

**VILLAGE OF TOLONO  
PLANNING & ZONING BOARD  
AUGUST 10, 2022**

The Village of Tolono Planning & Zoning Board met on August 10, 2022, in the public meeting room at the Police Station, located at 205 E. Main St., Tolono, IL. Secretary Rena Anderson called the meeting to order at 6:00PM. Roll call found the following members present: Chairman Del Boyle, and members Mark Adair, Jeff Hahn and Jamie Snodgrass. Sean Talbott was absent.

All stood for the Pledge of Allegiance.

**PUBLIC COMMENTS**

Tom Swigart, owner of Monicals Pizza in Tolono, stated he would like to be appointed to the P&Z board. Boyle, Adair, Hahn, and Snodgrass unanimously approved. Swigart will attend the Village Board meeting, August 16, 2022, to speak in front of the board where upon the board will vote to approve or disapprove the appointment.

**REPORTS, COMMENTS, ANNOUNCEMENTS** - None

**APPROVAL OF PRIOR MINUTES**

Motion by Hahn, second by Adair to approve the regular session minutes for June 8, 2022. Roll call: Boyle, aye; Adair, aye; Hahn, aye; Snodgrass, aye. Motion passed.

**OLD BUSINESS**

**Survey Questions** – Board approved of questions and formatting. Boyle will present to the Village Board at the August 16, 2022, meeting for approval to mail the survey.

**Fences** – need an ordinance; **Decks** – informational guidelines and possibly expand on the existing ordinance; **Detached Garages** – ordinance and informational; **Accessory Structures** – part of this is in an ordinance currently.

**Changes to Building Permit** – Boyle has changes ready to present to the Village Board to review/approve at their meeting August 16, 2022. The permit is in the existing ordinance but does not match the form we are using now. The copy of the permit form will have to be updated in the ordinances.

**Stand-By Generators & Roof Mounted Solar Panels** – Boyle suggested that an ordinance is needed and a permit required. Boyle stated this is a structural type issue. We do not do inspections, but yet when panels are mounted you need a structural engineer to confirm that the roof support is structurally sound. There are guidelines the installer must follow such as the slope of the roof, setback from the eaves and peak and licensed electrical contractors. Boyle stated currently we have no guidelines or permit to be issued. Boyle will discuss with Village Board August 16, 2022, explaining the need for an ordinance and permit.

**Electric & Plumbing Work by Owner** – Hahn stated that if we are not doing inspections what good does it do whether they do it themselves or someone else. Discussion followed. Boyle is concerned that when the building official issues a permit and returns to the site for a walk-through, then issues a Certificate of Occupancy, how do we know what was done, how do we know that the electrical, the plumbing, the roof, the structure is done right? If something goes wrong, the resident may come back and state you approved this for occupancy, will the Village be liable without these forms? Discussion followed about the Village board hiring an inspector or code enforcement position.

**Yard Sheds** – A shed that can be moved is considered a temporary structure. If the shed is attached to a foundation it is considered permanent. Leave the way the ordinance is and follow the setbacks for side and rear yard. If the shed is a permanent structure, this would fall under the ground ratio coverage.

Boyle will attend the Village Board meeting August 16<sup>th</sup>, 2022 to discuss the above subjects under Old Business and ask that they approve or disapprove of each category.

## **NEW BUSINESS**

The new zoning map is complete and Fehr Graham will deliver to Village Hall. Motion by Adair, second by Snodgrass to approve the new zoning map. Roll call: Boyle, aye; Adair, aye; Hahn, aye; Snodgrass, aye. Motion passed.

Anderson stated that because the map was not completed by the June 7<sup>th</sup>, 2022, extension given by the Village board, a public hearing must be held, a new ordinance written and then approved by the Village Board.

With the appointment of Swigart to the board, there is only one vacancy to fill.

## **MISCELLANEOUS**

Motion by Snodgrass, seconded by Adair to adjourn the meeting. Roll call: Boyle, aye; Adair, aye; Hahn, aye; Snodgrass, aye. Motion passed.

Respectfully Submitted,  
Rena Anderson  
P&Z Board Secretary