



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING MINUTES

Monday, October 28, 2024 at 6:00 PM

108 West Main Street and Virtually

1. CALL TO ORDER

The meeting was called to order at 6:26 p.m.

2. ROLL CALL

PRESENT: Chairman Bill Emmert, Michael Booker, Irv Koning, Brian

Martin; ABSENT: Riley Pitney

GUESTS: Attorney Mary Gaziano, Village Administrator Joey Dienberg, Bob and Heidi Miller of Rustic Oven Pizza, and Mr. Scott Olson of Olson Funeral and Cremation Services

3. DISCLOSURE OF ANY CONFLICT OF INTEREST No conflict of interest noted.

4. PUBLIC COMMENT - None

5. APPROVAL OF MINUTES

a. Minutes from September 23, 2024

Minutes from the September 23, 2024 meeting was discussed. Chairman Emmert made a motion to approve the minutes with the noted grammatical changes and amendments, seconded by Mr. Booker. Motion carried on a unanimous voice vote of those present.

6. DISCUSSION

a. Proposed Special Use Permit for Crematory at 602 N Elida Street

Chairman Emmert made a motion, that the Zoning Board recommends to the Village Board that a Special Use Permit to operate a crematory on the property commonly known as 602 N. Elida Street, PIN 14-08-226-015, be granted, subject to the following restrictions:

1) The crematory apparatus and the operation of the crematory shall at all times comply with all applicable federal and State of Illinois regulations.

2) The operation of the crematory shall at all times comply with the applicable regulations contained in the Village of Winnebago Unified Development Ordinance, including, but not limited to, sections 6.06.01(2) and 6.07.01(1)(a)-(i).

- 3) The crematory operations shall take place in a fully enclosed building, and the operations shall not be visible from outside the perimeters of the subject property.
- 4) Additionally, the crematory operations shall not emit anything that is visible, can be heard, can be smelled, or can be felt from outside the perimeters of the subject property.", seconded by Mr. Koning and Mr. Booker.

Chairman Emmert reviewed the reasoning for the restrictions as laid out within the motion, as set by precedent by the light industrial zoning. Attorney Gaziano questioned the reasonability of stating that the crematory won't emit 'anything' visible, if standing on an adjacent property, when the building is within a few feet of the property line. After much discussion, it was agreed upon that the language for restriction number (4) should limit the visible emissions generated to no more than 50 feet, with the exception of heat emissions, from the property line. It was also noted that in rare operational factors, the crematory would maintain equipment and practices designed to minimize visible emissions in line with manufacturer recommendations to uphold emission control standards.

Discussion continued regarding the verbiage of restriction number (4) and it was decided by the zoning board to separate number (4) into two separate restrictions to better differentiate between allowable perimeters; segregating the visible emissions, with a perimeter of 50 feet from the property line, from any odors, noises, and/or vibrations, that are not to be felt anywhere outside the subject property.

Mr. Booker questioned whether verbiage should be required to note that these restrictions are not meant to impede or restrict normal and customary funeral home operations outside of the cremation process.

Chairman Emmert withdrew his original motion and amended his motion to read "that the Zoning Board recommends to the Village Board that a Special Use Permit to operate a crematory on the property commonly known as 602 N. Elida Street, PIN 14-08-226-015, be granted, subject to the following restrictions, which are not intended to impede or restrict normal and customary funeral home operations outside of cremation:

- 1) The crematory apparatus and the operation of the crematory shall at all times comply with all applicable federal and State of Illinois regulations.

- 2) The operation of the crematory shall at all times comply with the applicable regulations contained in the Village of Winnebago Unified Development Ordinance, including, but not limited to, sections 6.06.01(2) and 6.07.01(1)(a)-(i).
- 3) The cremation process shall take place in a fully enclosed building, and the process shall not be visible from outside the perimeters of the subject property.
- 4) Additionally, the cremation process shall not generate emissions that are visible more than 50 feet from the property line.
- 5) Furthermore, the cremation process shall not generate any emissions that can be heard, can be smelled or can be felt from anywhere outside the perimeters of the subject property". Mr. Koning seconded the motion. Motion carried on a unanimous voice vote of those present.

b. Rustic Acres Pre-Annexation/Zoning Requests

Mr. Miller introduced himself and his wife, stating their request that they would like to be able to host events at the farm they recently purchased, with the possibility of eventually having an event center. They are requesting to pre-annex into the Village after finding out that they are only zoned for agriculture and wanting to work with a smaller zoning board, like Winnebago, rather than the county as they currently would need to.

Chairman Emmert expressed his concerns about the couple filing a pre-annexation application and where the duties of the Village falls within this matter. He pointed out that, to his knowledge, the current long-term plan of the Village is not to annex in that direction due to it not having much benefit for the Village as a whole. Mr. Booker recommended that he talk to his county board member for assistance in taking the next steps with the county as the Village has historically only looked at the possibility of annexing properties if it fits within the long-range plan of the Village.

Attorney Gaziano stated that she would be glad to put together some information from the State of Illinois to help them get a better idea of which municipality they may need to request their annexation from per their guidelines.

c. Schedule of Meetings

Village Administrator Dienberg reviewed the proposed schedule of regular meetings. In this proposed schedule, the zoning board would meet each Tuesday before the first Board of Trustee meeting of the month, starting on February 4, with an outlier meeting on January 14 due to the holiday.

Chairman Emmert made a motion that for the year 2025, the Regular Zoning Board meetings are as outlined in the attached document, seconded by Mr. Martin. Motion carried on a unanimous voice vote of those present.

7. **NEW BUSINESS** - No new business

8. **EXECUTIVE SESSION** - Executive Session - not needed

9. **ADJOURNMENT**

Chairman Emmert made the motion to adjourn, seconded by Mr. Booker. Motion carried on a voice vote of those present. The meeting adjourned at 7:41 p.m.

Prepared by: Rachel Windgassen

From Recording

APPROVED: JANUARY 14, 2025

2025 PLANNING & ZONING MEETINGS

Planning and Zoning Meetings will be held at the Village Board Room,
108 W Main Street at **6:00 PM** on the following dates unless otherwise
specified or canceled

**At the meeting held on October 28, 2024, the meeting day was revised from a Monday to
a Tuesday beginning with**

2025	
January	14
February	4
March	4
April	1
May	6
June	3
July	1
August	5
September	2
October	30
November	4
December	2

William D. Emmert,
Chairman, Winnebago Village Planning and Zoning