

**VILLAGE OF WAUCONDA  
JOINT  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
AND  
BUILDING AND ZONING COMMITTEE MEETING**

**Tuesday, September 27, 2011**

**MINUTES**

**CALL TO ORDER:** Chairman Barbini called the Joint EDC & B&Z Committee Meeting to order. Trustee Buster; Trustee Knight, Trustee Arnswald and Trustee Starkey were present. The joint meeting was called to order at 5:00 pm.

Others present included: Mayor Knigge; Administrator Geary; Rudy Magna, Village Attorney; Joe Schwarz, Building Commissioner ; Linda Krajniak, Director of Economic Development; Debra Ogorzaly, Economic Development Coordinator; and, Chris Miller of Rolf C. Campbell & Associates (RCCA/MCL), Village Planning and Zoning Consultant.

**APPROVAL OF SEPTEMBER 13, 2011 JOINT MEETING MINUTES:** Chairman Barbini asked if any of the Trustees had questions or changes to the minutes. There were none and the minutes were accepted.

**COMPREHENSIVE PLANNING:** Chairman Barbini reviewed items discussed at the 9/13/11 Joint Committee Meeting. He outlined several objectives for the meeting: 1) Form a Consensus of the Committee on Annexation of areas surrounded by the Village which are 60-acres and less in size: annex all areas or exclude some for now? 2) Discuss and form a consensus to create a new RB (Retail Business) Zoning District and identify areas where the new district may be located. 3) Discuss Economic Development Incentives in particular TIF Districts.

Committee discussion began with the review of unincorporated areas of less than 60-acres in size surrounded by the Village. Maps identifying the areas in question were reviewed. Discussion included a review of potential costs and the availability of funds within the Village Budget. Costs to annex the properties in question are estimated at approximately \$28,000; and, costs to rezone properties in question are estimated at approximately \$24,000. Discussion of the potential need to transfer from the Village Fund Balance to the B&Z Operating Budget occurred. Costs used in the estimate were from the Village Planning Consultant's memo dated 9/13/11 which was discussed at the 9/13/11 Joint Committee Meeting. A general time line of 3-6 months was discussed to complete the annexation of the properties, and an additional 3-6 months to rezone the properties after annexation. Village Attorney Magna and Village Planner Miller noted that the costs and time line are contingent on a relatively smooth approval process as noted in the Village Planning Consultant's 9/13/11 memo. A consensus vote of the Committee was taken to direct Staff to begin the process of annexing those parcels located in an area south of Route 176 along Route 12 and Barrington Road; and, in the northwest quadrant near the intersection of Route 12 and Route 176. Discussion of rezoning the properties will be discussed at future meetings.

The Committee discussed forming a new RB Zoning District which is intended to be restricted to retail and office type uses with potential residential uses permitted with approval of a conditional use permit. The Committee reviewed potential areas where the RB Zoning District may be applied, and Mr. Miller provided the Committee with an estimate of \$3,000 to \$4,000 for costs and approximately 30-days to prepare a draft ordinance. By consensus the Committee directed Staff to prepare a draft ordinance for review at its next meeting on November 1, 2011. The Committee also requested that maps be prepared showing potential areas to apply the RB Zoning District; and, a potential land use map of the "Triangle Area" south of Route 176 including potential street/access ways for the November 1, 2011 Meeting.

The Committee discussed Economic Incentives related to potential costs and potential benefits, along with a potential timeline associated with studies and formation of a potential TIF District. Discussion included the general process of forming a TIF including potential challenges and preparation of studies to determine whether an area in question may qualify, preparing a TIF redevelopment plans for the area in question, meeting with other taxing bodies

and the timing of one year or more to have a TIF in place. Additional discussion included the purpose for forming a TIF and whether other Economic Incentives may be appropriate or possible to use in accomplishing development goals. Initial study costs were estimated in the range of \$25,000 to \$35,000 with the total cost potentially being in the \$100,000 range. The Committee discussed possible inclusion of funds in the next fiscal year budget and to study and possibly begin the formation of a TIF in 2012.

**COMMENTS BY THE PUBLIC:** There were no public comments.

**ADJOURNMENT:** The meeting was adjourned at 7:50 pm.