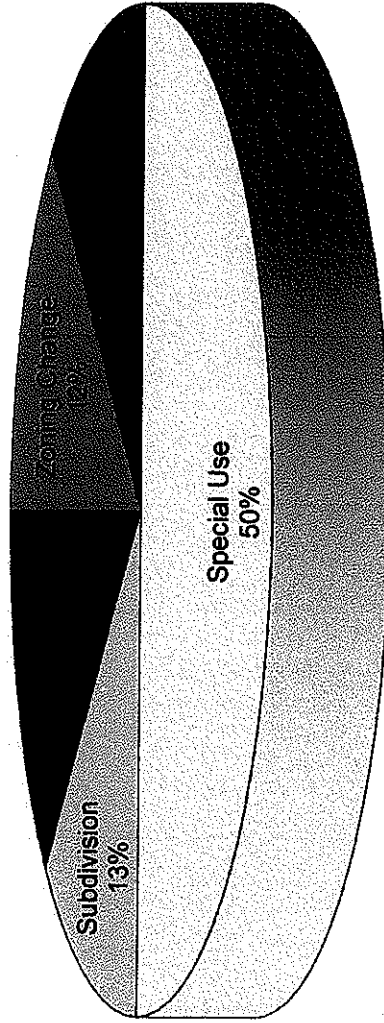
IV-A
2012 City Case Load Summary



IV-B
2012 County Case Load Summary



IV-C
2012 Poplar Grove Case Load Summary



**V-A
2012
CITY CASE ACTION SUMMARY**

PETITION NAME	CASE NO	TYPE	PETITION DATE	PIN	LOCATION	PLANNING REQUEST	STAFF RECOMMENDATION	CONSISTENCY WITH COMP PLAN	PZC RECOMMENDATION	ACTION/DATE	ORDINANCE
City of Belvidere	2012-01	TA	12/21/2012		all of Belvidere	Clean Up Zoning Code	Approval with no conditions	Yes	Approval with no conditions	2/20/12 Approval	141H
Ericson/Landmark Holding LLC	2012-02	SU	3/12/2012	05-33-127-005 05-33-200-016	888 Landmark Drive	Outdoor Storage	Approval with 3 conditions	Yes	Approval with 3 conditions	05/06/12 Approval	148H
Immanuel Lutheran	2012-03	SU	4/10/12	05-36-278-013	1225 E. Second	animated sign	Approval with 7 conditions	N/A	Approval with 6 conditions (5-0)	05/06/12 Approval	152H
Jorge Valdez	2012-04	SU	9/11/12	05-25-361-001	504 Whitney Blvd	Bar/Beer Garden	Approval with 6 conditions	Yes	Approval with 1 condition (5-0-1)	09/05/12 Approval	155H
City of Belvidere	2012-05	TA	9/17/2012		all of Belvidere	Insert Flora Plan districts	Approval	Yes	Approval with no conditions (6-0)	12/04/12 Approval	164H
David Hayes	2012-06	VAR	10/9/2012	05-26-259-005	316 W. Menominee	Variance for garage	Approval with 3 conditions	N/A	Approval with 3 conditions (6-0)	11/13/12 Approval	
Assembly of Christian Churches	2012-07	RZ	10/10/2012	05-26-287-004	320 N. Main	Rezone from SR-6 to I	Approval	No	Approval (6-0)	12/03/12 Approval	163H
Chancy and Bonita Davis	2012-08	SU	11/13/2012	05-26-131-012	1115 Oakley Street	Special Use for duplex	Approval with 5 conditions	Yes	Approval with 5 conditions (5-0)		167H
Nathan J. Noble	2012-09	RZ	11/13/2012	05-26-264-007	504 N. State Street	Rezone from SR-6 to NB	Approval	Yes	Approval (5-0)	01/07/2013 Approval	n/a

**V-B
2012
County Case Action Summary**

PETITION NAME	CASE NO	TYPE	PETITION DATE	PIN	LOCATION	PLANNING REQUEST	STAFF RECOMMENDATION	CONSISTENCY WITH COMP PLAN	ZBA RECOMMENDATION	ACTION/DATE	ORDINANCE
Piske	01-2012	VAR	1/4/2012	05-18-276-004	803 Stonegate Drive	Side Yard Setback(s)	Approval with 2 conditions	N/A	Approval with 2 conditions	1/24/2012	n/a
Tamayo Cartage Inc	02-2012	SU	2/21/12	03-34-100-010	12750 Caledonia Rd	Semi-truck and trailer parking	Approval with 3 conditions	No	Approval with 3 conditions	Approved, 4/18/2012	12-11
Gibbs	03-2012	VAR	3/8/12	05-09-351-009	2120 Crestway Ct	front yard setback for garage	Approval with 3 conditions	N/A	Approval with 3 conditions	Approved, 4/24/2012	n/a
Mendoza	04-2012	SU	3/27/12	08-03-100-006	5346 Shattuck Road	Semi-truck and trailer parking	Approval with 5 conditions	No	Approval with 4 conditions	Approved, 6/20/2012	12-17
Bel-Rock Services	05-2012	MA	5/8/2012	07-04-300-003	near Irene Rd and Graham Rd	Re-zoned from A-1 to I-2	Denial	No	Approval (3-2)	Denied, 7/18/2012	n/a
Quality Aggregates of Illinois, LLC	06-2012	SU	5/18/2012	07-19-200-001 07-19-100-003	2758 Wheeler Rd.	Special Use for night loading	Approval with 4 conditions	Yes	Approval with 7 conditions	Approved, 7/18/2012	12-20
Dru Schwartz	07-2012	VAR	6/22/2012	05-09-354-016	2210 Pengate Parkway	Variance Side yard reduced from 15 feet to 10 feet for pool	Approval with 2 conditions	N/A	Approval with 2 conditions	Approved, 7/24/2012	n/a
Randy Gill	08-2012	VAR	6/55/2012	07-09-200-021	2615 Graham Road	Variance side and rear yard setbacks reduced for garage addition	Approval with 2 conditions	N/A	Approval with 2 conditions	Approved, 7/24/2012	n/a
Boone County	09-2012	TA	7/18/2012	n/a	Boone County	commercial vehicle parking	Approval	Yes	Approval with no conditions	Approved 12/19/2012	12-39
Boone County	10-2012	TA	7/18/2012	n/a	Boone County	WECS	Approval	Yes			
Shattuck	11-2012	RP	8/9/2012	03-22-480-012 03-22-480-011	302 Atlandic Dr	replat lots 49 and 50 into lot T	Approval	N/A	N/A	Approved 9/19/2012	n/a
Boone County	12-2012	TA	8/27/2012	n/a	Boone County	include Flora Neighborhood Plan land uses into Zoning Ordinance	Approval	Yes			
Northwest Pallet	13-2012	TA	10/23/2012	n/a	Boone County	allow mulch processing in A-1 by special use	Denial	No	Denial		
Northwest Pallet	14-2012	SU	10/23/2012	07-32-400-005	1473 and 1793 Flora Church Road	allow mulch processing and storage at quarry	Denial	No	Denial		

**V-C
2012
Poplar Grove Case Action Summary**

PETITION NAME	CASE NO	TYPE	PETITION DATE	PIN	LOCATION	PLANNING REQUEST	STAFF RECOMMENDATION	CONSISTENCY WITH COMP PLAN	PZC RECOMMENDATION	ACTION/DATE	ORDINANCE
Poplar Grove Storage LLC	2012-01	TA	January 17, 2012	n/a	All of Poplar Grove	Adopt completely new Zoning Ordinance	Approval	Yes	Approval, 0 conditions	March 12, 2012	2012-012
Poplar Grove Storage LLC	2012-02	MA	January 17, 2012	n/a	All of Poplar Grove	Adopted new Zoning Map to correspond with new code	Approval	Yes	Approval, 0 conditions	April, 2012	2012-016
The Grove Fellowship	2012-03	SU	January 19, 2012	03-26-402-010	4210 Countryside Estates	Special Use for a Church	Approval	Yes	Approval, 12 conditions	March 12, 2012	2012-013
Mortimer's Roadhouse	2012-04	SU	May 2, 2012	03-24-227-019, 03-24-227-043, 03-24-227-001	105 W. Grove Street	Beer Garden	Approval	Yes	Approval, 13 conditions	July 9, 2012	2012-023
Mortimer's Roadhouse	2012-05	VAR	May 2, 2012	03-24-227-019, 03-24-227-043, 03-24-227-001	105 W. Grove Street	Setbacks for Beer Garden	Approval	Yes	Approval, 4 conditions	June 5, 2012	n/a
Immanuel Lutheran Richard and Angela Harris	2012-06	SU	June 6, 2012	03-26-402-006	13535 Rte 76	Special Use for a Church	Approval	Yes	Approval, 2 conditions	September 10, 2012	2012-028
Capron Rescue Squad	2012-07	RP	September 20, 2012	03-26-402-007	4211 Menge Lane	Re-Plat	Approval	Yes	6 conditions	December 10, 2012	R 2012-12
Capron Rescue Squad	2012-08	SU	September 21, 2012	03-13-200-005	15878 Poplar Grove Road	Emergency Services	Approval	Yes	Approval, 7 conditions	December 10, 2012	2012-041