



McHenry County
Staff Plat Review - Public Meeting
MINUTES

April 2, 2025, 9:30 AM
County Board Conference Room
Administration Building, 667 Ware Rd., Woodstock, IL 60098

Members Present: Adam Wallen, Ray Beets, Renee Hanlon, Steve Gardner, Stoyan Kolev, Anna Kurtzman, Kristin Chapman

1. CALL TO ORDER

Meeting called to order at: 8:57 am by Adam Wallen

2. PUBLIC COMMENT

3. DRAFT MINUTES FOR APPROVAL

3.1 Minutes from March 19, 2025

Mover: Ray Beets

Second: Steve Gardner

To approve minutes from March 19, 2025

Approved by Voice

4. SITE PLAN REVIEW

4.1 Z25-0030 Maranatha Assembly of God, McHenry Township

Cameron Ward was present.

Mr. Wallen requested the applicant clarify the narrative regarding parking expansions and current and future maximum occupancy impacts.

The applicant reviewed the project narrative. The applicant stated that they have an older congregation which makes stairs difficult; both the adults and children of the congregation utilize the same bathrooms which makes it hazardous long term. He noted they were looking for long term maximization of what they can use. They plan on taking the current sanctuary and moving it to one level and currently don't have a plan for use of the current sanctuary once the new addition is built. He stated parking was adequate and they do have the ability to add more parking if needed in the future due to building use.

Planning Division - Renee Hanlon

Ms. Hanlon reviewed her comments. She noted that any permanent signage or lighting on the building needs to be added to the plans before the public hearing so it is part of the Conditional Use package. Any additional signage would require a building permit.

The applicant stated they were currently working with their architect on the design for the exterior.

Mr. Wallen noted that there are certain design parameters in the ordinance that would need to be met for signage.

Ms. Kurtzman noted that if the signage was going to be more than what the ordinance allows, the Conditional Use Permit application could be amended to include a request for a variance.

Building Division - Steve Gardner

Mr. Gardner reviewed his comments.

Mr. Wallen noted that the Fire District might have an amendment that may require a sprinkler system be installed in the addition.

Mr. Gardner stated the sprinkler system is based on use groups A1 (Assembly) and/or A2 (Religious Assembly) and are driven by occupancy and require the facility to be sprinklered. A1 requires a sprinkler system based on an occupancy load of 300 or more; A2 requires a sprinkler system for anything over 100 occupancy load.

Mr. Wallen stated the architect should be able to demonstrate the occupancy use based on the square footage and the furniture configurations, circulations and actual space that could be occupied. He reiterated that dual occupancy or displaced occupancy could be a trigger based on that occupancy load.

Mr. Wallen noted that only the new addition would need the sprinkler system.

Water Resources Division - Stoyan Kolev

Mr. Kolev reviewed his comments.

Environmental Health - Kristin Chapman

Ms. Chapman reviewed her comments. She noted that the septic system is acceptable for this proposed use. If there are any future food proposals, the Health Department will need to review them as a food permit may be required.

She recommended that they consider installing a water meter to track wastewater should they choose to expand in the future.

Mr. Wallen asked if they anticipated any food service or events. Applicant stated they do currently do in-house potlucks and hope to have community lunches in the future to utilize the on-site commercial kitchen.

Division of Transportation - Ray Beets

Mr. Beets stated that there's no county roads involved so MCDOT has no comments.

Mr. Wallen reiterated the only modifications needed to the site plan would be signage and lighting prior to the public hearing. Mr. Wallen asked if there were any building lights/perimeter or parking lot lights being added to the building or property.

The applicant stated that there will be no parking lot lighting, however they could see the possibility of some exterior lights being added around the perimeter of the building.

The applicant asked if the bathrooms were moved to the other side of the building, would it affect the permitting? Ms. Kurtzman responded that it would be an amendment to the site plan to show additional square footage of the building, however unless the septic system is impacted, zoning would not have a concern with the location of the bathrooms.

Ms. Chapman stated that if there are any changes, the health department would need to review the total square footage of any addition, as it needs to be under 50%.

Mover: Renee Hanlon

Second: Kristin Chapman

Motion to approve the site plan as presented with the addition of the signage and lighting prior to the public hearing.

Approved by Voice

5. SUBDIVISION REVIEW

Ms. Kurtzman stated they are waiting for administrative items for a technical adjustment before sending to Staff Plat.

6. STATUS UPDATE

Ms. Kurtzman stated the next meeting has an existing off-site digital sign renewing their CUP. Ms. Chapman stated that there has not been a health review submitted, however she will double check.

Mr. Wallen asked for a status update on the food processing facilities.

Ms. Kurtzman stated that the public hearing for Olague Farms is rescheduled for April 23, 2025. Closing statements and voting will occur at this meeting.

The Greenwood facility needs to resubmit documents and will be ready to schedule soon.

7. MEMBERS' COMMENTS

Mr. Beets requested a copy of the traffic study for Olague Farms.

Mr. Beets asked if solar facilities leave ZBA hearing do they automatically go to County Board. Ms. Kurtzman responded yes, they are on the April agenda.

Mr. Beets mentioned that there is a potential development off of Harmony Rd by the interchange, and that the County is about to approve an agreement with the City of Marengo to extend sewer and water down Route 23 for when the development comes in. Per an agreement, the County has asked for limited access on Harmony, Coral and Maple roads if any developer comes in. The County wants to make sure the developers do not get full access. Mr. Beets will provide the map once it's approved.

Mr. Wallen stated we will be administering the zoning hearings and some of the reviews for Marengo.

8. ADJOURNMENT

Mover: Ray Beets

Seconded: Renee Hanlon

To adjourn the meeting at 9:34 AM

Approved by Voice