

**VILLAGE OF TOLONO
PLANNING & ZONING BOARD
FEBRUARY 8, 2023**

The Village of Tolono Planning & Zoning Board met on February 8, 2023, in the public meeting room at the Tolono Police Department, located at 205 E. Main St., Tolono, IL. Chairman Del Boyle called the meeting to order at 6:00PM. Roll call found the following members present: Chairman Del Boyle, and members Mark Adair, Jeff Hahn, Nate Harden, Jamie Snodgrass, Tom Swigart. Sean Talbott was absent.

All stood for the Pledge of Allegiance.

PUBLIC HEARING – No one from the public was in attendance. Motion by Snodgrass, second by Adair to approve AN ORDINANCE AMENDING THE VILLAGE OF TOLONO ZONING ORDINANCE BY THE ADDITION TO CHAPTER 154.024 GENERAL GUIDELINES FOR LOTS AND BOUNDARIES, SECTION G, STANDARDS AND REQUIREMENTS FOR FENCE INSTALLATION in all Zoning Districts in the Village of Tolono with the change of the word “inward” to “outward”, Section (17)(b)(4). Roll call: Boyle, aye; Adair, aye; Hahn, aye; Harden, aye; Snodgrass, aye; Swigart, aye. Motion Passed. A Public Hearing must now be scheduled for the Village of Tolono Board of Trustees.

PUBLIC COMMENTS – None

REPORTS, COMMENTS, ANNOUNCEMENTS – Adair said he was having a hard time getting in to his emails and that he still needs to get the OMA and FOIA training done. Boyle suggested to members that they go through the training again, even though they’ve previously taken it, to review and refresh their memories.

Boyle reported that the Village Board of Trustees approved the P&Z Survey to be mailed to each resident. R. Hahn said that the survey will be mailed to all resident so they receive it on March 1, 2023. Anderson will also put a reminder on the water bills. The survey will be available online as well and will be promoted on the Village website and social media. Adair suggested creating a video to promote the survey. Members thought this would be a good idea.

APPROVAL OF PRIOR MINUTES

Motion by Snodgrass, second by Hahn to approve the regular session minutes for January 11, 2023. Roll call: Boyle, aye; Adair, aye; Hahn, aye; Harden, aye; Snodgrass, aye; Swigart, aye. Motion passed.

OLD BUSINESS – Harden gave five different traffic flow ideas to be considered in the downtown area. Harden stressed the board needs to be very careful on what they’re developing, where they are developing and when. Businesses need to be in the correct locations downtown and RT45 corridor depending on a high-volume traffic (restaurant/bar) business or not a high-volume business (local gym/financial services building) business. We don’t want high-volume businesses downtown and, in a few years, develop the RT45 corridor and find that businesses would have been better suited there. No decision was made on traffic flow in the downtown area or RT45 corridor.

Boyle suggested for the five-year plan the Village Hall move to a downtown location, P&Z board adopt an architectural control design ordinance for new or remodeled buildings downtown or RT45 corridor giving guidelines and regulations to create common themes such as HOAs have for sub-divisions, a downtown senior living building where the first floor have little shops and second and third floors for senior housing, use the Township building more for civic activities which would generate more foot traffic downtown and to enforce rules regarding nuisance properties. He would like to see a Community Liaison position created to act as a “go-between” for the Village Board of Trustees and residents and move the military honors display currently at West Side Park to a downtown park and “Quiet Zones” created so trains do not blow their whistles.

NEW BUSINESS – Boyle will make copies of other municipal ordinances regard installation of solar panels and distribute to board members before the next meeting for further discussion. Members agreed each of them have special skills to offer the P&Z board and community and each member should use their skills when necessary. Adair suggested that the Village create a building to host intimate gatherings such as weddings, showers, rehearsal dinners and much more. Adair would also like a coffee house/breakfast café or a donut shop and a farmer’s market for his 5-10YR plan.

Boyle believes part of the P&Z Board responsibility is to enforce zoning violations and make recommendations. R. Hahn explained the procedure to alert a property owner if they are in violation of an ordinance and that anyone can make an ordinance violation request. The Village currently has a list of residents with violations that will be given to the P&Z board members.

J. Hahn believes it would be better to come up with a short-term plan so you can get to the five- and ten-year plan. His thought was to assign board members to different towns to investigate their downtown revitalization and contact those towns to find out what process they used to make the improvements. Adair offered to take pictures of downtowns when he travels. J. Hahn suggested a list be created and then divide up between members.

Board members would like for Brian Booher, Village of Tolono IT Director, to come to the next P&Z meeting to help set-up and educate members on how to use their computer. R. Hahn will coordinate with Booher.

R. Hahn asked the Champaign County GIS Consortium to give her estimates on creating and printing large maps of the Village of Tolono. She will then give estimates to the Village Board of Trustees to discuss/approve.

MISCELLANEOUS – Snodgrass talked about the “Tolono 3000” plan. This was a book created, possibly in 1996, by previous P&Z board members talking about the potential for downtown and RT45 corridor. Snodgrass thinks an actual book was created, however he could not find it.

ADJOURNMENT - Motion by Snodgrass, seconded by Adair to adjourn the meeting at 7:22PM. Roll call: Boyle, aye; Adair, aye; Hahn, aye; Harden, aye; Snodgrass, aye; Swigart, aye. Motion passed.

Respectfully Submitted,
Rena Hahn
P&Z Board Secretary