

CARROLL COUNTY BOARD MEETING

Small Courtroom, Courthouse

March 5, 2026 4:00 p.m.

*****PLEASE SILENCE CELL PHONES*****

Opening Prayer

Call to Order

Pledge of Allegiance

Roll Call

Public Comments

Consent Agenda

- 1. Approval of the February 19th Meeting Minutes**
- 2. Approval of Bills Paid in Vacation**
- 3. Approval of Committee on Claims**

Tabled Items

- 1. Approval of Illinois Fraternal Order of Police Labor Council Collective Bargaining Agreement**
- 2. Approval of Mid-America Carpenters Regional Council – Carpenters Local Union No. 790 – Collective Bargaining Agreement**
- 3. Approval of Teamsters Local Union No. 722 Collective Bargaining Agreement**

Department Reports

Animal Control

Assessor

Circuit Clerk

County Clerk & Recorder

Emergency Management

GIS

Health Department

Highway

- 1. Monthly Report**

Probation

Sheriff

States Attorney

Transit

Treasurer

Zoning/ZBA

County Administrator

Affiliate Reports

Blackhawk Hills Regional Council – Kevin Barnes

Business Employment Skills Team/Workforce – Chris Flikkema

Community Mental Health Board – Melinda Appel

Emergency Telephone System Board – Matt Magill, 911 Director
Health Board – William Iske
Hotel/Motel - Susan Jacobs
Jo Daviess Carroll Co Joint Action Solid Waste Agency –Melinda Appel

1. Waste Management Plan Update

LRA – Susan Jacobs
NWILED – Susan Jacobs

1. Monthly Report

Senior Services Board – David Soldat
Tri-County Opportunities Council – David Soldat
United County Council of Illinois – Julie Bickelhaupt
Veterans Assistance Commission – Susan Jacobs
Whiteside/Carroll & Jo/Carroll Enterprise Zones – Julie Bickelhaupt

Committee Reports

Ad Hoc Inmate Housing Committee – William Iske
Ad Hoc Transit Garage Committee – Chris Flikkema
Ad Hoc Planning and Development Committee – Julie Bickelhaupt
Ad Hoc Highway Committee – Melinda Appel

Business

- 1. Approval of Raffle License for American Cancer Society**
- 2. Approval of Raffle License for Mississippi Flyway Waterfowl USA**
- 3. Approval of Amendment to Chapter 320, Raffle & Poker Runs**
- 4. Approval for release of funds from the Opioid Grant to the Probation Department for testing supplies**
- 5. Approval by County Board vote giving Sara Renkes -County Engineer, and Sirena Brinkmeier- Office Manager, Certificate of Authority to place Carroll County's salt acquisition within the CMS web-based system**
- 6. Approval of purchasing an Asphalt Hot Box not to exceed \$45,000**
- 7. Approval of IDOT Joint Funding Agreement - Allocating \$800,000 of State funds to the design of the Morrison Road reconstruction project**
- 8. Approval of the resolution to appropriate funds from the County Matching Fund for the design cost of \$800,000 and an estimated \$150,000 for work outside of the design contract.**
- 9. Approval of the Design contract with Chastain and Associates, LLC at the cost of \$798,528.77**
- 10. Chapter 700 Discussion and possible adoption**

Executive Session

Chair Report

Appointments

Adjournment

Next Meeting – County Board Meeting – March 19, 9:30 a.m.

CARROLL COUNTY BOARD MEETING
301 N. MAIN ST., MT. CARROLL, IL
SMALL COURTROOM
FEBRUARY 19, 2026, AT 9:30 A.M.

INVOCATION was given by County Board Member William Iske.

CALL TO ORDER - Chair Bickelhaupt called the Board meeting to order at 9:32 a.m.

PLEDGE OF ALLEGIANCE

ROLL CALL-Roll call shows Julie Bickelhaupt, Susan Jacobs, Christopher Flikkema, David Soldat, Jason Beyers, Melinda Appel, William Iske, and Judy Fitzpatrick were all present. Kevin Barnes was absent.

PUBLIC COMMENTS-None

CONSENT AGENDA-

1. Approval of February 5, 2026 meeting minutes
2. Approval of Bills Paid in Vacation
3. Approval of Committee on Claims

Motion by Jacobs, seconded by Soldat to approve the consent agenda. Roll call voted shows Iske, Fitzpatrick, Beyers, Bickelhaupt, Jacobs, Soldat, Flikkema, and Appel all voting aye. Motion carried.

TABLED ITEMS- None

DEPARTMENT REPORTS

Animal Control- ACO Lisa Larson was not present.

Assessor- Deputy Assessor Koltin Dimmick reported that the Board of Review has 44 appeals filed. He also stated that the office sent out Senior Citizen Assessment Freeze letters last week.

Circuit Clerk- Circuit Clerk Patty Hiher reported she will be cashing in a CD following the advice of the Auditors to cover a shortage in Account P. The Safe-T Act has caused a decrease in bonds, fees and fines collected for this account.

County Clerk-County Clerk Amy Buss reported the office has been busy with early voting and processing returned Vote by Mail Ballots.

Emergency Management-Emergency Management Director Jim Klinefelter was not present.

GIS-GIS Director Jermey Hughes was present advised no report.

Health Department- Dawn Holland was not present.

Highway-County Engineer Sara Renkes was present advised no report.

Probation- Chief Probation Managing Officer Steve Brown was present advised no report.

Sheriff-Sheriff Ryan Kloepping submitted a Monthly Statistics report for January 2026. His office will provide this monthly report in the future.

He reminded the Board that he is offering a tour of the jail to see the new renovations immediately following the Board meeting.

State's Attorney-State's Attorney Aaron Kaney was present advised no report.

Transit- PCOM Mary Maszk reported that she will be attending a conference. She reported that the amount Transit will receive from Grant 5311 is \$155,652 and from Grant DOAP is \$1,066,978.

Treasurer- Treasurer Lydia Hutchcraft reported that an email was sent out to all department heads with a training video on how to add employee information for payroll.

Zoning/Zoning Board of Appeals-Zoning Officer Jaicee Buckner was present advised no report.

County Administrator- County Administrator Jachnicki reported that he will be out of the country from February 24th thru March 3rd. If any assistance is needed during this time, contact Jeremy Hughes.

AFFILIATE REPORTS

Blackhawk Hills Regional Council-No report.

Business Employment Skills Team/Workforce-No report.

Community Mental Health-No report.

Emergency Telephone System-No report.

Health Board-No report.

Hotel/Motel Board-Monthly report submitted.

Jo Daviess/Carroll Co. Joint Action Solid Waste Agency- No report.

LRA-Monthly report was submitted.

NWILED- No report.

Senior Services Board-No Report.

Tri-County Opportunities Council-No Report.

United County Council of Illinois-No Report.

Veterans Assistance Commission-Monthly report submitted.

Whiteside/Carroll & Jo/Carroll Enterprise Zones-No Report.

COMMITTEE REPORTS

Ad Hoc Inmate Housing Committee- Vice Chair Iske advised no report.

Ad Hoc Transit Garage Committee-County Board Member Flikkema advised no report.

Ad Hoc Planning and Development Committee-Chair Bickelhaupt reported that the next meeting will be March 28, 2026. The committee will be moving forward on the 2026 Operational Plan.

Ad Hoc Highway Committee- Board Member Appel reported the last meeting scheduled was cancelled due to illness and will be rescheduled soon.

BUSINESS

1. Chair Bickelhaupt presented for Approval of Raffle License for Jackson Kradle Memorial Fund. Motion by Jacobs, seconded by Flikkema to approve. Motion carried.
2. Karla Belzer, Illinois Extension gave a quarterly update. A handout was included in the Board packet.
3. Chair Bickelhaupt stated she would like to table the Approval of Illinois Fraternal Order of Police Labor Council Collective Bargaining agreement, the Approval of Mid-America Carpenters Regional Council-Carpenters Union Local Union No. 790 Collective Bargaining Agreement and Approval of Teamsters Local Union No. 722 Collective Bargaining Agreement until the March 5, 2026 Board Meeting. Motion by Jacobs, seconded by Iske to table until the next Board Meeting. Motion carried.
4. Chair Bickelhaupt presented for Approval of the Carroll County 2026 Operational Plan. County Administrator Jachnicki explained the Plan. Motion by Iske, seconded by Beyers to approve. Motion carried.
5. Chair Bickelhaupt presented for Approval of Baranski Hammer Moretta & Sheely (BHMS) architectural proposal for exterior repairs to Carroll County Courthouse of \$25,000 to be funded out from Capital Projects Fund. County Administrator Jachnicki explained the need to hire a professional architect for this project. Motion by Jacobs, seconded by Soldat to approve the agreement. Roll call vote shows Bickelhaupt, Fitzpatrick, Iske, Flikkema, Jacobs, Appel, Beyers, and Soldat all voting aye. Motion carried.
6. Chair Bickelhaupt presented for Approval to select Aerial Services, as the lowest responsible bidder for the 2026 Multi-County Aerial Imagery Project. GIS Director Hughes explained the bid process and the bid. Motion by Iske, seconded by Jacobs to approve Aerial Services, Inc. as lowest responsible bidder. Roll call vote shows Jacobs, Flikkema, Iske, Beyers, Bickelhaupt, Fitzpatrick, Appel, and Soldat all voting aye. Motion carried.
7. Chair Bickelhaupt presented for Approval of Building Setback Variance Request 2025207 for Bookman Property at 5658 Riverview Rd., Thomson, IL. Zoning Officer Buckner explained. Motion by Iske, seconded by Jacobs to approve. Motion carried.

8. Chair Bickelhaupt presented for Approval of Special Use Permit 2026003 for Steidinger Property at 23917 Zier Rd., Lanark, IL for Boat and RV Self-Storage Units. Zoning Officer Buckner explained the Special Use Permit. Motion by Jacobs, second by Appel to approve. Motion carried.
9. Chair Bickelhaupt presented Review and Discussion of Proposed Amendments for Chapter 700 Zoning Ordinance. Zoning Officer Buckner went over the proposed changes and corrections. She encouraged the Board to review and contact her with any questions or concerns. She will be presenting it at the March 5th County Board meeting for possible approval.
10. Chair Bickelhaupt presented for Motion and consideration for Resolution declaring vacancy in the office of State's Attorney. State's Attorney Kaney announce he has accepted the appointment as Associate Judge in Jo-Daviess County. Chair Bickelhaupt and County Board members thanked him for his years of service as State's Attorney as well as Assistant State's Attorney. Motion by Iske, second by Soldat to approve the Resolution declaring a vacancy for State's Attorney. Motion carried.

EXECUTIVE SESSION- None

Chair Report-No report.

APPOINTMENTS- Chair Bickelhaupt presented for Approval of Reappointment to Zoning Board of Appeals-Paul Skoog with term ending 2030. Motion by Beyers, second by Flikkema to approve. Motion carried.

Chair Bickelhaupt reminded that upcoming Board Meetings are as follows:

Regular Board Meeting on Thursday, March 5, 2026, at 4:00 p.m. in the small courtroom.

Motion by Jacobs, seconded by Flikkema to adjourn at 10:46 a.m. Motion carried.

Minutes submitted by Amy R. Buss, County Clerk and Recorder

Selection Criteria:

Vendor =

Bank =

Committee on Claims

Batch =

Due Date = 3/5/2026

Invoice Date =

Open Invoices by Fund/Department (APLT22)**Carroll County**

Vendor		Account	Account Description	Invoice Amt	
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	01	COURTHOUSE UPKEEP			
640848	JAY ZICKAU CONSTRUCTION		01101005003	REPAIRS & MAINTENANCE	\$361.39
	2584171	3/5/2026	PLOW & SALT / PALLET OF SALT		
640848	JAY ZICKAU CONSTRUCTION		01101005003	REPAIRS & MAINTENANCE	\$815.00
	2584171	3/5/2026	PLOW & SALT / PALLET OF SALT		
3413	PLUNKETT'S PEST CONTROL INC.		01101005003	REPAIRS & MAINTENANCE	\$114.34
	10388658	3/5/2026	COURTHOUSE		
640874	R.P. LUMBER		01101005003	REPAIRS & MAINTENANCE	\$59.95
	4748484	3/5/2026	SHERIFF		
640874	R.P. LUMBER		01101005003	REPAIRS & MAINTENANCE	\$4.59
	4734593	3/5/2026	SHERIFF		
640697	SYNDEO NETWORKS, INC.		01101005005	UTILITIES--TELEPHONE	\$337.48
	SN026293	3/5/2026	COURTHOUSE		
Subtotal for Department: 01 :				\$1,692.75	
Total for Fund: 011 :				\$10,780.80	

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	02	SUPPLIES AND RENTALS		
641013	FREEPORTIL WELLNOW URGENT CARE	01102005323	PRINTING, SUPPLIES & POSTAG	\$372.00
	15121	3/5/2026	BROWN & RATHJE EMPLOYMENT EXAMS	
2213	ILLINOIS STATE POLICE	01102005323	PRINTING, SUPPLIES & POSTAG	\$27.00
	20260107780	3/5/2026	VANDENDOOREN FINGER PRINTING	
Subtotal for Department: 02 :				\$399.00
Total for Fund: 011 :				\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	03	OFFICE EQUIPMENT MAINTENANC			
640560	DE LAGE LANDEN FINANCIAL SERVICES	01103005025	OFFICE EQUIPMENT MAINTENAN		\$1,064.52
	595871649	3/5/2026	COUNTY CLERK		
4192	STERLING BUSINESS EQUIP. CENT.	01103005025	OFFICE EQUIPMENT MAINTENAN		\$37.00
	INV461800	3/5/2026	CIRCUIT CLERK		
4192	STERLING BUSINESS EQUIP. CENT.	01103005025	OFFICE EQUIPMENT MAINTENAN		\$178.80
	INV461548	3/5/2026	CIRCUIT CLERK		
Subtotal for Department: 03 :				\$1,280.32	
Total for Fund: 011 :				\$10,780.80	

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	05	SUPERVISOR OF ASSESSMENTS		
640989	AFFORDABLE WATER, INC	01105005323	PRINTING SUPPLIES & OTHERS	\$22.50
	97703	3/5/2026	ASSESSOR	
2960	MIRROR DEMOCRAT	01105005323	PRINTING SUPPLIES & OTHERS	\$900.00
	01580691-001	3/5/2026	ENVELOPES	
Subtotal for Department: 05 :				\$922.50
Total for Fund: 011 :				\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	06	BOARD OF REVIEW			
1276	JUDY DAMPMAN		01106005012	TRAVEL	\$76.85
	2.19.26	3/5/2026	BOARD OF REVIEW MILEAGE		
Subtotal for Department: 06 :					\$76.85
Total for Fund: 011 :					\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	12	COUNTY TREASURER				
640989	AFFORDABLE WATER, INC			01112005323	PRINTING & SUPPLIES	\$7.50
	96961	3/5/2026	TREASURER			
					Subtotal for Department: 12 :	\$7.50
					Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	011	GENERAL FUND		
Dept:	13	COUNTY CLERK AND RECORDER		
640989	AFFORDABLE WATER, INC	01113005323	PRINTING & SUPPLIES	\$22.50
	97705	3/5/2026	COUNTY CLERK	
640560	DE LAGE LANDEN FINANCIAL SERVICES	01113005323	PRINTING & SUPPLIES	\$26.61
	595871649	3/5/2026	COUNTY CLERK	
Subtotal for Department: 13 :				\$49.11
Total for Fund: 011 :				\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	18	CORONER			
2571	LAW JONES FUNERAL HOMES, INC.		01118005323	PRINTING & SUPPLIES	\$119.54
	3.5.26	3/5/2026	REIMBURSE FOR CORONER EXPENSES		
2571	LAW JONES FUNERAL HOMES, INC.		01118005323	PRINTING & SUPPLIES	\$190.48
	MARCH 2026	3/5/2026	SUPPLIES REIMBURSEMENT		
Subtotal for Department: 18 :					\$310.02
Total for Fund: 011 :					\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	20	COUNTY SHERRIFF			
640378	BALCO UNIFORM		01120006046	UNIFORMS	\$472.70
	85522	3/5/2026	SHERIFF		
641009	MCGINNIS AUTO & DIESEL REPAIR		01120006044	SQUAD CAR MAINTENANCE	\$67.00
	1142	3/5/2026	SHERIFF		
3199	NORTHWEST ILLINOIS LAW ENFORCEMENT		01120006048	TRAINING FEES	\$100.00
	2026 DUES	3/5/2026	RYAN KLOEPING & RYAN LAMBERT		
640012	SIRCHIE ACQUISITION COMPANY, LLC		01120005323	OFFICE SUPPLIES	\$56.70
	0732147-IN	3/5/2026	SHERIFF		
32003	UNIFORM DEN EAST, INC		01120006046	UNIFORMS	\$55.50
	100141	3/5/2026	SHERIFF		
				Subtotal for Department: 20 :	\$751.90
				Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	23	JURY EXPENSES			
3634	PITNEY BOWES RESERVE ACCOUNT		01123005323	PRINTING, SUPPLIES & POSTAG	\$750.00
	3.4.26	3/5/2026	CIRCUIT CLERK		
Subtotal for Department: 23 :					\$750.00
Total for Fund: 011 :					\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	24	PUBLIC DEFENDER				
640170	DAVID WEISSMILLER			01124007104	DEFENDING ATTORNEY-SALARY	\$75.00
	2025JA7_2.18.26		3/5/2026	ATTY FEES		
2449	RONALD P. KALLEMEYN			01124007104	DEFENDING ATTORNEY-SALARY	\$1,950.00
	2024CF82_2.22.26		3/5/2026	ATTY FEES		
					Subtotal for Department: 24 :	\$2,025.00
					Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	25	PROBATION				
640906	GM FINANCIAL			01125005142	CAPITAL EQUIPMENT	\$541.97
	MACH 1, 2026		3/5/2026	PROBATION / 212084763676		
3172	NEIGHBORHOOD OFFICE SOLUTIONS			01125005323	PRINTING & SUPPLIES	\$71.40
	11452		3/5/2026	PROBATION		
					Subtotal for Department: 25 :	\$613.37
					Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	26	STATES ATTORNEY			
4192	STERLING BUSINESS EQUIP. CENT.		01126005323	PRINTING & SUPPLIES	\$381.80
	INV459761	3/5/2026	STATES ATTY		
Subtotal for Department: 26 :					\$381.80
Total for Fund: 011 :					\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	27	CIRCUIT CLERK				
640989	AFFORDABLE WATER, INC			01127005323	PRINTING & SUPPLIES	\$22.50
		97704	3/5/2026	CIRCUIT CLERK		
1091	COMPUTER DYNAMICS			01127005323	PRINTING & SUPPLIES	\$299.00
		131167	3/5/2026	CIRCUIT CLERK		
					Subtotal for Department: 27 :	\$321.50
					Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	011	GENERAL FUND				
Dept:	28	COURT EXPENSES - JUDGES				
3540	QUILL CORPORATION			01128005323	PRINTING & SUPPLIES-BOOKS/P	\$19.39
	47735973	3/5/2026	JUDGE			
3540	QUILL CORPORATION			01128005323	PRINTING & SUPPLIES-BOOKS/P	\$45.59
	47828322	3/5/2026	JUDGE			
					Subtotal for Department: 28 :	\$64.98
					Total for Fund: 011 :	\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	011	GENERAL FUND			
Dept:	31	FINANCIAL SOFTWARE			
2630	WIPFLI		01131005431	FINANCIAL SOFTWARE SUPPOR	\$1,128.90
		3157617	3/5/2026	PAYROLL PROCESSING	
2630	WIPFLI		01131005431	FINANCIAL SOFTWARE SUPPOR	\$5.30
		3171122	3/5/2026	PAYROLL PROCESSING	
Subtotal for Department: 31 :					\$1,134.20
Total for Fund: 011 :					\$10,780.80

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	013	BRIDGE AID FUND			
Dept:	00	NonDepartmental			
2040	CARROLL COUNTY HIGHWAY DEPT.		01300005112	REIMBURSEMENTS	\$363.00
	CLAIM 2460	3/5/2026	PE & CE WYSOX SECTION		
2040	CARROLL COUNTY HIGHWAY DEPT.		01300005114	AID TO TWPS IN BLDING BRIDGE	\$363.00
	CLAIM 2460	3/5/2026	PE & CE WYSOX SECTION		
Subtotal for Department: 00 :					\$726.00
Total for Fund: 013 :					\$726.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor	Invoice	Inv Date	Account Invoice Description	Account Description	Invoice Amt
Fund: 014 COUNTY HIGHWAY FUND					
Dept: 00 NonDepartmental					
1100	CONCORDE INC.		01400005109	ADMINISTRATIVE	\$59.00
	CLAIM 4461-C	3/5/2026	CLINIC COLLECTION COSTS		
640884	JCE CO-OP		01400005105	GARAGE OPERATION & MAINTEN	\$365.40
	CLAIM 4461-C	3/5/2026	GARAGE ELECTRIC		
3030	MONROE TRUCK EQUIPMENT		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$94.83
	CLAIM 4461-C	3/5/2026	PARTS		
3411	PLANET EARTH ANTIFREEZE		01400005104	MATERIALS, STORES & SUPPLIE	\$67.50
	CLAIM 4461-C	3/5/2026	WASHER SOLVENT		
640762	REPUBLIC SERVICES		01400005105	GARAGE OPERATION & MAINTEN	\$109.82
	CLAIM 4461-C	3/5/2026	GARBAGE COLLECTION		
4016	SLOAN IMPLEMENT		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$140.62
	CLAIM 4461-C	3/5/2026	SUPPLIES		
640330	STERLING NAPA AUTO PARTS		01400005103	HIGHWAY EQUIPMENT MAINTEN	\$16.25
	CLAIM 4461-C	3/5/2026	FUEL FILTER		
640691	STONE AGE EXCAVATING		01400005101	MAINTENANCE OF COUNTY HIG	\$9,600.00
	CLAIM 4461-C	3/5/2026	MULCHING		
640851	VESTIS		01400005104	MATERIALS, STORES & SUPPLIE	\$410.14
	CLAIM 4461-C	3/5/2026	UNIFORM RENTAL		
Subtotal for Department: 00 :					\$10,863.56
Total for Fund: 014 :					\$10,863.56

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	015	TOWNSHIP MOTOR FUEL TAX				
Dept:	00	NonDepartmental				
675	CARGILL, INCORPORATED			01500005120	MAINT/CONSTRUCTION - ROADS	\$8,263.60
	CLAIM 8006-MT		3/5/2026	HWY SALT / YORK		
2040	CARROLL COUNTY HIGHWAY DEPT.			01500005332	ENGINEERING	\$44,538.14
	8007-MT		3/5/2026	MAINT ENG FEE ON 2025 MFT		
					Subtotal for Department: 00 :	\$52,801.74
					Total for Fund: 015 :	\$52,801.74

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	023	COUNTY RECORDER FEES				
Dept:	00	NonDepartmental				
1660	FIDLAR TECHNOLOGIES			02300006031	RECORDERS--TRANSACTION FE	\$1,083.44
	0242385-IN			3/5/2026	JANUARY LAREDO LICENSE	
					Subtotal for Department: 00 :	\$1,083.44
					Total for Fund: 023 :	\$1,083.44

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	037	PUBLIC SAFETY		
Dept:	00	NonDepartmental		
105	APPLIED CONCEPTS, INC		03700005303	PUBLIC SAFETY--SQUAD CAR
	472955	3/5/2026	SHERIFF	\$2,129.43
Subtotal for Department: 00 :				\$2,129.43
Total for Fund: 037 :				\$2,129.43

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	039	CO TREAS TAX SALE AUT			
Dept:	00	NonDepartmental			
3540	QUILL CORPORATION		03900005194	EXPENSES	\$267.84
	47303748	3/5/2026	TREASURER		
3540	QUILL CORPORATION		03900005014	EDUCATION	\$148.16
	47306897	3/5/2026	TREASURER		
Subtotal for Department: 00 :					\$416.00
Total for Fund: 039 :					\$416.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description		Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	041	COUNTY 911 ETSB FUND			
Dept:	00	NonDepartmental			
641027	GWYNDOLYN BEMIS		04100005197	TRAINING	\$233.72
	3.5.26	3/5/2026	MABAS CONFERENCE REIMBURSEMENT		
640073	NG-911 INC.		04100005373	NETWORKING &TELEPHONE	\$1,392.00
	14489	3/5/2026	911		
640472	NG-911/SOLACOM		04100005373	NETWORKING &TELEPHONE	\$1,392.00
	14259	3/5/2026	911		
Subtotal for Department: 00 :					\$3,017.72
Total for Fund: 041 :					\$3,017.72

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Invoice	Inv Date	Account	Account Description	Invoice Amt
				Invoice Description		
Fund:	047	DOCUMENT STORAGE FEE				
Dept:	00	NonDepartmental				
1091	COMPUTER DYNAMICS			04700005395	EQUIPMENT	\$1,661.00
	131170	3/5/2026	CIRCUIT CLERK			
					Subtotal for Department: 00 :	\$1,661.00
					Total for Fund: 047 :	\$1,661.00

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt	
Invoice		Inv Date	Invoice Description		
Fund:	054	COUNTY HEALTH FUND			
Dept:	00	NonDepartmental			
640880	JCE CO-OP		05400005004	UTILITIES--ELECTRICITY & WATE	\$384.91
	222006_DUE 2.28.26	3/5/2026	HEALTH DEPT		
54151	LAMAR COMPANIES		05400005344	CONTRACTUAL	\$450.00
	117918306	3/5/2026	HEALTH DEPT		
640546	MCKESSON MEDICAL-SURGICAL		05400005396	MEDICAL SUPPLIES & COMMODI	\$115.64
	24983794	3/5/2026	HEALTH DEPT		
640148	MITCHELL & MCCORMICK INC		05400005344	CONTRACTUAL	\$484.00
	UPPCT0000005262	3/5/2026	HEALTH DEPT		
54019	SANOFI PASTEUR INC		05400005396	MEDICAL SUPPLIES & COMMODI	\$358.94
	7144097061	3/5/2026	HEALTH DEPT		
54019	SANOFI PASTEUR INC		05400005396	MEDICAL SUPPLIES & COMMODI	\$366.76
	7144810333	3/5/2026	HEALTH DEPT		
640770	STEPHANIE S. HUGHES		05400005323	PRINTING, SUPPLIES & POSTAG	\$38.94
	3.5.26	3/5/2026	HEALTH DEPT / SUPPLIES		
Subtotal for Department: 00 :					\$2,199.19
Total for Fund: 054 :					\$2,199.19

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	058	SQUAD CAR AQUISITION & MAINT			
Dept:	00	NonDepartmental			
640613	BUSS BOYZ CUSTOMS, INC.		05800005178	SRO CAR PURCHASE	\$10,847.63
	9221	3/5/2026	SHERIFF		
Subtotal for Department: 00 :					\$10,847.63
Total for Fund: 058 :					\$10,847.63

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account		Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description		
Fund:	074	TRANSPORTATION GRANT			
Dept:	00	NonDepartmental			
30001	CARROLL COUNTY SENIOR SERVICES ORG		07400005510	DISBURSEMENTS	\$31,475.17
	CCT #048 1.30-2.13.26	3/5/2026	BI-WEEKLY REIMBURSEMENT		
Subtotal for Department: 00 :					\$31,475.17
Total for Fund: 074 :					\$31,475.17

Open Invoices by Fund/Department (APLT22)

Carroll County

Vendor		Account	Account Description	Invoice Amt
Invoice		Inv Date	Invoice Description	
Fund:	082	LAW ENFORCEMENT OPERATIONAL EXP		
Dept:	00	NonDepartmental		
105	APPLIED CONCEPTS, INC		08200005522	SHERIFF LAW ENFORCE OP EXP
	472128	3/5/2026	SHERIFF	\$1,045.28
Subtotal for Department: 00 :				\$1,045.28
Total for Fund: 082 :				\$1,045.28

Vendor	Account	Account Description	Invoice Amt
Invoice	Inv Date	Invoice Description	

Fund Totals		
Fund	Fund Name	Fund Total
011	GENERAL FUND	\$10,780.80
013	BRIDGE AID FUND	\$726.00
014	COUNTY HIGHWAY FUND	\$10,863.56
015	TOWNSHIP MOTOR FUEL	\$52,801.74
023	COUNTY RECORDER FEES	\$1,083.44
037	PUBLIC SAFETY	\$2,129.43
039	CO TREAS TAX SALE AUT	\$416.00
041	COUNTY 911 ETSB FUND	\$3,017.72
047	DOCUMENT STORAGE FE	\$1,661.00
054	COUNTY HEALTH FUND	\$2,199.19
058	SQUAD CAR AQUISITION	\$10,847.63
074	TRANSPORTATION GRAN	\$31,475.17
082	LAW ENFORCEMENT OPE	\$1,045.28
Total:		\$129,046.96

HIGHWAY DEPARTMENT MONTHLY REPORT
March 5, 2026

CERTIFICATE OF AUTHORITY FOR SALT CONTRACT

1. Agenda Item: Approval by county board vote giving Sara Renkes, County Engineer, and Sirena Brinkmeier, Office Manager, Certificate of Authority to place Carroll County's salt acquisition within the CMS web-based system.

This is a requirement with the Illinois Department of Transportation. This agenda item is the same process and wording as what was approved last year at this time. It gives the Highway Department authority to go into the State bid process for our highway salt. The amount of salt that we order is approved by the board through the budget and paid out of the Highway Fund, Line item 5101. The department recommends approval.

ASPHALT HOT BOX PURCHASE REQUEST

2. Agenda Item: Approval of purchasing an Asphalt Hot Box not to exceed \$45,000.

The highway department is requesting the purchase of a new 4-ton Asphalt Hot Box to warm cold patch prior to placing it into potholes. This was expected and budgeted for in the Highway Fund, under equipment purchases, for \$30,000. This purchase will be over budget for this specific piece of equipment, but we have saved \$1,542 on the trailer and \$22,500 on the skid steer, so this would offset the added cost. Also, due to insurance inquiries to trial-run a hot box, there was a delay in reaching our most affected roads this winter. I apologize for this delay and appreciate those who inquired for their understanding of the situation. The department recommends approval.

MORRISON ROAD CONSULTANT AND JOINT FUNDING AGREEMENT

3. Agenda Item: Approval of IDOT Joint Funding Agreement. Allocating \$800,000 of State funds to the design of the Morrison Road reconstruction project.
4. Agenda Item: Approval of the resolution to appropriate funds from the County Matching Fund for the design cost of \$800,000 and an estimated \$150,000 for work outside of the design contract.
5. Agenda Item: Approval of the Design contract with Chastain and Associates, LLC at the cost of \$798,528.77

Location: <https://maps.app.goo.gl/NpgEwP2iX5rd2fBq8>

Morrison Road from Argo Fay Route to Clark Road is in need of a roadway reconstruction. The grant received from IDOT will go toward the design of this roadway, including determining the best recycling method to use for the existing roadway material, widening, pipe evaluations, and intersection designs. This is the same design firm used for the Ideal Road project. During our consultant interviews, it was evident that this company had the best knowledge of our area and strong ideas for improving the Morrison Road design. I am confident in their proposal, and the department recommends approval of their contract.

BUILD FEDERAL GRANT FOR ARMY DEPOT ROAD LETTER OF SUPPORT

The application was sent in on 2/23. Foth Consultants, working for JCLRA, seemed confident in the packet. I want to personally thank this board, Jo Daviess County Engineer, Sheriff Ryan, and the Farm Bureau for signing letters of support for the project. I know that this will aid us in the request for this

February 24 2026

HIGHWAY DEPARTMENT MONTHLY REPORT

March 5, 2026

very competitive grant. I don't know when we will hear back from FHWA. Going through this experience does support the need for hiring grant writers in our quest for more grant funding on road and bridge projects. The resources they provided and the forethought into what reviewers would be looking into was very helpful to target our request.

PROWANT PILING REPAIR CONTRACT SECTION 24-13129-00-BR

This project started construction with Civil/Helm construction on 2/23. I want to thank Wysox Road Commissioner Ben and IDOT Bridge office Jeff for their assistance with this project.



Illinois
Environmental
Protection Agency

Bureau of Land
1021 North Grand Avenue East
Box 19276
Springfield, IL 62794-9276

Print Form

FIVE YEAR MUNICIPAL WASTE MANAGEMENT PLAN UPDATE

The Agency has prepared this form to assist local governments with the five year updates of municipal waste (MW) plans. Although local governments may prepare and submit a more extensive document, the Agency will consider submission of this completed form to be the plan update required under the Solid Waste Planning and Recycling Act (SWPRA).

Attach additional labeled pages as necessary.

GENERAL INFORMATION

Local Government:	<u>Jo Daviess / Carroll County Joint Action Solid Waste Planning Agency</u>		
Contact Person:	<u>Mark Maidak, Agency Coordinator</u>		
Address:	<u>301 N. Main Street</u>		
P.O. Box:	<u>P.O. Box 162</u>		
City:	<u>Mt. Carroll</u>	State: <u>IL</u>	Zip: <u>61053</u>
Telephone:	<u>815-718-0238</u>	Plan Adoption Date:	<u>February, 1995</u>
Re-Adoption Date:	<u>7/26/2007; 7/26/2012</u>	Plan Update Due:	<u>February 26, 2026</u>

1. Recommendation and Implementation Schedule Contained in the Adopted Plan

This information should be easily accessible in the plan's Executive Summary or Recommendations chapter. Briefly describe the recommendations and implementation schedule for each alternative in the adopted plan below.

a. Source Reduction

~~See attached.~~

b. Recycling and Reuse

~~See attached.~~

c. Combustion for Energy Recovery

~~See attached.~~

d. Combustion for Volume Reduction

~~See attached.~~

e. Disposal In Landfills

~~See attached.~~

2. **Current Plan Implementation Efforts**

a. Which recommendations in the adopted plan have been implemented?

~~See attached.~~

Briefly describe which recommendations were not implemented and the reasons why these were not implemented.

~~N/A~~

b. Which recommendations in the adopted plan have been implemented according to the plan's schedule?

Briefly describe which recommendations were not implemented according to the adopted plan's schedule, and attach a revised implementation schedule.

~~N/A~~

3. **Recycling Program Status**

Because the Agency's annual landfill capacity report includes data on each adopted plan's recycling status, information on your recycling percentages is not being requested on this form. This will avoid duplication of efforts.

a. Has the program been implemented throughout the county or planning area:

☒ Yes ☐ No

b. Has a recycling coordinator been designated to administer the program?

☒ Yes ☐ No If yes, when? _____

c. Does the program provide for separate collection and composting of leaves?

☐ Yes ☒ No

Does the recycling program provide for public education and notification to foster

d. understanding of and encourage compliance with the program?

☒ Yes ☐ No

Does the recycling program include provisions for compliance, including incentives

e. and penalties?

☐ Yes ☒ No If yes, please describe:

f. Does the program include provisions for recycling the collected materials, identifying potential markets for at least three materials, and promoting the use of products made from recovered or recycled materials among businesses, newspapers, and local governments?

☒ Yes ☐ No If yes, please describe:

~~For the categories offered during collection events, all items are transferred to the appropriate downstream recycling entity.~~

g. Provide any other pertinent details on the recycling program.

~~The agencies semi-annual recycling events have consistently taken place since 2005 and have included most categories of electronics and other household items.~~

4. **Current Needs Assessment Information (optional)**

Depending upon the available resources, updated waste generation data, current municipal waste recycling and disposal information, and any other recent available data may be included; this information will not be required by the Agency.

- a. MW Generated per year: N/A ☐ Tons ☐ Cubic Yards
- b. MW Generation Rate: N/A pcd (pounds/capita/day)
- c. MW Recycled/Year: N/A tons
- d. MW Incinerated/Year: N/A ☐ Tons ☐ Cubic Yards
- e. MW Landfilled/Year N/A ☐ Tons ☐ Cubic Yards

Time period for this information: _____

5. **New Recommendations and Implementation Schedule**

Due to political, fiscal, or technological changes, a local government may choose to recommend different waste management options for the review plan. It should be noted, however, that the recycling program requirements of the SWPRA must be followed. Discuss any new recommendations included in the revised plan, and the implementation schedule to be followed.

~~Given the limited financial resources available to the SWA, efforts have focused on consistently offering semi-annual recycling events with one in each county each calendar year.~~

Jo Daviess / Carroll Counties Solid Waste Reduction Plan
Attachment – Plan Status
Waste Reduction Tasks - 2-23-2026 Update

Overview: The Jo Daviess / Carroll County Joint Action Solid Waste Agency (SWA) was created in 1998 by inter agency agreement between the two counties. Funding was provided on an equal basis by each county board through their general fund. This has resulted in an annual combined budget of approximately \$15,000 for the SWA for many years. With this funding, SWA has focused on coordinating and conducting annual recycling collection day events in each respective county as its sole approach to reducing waste sent to regional landfills.

1. Recommendation and Implementation in Adopted Plan
 - A. Source Reduction
 - a. A part-time agency coordinator has been contracted and employed since 2003 by the SWA. The coordinator's primary responsibility has been to plan, promote, and conduct recycling collection events in each county annually. Any source reduction efforts are a by-product of these general collection programs that are open to all area residents, businesses, institutions, as well as governmental entities in Jo Daviess and Carroll Counties.
 - B. Recycling and Reuse
 - a. The volunteer agency board members working with the agency coordinator have worked through the years to expand the range of items that can be disposed of at each recycling event.
 - C. Combustion for Energy Recovery
 - a. Not Applicable
 - D. Combustion for Volume Reduction
 - a. Not Applicable
 - E. Disposal in Landfills
 - a. Recycling events have diverted significant quantities of materials from the normal waste stream.
2. Current Plan Implementation Efforts
 - A. Which recommendations in the adopted plan have been implemented?
 - a. A part-time agency coordinator position focused on staging recycling events has consistently been staffed since 2003. As a result of this staffing, recycling events have been staged consistently in each member county each year.
 - B. What recent or new landfill diversion and/or waste reduction tasks are being pursued by the SWA?
 - a. For the last several years, recycling collections have included the following categories:
 - i. Batteries of all kinds
 - ii. Fluorescent/CFL lights/holiday lights

- iii. All electronic devices and TV's including computers, monitors, printers, laptops, etc.
 - iv. All small or large household appliances including "white" goods
 - v. Any metal items ranging from bicycles, outdoor grills, lawn mowers, satellite dishes, swing sets, lawn furniture, etc.
 - vi. Unwanted prescription and other medicines
- b. Beginning in 2024 and continuing at each recycling event collection thereafter, the SWA has included a general recycling dumpster covering disposal of the typical eligible household items. With many rural residents not having access to the curbside recycling found in most towns, this has helped divert many items out of the normal waste stream.
- c. For future collections, the SWA continues to evaluate adding other categories. Depending on funding for proper recycling transfer or disposal, the SWA seeks to periodically include the following:
- i. household hazardous waste collections
 - ii. paper and document shredding
 - iii. paint recycling
 - iv. discarded/used tires recovery
 - v. solar panel recycling

It was a week and month to remember. Last night NWILED celebrated at its 17th Annual Meeting. I personally want to thank each of you for your contributions to NWILED and support of me as your director. We are pivoting in new directions and staying rooted in others. I look forward to working with each one of you moving forward.

And with that acknowledged, below are highlights of what was accomplished at NWILED in February along with a preview of things to come.

1. Concluded Build It Grow It 2026 giving out five \$1,000 NWILED Kickstarter Grants. Notably, a special thanks goes to Riverport Rail and Jail Hill Inn who in addition to their annual monetary member contributions gave additional dollars to the tank's bucket of money. A WPPO donated a pizza oven and one-on-ones with session #1 presenters Arron Abt of Arrow Group and Patrick Powaser were also raffled off. Thanks also to our judges Danielle Cline and Ginger Zambrano from Rise Real Estate, Dan Johnson from WPPO, Pat Powaser from Gradient Coaching and Consulting, Barb Hocker from Galena Area Chamber of Commerce, as well out tabulator Chelsea Beyer from Dupaco Community Credit Union – all NWILED Members! (full program press release attached)
2. Worked with JCE Co-op and Dairyland Power to respond to two RFI from IEDA
 - a. Put forward The Factory site in Hanover for Project Lucky USA via Illinois Economic Development Corp. An existing US manufacturer seeks to establish a new production facility to produce aluminum based low/medium electrical wire. The company is currently considering seven states for this new facility, including Illinois. The initial commitment involves a \$122 million investment and the creation of 272 full-time jobs, with operations starting in 2027.
 - b. Put forward a Carroll County land site for Project Apex via Illinois Economic Development Corp. It calls for establishing a commercial-scale graphite anode processing facility in the United States to advance the company's mission as a domestic company developing advanced, environmentally sustainable graphite processing technologies for the North American battery supply chain. The initial Phase 1 represents approximately \$200 million in capital investment and will create 148 full-time positions, with production beginning in 2029.
3. Hosted the 17th Annual NWILED Annual Meeting!
 - a. Released our 2025 Annual Report
 - b. Approved our 2025 NWILED Executive Committee:
 - i. Chair is Bill Jahnke, Napcor
 - ii. Vice Chair is Mike Casper, JCE Co-op
 - iii. Secretary is Amy Baker, Citizens State Bank
 - iv. Treasure is Amiee Schoenhaar, Riverport Railroad
 - c. Regrettably, accepted the resignations from the NWILED Board of Directors of Joe Mattingley of Arrow Group and Gavin Doyle of UMB Bank.
 - d. Announced the 2026 NWILED Collaboration Awards!

i. For their regional mock-interview workshops, marketing efforts around apprenticeships, workplace training outreach, and overall efforts to improve northwest Illinois's regional workforce, the **2026 Collaborator of the Year award went to [Business Employment Skills Team](#)!**

ii. For their above and beyond financial and professional services support of NWILED, commitment of their staff to our annual programing, the regional fiberoptic rollout that is underway, and their instrumental role in helping soft-land Jungbunzlauer in Thomson, the **2026 Member of the Year award went to [JCE Co-op](#)!**

iii. For her efforts to launch the new Northwest Illinois Pooled Retirement Plan program for area small businesses, service on NWILED's Executive Committee, and abundant efforts in the community working with our area chambers of commerce, foundations, and fellow economic development organizations, the **2026 Board Member of the Year award went to [Amy Baker](#)!**

iv. Last year this community debuted a First Time Homebuyer Assistance Loan Program, approved a \$25,000 Revolving Loan to an East Dubuque manufacturer, completed their first ever County Transit Comprehensive Ridership Analysis, and advocated for new industrial acreage. And don't forget, their new Small Business Development Grant initiative gave out \$100,000 in small business grants. The **2026 Community of the Year award went to [Jo Daviess County](#)!**

4. Held member touchpoints with Carroll County, Village of Hanover, Village of Stockton, Zurn-Elkay, Gronen, and Jo Daviess County.
5. Updated our online [Jobs](#) board. Currently, we are promoting 50 sustaining level member openings.
6. Published advertorial column # 3 - Northwest Illinois Economic Development – An Organization with a Deliberate Goal! [NW Illinois Economic Development - News](#)
7. Signed NWILED onto a joint Community College Baccalaureate Employer Endorsement Letter per The Illinois Community College Board via Highland Community College. They are working to see the Community College Baccalaureate (CCB) legislation pass during this spring session. Should it pass, Highland is well positioned to pursue the CCB for a bachelor's in nursing. Having this local opportunity for RNs to pursue their Bachelor's in NW Illinois would provide a local, face to face opportunity and support the workforce demand in our region.
8. [Membership News](#):
 - a. [NorthWest Illinois Alliance of REALTORS](#), Community Service Partner renewal
 - b. [Carroll County](#), Community Builder level renewal
 - c. [UMB Bank](#), Community Advocate level renewal
 - d. [The Foundation for Northwest Illinois](#), new Community Leader level membership. Prior funding came via grants.

9. Regional News:

- a. Registered now for Mount Carroll Expo – Get to Know Your Community happening Thursday, April 16th from 4 to 6 PM at the Davis Community Center. Call 815-244-5525 to register for this free event hosted by the City of Mount Carroll.
- b. The Community Foundation of Jo Daviess County is convening a childcare summit to explore childcare needs, solutions, and potential partnerships in Jo Daviess County. Community leaders are invited Saturday, March 28 from 9a to 12:30p at Woodbine Bend Golf Course & Restaurant.
- c. Illinois Manufacturers' Association contest – IMA has launched its annual "Makers Madness" contest, a bracket-style tournament in which voters across the state will decide which product is The Coolest Thing Made in Illinois! Presented by Comcast Business, the competition celebrates the incredible work of manufacturers across Illinois, which have long served as the backbone of our state's economy. The nomination process opened February 10th and will run through March 8th. Submit your nominations now! www.makersmadnessil.com [#MakersMadnessIL](https://twitter.com/MakersMadnessIL)

What's on the horizon at NWILED?

1. A new [Made in NW Illinois](#) article. This time we will be featuring [Chadwick Manufacturing](#)
2. Details on the Build It Grow It 2026 Lunch & Learn series and a new Northwest Illinois Elected Official Symposium.
3. At NWILED's December 2025 Board meeting two new standing advisory committees were approved. We want members to have more input into the organization and beginning in March invites will be coming out about these opportunities.
 - a. Resources Committee to help facilitate a CEO program in Jo-Carroll Land working with The Foundation for NW Illinois or expand enterprise zone or TIFF in our municipalities.
 - b. Sites Committee to help backfill existing commercial and industrial sites and bring online new acreage say through the Illinois DCEO Site Readiness - a program Village of Stockton is working through now.

Enjoy these final weeks of winter. If you would like to schedule a member meeting or have any questions, please connect with me or Barbara Sue

CARROLL COUNTY, ILLINOIS

APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Organization Name: American Cancer Society

Address (Street & Mail): _____

Type: BUSINESS CHARITABLE EDUCATIONAL FIRE (R) FRATERNAL
LABOR LAW (R) NFP FUND RAISE (R) RELIGIOUS VETERANS

Organization in continual existence for 5 years, carrying out their objects, immediately prior to application? YES NO If no, is there State/National Affiliation YES NO

Presiding Officer Name: Liandra Hoffman

Address (Street & Mail): 304 E Prairie St. Lanark, IL 61046

Birth Date: 2-2-93 Phone: 815-499-1901 Email: liandra1217@gmail.com

Manager Name (Bona fide director, officer, employee or sponsoring organization member):

Audra Baltherra

Address (Street & Mail): 12335 Fulcrum Mill Mt. Carroll IL 61053

Birth Date: 7-24-66 Phone: 815-244-2845 Email: abaltherra66@hotmail.com

Raffle Fidelity Bond: \$ _____ (Total Aggregate Retail Value of prizes, notice received) or

Waiver Provision (Organization's majority affirmative vote, copy attached)

Aggregate Retail Value of all prizes/merchandise in a single raffle (Max \$100,000): ~~NA~~ \$500.00

Maximum Retail Value of each prize awarded (Max \$100,000): ~~NA~~ \$500.00

Maximum Price which may be charged for each raffle chance issued/sold (Max \$100):

Number of days chances may be issued/sold (Max 365): 3 - \$5.00 7 - \$10.00 12 - \$20.00
291

Application for: RAFFLE POKER RUN Number of: _____

Date(s) of Raffle chances sold/issued or Poker Run(s) conducted: 2021

March 8 - Dec 24

Date(s), Time(s) and Key Location(s) determining winning chances or prizes awarded:

12-13-2026

CARROLL COUNTY, ILLINOIS

APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Has the applicant or organization's director, officer, employee or person participating in the management or operation of a raffle been previously convicted of a felony: YES NO

SWORN STATEMENT

The undersigned attest that the above-named organization is a not-for-profit organization under the laws of the State of Illinois and maintains a bona fide membership actively engaged in carrying out its objectives. The undersigned do further hereby state, under penalties of perjury, that all statements in the foregoing application are true and correct; that the entire net proceeds of any raffle or poker run must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game(s); that only a bona fide director, officer, employee or member of the sponsoring organization may manage or participate in the management of the raffle or poker run; no person is receiving any remuneration or profit for managing or participating in the management of the raffle or poker run, except where lawful; no person has a felony conviction which will impair the person's ability to engage in the licensed position; no person is or has been a professional gambler or professional gambling promoter; and all persons are of good moral character; that if a license is granted hereunder, the undersigned will be responsible for the conduct of the game(s) in accordance with the provisions of the laws of the State of Illinois and ordinance of Carroll County governing the conduct of the raffle or poker run.

Organization Presiding Officer: _____

Organization Secretary: _____

-----#####-----

COUNTY CLERK ACTION - Application, Bond/Waiver Documents, Fee Received

Fee Paid: \$25 Raffle or Poker Run

Received by Clerk: Jane Adolph

Date: 2-17-24

If License Denied – written notice sent & fee returned

Date: _____

Licensee gross receipts, expenses & net proceeds & distribution of net proceeds received:

Received by Clerk: _____ Date: _____

COUNTY BOARD ACTION – 5yr Organizational requirement waived: YES NO

Raffle Fidelity Bond: GIVEN WAIVED – Provision attached

License: APPROVED DENIED

County Board Chair: _____ Date: _____

Sunshine Squad Relay for Life Team Minutes

January 11, 2026

Audra Baltierra had the opportunity to get a kids wooden desk for our Relay for Life Team. Discussion was held and it was decided that we would hold a raffle and give the jeep to the winner

Raffle tickets will be sold for

3 tickets for \$5.00

7 tickets for \$10.00

12 tickets for \$20.00

The committee voted unanimously to waive the Manger's Bond for the raffle

Respectfully submitted

Audra Baltierra, Secretary



APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Organization Name: Mississippi Flyway Waterfowl USA

Address (Street & Mail): 7619 Holly Rd Fulton IL 61252

Type: BUSINESS ☒ CHARITABLE EDUCATIONAL FIRE (R) FRATERNAL
LABOR LAW (R) NFP FUND RAISE(R) RELIGIOUS VETERANS

Organization in continual existence for 5 years, carrying out their objects, immediately prior to application? ☒ YES ☐ NO If no, is there State/National Affiliation YES

Presiding Officer Name: Ron Kaufman

Address (Street & Mail): 7619 Holly Rd Fulton IL 612

Birth Date: 4/30/1954 Phone: 563-357-7988 Email: ron.kaufman

Manager Name (Bona fide director, officer, employee or sponsoring organization member):

Ryan Kaufman

Address (Street & Mail): 9073 Spring Valley Rd Fulton

Birth Date: 10-29-89 Phone: 815-631-4077 Email: ryan.kaufman@yahoo

Raffle Fidelity Bond: \$ _____ (Total Aggregate Retail Value of prizes, notice recd)

☒ Waiver Provision (Organization's majority affirmative vote, copy att

Aggregate Retail Value of all prizes/merchandise in a single raffle (Max \$100,000): 60.

Maximum Retail Value of each prize awarded (Max \$100,000): 60,000⁰⁰

Maximum Price which may be charged for each raffle chance issued/sold (Max \$100): 5.

Number of days chances may be issued/sold (Max 365): 365

Application for: ☒ RAFFLE ☐ POKER RUN Number of: 1

Date(s) of Raffle chances sold/issued or Poker Run(s) conducted: March 16 2024

thru March 15 2027

Date(s), Time(s) and Key Location(s) determining winning chances or prizes awarded: 700 p

on every Tuesday at Majestic Pines. Thomson IL 61
11503 3 mile rd Thomson IL

CARROLL COUNTY, ILLINOIS

APPLICATION to CONDUCT RAFFLE/POKER RUN

Please circle options which apply & NA if not applicable

Has the applicant or organization's director, officer, employee or person participating in the management of a raffle been previously convicted of a felony: YES NO

SWORN STATEMENT

The undersigned attest that the above-named organization is a not-for-profit organization under the State of Illinois and maintains a bona fide membership actively engaged in carrying out its objectives. The undersigned do further hereby state, under penalties of perjury, that all statements in the application are true and correct; that the entire net proceeds of any raffle or poker run must be devoted to the lawful purposes of the organization permitted to conduct that game(s); that only a director, officer, employee or member of the sponsoring organization may manage or participate in the management of the raffle or poker run; no person is receiving any remuneration or profit for management of the raffle or poker run, except where lawful; no person has a criminal conviction which will impair the person's ability to engage in the licensed position; no person is or has been a professional gambler or professional gambling promoter; and all persons are of good moral character. If a license is granted hereunder, the undersigned will be responsible for the conduct of the game in accordance with the provisions of the laws of the State of Illinois and ordinance of Carroll County for the conduct of the raffle or poker run.

Organization Presiding Officer: Ron Kaufman

Organization Secretary: Cora Artman

COUNTY CLERK ACTION - Application, Bond/Waiver Documents, Fee Received

Fee Paid: \$25 Raffle or Poker Run

Received by Clerk: Kendra Strauch

Date: 2-24-26

If License Denied – written notice sent & fee returned

Date: _____

Licensee gross receipts, expenses & net proceeds & distribution of net proceeds received:

Received by Clerk: _____ Date: _____

COUNTY BOARD ACTION – 5yr Organizational requirement waived: YES NO

Raffle Fidelity Bond: GIVEN WAIVED – Provision attached

License: APPROVED DENIED

County Board Chair: _____ Date: _____

Mississippi Flyway Chapter Waterfowl USA
Meeting minutes

Date: Feb 19 2026

Place: Majestic Pines

Purpose: Banquet planning

Attendees: Sarah Powell, Ryan Kaufman, Mike Kussmaul, Jay Ritche, Ron Kaufman, Kody We

The meeting was called to order by Ron Kaufman

The committee looked at the progress of the dinner book pages and recommended changes was decided we will meet to set up the banquet on Thursday and Friday. Donations are coming in. Central Bank, M&W Feed, and 3 D Trailers Sales committed to donating today.

Noted that the CPA Gilroy Mead's bill for sending a 1099 was paid.

Ryan Kaufman finished filling out the raffle permit for the Queen of Hearts. Sarah Powell motion to relived the raffle manger of his bond as the Queen of Hearts raffle manager. Mike Kussmail gave a second and the motion passed.

Wood and hardware were delivered to the Fulton Ag class today to make 7 wood duck hou: Ron and Jay will deliver wood and hardware to Erie Ag class on Friday. Richard Housenga th shop instructor has requested enough material to make 10 wood duck houses by his freshn shop students.

A laptop was set up with Majestic's WIFI connection for use for charging Credit and Debit transaction.

Meeting was adjourned at 7:15.

Submitted by Ron Kaufman, President Miss Flyway ch WUSA

Ron Kaufman will do the taxes for 2025.

Chapter 320

RAFFLES and POKER RUNS

The Carroll County Board establishes this Ordinance as a system for the licensing of organizations to operate raffles and poker runs. This Ordinance is supplemental to the Illinois Compiled Statutes 230 ILCS 15/ which supersedes any possible contradictions of this Ordinance.

320-1 DEFINITIONS

For the purposes of this Ordinance the terms defined in this Chapter have the meanings given them:

"Business" - A voluntary organization composed of individuals and businesses who have joined together to advance the commercial, financial, industrial, and civic interests of a community.

"Charitable" - An organization or institution organized and operated to benefit an indefinite number of the public. The service rendered to those eligible for benefits must also confer some benefit on the public.

"Educational" - An organization or institution organized and operated to provide systematic instruction in useful branches of learning by methods common to schools and institutions of learning which compare favorably in their scope and intensity with the course of study presented in tax-supported schools.

"Fire protection agency" - An agency of this State, unit of local government, or intergovernmental mutual aid entity that is vested by law or intergovernmental agreement with the duty and authority to provide public fire suppression, rescue, or emergency medical services; or an organization that provides support or assistance to an agency of this State, unit of local government, or intergovernmental mutual aid entity that is vested by law or intergovernmental agreement with the duty and authority to provide public fire suppression, rescue, or emergency medical services.

"Fraternal" - An organization of persons having a common interest, the primary interest of which is to both promote the welfare of its members and to provide assistance to the general public in such a way as to lessen the burdens of government by caring for those that otherwise would be cared for by the government.

"Key location" – means:

1. For a poker run, the location where the poker run concludes and the prizes are awarded;
2. For a raffle, the location where the winning chances in the raffle are determined.

"Labor" - An organization composed of workers organized with the objective of betterment of the conditions of those engaged in such pursuit and the development of a higher degree of efficiency in their respective occupations.

"Law enforcement agency" - An agency of this State or a unit of local government in this State that is vested by law or code with the duty to maintain public order and to enforce criminal laws or codes.

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RAFFLES and POKER RUNS

"Net proceeds" - The gross receipts from the conduct of raffles, less reasonable sums expended for prizes, local license fees and other operating expenses incurred as a result of operating a raffle or poker run.

"Non-profit" - An organization or institution organized and conducted on a not-for-profit basis with no personal profit inuring to any one as a result of the operation.

"Poker run" - A prize-awarding event organized by an organization licensed under this Ordinance in which participants travel to multiple predetermined locations, including a key location, to play a randomized game based on an element of chance. "Poker run" includes dice runs, marble runs, or other events where the objective is to build the best hand or highest score by obtaining an item or playing a randomized game at each location.

"Raffle" - A form of lottery, as defined in subsection (b) of Section 28-2 of the Criminal Code of 2012, conducted by an organization licensed under this Ordinance, in which:

1. The player pays or agrees to pay something of value for a chance, represented and differentiated by a number or by a combination of numbers or by some other medium, one or more of which chances is to be designated the winning chance; and
2. the winning chance is to be determined through a drawing or by some other method based on an element of chance by an act or set of acts on the part of persons conducting or connected with the lottery, except that the winning chance shall not be determined by the outcome of a publicly exhibited sporting contest.

"Raffle" does not include any game designed to simulate:

1. gambling games (defined by Illinois Gambling Act),
2. any casino game (approved for play by Illinois Gaming Board),
3. any games provided by a video gaming terminal (defined in Video Gaming Act), or
4. a savings promotion raffle (authorized under the Illinois Banking Act, Savings Bank Act, Illinois Credit Union Act, or Home Owners' Loan Act).

"Religious" - Any church, congregation, society, or organization founded for the purpose of religious worship.

"Veterans" - An organization or association comprised of members of which substantially all are individuals who are veterans or spouses, widows, or widowers of veterans, the primary purpose of which is to promote the welfare of its members and to provide assistance to the general public in such a way as to confer a public benefit.

320-2a RAFFLE LICENSING

The Board establishes the following limitations upon organizations to operate raffles:

1. The aggregate retail value of all prizes or merchandise awarded by a licensee in a single raffle not to exceed \$100,000,
2. The maximum retail value of each prize awarded by a licensee in a single raffle not to exceed \$100,000,

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RAFFLES and POKER RUNS

3. The maximum price which may be charged for each raffle chance issued or sold not to exceed \$100, and
4. The maximum number of days during which chances may be issued or sold is not to exceed one year from the date of Board Chairperson approval of the licensee application.

The raffle license includes a fee of \$25, payable at time of application.

Licenses issued pursuant to this Ordinance shall be valid for one raffle or for a specified number of raffles to be conducted during a specified period not to exceed one year and may be suspended or revoked for any violation of this Ordinance. License application, required documentation and fee shall be filed with the County Clerk. The Board Chairperson shall act on a license application within 30 days from the date the application was filed with the County Clerk. The Board may adopt rules for the operation of raffles that are consistent with 230 ILCS 15/. The Board shall license raffles where no municipality has jurisdiction over the key location within Carroll County. A license shall authorize the holder of such license to sell raffle chances throughout the State, including beyond the borders of Carroll County.

Raffle licenses shall be issued only:

1. To bona fide religious, charitable, labor, business, fraternal, educational, veterans, or other bona fide not-for-profit organizations that operate without profit to their members and which have been in existence continuously for a period of 5 years immediately before making application for a raffle license and which have during that entire 5-year period been engaged in carrying out their objects,
2. To a non-profit fundraising organization that the Board determines is organized for the sole purpose of providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident, or disaster,
3. To any law enforcement agencies and associations that represent law enforcement officials, or
4. To any fire protection agencies and associations that represent fire protection officials.

The Board Chairperson may waive the 5-year requirement under this Ordinance for a bona fide religious, charitable, labor, business, fraternal, educational, or veterans' organization that applies for a license to conduct a raffle if the organization is a local organization that is affiliated with and chartered by a national or State organization that meets the 5-year requirement.

320-2b POKER RUN LICENSING

The Board establishes the following limitations upon organizations to operate poker runs and may establish special categories of licenses and adopt rules relating to the various categories. The poker run license includes a fee of \$25, payable to the County Clerk at time of application.

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RAFFLES and POKER RUNS

Licenses issued pursuant to this Ordinance shall be valid for one poker run or for a specified number of poker runs to be conducted during a specified period not to exceed one year and may be suspended or revoked for any violation of this Ordinance. License application, required documentation and fee shall be filed with the County Clerk. The Board Chairperson shall act on a license application within 30 days from the date the application was filed with the County Clerk.

Poker run licenses shall be issued only:

1. To bona fide religious, charitable, labor, business, fraternal, educational, veterans, or other bona fide not-for-profit organizations that operate without profit to their members and which have been in existence continuously for a period of 5 years immediately before making application for a poker run license and which have during that entire 5-year period been engaged in carrying out their objects,
2. For the following purposes:
 - a. Providing financial assistance to an identified individual or group of individuals suffering extreme financial hardship as the result of an illness, disability, accident, or disaster or
 - b. To maintain the financial stability of the organization.

The Board Chairperson may waive the 5-year requirement under this Ordinance for a bona fide religious, charitable, labor, business, fraternal, educational, or veterans' organization that applies for a license to conduct a poker run if the organization is a local organization that is affiliated with and chartered by a national or State organization that meets the 5-year requirement.

320-3 LICENSE; APPLICATION; ISSUANCE; RESTRICTIONS; PERSONS INELIGIBLE

Licenses issued by the Board Chairperson are subject to the following restrictions:

1. No person, firm, or corporation shall conduct raffles or chances or poker runs without having first obtained a license therefor pursuant to this Ordinance.
2. The license and application for license must specify:
 - a The time period during which raffle chances will be sold or issued or a poker run will be conducted,
 - b The time(s) of determination of winning chances, and
 - c The location(s) at which winning chance(s) will be determined.
3. The license application must contain a sworn statement attesting to the not-for-profit character of the prospective licensee organization, signed by the presiding officer and the secretary of that organization.
4. The application for license shall be prepared in accordance with this Ordinance.
5. A license authorizes the licensee to conduct raffles or poker runs as defined in this Ordinance.

The following are ineligible for any license under this Ordinance:

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RAFFLES and POKER RUNS

1. Any person whose felony conviction will impair the person's ability to engage in the licensed position;
2. Any person who is or has been a professional gambler or professional gambling promoter;
3. Any person who is not of good moral character;
4. Any organization in which a person defined in item (1), (2), or (3) has a proprietary, equitable, or credit interest, or in which such a person is active or employed;
5. Any organization in which a person defined in item (1), (2), or (3) is an officer, director, or employee, whether compensated or not; and
6. Any organization in which a person defined in item (1), (2), or (3) is to participate in the management or operation of a raffle as defined in this Ordinance.

The applicant shall not require the to report nor consider criminal history records noted in 230 ILCS 15/3.1(a).

Upon a finding that an applicant for a license was previously convicted of a felony shall consider any evidence of rehabilitation and mitigating factors contained in the applicant's record, including factors and evidence in 230 ILCS 15/3.1(b), to determine if the conviction will impair the ability of the applicant to engage in the position for which a license is sought.

If the Board Chairperson refuses to issue a license to an applicant, the County Clerk shall notify the applicant in writing and return the fee which was included with the application, following 230 ILCS 15/3.1(c).

No later than May 1 of each year, the County Clerk must prepare, publicly announce, and publish a report of summary statistical information relating to new and renewal license applications during the preceding calendar year, following 230 ILCS 15/3.1(d).

320-4 CONDUCT

The conducting of raffles and poker runs is subject to the following restrictions:

1. The entire net proceeds of any raffle or poker run must be exclusively devoted to the lawful purposes of the organization permitted to conduct that game.
2. No person except a bona fide director, officer, employee, or member of the sponsoring organization may manage or participate in the management of the raffle or poker run. No person may receive any remuneration or profit for managing or participating in the management of the raffle or poker run. Sponsoring organizations may contract with third parties who, acting at the direction of and under the supervision of the sponsoring organization, provide bona fide services to the sponsoring organization in connection with the operation of a raffle and may pay reasonable compensation for such services. Such services include the following:
 - a. advertising, marketing and promotion,
 - b. legal,

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RAFFLES and POKER RUNS

- a procurement of goods, prizes, wares and merchandise for the purpose of operating the raffle,
 - b rent, if the premises upon which the raffle will be held is rented,
 - c accounting, auditing and bookkeeping,
 - d website hosting,
 - e mailing and delivery,
 - f banking and payment processing, and
 - g other services relating to the operation of the raffle.
3. A licensee may rent a premises on which to determine the winning chance or chances in a raffle provided that the rent is not determined as a percentage of receipts or profits from the raffle.
4. Raffle chances may be sold throughout the State, including beyond the borders of the County of Carroll. Winning chances may be determined only at those locations specified on the license for a raffle.
5. A person under the age of 18 years may participate in the conducting of raffles or chances or poker runs only with the permission of a parent or guardian. A person under the age of 18 years may be within the area where winning chances in a raffle or winning hands or scores in a poker run are being determined only when accompanied by his parent or guardian.

If a lessor rents a premise(s) where a winning chance or chances on a raffle or a winning hand or score in a poker run is determined, the lessor shall not be criminally liable if the person who uses the premises for the determining of winning chances does not hold a license issued by the Board Chairperson under the provisions of this Ordinance.

320-5 MANAGER; BOND

All management, operation, and conduct of raffles shall be under the supervision of a single manager designated by the organization. The manager shall give a fidelity bond in an amount equal to the aggregate retail value of all prizes or merchandise awarded in favor of the organization conditioned upon his honesty in the performance of his duties. Terms of the bond shall provide that notice shall be given in writing to the Board Chairperson not less than 30 days prior to its cancellation. The Board Chairperson may waive this bond requirement by including a waiver provision in the license issued to an organization under this Ordinance, provided that a license containing such waiver provision shall be granted only by the affirmative vote of the majority number of members of the licensed organization or, if the licensed organization does not have members, of members of the governing board of the organization, to constitute an affirmative action of the licensed organization. Nothing in this Section shall be deemed to apply to poker runs.

320-6 RECORDS

Each organization licensed to conduct raffles and chances or poker run events shall keep records of its gross receipts, expenses and net proceeds for each single gathering or occasion at which

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RAFFLES and POKER RUNS

winning chances in a raffle or winning hands or scores in a poker run are determined. All deductions from gross receipts for each single gathering or occasion shall be documented with receipts or other records indicating the amount, a description of the purchased item or service or other reason for the deduction, and the recipient. The distribution of net proceeds shall be itemized as to payee, purpose, amount and date of payment.

Gross receipts from the operation of raffles or poker runs shall be segregated from other revenues of the organization, including bingo gross receipts, if bingo games are also conducted by the same nonprofit organization pursuant to license therefor issued by the Department of Revenue of the State of Illinois, and placed in a separate account. Each organization shall have separate records of its raffles and poker runs. The person who accounts for gross receipts, expenses and net proceeds from the operation of raffles or poker runs shall not be the same person who accounts for other revenues of the organization.

Each organization licensed to conduct raffles or poker runs shall report promptly after the conclusion of each raffle or poker run to its membership or, if the organization does not have members, to its governing board. Each organization licensed to conduct raffles and poker runs shall report within 30 days, in writing, to the County Clerk its gross receipts, expenses and net proceeds from the raffle, and the distribution of net proceeds itemized as required in this Ordinance.

Records required by this Ordinance shall be preserved for 3 years, and organizations shall make available their records relating to operation of raffles or poker runs for public inspection at reasonable times and places.

320-7 SENTENCE

Violation of any provision of this Ordinance is a Class C misdemeanor.

320-8 ONLY RAFFLES or POKER RUNS

Nothing in this Ordinance shall be construed to authorize the conducting or operating of any gambling scheme, enterprise, activity or device other than raffles or poker runs as provided for herein.

Adopted June 11, 1981

Amended June 10, 1999

Amended May 17, 2018

Amended

February 26th, 2026

Carroll County Probation Department
301 N. Main Street Suite 224
Mt. Carroll, IL 61053

RE: Request for funding

Carroll County Board/ Carroll County Administrator

The Carroll County Probation Department is pleased to present this proposal for your review.

The objective of the request is to seek additional funding through the Opioid Grant, Fund #86-00-00-5194. These funds will be used to monitor Court Ordered toxicology screening as well as random selection and support efforts to discourage or prevent overdose deaths and other opioid-related harms. This screening is a critical part of the process and the client's reporting status. The Probation Department, through evidence-based programs, works with clients and screens approximately 12-25 clients each month on a schedule as well as random selection.

The goal of this process and other evidence-based programs is to reduce harms associated with drug use. This includes the availability of supplies, staffing, space, peer support services, referrals to treatment, connections to care, as well as the full range of harm reduction and treatment services provided by these programs.

Our proposal requests \$4000.00 to obtain adequate toxicology screening supplies. We respectfully ask the Board to release funding to purchase these screening materials.

We are currently using two types of tests, an oral screening and a urine screening test, both currently supplied by Redwood Toxicology Laboratories.

ICUP Urine test (25 per box) = \$85.00

OrALert Oral test (50 per box) = \$319.00

We appreciate the Carroll County Board of Directors taking an interest in helping our clients achieve their goals through monitoring and intervention testing. Please give me a call at 815-244-0251 or email steve.brown@carrollcountyil.gov if you require any further information or have any questions concerning this proposal.

Respectfully Submitted,

Steven Brown
Chief Managing Officer
Carroll County Probation Department



Certificate of Authority by Vote

(Two Party Written Signature Required)

I, Amy R Buss, **hereby certify** that I am duly elected Clerk. Of Carroll County. I hereby certify the following is a true copy of a vote taken at a meeting of the Board of Directors (or equivalent governing body), duly called and held on March 5, 2026, at which a quorum of the Members was present and voting.

Voted: That Sara Renkes, County Engineer & Sirena Brinkmeier, Office Manager is duly authorized to enter into contracts, to include joint participation agreements, on behalf of the Carroll County Highway Department with the State of Illinois and any of its agencies or departments and further is authorized to execute any documents which may in his/her judgment be desirable or necessary to affect the purpose of this vote.

I **hereby certify** that said vote has not been amended or repealed and remains in full force and effect as of the date of the contract or joint participation agreement to which this certificate is attached. I further certify that it is understood that the State of Illinois will rely on this certificate as evidence that the person(s) listed above currently occupy the position(s) indicated and that they have full authority to bind the Governmental Unit. To the extent that there are any limits on the authority of any listed individual to bind the Governmental Unit in contracts with the State of Illinois, all such limitations are expressly stated herein.

 Dated: _____

Attest: _____
(Written signature & Title)

 Dated: _____

Attest: _____
(Written signature & Title)



☒ State Participation ☐ Economic Development Program ☐ Truck Access Route Program (TARP)

LOCAL PUBLIC AGENCY

Local Public Agency	County	Section Number
Carroll County Highway Departement	Carroll	25-00107-00-PV

Construction	Engineering	Right-of-Way
State Job Number	State Job Number	State Job Number
	P-92-098-26	

LOCATION

Local Street/Road Name	Key Route	Length	Stationing From	To
Morrison Road/CH 5	FAS 0076	5.52	0.00	5.52

Location Termini

Argo Fay Route to Whiteside CO Line

Current Jurisdiction	Existing Structure Number(s)	Add Location
Carroll County		Remove

PROJECT DESCRIPTION

Phase 1 and 2 engineering for a reconstruct of this road.

Local Public Agency	Section Number	Construction State Job Number	Engineering State Job Number	Right-of-Way State Job Number
Carroll County Highway Dept	25-00107-00-PV		P-92-098-26	

This Agreement is made and entered into between the above local public agency, hereinafter referred to as the "LPA" and the State of Illinois acting by and through its Department of Transportation, herein referred to as the "STATE". The STATE and LPA joint proposes to improve the designated location as described in the Location and Project Description sections of this Agreement. The improvement shall be developed and constructed in accordance with plans prepared by, or on behalf of the LPA and approved by the STATE using the STATE's Motor Fuel Tax policies and procedures.

I. GENERAL

1.1 Availability of Appropriation; Sufficiency of Funds. This Agreement is contingent upon and subject to the availability of sufficient funds. The STATE may terminate or suspend this Agreement, in whole or in part, without penalty or further payment being required, if (i) sufficient funds for this Agreement have not been appropriated or otherwise made available to the LPA by the STATE funding source, (ii) the Governor or STATE reserves funds, or (iii) the Governor or STATE determines that funds will not or may not be available for payment. The STATE shall provide notice, in writing to LPA of any such funding failure and its election to terminate or suspend this Agreement as soon as practicable. Any suspension or termination pursuant to this Section will be effective upon the date of the written notice unless otherwise indicated.

1.2 Domestic Steel Requirement. Construction of the project will utilize domestic steel as required by Section 106.01 of the current edition of the Standard Specifications for Road and Bridge Construction.

1.3. Severability. If any provision of this Agreement is declared invalid, its other provisions shall not be affected thereby.

1.4. Termination. This Agreement may be terminated, in whole or in part, by either Party for any or no reason upon thirty (30) calendar days' prior written notice to the other Party. If terminated by the STATE, the STATE must include the reasons for such termination, the effective date, and, in the case of a partial termination, the portion to be terminated. If the STATE determines in the case of a partial termination that the reduced or modified portion of the funding award will not accomplish the purposes for which the funding award was made, the STATE may terminate the Agreement in its entirety.

This Agreement may be terminated, in whole or in part, by the STATE without advance notice:

- a. Pursuant to a funding failure as provided under Article 1.1
- b. If LPA fails to comply with the terms and conditions of this funding award, application or proposal, including any applicable rules or regulations, or has made a false representation in connection with the receipt of this or any award.

II. REQUIRED CERTIFICATIONS

This Agreement and the LPA's obligations and services hereunder are hereby made and must be performed in compliance with all applicable federal and State laws, including, without limitation, federal regulations, State administrative rules and any and all license requirements or professional certification provisions.

2.1 Bribery. The LPA certifies to the best of its knowledge that its officials have not been convicted of bribery or attempting to bribe an officer or employee of the state of Illinois, nor made an admission of guilt of such conduct which is a matter of record (30 ILCS 500/50-5).

2.2 Bid Rigging. LPA certifies that it has not been barred from contracting with a unit of state or local government as a result of a violation of Paragraph 33E-3 or 33E-f of the Criminal Code of 1961 (720 ILCS 5/33E-3 or 720 ILCS 5/33E-4, respectively).

2.3 Debt to State. LPA certifies that neither it, nor its affiliate(s), is/are barred from receiving an Award because LPA, or its affiliate(s), is/are delinquent in the payment of any debt to the State, unless LPA, or its affiliate(s), has/have entered into a deferred payment plan to pay off the debt, and the LPA acknowledges STATE may declare the Agreement void if the certification is false (30 ILCS 500/50-11).

2.4 Debarment. The LPA certifies to the best of its knowledge and belief that its officials:

- a. are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency;
- b. have not within a three-year period preceding this agreement been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements receiving stolen property;
- c. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local) with commission of any of the offenses enumerated in item (b) of this certification; and
- d. have not within a three-year period preceding the agreement had one or more public transactions (Federal, State, Local) terminated for cause or default.

2.5 Construction of Fixed Works. The LPA certifies that all Programs for the construction of fixed works which are financed in whole or in part with funds provided by this Agreement shall be subject to the Prevailing Wage Act (820 ILCS 130/0.01 *et seq.*) unless the provisions of that Act exempt its application. In the construction of the Program, the LPA shall comply with the

Local Public Agency	Section Number	Construction State Job Number	Engineering State Job Number	Right-of-Way State Job Number
Carroll County Highway De	25-00107-00-PV		P-92-098-26	

requirements of the Prevailing Wage Act including, but not limited to, inserting into all contracts for such construction a stipulation to the effect that not less than the prevailing rate of wages as applicable to the Program shall be paid to all laborers, workers, and mechanics performing work under the Award and requiring all bonds of contractors to include a provision as will guarantee the faithful performance of such prevailing wage clause as provided by contract.

2.6 Criminal Convictions. The **LPA** certifies that neither it nor any managerial agent of **LPA** has been convicted has been convicted of a felony under the Sarbanes-Oxley Act of 2002, nor a Class 3 or Class 2 felony under Illinois Securities Law of 1953, or at least five (5) years have passed since the date of conviction. The **LPA** further certifies that it is not barred from receiving an funding award under 30 ILCS 500/50-10.5 and acknowledges that **STATE** shall declare the Agreement void if this certification is false (30 ILCS 500/50-10.5).

2.7 Improper Influence. The **LPA** certifies that no funds have been paid or will be paid by or on behalf of the **LPA** to any person for influencing or attempting to influence an officer or employee of any government agency, a member of Congress or Illinois General Assembly, an officer or employee of Congress or Illinois General Assembly, or an employee of a member of Congress or Illinois General Assembly in connection with the awarding of any agreement, the making of any grant, the making of any loan, the entering into of any cooperative agreement, or the extension, continuation, renewal, amendment or modification of any agreement, grant, loan or cooperative agreement. 31 USC 1352. Additionally, the **LPA** certifies that it has filed the required certification under the Byrd Anti-Lobbying Amendment (31 USC 1352), if applicable.

2.8 Telecom Prohibition. The **LPA** certifies that it will comply with Section 889 of the FY 2019 National Defense Authorization Act (NDAA) that prohibits the use of telecommunications or video surveillance equipment or services produced provided by the following companies: Dahua Technology Company, Hangzhou Hikvision Digital Technology Company, Huawei Technologies Company, Hytera Communications Corporation, and ZTE Corporation. Covered equipment and services cannot be used as substantial or essential component or any system, or as critical technology as part of any system.

2.9 Personal Conflict of Interest - (50 ILCS 105/3, 65 ILCS 5/3.1-55-10, 65 ILCS 5/4-8-6) The **LPA** certifies that it shall maintain a written code or standard of conduct which shall govern the performance of its employees, officers, board members, or agents engaged in the award and administration of contracts supported by state or federal funds. Such code shall provide that no employee, officer, board member or agent of the **LPA** may participate in the selection, award, or administration of a contract supported by state or federal funds if a conflict of interest, real or apparent would be involved. Such a conflict would arise when any of the parties set forth below has a financial or other interest in the firm selected for award:

- a. the employee, officer, board member, or agent;
- b. any member of his or her immediate family;
- c. his or her partner; or
- d. an organization which employs, or is about to employ, any of the above.

The conflict of interest restriction for former employees, officers, board members and agents shall apply for one year.

The code shall also provide that **LPA's** employees, officers, board members, or agents shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to subcontracts. The **STATE** may waive the prohibition contained in this subsection, provided that any such present employee, officer, board member, or agent shall not participate in any action by the **LPA** relating to such contract, subcontract, or arrangement. The code shall also prohibit the officers, employees, board members, or agents of the **LPA** from using their positions for a purpose that constitutes or presents the appearance of personal or organizational conflict of interest or personal gain.

2.10 Organizational Conflict of Interest. The **LPA** certifies that it will also prevent any real or apparent organizational conflict of interest. An organizational conflict of interest exists when the nature of the work to be performed under a proposed third party contract or subcontract may, without some restriction future activities, result in an unfair competitive advantage to the third party contractor or **LPA** or impair the objectivity in performing the contract work.

III. AUDIT AND RECORD RETENTION

3.1 STATE Audits. The **STATE** may, at its sole discretion and at its own expense, perform a final audit of the Project (30 ILCS 5, the Illinois State Auditing Act). Such audit may be used for settlement of the Project expenses and for Project closeout purposes. The **LPA** agrees to implement any audit findings contained in the **STATE's** authorized inspection or review, final audit, the **STATE's** independent audit, or as a result of any duly authorized inspection or review.

3.2 Record Retention. The **LPA** shall maintain for three (3) years from the date of final project closeout by the **STATE**, adequate books, records, and supporting documents to verify the amounts, recipient, and uses of all disbursements of funds passing in conjunction with this contract. If any litigation, claim or audit is started before the expiration of the retention period, the records must be retained until all litigation, claims or audit exceptions involving the records have been resolved and final action taken.

3.3 Accessibility of Records. The **LPA** shall make books, records, related papers, supporting documentation and personnel relevant to this Agreement available to authorized **STATE** representatives, the Illinois Auditor General, Illinois Attorney General, any Executive Inspector General, the **STATE's** Inspector General, and any other person as may be authorized by the **STATE** (including auditors), by the State of Illinois. The **LPA** shall cooperate fully in any such audit or inquiry.

3.4 Failure to maintain the books and records. Failure to maintain the books, records and supporting documents required by this section shall establish presumption in favor of the **STATE** for recovery of any funds paid by the **STATE** under the terms of this

Local Public Agency	Section Number	Construction State Job Number	Engineering State Job Number	Right-of-Way State Job Number
Carroll County Highway De	25-00107-00-PV		P-92-098-26	

contract.

IV. LPA FISCAL RESPONSIBILITIES

4.1 To provide all initial funding and payment for work specified under this Agreement.

4.2 Reimbursement Requests. For reimbursement requests the **LPA** will submit supporting documentation with each invoice. Supporting documentation is defined as verification of payment, certified time sheets or summaries, vendor invoices, vendor receipts, cost plus fix fee invoice, progress report, personnel and direct cost summaries, and other documentation supporting the requested reimbursement amount (Form BLR 05621 should be used for consultant invoicing purposes). **LPA** invoice requests to the **STATE** will be submitted with sequential invoice numbers by project.

LPA's must justify continued funding on inactive projects. An inactive project is defined as a project with no expenditures for the past twelve (12) months. To keep projects active, invoicing must occur a minimum of one time within any given twelve (12) months period. However, to ensure adequate processing time, the first invoice shall be submitted to the **STATE** within six (6) months of the date of execution of this Agreement. Subsequent invoices will be submitted in intervals not to exceed six (6) months.

4.3 Final Invoice: The **LPA** will submit to the **STATE** a complete and detailed final invoice with applicable supporting documentation of all incurred costs, less previous payments, no later than twelve (12) months from the date of completion of work or from the date of the previous invoice, whichever occurs first. If a final invoice is not received within this time frame, the most recent invoice may be considered the final invoice and the obligation of the funds closed. Form BLR 05613 (Engineering Payment Record) is required to be submitted with the final invoice for engineering projects.

4.4 Project Closeout: The **LPA** shall provide the final report to the appropriate **STATE** district office within twelve (12) months of the physical completion date of the project so that the report may be audited and approved for payment. If the deadline cannot be met, a written explanation must be provided to the district prior to the end of the twelve (12) months documenting the reason and the anticipated date of completion. If the extended deadline is not met, this process must be repeated until the project is closed. Failure to follow this process may result in the immediate closeout of the project and loss of further funding.

4.5 Project End Date: The period of performance (end date) for state obligation purposes is five (5) years for projects under \$1,000,000 or seven (7) years for projects over \$1,000,000 from the execution date of the Agreement. Joint agreement amendments for time extensions must be received and approved prior to expiration of the project end date. Failure to extend the end date may result in the immediate close-out of the project and loss of further funding.

V. THE LPA AGREES

5.1 To acquire in its name, or in the name of the **STATE** if on the **STATE** highway system, all right-of-way necessary for this project in accordance with the requirements of Titles II and III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, and established State policies and procedures. Prior to advertising for bids, the **LPA** shall certify to the **STATE** that all requirements of Titles II and III of said Uniform Act have been satisfied. The disposition of encroachments, if any, will be cooperatively determined by representatives of the **LPA**, the **STATE**, and the **FHWA** if required.

5.2 To provide for all utility adjustments and to regulate the use of the right-of-way of this improvement by utilities, public and private, in accordance with the current Utility Accommodation Policy for Local Public Agency Highway and Street Systems.

5.3 To provide on-site engineering supervision and inspection during construction of the proposed improvement.

5.4 To retain jurisdiction of the completed improvement unless specified otherwise by schedule (schedule should be accompanied by a location map). If the improvement location is currently under road district jurisdiction, a jurisdictional schedule is required.

5.5 To maintain or cause to be maintained the completed improvement (or that portion within its jurisdiction as established by addendum) in a manner satisfactory to the **STATE**.

5.6 To provide if required, for the improvement of any railroad-highway grade crossing and rail crossing protection within the limits of the proposed improvement.

5.7 To regulate parking and traffic in accordance with the approved project report.

5.8 To regulate encroachments on public rights-of-way in accordance with current Illinois Compiled Statutes.

5.9 To regulate the discharge of sanitary sewage into any storm water drainage system constructed with this improvement in accordance with the current Illinois Compiled Statutes.

5.10 For contracts awarded by the **LPA**, the **LPA** shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any USDOT - assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The **LPA** shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of USDOT - assisted contracts. The **LPA's** DBE program, as required by 49 CFR part 26 as approved by USDOT, is incorporated by reference in this Agreement. Upon notification to the recipient of its failure to carry out its approved program, the **STATE** may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for

Local Public Agency	Section Number	Construction State Job Number	Engineering State Job Number	Right-of-Way State Job Number
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enforcement under 18 U.S. C 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.). In the absence of a USDOT - approved **LPA** DBE Program or on **STATE** awarded contracts, this Agreement shall be administered under the provisions of the **STATE's** USDOT approved Disadvantaged Business Enterprise Program.

VI. THE STATE AGREES

6.1 To provide such guidance, assistance, and supervision to monitor and perform audits to the extent necessary to assure validity of the **LPA's** certification of compliance with Title II and III Requirements.

6.2 To reimburse the **LPA** for the state share on the basis of periodic billings, provided said billings contain sufficient cost information and show evidence of payments by the **LPA**.

6.3 To provide independent assurance sampling and furnish off-site material inspection and testing at sources normally visited by **STATE** inspectors for steel, cement, aggregate, structural steel, and other materials customarily tested by the **STATE**.

SCHEDULES

Additional information and/or stipulations are hereby attached and identified below as being a part of this agreement.

☒	1.	Division of Cost
☒	2.	Location Map
☒	3.	Resolution
☒	4.	Changes to Payment Provisions
☐		
☐		

Local Public Agency	Section Number	Construction State Job Number	Engineering State Job Number	Right-of-Way State Job Number
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AGREEMENT SIGNATURES EXECUTION

The **LPA** agrees to accept and comply with the applicable provision set forth in this agreement including attached schedules.

APPROVED

Local Public Agency

Name of Official (Print or Type Name)

Title of Official

Signature

Date

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The above signature certifies the agency's TIN number is

366006536 conducting business as a Governmental Entity.

DUNS Number 029959640

UEI FJJRGJRS8JF3

APPROVED

State of Illinois

Department of Transportation

Omer Osman, P.E., Secretary of Transportation

Date

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By:

George A. Tapas, P.E., S.E., Engineer of Local Roads & Streets

Date

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Stephen M. Travia, P.E., Director of Highways PI/Chief Engineer

Date

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Michael Prater, Chief Counsel

Date

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Vicki Wilson, Chief Fiscal Officer

Date

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NOTE: If the LPA Signature is by an APPOINTED official, a resolution authorizing said appointed official to execute this agreement is required.

SCHEDULE NUMBER 1

Local Public Agency	County	Section Number	Construction State Job Number	Engineering State Job Number
Carroll County Highway Departement	Carroll	25-00107-00-PV		P-92-098-26

DIVISION OF COST

Type of Work	State Funds			Local Public Agency			Totals
	Fund Type	Amount	%	Fund Type	Amount	%	
Preliminary Engineering	LFP	\$800,000.00	*	Local		BAL	\$800,000.00
Total		\$800,000.00		Total			\$800,000.00

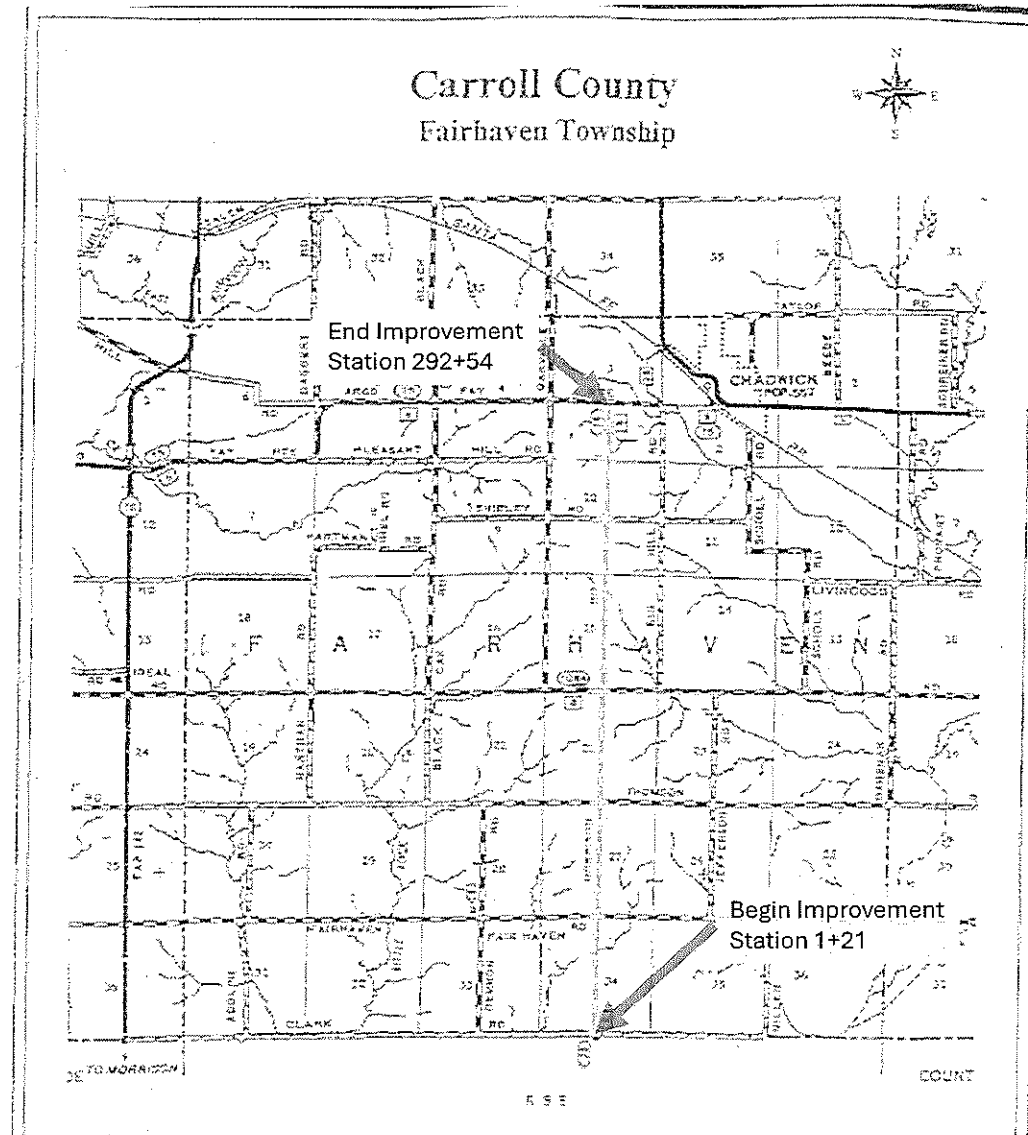
If funding is not a percentage of the total place an asterisk (*) in the space provided for the percentage and explain below:

* 100% LFP NTE \$800,000.00 To be used first

NOTE: The costs shown in the Division of Cost table are approximate and subject to change. The final **LPA** share is dependent on the final State participation. The actual costs will be used in the final division of cost for billing and reimbursement.

Morrison Road Reconstruction
Argo Fay Rte to
Clark Rd (County Line)
FAS Route 76, CH 5
Carroll County
Fairhaven Township
Section 25-00107-00-PV

Morrison Road Reconstruction
Argo Fay Rte to
Clark Rd (County Line)
FAS Route 76, CH 5
Carroll County
Fairhaven Township
Section 25-00107-00-PV



RESOLUTION

WHEREAS, The County of Carroll has entered into an agreement with Chastain & Associates for the Preliminary Engineering for preparing plans for Section 25-00107-00-PV on Morrison Road in Carroll County, and,

WHEREAS, in compliance with the aforementioned agreement, it is necessary for the County to appropriate funds to pay right of way acquisition, construction grant application assistance, and cost for preliminary engineering,

NOW THEREFORE, be it resolved, that there is hereby appropriated the sum of Nine Hundred Fifty Thousand Dollars (\$950,000.00) of County Matching Funds, thereof as may be necessary to pay the cost of Preliminary Engineering, Right of Way acquisition, and Grant assistance and,

BE IT RESOLVED, that upon receipt of billing, the County will pay this cost from County Matching Funds , and,

BE IT FURTHER RESOLVED, that the County agrees to pass a supplemental resolution to provide necessary funds for its share of the cost of this improvement if the amount appropriated herein proves to be insufficient to cover said cost.

I, Amy R. Buss , County Clerk in and for said County, in the State of Illinois, hereby certify the foregoing to be a true, perfect and complete copy of a resolution adopted by the County Board of Carroll County, at its November Meeting held at Mount Carroll, on March 5, 2026.

{ S E A L }

Carroll County Clerk



Using Federal Funds? ☐ Yes ☒ No

Agreement For

State Funded PE

Agreement Type

Original

Using State Funds (Non-MFT)? ☒ Yes ☐ No

LOCAL PUBLIC AGENCY

Local Public Agency

Carroll County Highway Department

County

Carroll

Section Number

25-00107-00-PV

Job Number

Project Number

Contact Name

Sara Renkes, PE

Phone Number

(815) 244-3195

Email

coengr@carroll-county.net

SECTION PROVISIONS

Local Street/Road Name

Morrison Road

Key Route

FAS 76, CH 5

Length

5.5 mi

Structure Number

Location Termini

Argo Fay Route to Clark Road

Add Location

Remove Location

Project Description

Phase I and Phase II Engineering for the reconstruction of Morrison Road beginning at Clark Road to the south side of Argo Fay Route. The project includes rehabilitating the road, replacing or rehabilitating all culverts, grading and shaping ditches.

Engineering Funding

☐

MFT/TBP

☒

State

☐

Other

Anticipated Construction Funding ☒ Federal ☐ MFT/TBP ☐ State ☐ Other

AGREEMENT FOR

☒ Phase I - Preliminary Engineering

☒ Phase II - Design Engineering

CONSULTANT

Prime Consultant (Firm) Name

Chastain and Associates, LLC

Contact Name

Curtis Cook, PE

Phone Number

(815) 266-2904

Email

ccook@chastainengineers.com

Address

5 N Country Club Rd

City

Decatur

State

IL

Zip Code

62521

THIS AGREEMENT IS MADE between the above Local Public Agency (LPA) and Consultant (ENGINEER) and covers certain professional engineering services in connection with the improvement of the above SECTION. Project funding allotted to the LPA by the State of Illinois under the general supervision of the State Department of Transportation, hereinafter called the "DEPARTMENT," will be used entirely or in part to finance ENGINEERING services as described under AGREEMENT PROVISIONS.

Since the services contemplated under the AGREEMENT are professional in nature, it is understood that the ENGINEER, acting as an individual, partnership, firm or legal entity, qualifies for professional status and will be governed by professional ethics in its relationship to the LPA and the DEPARTMENT. The LPA acknowledges the professional and ethical status of the ENGINEER by entering into an AGREEMENT on the basis of its qualifications and experience and determining its compensation by mutually satisfactory negotiations.

WHEREVER IN THIS AGREEMENT or attached exhibits the following terms are used, they shall be interpreted to mean:

Regional Engineer

Deputy Director, Office of Highways Project Implementation, Regional Engineer, Department of Transportation

AGREEMENT EXHIBITS

The following EXHIBITS are attached hereto and made a part of hereof this AGREEMENT:

- ☒ EXHIBIT A: Scope of Services
- ☒ EXHIBIT B: Project Schedule
- ☒ EXHIBIT C: Qualification Based Selection (QBS) Checklist
- ☒ EXHIBIT D: Cost Estimate of Consultant Services (BLR 05513 or BLR 05514)
- ☐ EXHIBIT ____ : Direct Costs Summary Sheet
- ☒ Schedule of Rates
- ☒ Terms and Conditions
- ☐ _____

I. THE ENGINEER AGREES,

1. To perform or be responsible for the performance of the Scope of Services presented in EXHIBIT A for the LPA in connection with the proposed improvements herein before described.
2. The Classifications of the employees used in the work shall be consistent with the employee classifications and estimated staff hours. If higher-salaried personnel of the firm, including the Principal Engineer, perform services that are to be performed by lesser-salaried personnel, the wage rate billed for such services shall be commensurate with the payroll rate for the work performed.
3. That the ENGINEER shall be responsible for the accuracy of the work and shall promptly make necessary revisions or corrections required as a result of the ENGINEER'S error, omissions or negligent acts without additional compensation. Acceptance of work by the LPA or DEPARTMENT will not relieve the ENGINEER of the responsibility to make subsequent correction of any such errors or omissions or the responsibility for clarifying ambiguities.
4. That the ENGINEER will comply with applicable Federal laws and regulations, State of Illinois Statutes, and the local laws or ordinances of the LPA.
5. To pay its subconsultants for satisfactory performance no later than 30 days from receipt of each payment from the LPA.
6. To invoice the LPA, The ENGINEER shall submit all invoices to the LPA within three months of the completion of the work called for in the AGREEMENT or any subsequent Amendment or Supplement.
7. The ENGINEER or subconsultant shall not discriminate on the basis of race, color, national origin or sex in the performance of this AGREEMENT. The ENGINEER shall carry out applicable requirements of 49 CFR part 26 in the administration of US Department of Transportation (US DOT) assisted contract. Failure by the Engineer to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the LPA deems appropriate.
8. That none of the services to be furnished by the ENGINEER shall be sublet, assigned or transferred to any other party or parties without written consent of the LPA. The consent to sublet, assign or otherwise transfer any portion of the services to be furnished by the ENGINEER shall be construed to relieve the ENGINEER of any responsibility for the fulfillment of this AGREEMENT.
9. For Preliminary Engineering Contracts:
 - (a) To attend meetings and visit the site of the proposed improvement when requested to do so by representatives of the LPA or the DEPARTMENT, as defined in Exhibit A (Scope of Services).
 - (b) That all plans and other documents furnished by the ENGINEER pursuant to the AGREEMENT will be endorsed by the ENGINEER and affixed the ENGINEER's professional seal when such seal is required by law. Such endorsements must be made by a person, duly licensed or registered in the appropriate category by the Department of Professional Regulation of the State of Illinois. It will be the ENGINEER's responsibility to affix the proper seal as required by the Bureau of Local Roads and Streets manual published by the DEPARTMENT.
 - (c) That the ENGINEER is qualified technically and is thoroughly conversant with the design standards and policies applicable for the PROJECT; and that the ENGINEER has sufficient properly trained, organized and experienced personnel to perform the services enumerated in Exhibit A (Scope of Services).
10. That the engineering services shall include all equipment, instruments, supplies, transportation and personnel required to perform the duties of the ENGINEER in connection with this AGREEMENT (See DIRECT COST tab in BLR 05513 or BLR 05514).

II. THE LPA AGREES,

1. To certify by execution of this AGREEMENT that the selection of the ENGINEER was performed in accordance with the Professional Services Selection Act (50 ILCS 510) (Exhibit C).
2. To furnish the ENGINEER all presently available survey data, plans, specifications, and project information.
3. To pay the ENGINEER:
 - (a) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER, such payments to be equal to the value of the partially completed work minus all previous partial payments made to the ENGINEER.
 - (b) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and DEPARTMENT a sum of money equal to the basic fee as determined in this AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER

shall be due and payable to the ENGINEER.

(c) For Non-Federal County Projects - (605 ILCS 5/5-409)

(1) For progressive payments - Upon receipt of monthly invoices from the ENGINEER and the approval thereof by the LPA, monthly payments for the work performed shall be due and payable to the ENGINEER. Such payments to be equal to the value of the partially completed work in all previous partial payments made to the ENGINEER.

(2) Final payment - Upon approval of the work by the LPA but not later than 60 days after the work is completed and reports have been made and accepted by the LPA and STATE, a sum of money equal to the basic fee as determined in the AGREEMENT less the total of the amount of partial payments previously paid to the ENGINEER shall be due and payable to the ENGINEER.

4. To pay the ENGINEER as compensation for all services rendered in accordance with the AGREEMENT on the basis of the following compensation method as discussed in 5-5.10 of the BLR Manual.

Method of Compensation:

☐ Percent

☐ Lump Sum

☒ Specific Rate \$798,528.77 (Maximum Fee \$150,000)

☐ Cost plus Fixed Fee:

Total Compensation = DL + DC + OH + FF

Where:

DL is the total Direct Labor,

DC is the total Direct Cost,

OH is the firm's overhead rate applied to their DL and

FF is the Fixed Fee.

Where FF = (0.33 + R) DL + %SubDL, where R is the advertised Complexity Factor and %SubDL is 10% profit allowed on the direct labor of the subconsultants.

The Fixed Fee cannot exceed 15% of the DL + OH.

5. The recipient shall not discriminate on the basis of race, color, national origin or sex in the award and performance of any US DOT-assisted contract or in the administration of its DBE program or the requirements of 49 CFR part 26. The recipient shall take all necessary and reasonable steps under 49 CFR part 26 to ensure nondiscrimination in the award and administration of US DOT-assisted contracts. The recipient's DBE program, as required by 49 CFR part 26 and as approved by US DOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as violation of this AGREEMENT. Upon notification to the recipient of its failure to carry out its approved program, the Department may impose sanctions as provided for under part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C 3801 et seq.).

III. IT IS MUTUALLY AGREED,

1. To maintain, for a minimum of 3 years after the completion of the contract, adequate books, records and supporting documents to verify the amount, recipients and uses of all disbursements of funds passing in conjunction with the contract; the contract and all books, records and supporting documents related to the contract shall be available for review and audit by the Auditor General, and the DEPARTMENT; the Federal Highways Administration (FHWA) or any authorized representative of the federal government, and to provide full access to all relevant materials. Failure to maintain the books, records and supporting documents required by this section shall establish a presumption in favor of the DEPARTMENT for the recovery of any funds paid by the DEPARTMENT under the contract for which adequate books, records and supporting documentation are not available to support their purported disbursement.

2. That the ENGINEER shall be responsible for any all damages to property or persons out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and save harmless the LPA, the DEPARTMENT, and their officers, agents and employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.

The LPA will notify the ENGINEER of any error or omission believed by the LPA to be caused by the negligence of the ENGINEER as soon as practicable after the discovery. The LPA reserves the right to take immediate action to remedy any error or omission if notification is not successful; if the ENGINEER fails to reply to a notification; or if the conditions created by the error or omission are in need of urgent correction to avoid accumulation of additional construction costs or damages to property and reasonable notice is not practicable.

3. This AGREEMENT may be terminated by the LPA upon giving notice in writing to the ENGINEER at the ENGINEER's last known post office address. Upon such termination, the ENGINEER shall cause to be delivered to the LPA all drawings, plats, surveys, reports, permits, agreements, soils and foundation analysis, provisions, specifications, partial and completed estimates and data, if any from soil survey and subsurface investigation with the understanding that all such materials becomes the property of the LPA. The LPA will be responsible for reimbursement of all eligible expenses incurred under the terms of this AGREEMENT up to the date of the written notice of termination.

4. In the event that the DEPARTMENT stops payment to the LPA, the LPA may suspend work on the project. If this agreement is suspended by the LPA for more than thirty (30) calendar days, consecutive or in aggregate, over the term of this AGREEMENT, the ENGINEER shall be compensated for all services performed and reimbursable expenses incurred prior to receipt of notice of suspension. In addition, upon the resumption of services the LPA shall compensate the ENGINEER, for expenses incurred as a result of the suspension and resumption of its services, and the ENGINEER's schedule and fees for the remainder of the project shall be equitably adjusted.
5. This AGREEMENT shall continue as an open contract and the obligations created herein shall remain in full force and effect until the completion of construction of any phase of professional services performed by others based upon the service provided herein. All obligations of the ENGINEER accepted under this AGREEMENT shall cease if construction or subsequent professional services are not commenced within 5 years after final payment by the LPA.
6. That the ENGINEER shall be responsible for any and all damages to property or persons arising out of an error, omission and/or negligent act in the prosecution of the ENGINEER's work and shall indemnify and have harmless the LPA, the DEPARTMENT, and their officers, employees from all suits, claims, actions or damages liabilities, costs or damages of any nature whatsoever resulting there from. These indemnities shall not be limited by the listing of any insurance policy.
7. The ENGINEER and LPA certify that their respective firm or agency:
 - (a) has not employed or retained for commission, percentage, brokerage, contingent fee or other considerations, any firm or person (other than a bona fide employee working solely for the LPA or the ENGINEER) to solicit or secure this AGREEMENT,
 - (b) has not agreed, as an express or implied condition for obtaining this AGREEMENT, to employ or retain the services of any firm or person in connection with carrying out the AGREEMENT or
 - (c) has not paid, or agreed to pay any firm, organization or person (other than a bona fide employee working solely for the LPA or the ENGINEER) any fee, contribution, donation or consideration of any kind for, or in connection with, procuring or carrying out the AGREEMENT.
 - (d) that neither the ENGINEER nor the LPA is/are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any Federal department or agency,
 - (e) has not within a three-year period preceding the AGREEMENT been convicted of or had a civil judgment rendered against them for commission of fraud or criminal offense in connection with obtaining, attempting to obtain or performing a public (Federal, State or local) transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property.
 - (f) are not presently indicated for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph and
 - (g) has not within a three-year period preceding this AGREEMENT had one or more public transaction (Federal, State, local) terminated for cause or default.

Where the ENGINEER or LPA is unable to certify to any of the above statements in this clarification, an explanation shall be attached to this AGREEMENT.

8. In the event of delays due to unforeseeable causes beyond the control of and without fault or negligence of the ENGINEER no claim for damages shall be made by either party. Termination of the AGREEMENT or adjustment of the fee for the remaining services may be requested by either party if the overall delay from the unforeseen causes prevents completion of the work within six months after the specified completion date. Examples of unforeseen causes included but are not limited to: acts of God or a public enemy; acts of the LPA, DEPARTMENT, or other approving party not resulting from the ENGINEER's unacceptable services; fire; strikes; and floods.

If delays occur due to any cause preventing compliance with the PROJECT SCHEDULE, the ENGINEER shall apply in writing to the LPA for an extension of time. If approved, the PROJECT SCHEDULE shall be revised accordingly.

9. By execution of this AGREEMENT the LPA and ENGINEER certify compliance with the Drug Free Workplace (30 ILCS 580). The Drug Free Workplace Act requires that no grantee or contractor shall receive a grant or be considered for the purpose of being awarded a contract for the procurement of any property or service from the DEPARTMENT unless that grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to suspension of contract on grant payments, termination of a contract or grant and debarment of the contracting or grant opportunities with the DEPARTMENT for at least one (1) year but not more than (5) years.

For the purpose of this certification, "grantee" or "Contractor" means a corporation, partnership or an entity with twenty-five (25) or more employees at the time of issuing the grant or a department, division or other unit thereof, directly responsible for the specific performance under contract or grant of \$5,000 or more from the DEPARTMENT, as defined the Act.

The contractor/grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the grantee's or contractor's workplace.
 - (2) Specifying actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (a) abide by the terms of the statement; and
 - (b) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) The dangers of drug abuse in the workplace;

- (2) The grantee's or contractor's policy to maintain a drug free workplace;
- (3) Any available drug counseling, rehabilitation and employee assistance program; and
- (4) The penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the contract or grant and to post the statement in a prominent place in the workplace.
- (d) Notifying the contracting, or granting agency within ten (10) days after receiving notice under part (b) of paragraph (3) of subsection (a) above from an employee or otherwise, receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment and rehabilitation is required and indicating that a trained referral team is in place.

Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act, the ENGINEER and LPA agree to meet the PROJECT SCHEDULE outlined in EXHIBIT B. Time is of the essence on this project and the ENGINEER's ability to meet the PROJECT SCHEDULE will be a factor in the LPA selecting the ENGINEER for future projects. The ENGINEER will submit progress reports with each invoice showing work that was completed during the last reporting period and work they expect to accomplish during the following period.

- 10. Due to the physical location of the project, certain work classifications may be subject to the Prevailing Wage Act (820 ILCS 130/0.01 et seq.).
- 11. For Preliminary Engineering Contracts:
 - (a) That tracing, plans, specifications, estimates, maps and other documents prepared by the ENGINEER in accordance with this AGREEMENT shall be delivered to and become the property of the LPA and that basic survey notes, sketches, charts, CADD files, related electronic files, and other data prepared or obtained in accordance with this AGREEMENT shall be made available, upon request to the LPA or to the DEPARTMENT, without restriction or limitation as to their use. Any re-use of these documents without the ENGINEER involvement shall be at the LPA's sole risk and will not impose liability upon the ENGINEER.
 - (b) That all reports, plans, estimates and special provisions furnished by the ENGINEER shall conform to the current Standard Specifications for Road and Bridge Construction, Bureau of Local Roads and Streets Manual or any other applicable requirements of the DEPARTMENT, it being understood that all such furnished documents shall be approved by the LPA and the DEPARTMENT before final acceptance. During the performance of the engineering services herein provided for, the ENGINEER shall be responsible for any loss or damage to the documents herein enumerated while they are in the ENGINEER's possession and any such loss or damage shall be restored at the ENGINEER's expense.

AGREEMENT SUMMARY

Prime Consultant (Firm) Name	TIN/FEIN/SS Number	Agreement Amount
Chastain and Associates, LLC	370714576	\$753,743.77

Subconsultants	TIN/FEIN/SS Number	Agreement Amount
Testing Service Corporation	350937582	\$13,985.00
S Drain Engineering of Illinois		\$10,500.00
Security Title Company		\$14,800.00
Aerotas		\$5,500.00
Subconsultant Total		\$44,785.00
Prime Consultant Total		\$753,743.77
Total for all work		\$798,528.77

AGREEMENT SIGNATURES

Executed by the LPA:

Attest: The

Local Public Agency Type	County
--------------------------	--------

 of

Local Public Agency	Carroll County Highway Department
---------------------	-----------------------------------

By (Signature & Date)

Local Public Agency

Local Public Agency Type	County
--------------------------	--------

 Clerk

Carroll County Highway De

By (Signature & Date)

Title

County Board Chair

(SEAL)

Executed by the ENGINEER:

Attest:

Prime Consultant (Firm) Name	Chastain and Associates, LLC
------------------------------	------------------------------

By (Signature & Date)

Jeremy Buening	Digitally signed by Jeremy Buening Date: 2026.02.26 10:08:13 -06'00'
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Title

Principal

By (Signature & Date)

Curtis D. Cook	Digitally signed by Curtis D. Cook Date: 2026.02.26 10:53:41 -06'00'
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Title

Principal

For information about IDOTs collection and use of confidential information review the department's [Identity Protection Policy](#).

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Chastain and Associates, LLC	Carroll	25-00107-00-PV

**EXHIBIT A
SCOPE OF SERVICES**

To perform or be responsible for the performance of the engineering services for the LPA, in connection with the PROJECT herein before described and enumerated below

Carroll County Highway Department has selected Chastain and Associates, LLC for Phase I and Phase II Engineering for Section 25-00107-00-PV, a road rehabilitation project along Morrison Road. The planned improvements begin at the butt joint on the south side of the Clark Road intersection and continue north to the south side of Argo Fay Route, a distance of 5.5 miles

The engineering phases are being funded by state funds and construction is anticipated to be funded with Federal and other local county funds.

The scope of services includes the preparation of a Project Development Report (PDR) and preparation of Plans, Specifications, and Estimates (PS&E) documents in accordance with Federal and Illinois Department of Transportation Design (IDOT) guidelines that will attain IDOT approval.

The project consists of the rehabilitation of the Morrison Road pavement to a 40-yr design. Anticipated pavement improvements will consist of pavement widening to include a paved safety shoulder, in-place recycling of the existing HMA pavement and overlaid with minimum 3" of new HMA binder and surface course. Included with the planned pavement work is assessment, rehabilitation or replacement of 29 crossroad and entrance culverts; the design and shaping of ditches, fore slopes, back slopes, and other cross-sectional elements, as necessary. Intersections with Ideal Road and Argo Fay will be designed to accommodate WB-55 design vehicles; all other intersections will be designed for bus vehicles. Construction is to take place under full road closure, no detours or staging.

Studies and plans will be prepared in English units (feet) using MicroStation / ORD software in IL State Plane Coordinates (West Zone).

Chastain will provide services for the following efforts:

- I. Project management and coordination with the COUNTY and IDOT:
 - a. Attend project kick-off meeting.
 - b. Provide project setup, staffing, and management plan.
 - c. Provide Financial and Schedule Control.
 - d. Coordinate with subconsultants.
 - e. Coordinate with public and private utilities.
 - f. Participate in a monthly status update meeting with client. Estimated 24 months.

II. Survey

- a. Establish survey control.
- b. Survey will include the following:
 - 1) Locate existing monuments and establish existing ROW and Morrison Alignment.
 - 2) Topo to extend from ROW to ROW + 50' from north side of Argo Fay Route to 300' south of Clark Road, except hydrologic survey at box culverts and 500' from Morrison Road on each side road.
 - 3) Hydraulic surveys at cross road culverts beyond limits above include upstream and downstream channel cross sections, channel flow lines 100 feet upstream and downstream and embankment and channel topo.
 - 4) A title search will be ordered for up to 37 parcels.
 - 5) Set X, Y, Z control for follow up use.

III. Project Development Services

- a. Preparation of PDR using BLR Form 22210.
- b. Establish Morrison Road Design Criteria.
- c. Complete environmental coordination and screening.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Chastain and Associates, LLC	Carroll	25-00107-00-PV

1) Submit ESR with supporting documents for cultural, biologic, wetland and special waste review.
 2) Complete Special Waste Screening using BDE Form 2737.
 d. Evaluate crash / accident history and summarize data provided by County and IDOT.
 e. Evaluate geometric policy and determine existing design compliance.
 1) Prepare design exception request using BLR 22120.
 2) Complete Design Exception Guide BLR Form 22000.
 f. Complete Culvert Condition Assessment and Prepare Recommendations Report.
 1) Complete Field Inspection.
 2) Prepare Watershed and Hydrologic Data (StreamStats).
 3) Complete Culvert Hydraulics (HY-8).
 g. Attend IDOT/FHWA Coordination Meetings.
 h. Support and coordinate public outreach and notice efforts. Public Outreach to be completed by Carroll County.
 i. Prepare preliminary design documents.
 1) Complete Culvert Recommendations.
 2) Complete Soils and Pavement Cores.
 a) Determine 12 core/boring locations and prepare core location map.
 b) Coordinate boring operation with Geotech subconsultant. Traffic control for boring operations is to be supplied by the County. Review cores and IBR report and provide pavement design recommendation.
 c) Sample and test material for CCDD determination.
 d) Geotech mobilizations for pavement design and for culvert designs are one operation. There will not be a second mobilization for culverts.
 3) Prepare Preliminary Pavement Designs.
 4) Typical Sections.
 5) Plan & Profile Sheets.
 6) Develop Preliminary Ditch Grades and Hydraulic Capacity Analysis (not included in PDR)
 7) Working Cross Section (not included in PDR).
 8) Prepare planning level estimate of probable cost including ROW.
 j. Develop preliminary ROW impacts.
 k. Prepare and Catalog PDR Attachment documents.
 IV. Preparation of PS&E Documents
 a. Preparation of Design Plans.
 1) Cover Sheet.
 2) Index and General Notes.
 3) Summary of Quantities.
 4) Typical Sections.
 5) Quantity Schedules.
 6) Alignment, Ties and Project Control.
 7) Removal Plans.
 8) Plan & Profiles.
 9) Construction Sequencing and MOT Plans.
 10) Erosion Control Plans.
 11) Restoration Plans.
 12) Structure Plans (Culverts / Drop Structures).
 13) Project Details.
 14) Cross Sections.
 b. Project Quantities.
 1) Quantities and schedules prepared for estimated 100 Pay Items.
 c. Project Specifications.
 Bid services are not included in this proposal as a bid date has not been established.
 A full set of IDOT approved plans, specifications, and an estimate of cost will be completed by March 2028. No letting date is scheduled at this time.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Chastain and Associates, LLC	Carroll	25-00107-00-PV

**EXHIBIT B
PROJECT SCHEDULE**

A full set of IDOT approved plans, specifications, and an estimate of cost will be completed by March 2028. No letting date is scheduled at this time.

Local Public Agency	Prime Consultant (Firm) Name	County	Section Number
Carroll County Highway Department	Chastain and Associates, LLC	Carroll	25-00107-00-PV

Exhibit C
Qualification Based Selection (QBS) Checklist

The LPA must complete Exhibit C. If the value meets or will exceed the small dollar threshold in 50 ILCS 510, QBS requirements must be followed. Under the threshold, QBS requirements do not apply. The small dollar threshold is adjusted annually and can be found in IDOT Circular Letters. If the value is under the threshold with federal funds being used, federal small purchase guidelines must be followed.

☐ Form Not Applicable (engineering services less than the threshold)

Items 1-13 are required when using federal funds and QBS process is applicable. Items 14-16 are required when using State funds and the QBS process is applicable.

		No	Yes
1	Do the written QBS policies and procedures discuss the initial administration (procurement, management and administration) concerning engineering and design related consultant services?	☐	☒
2	Do the written QBS policies and procedures follow the requirements as outlined in Section 5-5 and specifically Section 5-5.06 (e) of the BLRS Manual?	☐	☒
3	Was the scope of services for this project clearly defined?	☐	☒
4	Was public notice given for this project?	☐	☒

If yes, Due date of submittal: 12/19/25

Method(s) used for advertisement and dates of advertisement

County Website 12/3/2025

5	Do the written QBS policies and procedures cover conflicts of interest?	☐	☒
6	Do the written QBS policies and procedures use covered methods of verification for suspension and debarment?	☐	☒
7	Do the written QBS policies and procedures discuss the methods of evaluation?	☐	☒

Project Criteria	Weighting
Technical Approach	10%
Firm Experience	25%
Staff Capabilities	20%
Work Load Capacity	10%
Past Performance	25%
Local Presence	5%
Qualified and Certified DBE	5%

8	Do the written QBS policies and procedures discuss the method of selection?	☐	☒
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Selection committee (titles) for this project

County Engineer, Office Manager, Maintainer

Top three consultants ranked for this project in order

- 1 Chastain
- 2 Quiqq
- 3 Hutchison

9	Was an estimated cost of engineering for this project developed in-house prior to contract negotiation?	☐	☒
10	Were negotiations for this project performed in accordance with federal requirements.	☐	☒
11	Were acceptable costs for this project verified?	☐	☒
12	Do the written QBS policies and procedures cover review and approving for payment, before forwarding the request for reimbursement to IDOT for further review and approval?	☐	☒
13	Do the written QBS policies and procedures cover ongoing and finalizing administration of the project (monitoring, evaluation, closing-out a contract, records retention, responsibility, remedies to violations or breaches to a contract, and resolution of disputes)?	☐	☒

Local Public Agency		Prime Consultant (Firm) Name		County	Section Number
Carroll County Highway Department		Chastain and Associates, LLC		Carroll	25-00107-00-PV
14	QBS according to State requirements used?				☐ ☒
15	Existing relationship used in lieu of QBS process?				☒ ☐
16	LPA is a home rule community (Exempt from QBS).				☒ ☐



2026 SCHEDULE OF RATES

<u>Classification</u>	<u>Per Hour Rate Net</u>		
Engineers	From		To
Project Principal	\$ 264.00	- \$	264.00
Professional V	\$ 277.30	- \$	290.00
Professional IV	\$ 209.65	- \$	247.50
Professional III	\$ 183.18	- \$	210.34
Professional II	\$ 134.97	- \$	178.79
Professional I	\$ 122.13	- \$	154.70
Surveyors			
Chief of Survey	\$ 200.77	- \$	200.77
Surveyor II	\$ 91.61	- \$	123.82
Technical			
Technician V	\$ 192.19	- \$	193.94
Technician IV	\$ 146.75	- \$	156.75
Technician III	\$ 135.70	- \$	192.19
Technician II	\$ 94.97	- \$	117.05
Technician I	\$ 91.61	- \$	91.81
Office Services and Records			
Administrative	\$ 75.47	- \$	198.00

The above rates apply to all projects with exception to depositions and expert witness, in which all time spent for the preparation for depositions, providing the deposition, preparation for trials, and time spent in trial shall be billed at a rate of 2.0 times the above rate for all staff involved.

Expenses such as interim travel and subsistence, telephone, blueprints, subsurface investigations, laboratory testing, and subcontractor work approved by the client, will be charged at actual cost. A 10% administration fee may be charged on outside expenses.

A Fathometer for hydrographic surveys will be Invoiced at \$150.00 per day.

Necessary field vehicles are charged at a maximum \$90.00 per day. All other mileage is charged at \$0.725 per mile net (or the current rate allowed by the I.R.S.). Boat Service fees are \$350 per day.

Above quotations are subject to change with 60 days' review by client, due to circumstances beyond our control.

Cost-of-living adjustments will be made to the schedule of rates on January 1st of each year.

Updated 1/1/26

These Terms and Conditions are a part of the Agreement between the Client and Chastain & Associates LLC, (Consultant). Any provision or part thereof of this Agreement held to be void or unenforceable under any law shall be deemed stricken and all remaining provisions shall continue to be valid and binding upon the parties. The parties agree that this Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision which comes as close as possible to expressing the intention of the stricken provision.

AMENDMENTS

This Agreement may be amended only in writing by both the Client and Consultant.

FEE BASIS (COMPENSATION FOR PROFESSIONAL SERVICES)

The basis for compensation will be either 1) Lump-Sum Amount as noted on the face of this Agreement or 2) Estimated Amount (figured on time and materials basis) is invoicing for all hours worked on the project based on the indicated rate for the class of personnel shown on the current Schedule of Hourly Rates (available upon request) in effect plus reimbursable expenses.

"Reimbursable Expenses" means the actual expenses incurred directly or indirectly in connection with the work, including but not limited to the following:

Expenses such as interim travel and subsistence, telephone, blueprints, subsurface investigations, laboratory testing, and subcontractor work approved by the client, will be charged at actual cost. A Fathometer for hydrographic surveys will be invoiced at \$150.00 per day. The use of a Survey Laser Scanner will be invoiced at \$1,000.00 per day. The use of an ATV or UTV will be invoiced at \$200.00 per day. The use of a drone for aerial surveys or photography will be invoiced at \$50.00 per hour. Necessary field vehicles are charged at \$65.00 per day. All other mileage is charged at 58.0 cents per mile net (or the current rate allowed by the I.R.S.). Boat Service fees are \$350 per day.

TIME OF PAYMENT

The Consultant may submit monthly statements for services and expenses based upon the proportion of the actual work completed at the time of billing. Unless provided for otherwise, payments for professional services will be due and payable upon the issuance of the Consultant's invoice. We bill for work done each month by the 10th of the following month.

LATE PAYMENT

If the Client fails to make any payment due the Consultant for services and expenses within 30 days of invoice issuance, a service charge of 1.5% (annual rate of 18%) per month may be added to the Client's account at the Consultant's discretion. Client further agrees to pay all expenses of collection, including court costs and reasonable attorney fees, should it become necessary to refer Client's account for collection. If the Client is in breach of the payment terms or otherwise is in material breach of this Agreement, the Consultant may suspend performance of services upon five (5) calendar days' notice to the Client. The Consultant shall have no liability to the Client, and the Client agrees to make no claim for any delay or damage as a result of such suspension caused by any breach of this Agreement by the Client. Upon receipt of payment in full of all outstanding sums due from the Client, or curing of such other breach which caused the Consultant to suspend services, the Consultant shall resume services and there shall be an equitable adjustment to the remaining project schedule and fees as a result of the suspension.

LIMITATION OF LIABILITY

In recognition of the relative risks and benefits of the Project to both the Client and the Consultant, the risks have been allocated such that the Client agrees, to the fullest extent permitted by law, to limit the liability of the Consultant to the Client for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys' fees and costs and expert-witness fees and costs, so that the total aggregate liability of the Consultant to the Client shall not exceed \$50,000, or the Consultant's total fee for services rendered on this Project, whichever is greater. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

AUTHORITY AND RESPONSIBILITY

The Consultant shall not guarantee the work of any Contractor or Subcontractor, shall have no authority to stop work, shall have no supervision or control as to the work or persons doing the work, shall not have charge of the work, shall not be responsible for safety in, on, or about the job site or have any control of the safety or adequacy of any equipment, building component, scaffolding, supports, forms or other work aids. In the event we are not providing site observation services, the Client will indemnify and hold Consultant harmless for claims arising from modifications, clarifications, interpretations, adjustments or changes made to the contract documents to reflect changed field or other conditions.

DULY AUTHORIZED SIGNATORIES

Each party represents and warrants that its signatory whose signature appears on this Agreement has been, and is on the date of this Agreement, duly authorized by all necessary corporate or other appropriate action to execute this Agreement.

TERMINATION

This Agreement may be terminated by either party within 15 days after receiving written notice. Any termination shall only be for good cause such as for legal disputes, unavailability of adequate financing or major changes in the work. In the event of any termination, the Consultant will be paid for all services and expenses rendered to the date of termination on a basis of the Schedule of Rates plus reimbursable expenses and reasonable termination costs.

DELIVERABLES AND ELECTRONIC FILES

Plans, specifications, and electronic files are instruments of service and remain the property of the Consultant. Sealed hardcopy plans provided by the Consultant are actual deliverables and have precedence over any electronic files supplied to the Client as a convenience. Electronic files are supplied in the software format currently in use by the Consultant, who has no control over deterioration or functional obsolescence due to upgraded versions of software programs. Client agrees to indemnify and hold Consultant harmless from claims resulting from unauthorized reuse of electronic files or unauthorized changes made by Client or others to files in the Client's possession. Information contained in electronic files is valid only for 60 days following delivery to the Client, and the Consultant is not responsible for data deterioration within the file.

REUSE OF DOCUMENTS

All documents including drawings and specifications furnished by Consultant pursuant to this Agreement are instruments of his services in respect of the work. They are not intended or represented to be suitable for reuse by Client or others on extensions of this work, or on any other work.

ESTIMATES OF COST

Estimates of probable project cost that may be provided for herein are to be made on the basis of the Consultant's experience and qualifications and represent their best judgment as a professional familiar with the industry, but Consultant cannot and does not guarantee that proposals, bids or the cost will not vary from estimate of probable cost prepared by them. If the Client wishes greater assurance as to the Cost, they shall employ an independent cost estimator.

INFORMATION PROVIDED BY OTHERS

The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.

DISPUTE RESOLUTION

This Agreement shall be governed according to the laws of the State of Illinois. Venue for any legal or equitable action between the Client and the Consultant, which relates to this Agreement, shall be in the courts located in Macon County, Illinois.



MEMORANDUM

TO: Carroll County Board

FROM: Zoning Director, Jaicee Buckner

SUBJECT: Summary of Proposed Amendments – Chapter 700 Zoning Ordinance

DATE: Thursday March 2nd 2026

PURPOSE

The purpose of this memorandum is to formally present, for second reading, proposed amendments to Chapter 700 (Zoning Ordinance) of the Carroll County Code. The proposed amendments are intended to enhance clarity, strengthen enforcement provisions, further modernize land use regulations, and ensure continued alignment with current county needs and administrative practices.

BACKGROUND

Chapter 700 serves as the County's primary zoning and land use regulatory framework. Through ongoing review and administration of the ordinance, County staff and the Zoning Board of Appeals have identified provisions warranting clarification, reorganization, and substantive revision. The proposed amendments were introduced at a prior meeting of the Board and are now submitted for second reading and further consideration.

SUMMARY OF PROPOSED AMENDMENTS

In addition to the amendments previously presented to the Board, two new definitions and corresponding permitted uses within the AG-1, I-1, and I-2 zoning districts have been incorporated into the proposed revisions:

1. Data Centers
2. Battery Energy Storage Systems (BESS)

These additions are intended to provide regulatory clarity and establish defined standards for emerging and specialized land uses within the applicable districts. Further work will be done to create the regulations within two new County Ordinances. These two ordinances will be presented to the board within this fiscal year.

BOARD ACTION

This memorandum accompanies the second reading of the proposed amendments to Chapter 700. The Board is hereby requested to review the proposed revisions in their entirety and determine whether any final modifications are warranted prior to adoption.

Upon completion of the second reading and incorporation of any revisions directed by the Board, the amendments will be presented for formal consideration and action to adopt and incorporate the revisions into Chapter 700 of the Carroll County Code, either at the present meeting or at the meeting scheduled for March 19, as the Board deems appropriate.

Chapter 700 ZONING

ARTICLE 1 – GENERAL

Section 700-1.01	Title
Section 700-1.02	Authority
Section 700-1.03	Intent of the County Board
Section 700-1.04	Minimum Standards
Section 700-1.05	Specific to Apply over General
Section 700-1.06	Severability
Section 700-1.07	Application to Unincorporated Areas
Section 700-1.08	Liberal Construction
Section 700-1.09	Private Rights

ARTICLE 2 – EXEMPTED AREAS

Section 700-2.01	Certain Areas Exempted
Section 700-2.02	Agricultural Use Not Affected
Section 700-2.03	Utilities

ARTICLE 3 – DEFINITIONS

Section 700-3.01	Rules of Construction
Section 700-3.02	Definitions

ARTICLE 4 – ZONING DISTRICTS

Section 700-4.01	Zoning Districts
Section 700-4.02	Map
Section 700-4.03	Boundaries

ARTICLE 5 – AG-1 AGRICULTURAL DISTRICT REGULATIONS

Section 700-5.01	AG-1 District Intent
Section 700-5.02	Permitted Uses in an AG-1 District
Section 700-5.03	Uses by Special Permit in an AG-1 District
Section 700-5.04	Minimum Lot Requirements
Section 700-5.05	Minimum Setback Requirements

ARTICLE 6 – B-1 DISTRICT REGULATIONS

Section 700-6.01	B-1 District Intent
Section 700-6.02	Permitted Uses in a B-1 District
Section 700-6.03	Uses by Special Permit in a B-1 District
Section 700-6.04	Minimum Lot Requirements
Section 700-6.05	Minimum Setback Requirements

ARTICLE 7 – C-1 DISTRICT REGULATIONS

Section 700-7.01	C-1 District Intent
Section 700-7.02	Permitted Uses in a C-1 District
Section 700-7.03	Uses by Special Permit in a C-1 District
Section 700-7.04	Minimum Lot Requirements
Section 700-7.05	Minimum Setback Requirements

ARTICLE 8 – I-1 DISTRICT REGULATIONS

Section 700-8.01	I-1 District Intent
Section 700-8.02	Permitted Uses in I-1 District
Section 700-8.03	Uses by Special Permit in I-1 District
Section 700-8.04	Minimum Lot Sizes
Section 700-8.05	Minimum Setback Requirements

ARTICLE 9 – I-2 DISTRICT REGULATIONS

Section 700-9.01	I-2 District Intent
Section 700-9.02	Permitted Uses in I-2 District
Section 700-9.03	Uses by Special Permit in I-2 District
Section 700-9.04	Minimum Lot Requirement
Section 700-9.05	Minimum Setback Requirements

ARTICLE 10 - AP-1 DISTRICT REGULATIONS

Section 70010.01	AP-1 District Intent
Section 700-10.02	Permitted Uses in an AP-1 District
Section 700-10.03	Uses by Special Permit in AP-1 District
Section 700-10.04	Minimum Lot Requirements
Section 700-10.05	Minimum Setback Requirements

ARTICLE 11 – R-1 DISTRICT REGULATIONS

Section 700-11.01	R-1 District Intent
Section 700-11.02	Permitted Uses in an R-1 District
Section 700-11.03	Uses by Special Permit in an R-1 District
Section 700-11.04	Minimum Lot Requirement
Section 700-11.05	Minimum Setback Requirements

ARTICLE 12 – R-2 DISTRICT REQUIREMENTS

Section 700-12.02	R-2 District Intent
Section 700-12.02	Permitted Uses in an R-2 District
Section 700-12.03	Uses by Special Permit in an R-2 District
Section 700-12.04	Minimum Lot Requirements
Section 700-12.05	Minimum Setback Requirements

ARTICLE 13 – REC-1 DISTRICT REQUIREMENTS

- Section 700-13.01 REC-1 District Intent
- Section 700-13.02 Permitted Uses in a REC-1 District
- Section 700-13.03 Uses by Special Permit in a REC-1 District
- Section 700-13.04 Minimum Lot Requirements
- Section 700-13.05 Minimum Setback Requirements

ARTICLE 14 – MHP-1 DISTRICT REQUIREMENTS

- Section 700-14.01 Purpose
- Section 700-14.02 Use Permitted
- Section 700-14.03 Acreage Required
- Section 700-14.04 Set Back Requirements
- Section 700-14.05 Building Height
- Section 700-14.06 Signs
- Section 700-14.07 Off-Street Parking and Loading
- Section 700-14.09 Miscellaneous Conditions

ARTICLE 15 – SPECIAL REGULATIONS

- Section 700-15.01 Special Regulations Apply to all Districts
- Section 700-15.02 Residential Features
- Section 700-15.03 ~~Clare~~. Glare
- Section 700-15.04 Explosives
- Section 700-15.05 Vibration
- Section 700-15.06 Refuse
- Section 700-15.07 Traffic Visibility at Intersections
- Section 700-15.08 Drainage
- Section 700-15.09 Construction within Floodplain
- Section 700-15.10 Parking
- Section 700-15.11 Off-Street Loading and Unloading Requirements
- Section 700-15.12 Signs – Miscellaneous Requirements
- Section 700-15.13 Minimum Residential Floor Area
- Section 700-15.14 Manufactured Housing
- Section 700-15.15 Non-Conforming Lots
- Section 700-15.16 Separation of Buildings
- Section 700-15.17 Conservation of Natural Features and Amenities
- Section 700-15.18 Basement Homes
- Section 700-15.19 Setback from Roadways
- Section 700-15.20 Street Access
- Section 700-15.21 Reserve (Flag) Lots
- Section 700-15.22 Sewage Treatment and Water Supply
- Section 700-15.23 Recreational Vehicles
- Section 700-15.24 Tiny Homes

ARTICLE 16 – PLANNED RESIDENTIAL DEVELOPMENT

- Section 700-16.01 Planned Residential Development

ARTICLE 17 – ZONING OFFICER

- Section 700-17.01 Appointment
- Section 700-17.02 Duties

ARTICLE 18 – ZONING BOARD OF APPEALS

- Section 700-18.01 Establishment of Zoning Board of Appeals
- Section 700-18.02 Duties
- Section 700-18.03 Zoning Board of Appeals – Appeals
- Section 700-18.04 Appeal Process

ARTICLE 19 – VARIANCES

- Section 700-19.01 Variances
- Section 700-19.02 Exhibits Required.
- Section 700-19.03 Application Procedure.
- Section 700-19.04 Variance of Ten Percent or less.
- Section 700-19.05 Standards for Granting Variances
- Section 700-19.06 Reapplication

ARTICLE 20 – NON-CONFORMING STRUCTURES AND USES

- Section 700-20.01 Non-Conforming Structures and Uses

ARTICLE 21 – SPECIAL USE PERMITS

- Section 700-21.01 Special Use Permits
- Section 700-21.02 Exhibits Required.
- Section 700-21.03 Application Procedure
- Section 700-21.04 Standards for Granting Special Use Permits
- Section 700-21.05 Noncompliance/Revocation of Special Use Permit
- Section 700-21.06 Reapplication

ARTICLE 22 – TEMPORARY USE PERMITS

- Section 700-22.01 Temporary Use Permit
- Section 700-22.02 Exhibits Required
- Section 700-22.03 Application Procedure
- Section 700-22.04 Fee

ARTICLE 23 – AMENDMENTS

- Section 700-23.01 Amendments
- Section 700-23.02 Initiating an Amendment
- Section 700-23.03 Procedure to Initiate Amendment
- Section 700-23.04 Exhibits Required
- Section 700-23.05 Application Procedure
- Section 700-23.06 Reapplication

ARTICLE 24 – VIOLATIONS

Section 700-24.01 Fines and Separate Offenses

Section 700-24.02 Service of Complaint

Section 700-24.03 Civil Suits Authorized

Section 700-24.04 Fines for Building Agricultural Structures without permit

Chapter 700

ZONING

ARTICLE 1 – GENERAL

Section 700-1.01 Title

This ordinance, including the Zoning Use Districts Map, shall be known as the Carroll County Amendatory Zoning Ordinance and shall be construed to amend and re-codify the zoning ordinance in effect in the County of Carroll on the date of its adoption.

Section 700-1.02 Authority

The amendatory ordinance is established pursuant to the authority granted by the General Assembly to the County Board under the Counties Code (55 ILCS 5/1-1001 et seq.)

Section 700-1.03 Intent of the County Board

It is the Intention of the County Board in adopting this ordinance:

- (a) To promote the public health, safety, convenience, comfort and welfare;
- (b) To conserve the value of properties throughout the county;
- (c) To protect the character and the stability of existing residential, agricultural, business and industrial use in accordance with long range plans for land use approved by the County Board;
- (d) To promote the orderly and beneficial development of new areas for residential, business and industrial use in accordance with long range plans for land use approved by the County Board;
- (e) To lessen or avoid the hazards to persons and damage to property resulting from the accumulation or runoff of storm or flood waters;
- (f) To preserve and protect areas of significant natural, cultural or historical value;
- (g) To provide a simple and expedient procedure by which land use may be regulated and violations of this ordinance may be remedied.

Section 700-1.04 Minimum Standards

The requirements of this ordinance shall constitute the findings of the County Board as to the minimums required in order to serve the intent of the County Board as set forth in Section 700-1.03.

Section 700-1.05 Specific to Apply over General

Where a regulation of this ordinance may conflict with a regulation imposed by another ordinance of the County of Carroll, the more specific provision of either shall apply over the more general.

Section 700-1.06 Severability

Should any provision of this ordinance be found invalid for any reason or should any provision of this ordinance be stricken by an act of the County Board, the remainder of this ordinance shall remain effective as if the subject provision had never been included in this ordinance.

Section 700-1.07 Application to Unincorporated Areas

This ordinance shall apply to the unincorporated area of the county and to any municipality in the county that elects to use it.

Section 700-1.08 Liberal Construction

The provisions of this ordinance shall be liberally construed to protect the right of the property owner to use his land in a manner consistent with the basic requirements of the public health, safety and welfare.

Section 700-1.09 Private Rights

The ordinance is not intended to abrogate any easement, covenant, or other private agreement, provided that where the regulations of this ordinance are more restrictive or impose higher standards or requirements than such private agreement, the regulation of this ordinance shall govern.

ARTICLE 2 – EXEMPTED AREAS

Section 700-2.01 Certain Areas Exempted

The only provisions within this ordinance which shall apply to or have any control over lands owned by or under option to the developer of a recreational development area, any portion of which had been platted or subdivided as of June 11, 1973 and which had on file as of a preliminary master plan, are sections 14.02, 14.03, 14.04, 14.05, 14.06, 14.07, 14.08, 14.09, 14.10, 14.11, 14.12, 14.13, 14.14, 14.15, 14.16, 14.17, 14.18, 16.01, 16.02, 16.03, 16.04, 16.05, 17.01, 17.02, 18.01, 18.02, 18.03, 18.04, 19.01, 19.02, 19.03, 19.04, 19.05, 20.01, 21.01, 21.02, 21.03, 21.04, 21.05, 23.01, 23.02, 23.03, 23.04, 23.05, 24.01, 24.02, 24.03, 24.04

Section 700-2.02 Agricultural Uses Not Affected

Nothing contained within this ordinance shall prevent the use of the land for agricultural purposes; however, the roadway setback regulations contained in this ordinance shall apply to all agricultural structures.

Section 700-2.03 Utilities

Nothing contained within this ordinance shall have any control over the type or location of any poles, towers, wires, cables, conduits, vaults, laterals or any other similar distributing equipment of a public utility as defined in “An Act Concerning Public Utilities” enacted by the General Assembly of the State of Illinois, except certain facilities of the telecommunications carriers shall be located only with the provisions of Section 5-12001.1 of the Counties Code [55 ILCS 5/5-12001.1].

ARTICLE 3 – DEFINITIONS

Section 700-3.01 Rules of Construction

This ordinance shall be interpreted in accordance with the following rules, except when the context clearly indicates otherwise.

- (a) Words used in the present tense shall include the future.
- (b) Words used in the singular shall include the plural and the singular.
- (c) The word “shall” is mandatory and not merely directory.
- (d) The word “may” is permissive.

Section 700-3.02 Definitions

“Accessory Building or Use” – Any subordinate building or use which is customarily incident to the principal building or use and which is located on the same lot as such principal building or use.

“Agricultural Structures and Agricultural Use” – Any structure or use principally devoted to one of the following: the growing of farm crops, truck garden crops, animal and poultry husbandry, apiculture, aquaculture, dairying, floriculture, horticulture, nurseries, pasturage, viticulture, greenhouses (wholesale); and accessory uses customarily incidental to agricultural activities. A dwelling is not an agricultural dwelling unless a substantial portion of the income of the resident is derived from agriculture.

“Agricultural Tenant” – One who leases land or its structures for the purposes of agricultural pursuits as defined under agriculture.

“Alley” – A public right-of-way usually 16 to 20 feet wide that normally affords a secondary means of access to abutting property.

~~“Animal Unit” – A measurement of livestock numbers based on the equivalent of a mature cow (approximately 1,000 pounds or 454 kilograms live weight); roughly one cow, one horse, one mule, five sheep, five swine, or six goats.~~

“Auto Salvage Yard” - Any establishment or premises used for storing, buying, or selling wrecked, ruined, dismantled, or inoperative motor vehicles or their parts. These sites are typically regulated as commercial, industrial, or scrap operations requiring specific fencing and zoning. Also known as an “automobile graveyard”

“Auxiliary (Accessory) Dwelling Unit (ADU) – A subordinate, self-contained residential unit with permanent provisions for sleeping, cooking, sanitation, and living, located on the same lot as a lawful principal dwelling or farmstead. Includes attached, internal/converted (e.g., upper story, basement, or attached garage), and detached forms.

“Automobile Service Station” – A building designed primarily for the supplying of motor fuel, oil, lubrication, and accessories to motor vehicles.

*****“(Battery) Energy Storage System (BESS) ” - a facility with an aggregate energy capacity that is greater than 1,000 kilowatts and that is capable of absorbing energy and storing it for use at a later time, including, but not limited to, electrochemical and electromechanical technologies.*****

“Bed and Breakfast” – An owner-occupied residence providing accommodations for a charge to the public with no more than 5 guest rooms for rent, in operation for MORE than 10 nights in a 1-year period. The term bed and breakfast shall not include guest house/home, motels, hotels, boarding houses, or food service establishments.

“Berm” – A mound of earth or the act of pushing earth into a mound.

“Billboard” – An advertising sign located off the premises where the advertised product is sold or offered. It is usually but not necessarily owned by an advertising agency.

“Buildable Area” – The space remaining on a lot after the minimum open space requirements have been met (setbacks and side yard, buffer zones, etc.)

“Building” – Any structure built for the support, shelter or enclosure of persons, animals, chattels, or movable property of any kind, and which is permanently affixed to the land.

“Building, Non-conforming” – A building so constructed or so located on a lot that it does not comply with the building requirements or with the minimum lot requirements of the district within which it is located.

“Building, Principal” – A non-accessory building in which a primary use of the lot on which it is located is conducted.

“Commerce” – An enterprise that involves the offering of a product, service or entertainment for compensation.

“Common Lots” – two or more contiguous lots served by common water and sewage infrastructure.

*****“Data Center” - a facility: (1) whose primary services are the storage, management, and processing of digital data
(2) that is used to house
 (A) computer and network systems, including associated components such as servers, network equipment and appliances, telecommunications, and data storage systems
 (B) systems for monitoring and managing infrastructure performance
 (C) Internet-related equipment and services
 (D) data communications connections
 (E) environmental controls
 (F) fire protection systems
 (G) security systems and services.*****

“Dwelling” – A building, or portion thereof, designed or used predominantly for residential occupancy, including one family dwelling, two-family dwellings and multiple family dwellings, but not including hotels, motels, boarding or rooming houses, tourist homes or mobile homes (house trailers).

“Dwelling, attached” – One that is joined to another dwelling or building on one or more sides by a party wall or walls.

“Dwelling, detached” – One which is entirely surrounded by open space on the same lot.

“Dwelling Unit” – One or more rooms containing complete kitchen facilities, permanently installed, which are arranged, designed, used or intended for use exclusively as living quarters for one family and not more than an aggregate of two roomers or boarders.

“Dwelling, one-family” – A residential structure containing one dwelling unit only.

“Dwelling, two-family (Duplex)” – A residential structure two dwelling units only.

“Dwelling, multiple-family (Apartment Building)” – A building or portion thereof containing three or more dwelling units but not including a motel, or rooming house.

“Family” – Two or more persons related by blood, marriage, or adoption or a group of not more than five persons not so related, maintaining a common household in a dwelling unit.

“Financial Assurance” – Reasonable assurance from a credit worthy party, examples of which include a surety bond, trust instrument, cash escrow, or irrevocable letter of credit.

“Floor Area” – The sum of the gross horizontal areas of the several floors of a building or buildings – measured from the exterior faces of buildings. In particular, “floor area” shall include:

- (a) Basement space if at least one-half of the basement story is above established curb level, or where the curb level has not been established, above the average level of the finished grade.
- (b) Elevator shafts and stairwells at each floor.
- (c) Attic floor space where the structural headroom exceeds seven and one-half feet.
- (d) Enclosed porches, but not terraces and breezeways.
- (e) Accessory uses, other than floor space devoted exclusively to accessory off-street parking or loading.

“Floor Area Ratio (FAR)” – The total floor area on a zoning lot divided by the area of that zoning lot.

“Frontage” – The length of any one property line of a premises, which property line abuts a legally accessible street right-of-way.

“Garage, private” – An accessory building designed or used for the storage of not more than four motor-driven vehicles owned and used by the occupants of the building to which it is accessory.

“Guest House/Home” – A single-family dwelling rented out on a transient basis for the purpose of providing guest accommodations to the public for a charge.

“Height of Building” – The vertical distance from the average elevation of the finished lot grade at the front of the building to the highest point of the coping of a flat roof, or to the deck line of a mansard roof, or to the average height between the plate and the ridge of a gable, hip or gambrel roof.

“Home Occupation” – An occupation carried on by the occupant of a dwelling as a secondary use; such occupations are to include, but may not be limited to: dressmaking

and alterations, handicraft, professional offices, artists studio, and studio for music or dancing teacher.

“Industry” – An enterprise which involves the production processing or storage of materials, goods or products.

“Junk Yard” – An open area where waste or scrap materials are bought, sold, exchanged, stored, baled, packed, shredded, disassembled, or handled, including but not limited to scrap iron and other metals, paper, rags, rubber tires and bottles. A “junk yard” includes an automobile wrecking or dismantling yard but does not include uses established entirely within enclosed buildings.

“Landscape Screening” – At the stated landscape screening setback, a row of vegetation (trees, hedges, bushes, etc.) sufficient to create a transition from one zoning district to another, and blocking unattractive uses, i.e., junkyards, gravel pits from view of other properties.

“Livestock” – Any animals bred or kept for use and/or commercial profit. Livestock shall include, but not be limited to cattle, horses, sheep, goats, swine, poultry, or any other domestic animals or fowl which are raised for sale or use.

“Loading Space” – An off-street space on the same lot with a building or continuous to a group of buildings for the temporary parking of a commercial vehicle while loading or unloading merchandise or materials, and which abuts on a street or other appropriate means of access.

“Lot” – A piece, parcel or plot of land intended for building development or as a unit for transfer of ownership.

“Lot, corner” – A lot situated at the intersection of two streets, the interior angle of such intersection not exceeding 135 degrees.

“Lot, double frontage” – An interior lot having frontage on two streets.

“Lot, interior” – A lot other than a corner lot.

“Lot Area” – The area of a horizontal plane bounded by the front, side, and rear lot line of a lot measured within the lot boundaries.

“Lot Depth” – The mean horizontal distance between the front line and the rear lot line of a lot measured within the lot boundaries.

“Lot Width” – The horizontal distance between the side lot lines measured at the building setback line.

“Medical Cannabis Cultivation Center” – Is to mean a facility operated by an organization or business that is registered by the IL State Department of Agriculture to perform necessary activities to provide only registered medical cannabis dispensing organizations with usable medical cannabis.

“Medical Cannabis Dispensing Center” – Is to mean a facility operated by an organization or business that is registered by the IL State Department of Financial and Professional Regulation to acquire medical cannabis from a registered cultivation center for the purpose of dispensing.

“Mixed Use Building” – A building in the Business (B-1) District which is primarily used in a business or commercial nature, but allowed by special permit to have a separate segregated portion dedicated to residential living space.

“Mobile Homes and Manufactured Housing” – A building assembly or system of building subassemblies, designed for habitation as a dwelling for one or more persons including the necessary electrical, plumbing, heating, ventilating and other service systems, which is of closed or open construction and which is made or assembled by a manufacturer, on or off the building site, for installation, or assembly and installation, on the building site. Synonymous with manufactured home.

“Mobile Home Park” – A lot, parcel or tract of land developed with facilities for accommodating two (2) or more mobile homes, only by non-transient dwellers remaining continuously for more than one month, whether or not a charge is made. It shall not include a sales lot in which unoccupied mobile homes located on a site in the mobile home park which are occupied or vacant for not more than ninety (90) days after occupancy may be sold or offered for sale.

“Motel (Tourist Court)” – A building or group of detached, semi-detached or attached buildings on a lot containing guest rooms or dwellings with garages or parking spaces conveniently located to each unit and which is designed, used or intended to be used primarily for the accommodation of automobile transients. Motels do not include hotels, boarding houses or mobile home courts.

“Noxious Matter or Material” – A material which is capable of causing injury to living organisms by chemical reaction, or is capable of causing detrimental effects on the physical or economic well-being of individuals.

“Parking Space, automobile” – A suitably surfaced and permanently maintained area off the public street right-of-way, either within or outside of a building of sufficient size to store one standard automobile, but in no event less than 180 square feet, exclusive of passageways, driveways, or other means of circulation access.

“Particular Matter” – Dust, smoke or any other form of airborne pollution in the form of minute separate particles.

“Planned Unit Development” – A means by the County Board to vary from the lot requirements of the conventional zoning ordinance in order to provide a means of achieving greater flexibility in the development of land in a manner not possible in conventional zones, which encourages more innovative and imaginative design of projects.

“Primary Structure” – For each property, the structure that one or more persons occupy the majority of time on that property for either business or personal reasons. Primary Structure includes structures such as residences, commercial buildings, hospitals, schools, and day care facilities. Primary Structure excludes structures such as hunting

sheds, storage sheds, pool houses, unattached garages and barns.

“Professional Engineer” – A qualified individual who is licensed as a professional engineer in a state in the United States.

“Recreational Development Area” – An area containing platted lots and recreational facilities (such as a lake or ski slope or swimming pool or tennis court or riding stable or golf course) which can be used by owners of lots within said area or any part thereof, and whether or not the usage of said recreational facilities is free or for a fee.

“Refuse” – All waste products resulting from human habitation, except sewage.

“Residence” – A building, which is used predominantly for permanent dwelling purposes. It may contain one or more housing units.

“Roadside Stand” – A structure for the display and sale of agricultural products, with no space for customers within the structure itself.

“Roadway, arterial” – Those roadways designated as arterial roadways on the Carroll County Comprehensive Plan and including those state and county highways which are part of the Federal Aid Secondary Highway System.

“Roadway, collector” – Those roadways designated as collector roadways on the Carroll County Comprehensive Plan and including those state and county highways which are part of the Federal Aid Secondary Highway System.

“Roadway, local” – Those township roads and county highways not designated as arterial or collector roadways on the Carroll County Comprehensive Plan.

“Setback” – The minimum horizontal distance between a building and the street centerline or property line, disregarding steps, unroofed porches and overhangs.

“Sign” – Any device for visual communication that is used for the purpose of bringing the subject thereof to the attention of the public, but not including any flag, badge, or insignia of any government or governmental agency, or of any civic, charitable, religious, patriotic, fraternal, or similar organization. Such Device may be either stationary or movable.

“Sign, advertising” – A sign which directs attention to a commodity, service, or entertainment that is sold or offered either elsewhere or upon the premises where such sign is located, or to which it is affixed.

“Sign, directional” – A sign which is for the purpose of making specific commercial, industrial, or public or semi-public locations known and to assist in finding these locations.

“Sign, identification” – A sign which identifies a residential, commercial, industrial or public or semi-public use located upon the premises where such sign is located or affixed.

“Sign, temporary” – A sign which is erected or displayed for a limited period of time including any sign, banner, pennant, valance or display constructed of cloth, canvas, light fabric, cardboard, wallboard or other light material, with or without frames.

“Solar Farm” – Power station using photovoltaic modules and inverters for utility electricity generation.

“Storey” – That part of a building between the surface of a floor and the ceiling immediately above; however, a basement is not considered a storey.

“Structure” – Anything constructed, built or placed above ground, the use of which will require a semi-permanent or fixed location; Or that is built attached to something having such a location.

“Toxic Matter or Material” – Those materials which are capable of causing injury to living organisms by chemical means when present in relatively small amounts.

“Transient Resident” – Any person who occupies a Guest House/Home for less than thirty (30) consecutive days.

“Travel Trailer” – A vehicular portable structure built on a chassis designed to be used as a temporary dwelling for travel, recreation and vacation use.

“Use” – The purpose of activity for which the land or building thereon is designed, arranged or intended, or for which is occupied or maintained.

“Use, accessory” – A use that is subordinate to the principal use or building on the same lot and customarily incidental thereto as well as detached there from.

“Use, incompatible” – A use which is incapable of direct association with certain uses because it is contradictory, incongruent or discordant.

“Use, non-conforming” – Any lawfully established use of a building or premise which on the effective date of this ordinance does not comply with the use regulations of the zoning district in which such building or premises shall be located.

“Use, permitted” – A use which may be lawfully established in a particular district or districts, provided it conforms with all requirements, regulations and performance standards, if any, of such district.

“Use, principal” – The main use of land or buildings as distinguished from a subordinate or accessory use.

“Use, special” – A use, either public or private, which, because of the unique characteristics, cannot be properly classified as a permitted use in a particular district. After due consideration in each case, of the impact of such use upon neighboring land, and of the public need from the particular use at the particular location, such “special use” may or may not be granted.

“WEGF Applicant” – Means the entity or person who submits to the County, pursuant to Section 700-5.06 of this Ordinance, an application for the siting of any WEGF or Substation.

“WEGF Operator” – The entity responsible for the day-to-day operation and maintenance

of the WEGF, including any third party subcontractors.

“WEGF Owner” – The entity or entities with an equity interest in the WEGF(s), including their respective successors and assigns. Owner does not mean the property owner from whom land is leased for locating the WEGF (i) unless the property owner has an equity interest in the WEGF; or (ii) any person holding a security interest in the WEGF(s) solely to secure an extension of credit, or a person foreclosing on such security interest provided that after foreclosure, such person seeks to sell the WEGF(s) at the earliest practicable date.

“WEGF Project” – The collection of WEGF(s) and substations as specified in the siting approval application pursuant to Section 700-5.06 of this Ordinance.

“WEGF Substation” – The apparatus that connects the electrical collection system of the WEGF(s) and increases the voltage for connection with the utility’s transmission lines.

“WEGF Tower” – The support structure to which the nacelle and rotor are attached.

“WEGF Tower Height” – The distance from the rotor blade at its highest point to the top surface of the WEGF foundation.

“Wind Energy Generating Facilities (WEGF)” – All necessary devices that together convert wind energy into electricity, including the rotor, nacelle, generator, WEGF Tower, electrical components, WEGF foundation, transformer, and electrical cabling from the WEGF tower to the substation(s).

“Yard” – An open space on a lot, which is unobstructed from its lowest level to the sky, except as hereinafter permitted. A yard extends along a lot line and at right angles to such lot line to a depth or width specified in the yard regulations for the district in which such lot is located.

“Yard, front” – A yard extending along the full width of the front line between side lot lines.

“Yard, side” – A yard extending along a side lot line between the front and rear yards.

“Yard, rear” – The portion of the yard on the same lot with the building between the rear line of the building and the rear line of the lot for the full width of the lot.

“Zoning District” – An area or areas within the limits of Carroll County for which the regulations and requirements governing use, lot and bulk of the buildings and premises are uniform.

“Zoning Map” – The map setting out the boundaries of the Zoning Districts of Carroll County, which map is a part of this Ordinance.

ARTICLE 4 – ZONING DISTRICTS

Section 700-4.01 Zoning Districts

In order to carry out the purposes of this ordinance the unincorporated area of Carroll County is

hereby divided into the following use districts:

AG-1	General Agricultural District
B-1	Highway/Tourist Oriented/Service Business District
C-1	General Commercial District
I-1	General Industrial District
I-2	Heavy Industrial District
AP-1	Airport District
R-1	Single Family Residential District
R-2	Multi-Family District
REC-1	Recreational District
MHP-1	Mobile Home Park District

Section 700-4.02 Map

The locations and the boundaries of the Zoning Districts established by this ordinance are set forth on the Zoning Use Districts Map, which is incorporated as a part of this ordinance.

Section 700-4.03 Boundaries

District boundary lines as indicated on the Zoning Use Districts Map follow

- (a) the center lines of streets, alleys, highways, easements, or waterways;
- (b) the boundary lines of sections, quarter sections, and divisions of sections;
- (c) property lines of record on the effective date of this ordinance for tracts and lots;
or
- (d) such lines extended if said boundary lines do not follow any of the above-described lines, the district boundary lines are established as drawn on the Zoning Use Districts Map.

ARTICLE 5 – AG-1 DISTRICT REGULATIONS

Section 700-5.01 AG-1 District Intent

The intent of this ordinance in establishing an agricultural district is to allow maximum freedom of operation for agricultural uses, and to protect such uses from encroachment by potential conflicting uses. It is also the intent to protect the County's natural amenities, particularly the Mississippi River shoreline and the wooded hills and valleys, from harmful exploitation.

Section 700-5.02 Allowed in an AG-1 District

- (a) All agricultural uses including new agricultural dwellings, subject to 700-5.04(a).
- (b) Public parks and other recreational uses of a noncommercial nature.
- (c) Churches, schools and cemeteries
- (d) Nurseries and greenhouses
- (e) Forestry
- (f) Structures for the storage of farm crop products such as grain and corn.
- (g) Customary home occupations provided that:
 - (1) Such occupation is carried on in the principal building.
 - (2) Not more than 25 percent of the gross floor area of the residence is used for this purpose.
 - (3) No person is employed other than a member of the household residing on the premises.
 - (4) Such occupations shall not adversely affect other uses in the area by creating disturbing characteristics such as but not limited to: inappropriate signage, excessive traffic, parking and noise.

- (h) Customary accessory uses incidental to the foregoing principal uses such as private garages, screen houses, signs and play equipment.
- (i) Roadside farm stands.
- (j) Governmental buildings.
- (k) Meat processing plants
- (l) Botanical Gardens
- (m) Hospitals/Medical clinics
- (n) Dairies
- (o) **Guest House/Home**
 - (1) **Following the regulations for proper licenses as listed in Chapter 745, Carroll County Guest Home License Ordinance**
- (p) One new single-family non-agricultural dwelling per lot, subject to 700-5.04 (a), including access thereto, provided the lot receive a Low or Moderate Rating For Protection as determined by a Land Evaluation Site Assessment (LESA) Report. Lots receiving a High LESA Rating will not be given a new dwelling building permit.
- (q) One pre-existing single-family dwelling per lot, subject to 700-5.04 (a), including access thereto. If a pre-existing dwelling has been or is being removed, a building permit must be obtained within 48 months in order to remain a qualifying pre-existing dwelling site and therefore exempt from the LESA for rebuilding.

Section 700-5.03 Allowed by Special Use Permit in an AG-1 District

- (a) Dog kennels and veterinary establishments.
- ~~(b) Auto salvage and junkyards provided they are not visible from public roadways or from nearby residential or commercial properties.~~ **Auto Salvage Yards**
 - (1) **Must follow regulations listed within Carroll County Ordinance Chapter 7...**
- (c) Transportation Chartering
- (d) Public and semi-public uses of a public service nature, such as rest areas.
- (e) Mining, drilling and/or extraction of material, sand, gravel, topsoil or other aggregates, including equipment, buildings, or structures for the screening, crushing, rinsing, washing or storage provided that, with the exception that any quarry that has not discontinued use that was in existence prior to September 16, 1999 may have an open pit within 50 feet of the property boundaries:
 - (1) No open pit or shaft is located less than 75 feet from the centerline of any public road.
 - (2) All buildings or structures are located not less than 100 feet from the centerline of any public road.
 - (3) No open pit or shaft is less than 200 feet from any property line.
 - (4) The borders of the property adjacent to or across the roadway from any district other than an industrial or commercial district is fenced with a fence of at least 6 feet in height.
 - (5) A landscape buffer located at 25 feet from those property lines/borders adjacent to a residential property.
 - (6) A plan for reclamation must accompany the application.
- (f) Private airplane landing strips.
- (g) Bed & Breakfast establishments
- (h) Riding and Boarding Stables
- ~~(i) Self storage~~ **Self-Storage**
- (j) Model Homes – provided the minimum required acreage, etc. are met.
- (k) Wind Energy Generating Facilities (WEGF) that generate electricity to be sold to wholesale or retail markets provided that the standards for siting such facilities in section 700-5.06 are met.

- (l) Commercial Solar Facilities greater than 100 KW, See Chapter 725 Commercial Solar
- (m) Commercial Wind Energy Conversion Systems, See Chapter 750 Commercial Wind
- (n) **Data Centers, See Chapter 7... Data Centers**
- (o) **BESS Facilities, See Chapter 7... Battery Energy Storage Systems**
- (p) Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Cultivation Center, Adult-Use Cannabis Infuser Organization, Adult-Use Cannabis Processing Organization, Adult-Use Cannabis Transporting Organization
- (q) **Auxiliary Dwelling Unit**
 - (1) **Must follow the regulations as stated in Carroll County Ordinance Chapter 360**
- (r) Other uses similar in nature to the above uses and which, in the opinion of the Carroll County Board, will not be detrimental to the integrity of the Agricultural district.

Section 700-5.04 Minimum Lot Requirements:

- (a) The minimum lot requirements for Pre-Existing, New LESA and New AG Dwellings, in accordance with 700-5.02 ~~(o) & (p)~~ **(p) & (q)** shall meet the following:
 - (1) Area: Two acres
 - (2) Width: 150 feet
 - (3) Depth: 150 feet
 - (4) Frontage: 150 feet, unless a Reserve (Flag) Lot (Sec. 700-15.21)
 - (5) Existing dwellings will be allowed on lots of less area if the lot was recorded as a lawful conforming lot prior to the adoption of this ordinance as amended on February 18, 2010.
- (b) All other uses shall meet each of the following lot requirements:
 - (1) Area: Five acres
 - (2) Width: 150 feet
 - (3) Depth: 150 feet
 - (4) Frontage: 150 feet, unless a Reserve (Flag) Lot

Section 700-5.05 Minimum Setback Requirements

- (a) Setback from roadways
 - (1) 60 feet from centerline of township roads.
 - (2) 100 feet from centerline of county and state highways.
 - (3) 30 feet from centerline of road in platted subdivisions **without** a setback line indicated.
- (b) Side yard and rear yard setbacks
 - (1) 10 feet from property lines.
 - (2) 7 feet from property lines in platted subdivisions **without** building setback lines indicated.
- (c) Landscape Buffer/Screening: Not required.

ARTICLE 6 – B-1 DISTRICT REGULATIONS

Section 700-6.01 B-1 District Intent

The intent of this ordinance in establishing a Highway/Tourist Oriented/Service Business District is to provide appropriate areas for commercial establishments not necessarily suited to locations within established communities. Such district is in recognition of the fact that tourism and commercial developments are now a very definite economic factor in Carroll County.

Section 700-6.02 Allowed in a B-1 District

- (a) Service Office Businesses
- (b) Botanical Gardens

- (c) Banking/Investment Facilities
- (d) Insurance Agencies
- (e) Real Estate Agencies
- (f) Travel Agencies
- (g) Barber/Beauty Shops
- (h) Car Washes
- (i) Computer Data Services
- (j) Dance Halls – No alcohol served
- (k) Dental and Medical Clinics
- (l) Medical Cannabis Dispensing Center.
- (m) Sporting Good Stores
- (n) Bait Shops
- (o) Electronic Sales/Repair Shops
- (p) Hotels/Motels/Bed & Breakfasts
- (q) ~~Self Storage~~ Self-Storage Facilities
- (r) Restaurants/Diners/Supper Clubs
- (s) Gas Stations/Auto/Truck/Boat Repair
- (t) Agriculture
- (u) Other uses similar in nature to other permitted uses in the B-1 district, which are of a tourist service and/or retail-oriented nature.

Section 700-6.03 Allowed by Special Use Permit in a B-1 District

- (a) Salvage operations, auto, construction, etc.
- (b) Other uses which in the opinion of the County Board after review by the Zoning Board of Appeals are of a similar nature to the above uses, and which will not be detrimental to the integrity of the Highway/Tourist, Service Oriented Business Districts.
- (c) Mixed Use Building, with one floor or fifty percent (%50) of gross floor space dedicated to business.
- (d) Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Dispensing Organization, Adult-Use Cannabis Infuser Organization, Adult-Use Cannabis Processing Organization, Adult-Use Cannabis Transporting Organization

Section 700 6.04 Minimum Lot Requirements

- (a) Area:
 - (1) Uses served by common sanitary sewage systems 15,000 square feet; and
 - (2) Uses served by individual sanitary sewage systems one acre.
- (b) Width: 100 feet
- (c) Depth: 150 feet
- (d) Frontage: 100 feet

Section 700-6.04 Minimum Setback Requirements

- (a) Setback from roadways:
 - (1) 60 feet from centerline of township roads
 - (2) 100 feet from centerline of county and state highways
 - (3) 30 feet from centerline of road in platted subdivisions without a setback line indicated.
- (b) Setback from side yards and rear yards
 - (1) 15 feet from properties bordering other commercial zoning
 - (2) 50 feet from properties containing residences
 - (3) 100 feet for agriculture buildings on all boundaries.
- (c) Landscape Buffer/Screening: 25 feet from property line

ARTICLE 7 – C-1 DISTRICT REGULATIONS

Section 700-7.01 C-1 District Intent

The intent of this ordinance in establishing a General Commercial District is to allow for the placement of retail and service business that require a larger retail area for merchandise display either indoors or out of doors.

Section 700-7.02 Allowed in a C-1 District

- (a) All Allowed Uses in a B-1 District
- (b) Auto Rental
- (c) Auto Dealers, New & Used
- (d) Auto/Truck/Boat Repair Facilities
- (e) Marine Dealers
- (f) Transportation Chartering Services
- (g) Building Supply
- (h) Light Manufacturing (electronics, etc.)
- (i) Mobile Home Dealers
- (j) Manufactured Home Dealers
- (k) Motorcycle Dealers
- ~~(l) Self Storage~~ Self-Storage
- (m) Publishing
- (n) Sale of agricultural equipment, implements, feed, and seed directly to the end agricultural user.
- (o) Other retail and service business uses, which are permitted in an I-1 district, when found to have economic compatibility with the established uses of the adjoining properties.
- (p) Agriculture
- (q) Adult Entertainment Business
- (r) Other uses similar in nature to other permitted uses in C-1 district, which are of a commercial nature requiring a larger display area.

Section 700-7.03 Allowed by Special Use Permit in a C-1 District

- (a) Meat processing plants
- (b) Model Homes not to be occupied as residences
- (c) Cement Plants
- (d) Trucking Companies
- (e) Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Cultivation Center, Adult-Use Cannabis Dispensing Organization, Adult-Use Cannabis Infuser Organization, Adult-Use Cannabis Processing Organization, Adult-Use Cannabis Transporting Organization
- (f) Other uses which in the opinion of the County Board, after a review by the Zoning Board of Appeals are of a similar nature to the above stated special permitted uses, and which will not be detrimental to the integrity of the C-1 district.

Section 700-7.04 Minimum Lot Requirement

- (a) Area: ~~Five acres~~ Two acres
- (b) Width: 150 feet
- (c) Depth: 150 feet
- (d) Frontage: 150 feet

Section 700 7.05 Minimum Setback Requirements

- (a) Roadways:
 - (1) 60 feet from centerline of township roads
 - (2) 100 feet from centerline of state and county highways
- (b) Side yards and Rear yards
 - (1) 15 feet from properties bordering other commercial zoning
 - (2) 50 feet from properties containing residences
 - (3) 25 feet from all other non-commercial zoning, not containing residences.
 - (4) 100 feet for agriculture buildings on all boundaries.
- (c) Landscaping Buffer/Screening: 25 feet
- (d) No adult entertainment business shall be located within 1000 feet of another adult entertainment business.
- (g) No adult entertainment business shall be located within 1000 feet of any residence, church, public park, school, public library or public forest preserve.

ARTICLE 8 – I-1 DISTRICT REGULATIONS

Section 700-8.01 I-1 District Intent

It is the intent of this ordinance that most of the future new or expanded industrial developments will and should take place within established communities.

Section 700-8.02 Allowed in an I-1 District

- (a) Beverage Processing
- (b) Binding, Printing, Publishing
- (c) Paper Mills
- (d) Warehousing/Shipping
- (e) Cement Plants
- (f) Textile Production
- (g) Drug Production/Packaging
- (h) Medical Cannabis Cultivation Center.
- (i) Food Production
- (j) Food Processing
- (k) Metal Working
- (l) Governmental Correctional Facilities
- (m) Solar Farms
- (n) Agriculture
- (o) Other uses similar in nature to other stated permitted uses in an I-1 district, which are of an industrial oriented nature.

Section 700-8.03 Allowed by Special Use Permitted in an I-1 District

- (a) Chemical Production
- (b) **Auto Salvage**
 - 1. **Must follow the regulations listed out with Carroll County Ordinance Chapter 7...**
- (c) Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Cultivation Center, Adult-Use Cannabis Dispensing Organization, Adult-Use Cannabis Infuser Organization, Adult-Use Cannabis Processing Organization, Adult-Use Cannabis Transporting Organization
- (d) **BESS Facilities**
 - 1. **Must follow the regulations listed out within Carroll County Ordinance Chapter 7... Battery Energy Storage Systems**

- (e) **Data Centers*****
 - 1. **Must follow the regulations listed out within Carroll County Ordinance Chapter 7... Data Centers**
- (f) **BESS Facilities*****
 - 1. **Must follow the regulations listed out within Carroll County Ordinance Chapter 7... Battery Energy Storage Systems**
- (g) Other uses which in the opinion of the County Board, after a review by the Zoning Board of Appeals are of a similar nature to the above special permitted uses, and which will not be detrimental to the integrity of the I-1 industrial district.

Section 700-8.04 Minimum Lot Requirement

- (a) Area: Two Acres
- (b) Width: 150 feet
- (c) Depth: 150 feet
- (d) Frontage: 150 feet

Section 700-8.05 Minimum Setback Requirements:

- (a) Roadways
 - (1) 100 feet from the centerline of township roads.
 - (2) 100 feet from the centerline of county and state highways.
- (b) Side yard and Rear yard
 - (1) 15 feet along properties zoned industrial
 - (2) 100 feet along properties containing residences
 - (3) 50 feet from all other zoning district not containing residences
 - (4) 500 feet for all agriculture buildings on all boundaries

ARTICLE 9 – I-2 DISTRICT REGULATIONS

Section 700-9.01 I-2 District Intent

The intent of this ordinance in establishing an I-2 Heavy Industrial District is to encourage the orderly placement of commercial and industrial manufacturing, processing and warehousing developments that may require additional area for safety and protection of surrounding uses.

Section 700 9.02 Allowed in an I-2 District

- (a) All Allowed Uses in the I-1 District
- (b) Chemical Plants
- (c) Industrial Chemical Plants
- (d) Fertilizer Plants
- (e) Refining, Raw Materials
- (f) Refining, Synthetic Materials
- (g) Trucking Companies
- (h) Warehousing and Shipping
- (i) Commercial Storage
- (j) Retail Sale of agricultural fertilizers and chemicals directly to the end agricultural user
- (k) Agriculture
- (l) Uses similar in nature to stated permitted uses in the I-2 district which are of a heavy industrial nature

Section 700-9.03 Allowed by Special Use Permitted in I-2 District

- (a) Adult-Use Cannabis Craft Grower, Adult-Use Cannabis Cultivation Center, Adult-Use Cannabis Dispensing Organization, Adult-Use Cannabis Infuser Organization, Adult-Use Cannabis Processing Organization, Adult-Use Cannabis Transporting Organization
- (b) **Data Centers*****
 - (1) Must follow the regulations listed out within Carroll County Ordinance Chapter 7... Data Centers
- (c) **BESS Facilities*****
 - (1) Must follow the regulations listed out within Carroll County Ordinance Chapter 7... Battery Energy Storage Systems

Section 700-9.04 Minimum Lot Requirement

- (a) Area: Five Acres
- (b) Width: 150 feet
- (c) Depth: 150 feet
- (d) Frontage: 150 feet

Section 700-9.05 Minimum Setback Requirements

- (a) Roadways
 - (1) 100 feet from centerline of township roads
 - (2) 100 feet from centerline of county and state highways
- (b) Side yard and Rear yard
 - (1) 100 feet, unless other state or federal requirements warrant otherwise.
 - (2) 500 feet for agriculture buildings on all boundaries.
- (c) Landscape Buffering: 25 feet from bordering properties containing residences.

ARTICLE 10 – AP-1 DISTRICT REGULATIONS

Section 700-10.01 AP-1 District Intent

The intent of this ordinance in establishing an airport district is to provide for the safe operation of the airports by protecting the airport area from conflicting or dangerous uses.

Section 700-10.02 Allowed in an AP-1 District

- (a) Airport Facilities
- (b) Hangers
- (c) Landing Strips
- (d) Vehicle Parking Lots
- (e) Heliports
- (f) Public Water Wells and Filtration Plants
- (g) Freight Terminals
- (h) Agriculture
- (i) Uses similar in nature to stated permitted uses in the AP-1 district, which are not detrimental to the operation of airstrip/airport.

Section 700-10.03 Allowed by Special Use Permit in an AP-1 District

- (a) Fire Stations
- (b) Government Buildings

Section 700-10.04 Minimum Lot Requirements

- (a) Area: All uses – ~~one acre~~ **Ten Acres**

- (b) Width: All uses – 150 feet
- (c) Depth: All uses – 100 feet
- (d) Frontage: 150 feet

Section 700-10.05 Minimum Setback Requirements

- (a) Roadways
 - (1) 60 feet from centerline of township roads.
 - (2) 100 feet from centerline of County and State highways.
- (b) Side yard and Rear yard
 - (1) 6 feet from property lines when structure has no windows facing adjacent property.
 - (2) 10 feet from property lines when structure has windows facing adjacent property.
 - (3) 500 feet for agriculture buildings on all boundaries.
- (c) Landscape Buffer/Screening: None Required.

ARTICLE 11 – R-1 DISTRICT REGULATIONS

Section 700-11.01 R-1 District Intent

The intent of this ordinance in establishing a Residential District is to provide for an area or areas where residential development may take place at a density other than that permitted in the Agriculture District; where such development will not have an adverse effect upon the environment or upon the public service systems such as roads, schools, or utilities. It is the premise of this ordinance that most of the new residential development will and should take place within established communities where public service systems are adequate to handle such development. **All subdivisions are subject to existing covenants and restrictions before county zoning regulations will be applied to the parcel of land.**

Section 700-11.02 Allowed in an R-1 District

- (a) Single Family Residences.
- (b) Home Occupations Provided that:
 - (1) Such occupation is carried on in the principal building.
 - (2) Not more than 25 percent of the gross floor area of the residence is used for this purpose.
 - (3) No person is employed other than a member of the household residing on the premises.
 - (4) Such occupations shall not adversely affect other uses in the area by creating disturbing characteristics such as but not limited to: excessive traffic, parking and noise.
- (c) ~~Agriculture, with the exception of raising livestock for commercial purposes when the land has been platted and one lot has been sold; provided, however, that the density of all livestock maintained on a zoning lot shall not exceed one animal unit per one acre. Livestock is prohibited on lots of less than one acre.~~ **Agriculture, with livestock prohibited on lots less than one acre unless raising chickens.**
- (d) Customary accessory uses incidental to the foregoing principal uses such as private garages, screened houses, and play equipment.
- (e) **Guest House/Home**
 - (1) **Following the regulations for proper licenses as listed in Chapter 745, Carroll County Guest Home License Ordinance**

Section 700-11.03 Allowed by Special Use Permit in an R-1 District

- (a) Daycare facilities
- (b) Communal facilities
- (c) Churches
- (d) Bed and Breakfast establishment
- (e) ~~Guest House/Home~~
 - (1) ~~For a period not to exceed 5 years without renewal.~~

Section 700-11.04 Minimum Lot Requirements

- (a) Area:
 - (1) Residences served by individual sanitary sewage disposal and individual water supply systems – one acre;
 - (2) Residences served by common water supply system and sewage disposal system, recorded by deed as common lots – 15,000 square feet. In cases of re-platting, infrastructure shall be in place before lots are buildable.
 - (3) A lot area of more ~~that~~ **than** the minimum may be required where percolation rates; topography or other special conditions may warrant; and
 - (4) Nonresidential uses – one acre.
- (b) Width:
 - (1) Residential served by individual sanitary sewage disposal – 150 feet;
 - (2) Residential served by common sanitary sewage disposal system – 90 feet; and
 - (3) Nonresidential uses – 175 feet.
- (c) Depth: All uses – 100 feet.
- (d) Frontage: 90 feet, unless a Reserve (Flag) Lot

Section 700-11.05 Minimum Setback Requirements

- (a) Roadways:
 - (1) 60 feet from centerline of township roads;
 - (2) 100 feet from centerline of county roads;
 - (3) In a platted subdivision, 25 feet from the right of way of the road, unless otherwise specified by recorded plat.
 - (4) 100 feet for agriculture buildings on all boundaries.
- (b) Side yard and rear yard setbacks:
 - (1) 10 feet from property lines.
 - (2) 7 feet from property lines in platted subdivisions without building setback lines indicated.
- (c) Landscape Buffer/Screening: None required.

ARTICLE 12 – R-2 DISTRICT REQUIREMENTS

Section 700-12-01 R-2 District Intent

The intent of the R-2 Multi-family zoning District is to provide for a wider variety of dwelling accommodations with a higher density of dwelling units; to provide for multiple family dwellings with adequate space for family living; and to provide for a transition between nonresidential and one-family areas of lower density.

Section 700-12.02 Allowed in an R-2 District

- (a) Condominiums
- (b) Group Homes, i.e., senior housing
- (c) Developmentally and Mentally disabled housing
- (d) Rooming/Boarding houses
- (e) Apartment complexes, with communal areas
- (f) Dormitories
- (g) One family row-dwellings (sharing a common wall) with no more than six (6) dwellings in a row or building
- (h) Townhouses
- (i) Agriculture, with the exception of raising livestock.
- (j) Accessory buildings and common/communal recreational and utility facilities serving only the residents and guests

Section 700-12-03 Allowed by Special Use Permit in an R-2 District

- (a) Daycare facilities
- (b) Churches
- (c) Specialty Schools

Section 700-12.04 Minimum Lot Requirements

- (a) Area:
 - (1) When served by private septic system a minimum of one-half acre for family unit proposed with a minimum of one additional quarter acre set-aside for septic field expansion/replacement. This additional property cannot be developed at anytime, unless hooked to a public system.
 - (a) The Illinois Department of Public Health will review all proposals and additional land may be required to accommodate sewage facilities plan.
 - (2) When served by a public sanitary septic system a minimum of one-quarter acre for each family dwelling unit.
- (b) Depth: 150 feet
- (c) Width: 150 feet
- (d) Frontage: 150 feet

Section 700-12-05 Minimum Setback Requirements

- (a) Roadways: 100 feet from center of all roadways.
- (b) Side yard and Rear yards:
 - (1) 35 feet from all property lines
 - (2) 100 feet for agriculture buildings on all boundaries.
- (c) Landscape Buffer/Screening: 15 feet from all property lines
- (d) Parking: Minimum of two parking spaces to accommodate a standard size automobile.
- (e) Height: Maximum 3 storey's.

ARTICLE 13 – REC-1 DISTRICT REQUIREMENTS

Section 70013.01 REC-1 District Intent

The intent of establishing a Recreational District to accommodate the growing industry of outdoor recreation, promote tourism and preserve open spaces.

Section 700-13.02 Allowed in a REC-1 District

- (a) Commercial Campgrounds

- (b) Golf Courses
- (c) Resorts
- (d) Bunk Houses and Tourist Cabins
- (e) Public Swimming Facilities
- (f) Outdoor Recreational Facilities
- (g) Riding Stables/Trails
- (h) Rodeos
- (i) Concession Stands and accessory ventures that directly support the operation of the facilities.
- (j) Agriculture
- (k) Uses similar in nature to stated permitted uses in the REC-1 district which are of an outdoor recreational nature.

Section 700-13.03 Allowed by Special Use Permit in a REC-1 District:

- (a) Hunt Clubs
- (b) Pistol and Rifle Shooting Ranges
- (c) Archery Ranges
- (d) Skeet Shooting Ranges

Section 700-13.04 Minimum Lot Requirements

- (a) Area: 35 acres **Ten acres**
- (b) Depth: 100 feet
- (c) Width: 150 feet
- (d) Frontage: 150 feet

Section 700-13.05 Minimum Setback Requirements

- (a) Roadways:
 - (1) 100 feet from centerline of township roads
 - (2) 100 feet from centerline of county and state highways
- (b) Side yard and Rear yard:
 - (1) 100 feet from all property boundaries
 - (2) 100 feet for agriculture buildings on all boundaries
- (c) Parking: All parking must be contained within the property boundaries, and not along roadways.
- (d) Landscape buffer/screening: 50 feet from property boundaries that face properties with residences.

ARTICLE 14 – MHP-1 DISTRICT

Section 70014.01 Purpose

A Mobile Home Park District is established to provide a location for the long-term parking of mobile homes in an area where service and facilities and open space is provided in a residential setting.

Section 700-14.02 Allowed in an MHP-1 District

- (a) Single or double wide, single family mobile homes, which comply with the conditions provided herein. ~~No mobile home permit shall be required for the placement of a mobile home within a mobile home park district.~~
- (b) No mobile home permit shall be required for the placement of a mobile home within a mobile home park district.**

Section 700-14.03 Acreage Required

All mobile home park districts shall be at least 5 acres in area.

Section 700-14.04 Set Backs

Every mobile home placed within a mobile home park district shall be set back in accordance with the following:

- A. All mobile homes and all buildings constructed within the district shall be set back at least 100 feet from the center line of all existing or planned federal, state and county highways and roads. The minimum setback along township roads shall be 60 feet from the centerline. The minimum setback along streets within the mobile home park shall be 10 feet from the edge of the roadway.
- B. Every mobile home, including additions attached to the mobile home, or out buildings placed within a mobile home park district shall be setback from the rear and side mobile home lot lines a minimum of 7.5 (seven and one-half) feet

Section 700-14.05 Building Height

No building placed within the MHP-1 district shall have a height that exceeds twenty-four (24) feet

Section 700-14.06 Signs

One sign not more than twenty (20) square feet in area located on the same zoning lot or tract as a mobile home or park or trailer camp is allowed. Such sign may be illuminated, but no flashing or intermittent illumination shall be permitted.

Section 700-14.07 Off-Street Parking and Loading

Automobile parking and loading facilities shall be provided as required or permitted herein.

Section 700-14.08 Miscellaneous Conditions

- A. The district shall be located on a well-drained site, properly graded to insure rapid drainage and free from stagnant pools of water.
- B. Community sewer and water facilities, which comply with all applicable State regulations, or adequate area to accommodate individual well and septic systems in accordance with State regulations, shall be provided for each mobile home.
- C. Each district shall provide mobile home spaces, and each space shall be clearly defined or delineated. The minimum area of all such mobile spaces shall be not less than five thousand (5,000) square feet and the minimum width of all spaces shall not be less than fifty (50) feet.
- D. Mobile homes, or additions attached to mobile homes, or outbuildings shall be so located on each space that there shall be not less than fifteen (15) feet clearance between mobile homes and or additions or outbuildings.
- E. No mobile home shall be located closer than forty (40) feet to any community building, including any workroom, toilet or laundry facilities provided in said mobile home park.

- F. Wherever a mobile home park district abuts upon an R-1 (single family residential) District, screening, as defined in this Ordinance, shall be provided along each lot line which abuts such residential district.
- G. A buffer strip not less than twenty (20) feet wide for the purpose of creating a screening as defined in this Ordinance shall be established and maintained between a mobile home park and any state Park or a forest and/or nature preserve.
- H. Exterior lighting fixtures shall be shaded wherever necessary to avoid casting direct light upon any residence or any property located in a residence district or upon any public street or park.
- I. In all other respect, mobile home parks shall comply with all applicable Statutes of the State of Illinois, and all applicable regulations of all departments, commissions and agencies of the State of Illinois.

ARTICLE 15 – SPECIAL REGULATIONS

Section 700-15.01 Special Regulations to Apply in All Districts

The following regulations shall apply to all zoning districts unless specifically stated otherwise. The Carroll County Board shall make determination of potential or actual noncompliance with such special regulations or such Board's duly appointed agent.

Section 700-15.02 Residential Feature Protections

No activity or operation shall be established or maintained which by reason of its nature or manner of operation will cause the emission of noise, odor, toxic or noxious fumes, smoke, or dust and particulate matter in such concentration as to be detrimental to or endanger the public health, welfare, comfort, and safety or cause injury to property or business.

Section 700-15.03 Glare

Must follow the regulations listed within State Statute 415ILCS 200. Any lighting used to illuminate an off-street parking area or sign shall be arranged so as to deflect light away from any adjoining residential property or from the public streets. Direct or sky-reflected glare whether from flood lights or from high-temperature processes such as combustion or welding, shall not be directed into any adjoining property.

Section 700-15.04 Explosives

No activities involving the storage, utilization or manufacture of materials, goods or products that could decompose by detonation shall be permitted except as are specifically licensed by the U.S. Government; State of Illinois; or the Carroll County Board.

Section 700-15.05 Vibration

No activity or operation shall cause earth vibrations perceptible beyond the limits of the property upon which the operation is located.

Section 700-15.06 Refuse

All waste material, debris, refuse or garbage not disposed of through other means shall be kept in an enclosed building or properly contained in a closed container designed for such purposes. The owner of vacant land shall be responsible for keeping such land free of refuse.

Section 700-15.07 Traffic Visibility at Intersections

No structure shall be erected or any vegetation maintained other than trees trimmed to a height of eight feet above street level, and shrubs and hedges trimmed below a height of three feet above street level, for a distance of 30 feet from the intersection of the property lines of the two streets.

Section 700-15.08 Drainage

No land shall be developed or put into use which results in a change in runoff, flooding or erosion on adjacent properties. In such instances it shall be the responsibility of land owner(s) to properly channel runoff into a storm drain, watercourse, ponding areas, or other public facility.

Section 700-15.09 Construction within Floodplain

No structure shall be permitted on any land that is subject to flooding unless the requirements of Chapter 720, the ~~Carroll County Floodplain Regulation~~ **Flood Damage Prevention** are met.

Section 700-15.10 Parking

- (a) Minimum Number of Parking Spaces Required:
 - (1) Dwellings: One space per dwelling unit.
 - (2) Retail Commerce: One space per each 100 square feet of gross building floor space, except that eating and drinking places shall provide one space per every two seats.
 - (3) Service Commerce: One space per every 200 square feet of gross building floor space.
 - (4) Industry, including Wholesaling: One space per every two persons of maximum employment during any work period.
 - (5) Churches, Auditoriums and other places of assembly: One space per every four seats.
 - (6) Sanitariums, Convalescent Homes and Nursing Homes: One space per every six beds.
 - (7) Other Uses: As determined to be necessary by the Carroll County Board.
- (b) Minimum Size of a Parking Space: 250 square feet of standing and maneuvering space. Fractional spaces over one-half count as one space.
- (c) Location of Parking Spaces:
 - (1) Spaces for Dwellings: on the same lot as the dwelling unit.
 - (2) Spaces for Commercial Uses for Public or Semi-public Uses: within 300 feet of the main entrance of the building served.
 - (3) Spaces for Industrial Uses: within 800 feet of the main entrance of the building being served.
- (d) Off-street parking areas and access ways other than those for one- and two-family dwellings shall be surfaced with a durable material to control dust, and shall be graded so as to dispose of all surface water.

Section 700-15.11 Off-street Loading-an **and Unloading Requirements**

- (a) An adequate number of off-street loading spaces shall be provided for all structures, which require the receipt of distribution of materials or merchandise by trucks or similar vehicles, so as to assure unrestricted movement by both pedestrians and motor vehicles through out the County.
- (b) Minimum Size of Off-street Loading Berths:
 - (1) Width: 10 feet
 - (2) Length: 25 feet

- (3) Vertical Clearance: 14 feet
- (c) Location of Off-street Loading Berths: No closer than 25 feet from the intersection of tow street right-of-way.
- (d) Surfacing and Drainage: Off-street loading berths and access ways shall be hard surfaced to control dust and shall be graded to dispose of all surface water.

Section 700-15.12 Signs – Miscellaneous Requirements

- (a) ~~The owner, lessee, or manager of any ground sign, and the owner of the land on which the same is located, shall keep grass or weeds and other growth cut, and debris and rubbish cleaned up and removed from the property on which the sign is located.~~
- (b) ~~Any sign, structure or billboard which may be or may hereafter become rotted, unsafe, or unsightly shall be repaired or removed by the licensee, owner, or manager of the property upon which the sign stands upon written notice of the Zoning officer.~~
- (c) All signs must conform to the Chapter 705, Carroll County Sign Ordinance.

Section 700-15.13 Minimum Residential Floor Area

The minimum gross floor area for a residence shall be 800 square feet.

Section 700-15.14 Manufactured Housing

Manufactured homes that are not less than twenty-four feet (24') in width, built after June 30, 1976, having a valid HUD approval plate, and installed to manufacturers' specifications may be issued a building permit as a single-family dwelling. Manufactured homes less than 24 feet in width will only be allowed in a mobile home park.

Section 700-15.15 Non-Conforming Lots

A one-family dwelling may be erected on a lot having less than the minimum required area and width provided the lot existed by virtue of a record plat or deed on June 11, 1973; however, in no event shall a one-family dwelling be erected on a lot less than 6,000 square feet in area or less than 60 feet in width.

Section 700-15.16 Separation of Buildings

In cases where several buildings might be constructed on one lot of record excluding residential lots, the minimum space between such building shall be no less than a distance equal to one-half the building heights of the two buildings involved.

Section 700-15.17 Conservation of Natural features and Amenities

- (a) In the development of land, due regard shall be shown for all-natural features which if preserved will add attractiveness and stability to the proposed developments.
- (b) In the development of hilly areas for residential purposes, minimum lot area shall be one dwelling per three acres for slopes exceeding 25 percent unless the Carroll County Board grants special permission.

Section 700-15.18 Basement Homes

No interior space below ground level shall be occupied for dwelling purposes for more than three years unless such space is part of a structure having at least one full story above ground level and having its exterior portion in a structurally finished state. This section shall be construed to affect basement homes, and shall not be a prohibition to the construction of any underground home.

Section 700-15.19 Set Back from Roadways

~~All buildings constructed after the effective date of this ordinance shall be set back at least 100 feet from the centerline of existing and planned U.S. highways, State highways and County~~

~~roads. The minimum setback along all other streets and roads shall be 60 feet; or as specifically stated in the zoning district requirements.~~ All buildings must follow current setbacks as listed within the zoning district regulations within this Chapter.

Section 700-15.20 Street Access

All lots shall directly abut a public street other than an alley unless a permanent easement of access to a public street was of record prior to the adoption of this ordinance.

Section 700-15.21 Reserve (Flag) Lots

Reserve (flag) lots may be created subject to the following standards:

- (a) No more than two (2) reserve (flag) lots may be created to facilitate creation of two but not more than three lots/parcels out of a parcel that has not less than the minimum lot size for the district, but insufficient width to be divided.
- (b) The access strip of a reserve (flag) lot shall directly access a publicly dedicated street right-of-way.
- (c) The access strip of a reserve (flag) lot shall be not less than forty (40) feet in width at its narrowest point.
- (d) The minimum street/road setback on a reserve (flag) lot shall be established at a distance equal to the required street/road setback from the property line that is most parallel to the street/road lot line (road right-of-way line). The lot width at this minimum required setback shall be not less than otherwise required by this Ordinance.
- (e) The area within the access strip of a reserve (flag) lot shall not be counted as lot area for the purpose of meeting the minimum lot area requirements of this Ordinance.
- (f) If required by the highway authority having jurisdiction over the road on which the reserve (flag) lot(s) will take access, the access strip of the lot(s), or portion thereof, shall contain an access easement to allow the adjoining lot to share access to the road. In no case shall the access strip of a reserve (flag) lot serve as an access easement for more than three (3) dwelling units.
- (g) Reserve (Flag) Lots may only be created in R-1 and AG-1 districts.

Section 700-15.22 Sewage Treatment and Water Supply

- (a) Soil percolation tests as specified by the Illinois Department of Public Health or Carroll County Health Department shall be undertaken for all buildings to be inhabited by humans to determine the requirements for a subsurface seepage field or sand filter when such buildings are not to be connected to a common sewage disposal system, either private or public in nature.
- (b) It shall be unlawful to construct a building for human habitation upon land that is found to be unsuitable for the proper function of private sewage disposal systems, unless such use is to be served by a common disposal system, either private or public nature.
- (c) Regardless of other provisions of this ordinance, there shall be, if required, additional lot area over the minimum lot area designated for and use in all districts to provide for sufficient ground area, unoccupied by a building, structure or paving, for installation of property systems of sewage treatment and water supply conforming with the standards and requirements of the Illinois Department of Public Health.
- (d) Buildings and structures, other than residential dwellings, that will be occupied by

humans, shall be required to submit to tests as determined by the Illinois Department of Public Health or Carroll County Health Department to determine that waste disposal plans will be sufficient to accommodate size and usage. This will exclude agricultural and accessory buildings. The Zoning Officer will have the authority to waive this requirement.

~~Section 700-15.23~~ Use of Recreational Vehicles

~~It is the intent of this section to provide for the orderly storage of recreational vehicles, furthermore referred to as RVs; and to regulate the use of RVs within the jurisdiction controlled by Carroll County, IL. This chapter is intended to supplement and not replace any and all applicable state and federal regulations.~~

RV Definitions. ~~The following words and terms shall, for the purposes of this Section, have the meanings shown herein:~~

~~(a) "Campground" means a lot or parcel of land zoned or permitted for recreational use that is occupied or intended for temporary occupancy by recreational vehicles or tents for travel, recreational or vacation usage for short periods of stay and containing a potable water source and public toilet facilities. All campgrounds must meet the conditions of the Recreational District (REC-1) Regulations and provide evidence on request of the State of IL Campground License to run and operate such a facility.~~

~~(b) "Habitation" means to "use for living space" and shall include, but not be limited to, acts of sleeping, cooking, bathing, occupying as a dwelling, or any stay within the recreational vehicle not directly related to its driving. The following factors may constitute acts to be considered indicative of "habitation":~~

~~(1) Evidence of a person entering and exiting the vehicle; (2) Connection of the vehicle to sewer, water, or electrical systems; (3) Use of a power generator; (4) Accessory structures; (5) Illumination of the interior of the vehicle; (6) Window masking; (7) Expanded bays "pop-outs."~~

~~(c) "Recreational vehicle" or "RV" means a vehicular type unit primarily designed as temporary living quarters for recreational, camping, travel or seasonal use that either has its own motor power or is mounted on, or towed by, another vehicle. The basic types of RV entities are: camping trailer, fifth wheel trailer, motor home, park trailer, travel trailer, truck camper, and tiny house trailer which are individually defined as follows:~~

~~(1) "Camping trailer" is a vehicular portable unit mounted on wheels and constructed with collapsible partial side walls that fold for towing by another vehicle and unfold at the campsite to provide temporary living quarters for recreational, camping or travel use.~~

~~(2) "Fifth wheel trailer" is a vehicular unit, mounted on wheels, designed to provide temporary living quarters for recreational, camping or travel use, of such size or weight as not to require special highway movement permit(s), of gross trailer area not to exceed four hundred (400) square feet (37.2m²) in the set-up mode, designed to be towed by a motorized vehicle that contains a towing mechanism that is mounted above or forward of the tow vehicle's rear axle.~~

~~(3) "Motor home" is a vehicular unit designed to provide temporary living quarters for recreational, camping or travel use, built on or permanently attached to a self-propelled motor vehicle chassis or on a chassis cab or van that is an integral part of the completed vehicle.~~

~~(4) "Park model trailer" is a recreational vehicle that is built on a single chassis mounted on~~

wheels; Having a gross trailer area not exceeding four hundred (400) square feet in the set-up mode;

(5) "Travel trailer" is a vehicular unit, mounted on wheels, designed to provide temporary living quarters for recreational, camping or travel use, of such size or weight as not to require special highway movement permits when towed by a motorized vehicle, and of gross trailer area less than three hundred twenty (320) square feet.

(6) "Truck camper" is a portable unit constructed to provide temporary living quarters for recreational, travel or camping use, consisting of a roof, floor and sides, designed to be loaded onto and unloaded from the bed of a pickup truck.

(7) "Tiny house trailer" is a portable housing unit built on or permanently attached to a single chassis mounted on wheels or on a trailer and constructed to provide temporary living quarters for recreational, travel or seasonal use, consisting of a roof, floor and sides.

(d) "Recreational vehicle park" or "RV park" is a tourist facility for parking motor homes, travel trailers and other recreational vehicles.

(e) "Mobile Home Trailer park" means any parcel or adjacent parcels of land in the same ownership which is utilized for occupancy, either free of charge or for revenue, together with any building, structure or enclosure. This term shall not be construed to mean tourist facilities.

(f) "Vacation usage" means occupancy that does not exceed a consecutive seventy-two (72) hour period within a seven (7) day week.

Storage of RVs. Recreational vehicles may be parked or stored on private property in all zoning districts, except vacant residentially zoned properties where no primary structure is present. The following requirements are to be met when storing an RV:

(a) Street parking. No RV shall be parked or stored for more than twenty-four (24) consecutive hours within any public road right-of-way.

(b) Storage on residential property. RVs parked in a driveway or immediately adjacent to and parallel to the driveway may not encroach into the road right-of-way.

(c) Excluding property that is zoned or permitted by special use for the storage or use of RVs, all property owners may have no more than one RV on their property unless the following criteria is met:

(1) One RV per one acre of property, never to exceed three RVs regardless of acreage. (2) The RV is setback from all property lines by a minimum of five feet (5 ft); RV use on residential property less than 1 acre is prohibited.

Habitation of RVs. No RV will be permitted as a residence and habitation of any parked or stored RV shall be prohibited, with the following exceptions:

(a) When the RV is placed within a Recreational (Ree-1) District, Mobile Home (MHP-1) District or a property that has obtained an approved Special Use Permit for such use;

(b) Vacation usage, as defined in this section is habitation that is 72 hours or less in any given 7-

day period, provided that the requirements of storage of RVs are met.

~~(c) Temporary RV Use Permit. An RV may be used for temporary living quarters for not more than eight (8) months while the occupant thereof is constructing or repairing a permanent dwelling on the same property. Before an RV will be permitted in such an instance, the owner of the property or the person intended to occupy the RV shall secure a temporary use permit for the RV. Such permit shall be granted only after application has made to the Zoning Department that a permanent dwelling will be constructed or repaired within eight (8) months thereafter and construction will start within sixty (60) days of RV placement. Only one (1) RV shall be permitted on any parcel of land during the construction or repair of a permanent dwelling.~~

~~(1) A repair shall be considered when a condition is present that prevents the homeowner from occupying home during construction. Repairs that are minor and/or that can be confined within the interior shall not be considered.~~

~~(2) Multiple RVs may be allowed on projects that are located outside residential districts when construction is expected to continue for more than ninety (90) days.~~

Maintenance of RVs. RVs shall be maintained in good condition or be removed from public view.

~~(a) It is unlawful and a public nuisance to park, store, or leave standing in public view, upon any public or private property, any RV that is wrecked, dismantled, unregistered, defective or otherwise unsightly. Any RV shall be deemed unsightly when body parts become corroded to a point to prevent proper usage without repair or the RV exterior becomes otherwise dilapidated.~~

Penalties & Fines. The following penalties and procedures shall apply for all non-compliance issued related to RV's.

~~(a) Except where otherwise specifically stated, violations of provisions of this chapter shall be noncriminal infractions, subject to a penalty fine of one hundred dollars (\$100.00).~~

~~(b) Notice of a non-compliance shall be sent by regular mail to the owner of property. A compliance timeframe will consist of a minimum of thirty (30) days to rectify said non-compliance. Each day of continuing noncompliance thereafter the given timeframe may constitute a separate and additional penalty fee of one hundred dollars (\$100).~~

Section 700-15.24. — Tiny Homes

The following provisions shall apply to all Tiny Homes that are built within the jurisdiction of Carroll County, IL. A tiny home shall be permitted as a standard residential building in the Agricultural (Ag-1) District, following all requirements of lot size and the Land Evaluation Site Assessment (LESA). Tiny homes in any Residential (R-1) or (R-2) Zoning District shall be permitted by special use permit.

~~(1) TINY HOME DEFINITIONS. The following words and terms shall, for the purposes of this Section, have the meanings shown herein:~~

~~(a) EGRESS ACCESS WINDOW. A skylight, roof window or loft wall window, that is designed and installed for personal egress to satisfy an emergency escape and/or rescue opening. Such openings shall be no less than 20 inches in width and 24 inches in height.~~

~~(b) LOFT. A floor level located more than 6 feet above the main floor and open to it on at least one side with a ceiling height of less than 6 feet 8 inches, that is used as a living or sleeping space.~~

~~(c) TINY HOME. A primary structure, one family dwelling unit, allowed to be less than 800 square feet, but no less than 300 square feet.~~

~~(d) PERMANENT PERIMETER FROST FOUNDATION. A solid wall, basement or crawlspace that is dug and built below the established frost line or 4 feet below grade whichever is greater. Such foundations shall be built as a surround that goes entirely around the base of the structure and acts as the main support of the home.~~

~~(2) LOFT REQUIREMENTS. Lofts built and used for sleeping shall include one EGRESS ACCESS WINDOW.~~

~~(3) FOUNDATION REQUIREMENTS. All TINY HOMES shall be built and/or faceted upon a permanent perimeter frost foundation.~~

ARTICLE 16 – PLANNED RESIDENTIAL DEVELOPMENT

Section 700-16.01 Planned Unit Development

The County Board after review by the Zoning board of Appeals shall have the power to vary from the lot requirements of the Carroll County Zoning and Subdivision Ordinances in order to provide a means of achieving greater flexibility in development of land in a manner not possible in conventional zones; to encourage a more imaginative and innovative design of projects; to promote a more durable community environment; and to retain maximum control over both the structure and future operation of the development as required in the Carroll County Planned Unit Development Ordinance **Chapter 710**.

ARTICLE 17 – ZONING OFFICER

Section 700-17.01 Appointment

It shall be the duty of the Chairman of the County Board acting as the County Zoning Officer, to administer and enforce the provisions of this ordinance until such time that the County Board determines that a separate department is desirable. At that time, the Chairman of the Carroll County Board shall appoint a Zoning Officer, but such appointment shall require the approval of the majority of the voting board members. The County Board may remove the Zoning Officer only after holding a public hearing thereon.

Section 700 17.02 Duties

The specific duties of the Zoning Officer shall include:

- (a) Providing zoning information upon request.
- (b) Receiving applications for building; reviewing such applications to determine if they comply with the ordinance provisions; and issuing or denying permits.
- (c) Receiving applications for special use permits, variances and amendments; referring such applications to the appropriate bodies for public hearing; and publishing notices of such hearings.
- (d) Conducting inspections.
- (e) Investigating violations.
- (f) Keeping the zoning map and text up to date.

ARTICLE 18 – ZONING BOARD OF APPEALS

Section 700-18.01 Establishment of the Zoning Board of Appeals

A Zoning Board of Appeals is hereby established, vested with such administrative authority as is hereinafter provided or as provided by State law. Such Board shall consist of five Carroll County citizens, each a resident of a separate congressional township. The five citizens shall be appointed by the Chairman of the County Board, and approved by the members of the Carroll County Board. The Carroll County Board may remove any member of the Board of Appeals after holding a public hearing thereon.

Section 700-18.02 Duties

The duties of the Zoning Board of Appeals shall be:

- (a) To hear and decide appeals from any order, requirement, decision or determination of the Zoning Officer.
- (b) To interpret the meaning of the ordinance and make rulings with respect to the application of the ordinance.
- (c) To hold public hearings on proposed amendments to this ordinance, applications for variances and applications for special use permits. It shall act in a purely advisory manner making its recommendations in all such matters to the County Board.

Section 700 18.03 Zoning Board of Appeals – Appeals

Applicants not satisfied by judgments made by the Zoning Administrator may bring appeal, complaint or grievance to the Zoning Board of Appeals.

Section 700 18.04 Appeal Process

- (a) Grievances will be heard at the next scheduled Zoning Board of Appeals meeting that will allow the proper notification to be made, pursuant to the “Illinois Open Meetings Act”, unless a delay will cause peril to life and/or property, then a special hearing may be called with the proper notification.
- (b) All parties involved will be notified by regular mail, as to the time, place and reason for the hearing. Parties may appear in person, by agent or attorney.
- (c) The Zoning Board of Appeals may reverse or affirm, wholly or partly, or may modify the order, requirement, decision or determination as in its opinion ought to be made in the premises, and to that end shall have all the powers of the officer from whom the appeal is taken.

ARTICLE 19 – VARIANCES

Section 700 19.01 Variances

The County Board may grant variations from the provisions of this ordinance after the Zoning Board of Appeals has held a public hearing. The County Board may impose such restrictions and conditions upon the premises benefited by a variance as the public health, safety and general welfare may require.

Section 700-19.02 Exhibits Required

Applications for variances shall be made to the Zoning Officer. The following exhibits must accompany all applications unless waived by the ~~Zoning Administrator~~ **Zoning Officer**.

- (a) The boundary survey and plot plan as required for building permit applications.
- (b) Other information as deemed necessary by the ~~Zoning Administrator~~ **Zoning Officer**.

Section 700-19.03 Application Procedure

The procedures for applying for a variance form the regulations of this ordinance are as follows:

- (a) The property owner or his agent shall meet with the Zoning Officer to explain his

- situation, learn the procedures, and obtain an application form.
- (b) The applicant shall file the completed application form together with the required exhibits with the Zoning Officer and shall pay a filing fee per Chapter 360 Building Regulations.
 - (c) The Zoning Officer shall transmit the application and support documentation to the Board of Appeals prior to the next scheduled meeting.
 - (d) The Zoning Officer will search property records to determine the owners of all properties that are within 250 feet of the property requesting the variance. However, the failure of any property owner to receive such notification after reasonable effort by the Zoning Officer shall not invalidate the proceeds.
 - (e) The Zoning Officer shall publish notice of the public hearing as required by State law.
 - (f) The Zoning Board of Appeals shall conduct a public hearing at the next scheduled Zoning Board of Appeals meeting that meets the notification process of the "Illinois Open Meetings Act". At the conclusion of the hearing, the Zoning Board of Appeals shall either:
 - (1) Make findings of fact relating to the application and recommend to the County Board that the application be granted, denied or granted with conditions; or
 - (2) Adjourn the hearing on the application to another date not later than 45 days thereafter; or
 - ~~(3) Refer the application to the Carroll County Zoning and Agriculture Committee or the Carroll County Planning and Development Committee which may conduct a further hearing on the application. That committee shall thereafter present the matter to the full County Board for a decision.~~
 - (4) The Carroll County Board shall not pass a variation, which fails to receive the approval of the Zoning Board of Appeals, by less than a $\frac{3}{4}$ vote of all the members of the County Board.
 - (g) The Carroll County Board shall act on the application within 60 days after receiving the recommendation of the Zoning Board of Appeals ~~or the Zoning and Agriculture Committee or Planning and Development Committee.~~

Section 700-19.04 Variance of Ten Percent or Less

If building is less than 10 percent (10%) of the bulk requirement, the Zoning Officer has the authorization to grant the variance without public hearing, provided that:

- (a) The application meets all requirements for the granting of a variance.
- (b) All adjoining property owners are notified by certified mail.
- (c) All notified property owners will be given 15 days to respond to the application request to indicate:
 - (1) They support the variance being granted.
 - (2) They do not support the variance being granted.
- (d) If objection is received, then the application will be forwarded to the next Zoning Board of Appeals to be heard at the next regularly scheduled hearing.
- (e) Filing fee paid per Chapter 360 Building Regulations.

Section 700-19.05 Standards for Granting Variances

- (a) The Board of Appeals may vary the regulations of this ordinance when supporting evidence in each specific case indicates that:
 - (1) Because of the particular physical surroundings, shape, or topographic conditions of the specified parcel of land involved, a particular hardship to the owner would result, as distinguished from a mere inconvenience, if the strict letter of the regulations were to be carried out.
 - (2) The conditions upon which the petition for a variance is based are unique to the parcel of land for which the variance is sought and one not applicable, generally, to

- other property with the same zoning classification.
- (3) The purpose of the variance is not based exclusively upon a desire to increase the value of income potential of the parcel of land.
 - (4) The alleged difficulty or hardship is caused by the provisions of this ordinance and has not been created by any persons presently or formerly having an interest in the parcel of land.
 - (5) The granting of the variance will not be detrimental to the public welfare or injurious to other land or improvements in the vicinity in which the parcel of land is located.
 - (a) The proposed variance will not impair an adequate supply of light and air to adjacent property or substantially increase the congesting of the public safety, or substantially diminish or impair property values within the vicinity.

Section 700-19.06 Reapplication

Reapplication for a variance that has been denied by the Carroll County Board will be subject to a 180-day waiting period before another request for the same variance may be applied for upon the same parcel.

ARTICLE 20 – NON-CONFORMING STRUCTURES AND USES

Section 700-20.01 Non-Conforming Structures and Uses

The lawful use of any buildings or land existing at the time of the adoption of this ordinance may be continued, even if such use does not conform to the regulation of this ordinance, except as provided below:

- (a) Non-conforming Structures or Buildings
 - (1) Alterations – A non-conforming structure or building shall not be reconstructed or altered to an extent exceeding 25 percent of its bulk structure unless said building or structure is changed to conform to the regulations of this ordinance.
 - (2) Enlargement – A non-conforming building or structure shall not be added to or enlarged in any manner unless such additions or enlargements are made so as to bring said building or structure into conformity with the regulation of this ordinance.
 - (3) Restoration – A non-conforming building or structure which is damaged by fire or other cause to the extent of more than 25 percent of its bulk structure shall not be restored except in conformity with the regulations of this ordinance.
 - (4) Abandonment – A non-conforming use of a building or structure which has been discontinued for a period of six (6) months shall not be reestablished, and any future use shall be in conformity with the regulations of this ordinance.
 - A. An addition to a lawfully existing non-conforming building or structure that would not meet the strict letter of this Ordinance but would not extend further than the original building or structure into any required setback(s) or yard area(s) of the zoning lot that the original building or structure is located may be permitted. Before issuing a zoning certificate for an addition to be constructed under this provision, a notice of the intent to issue such zoning certificate shall be sent by certified mail to all adjoining land owners within 250 feet of the property in question and any affected highway authority. If any notified adjoining land owner or affected highway authority files a written objection with the Zoning Administrator within fifteen (15) days receipt of such notice, a zoning certificate shall not be issued. The applicant may, however, proceed with an application for a

variation as set forth in Section 700-19.03 of this Ordinance. Filing fee paid per Chapter 360 Building Regulations.

- (b) Non-conforming Use of Land
 - (1) Extension – A non-conforming use of land shall not be extended or enlarged.
 - (2) Relocation – A non-conforming use of land shall not be moved to any other part of the parcel of land upon which the same was conducted at the time of passage of this ordinance.
 - (3) Abandonment – A non-conforming use of land that has been discontinued for a period of six (6) months shall not be reestablished, and any future use shall be in conformity with the regulations of this ordinance.

ARTICLE 21 – SPECIAL USE PERMITS

Section 700-21.01 Special Use Permits

No property or structure may be used in a manner, which this ordinance classifies as “allowed by special use permit” until such special use permit has been issued. Only the County Board after review and recommendation by the Zoning Board of Appeals shall have the authority to issue a special use permit.

Section 700-21.02 Exhibits Required

The following exhibits shall be required unless waived by the Zoning Administrator:

- (a) The boundary survey and plot plan as required for the building permit application.
- (b) Detailed plan of operation, to include ingress/egress; buildings used or proposed to be built; hours of operation and other items required by the Zoning Administrator.

Section 700-21.03 Application Procedure

The procedure for obtaining a Special Use Permit is as follows:

- (a) The property owner or his agent shall meet with the ~~Zoning Administrator~~ **Zoning Officer** to explain his situation, learn the procedures, and obtain an application form.
- (b) The applicant shall file the completed application form together with the required exhibits with the ~~Zoning Administrator~~ **Zoning Officer** and shall pay the filing fee per Chapter 360 Building Regulations.
- (c) The ~~Zoning Administrator~~ **Zoning Officer** will forward the application and information prior to the next scheduled Zoning Board of Appeals hearing in the following manner:
 - (1) To the members of the Zoning Board of Appeals prior to the next scheduled hearing date.
 - (2) To the governing body of a municipality within one and one-half mile of the property that is subject of the special use permit. The municipality in such instance shall be advisory to the Zoning Board of Appeals only.
 - (3) Those school districts affected by the zoning request.
- (d) The ~~Zoning Administrator~~ **Zoning Officer** shall make the following notification:
 - (1) Publication Notice of Hearing published in a newspaper of general circulation within the county, at least 15 days prior to the next regularly scheduled Zoning Board of Appeals hearing.
 - (2) Send letters of notification to property owners, by regular mail, within 250 feet of the subject property.
- (e) The Zoning Board of Appeals shall conduct the public hearing at the next scheduled hearing date that meets the notification requirements of the “Illinois Open Meetings Act.” At the conclusion of the hearing, the Zoning Board of Appeals shall either:
 - (1) Make findings of fact relation to the application and recommendation to the County Board that the application be granted, denied, or granted with conditions;

or

- (2) Adjourn the hearing on the application to the next meeting, but not to exceed 45 days thereafter; or
- ~~(3) Refer the application to the County Zoning and Agriculture Committee or the Carroll County Planning and Development Committee, which may further review the matter. That committee shall thereafter present the matter to the full County Board for a decision.~~

- (f) The Carroll County Board shall act on the application within 60 days after receiving the recommendation of the Zoning Board of Appeals; ~~County Zoning and Agriculture Committee or the Carroll County Planning and Development Committee.~~

Section 700-21.04 Standards for Granting Special Use Permits

- (a) The Carroll County Board may grant a special use permit after demonstration by evidence that:
 - (1) The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare.
 - (2) The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted and will not substantially diminish and impair property values within the area.
 - (3) The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district.
 - (4) Adequate utilities, access roads, drainage and necessary facilities have been or will be provided.
 - (5) Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize congestion in the public streets.
 - (6) The special use shall in all other respects conform to the applicable regulations of the district in which it is located.
 - (7) A special use permit allows the intended use under the applicable District Regulations.
- (b) The Zoning Board of Appeals may recommend, and the Carroll County Board may stipulate, such conditions and restrictions upon the establishment, location, construction, maintenance, and operation of the special use as deemed necessary for the protection of the public interest and to secure compliance with the requirements specified in this ordinance.

Section 700-21.05 Noncompliance/Revocation of Special Use Permits

Where a special use permit has been issued pursuant to the provisions of this ordinance, such permit shall become null and void without further action by the Zoning Board of Appeals or the Carroll County Board, unless work thereon commences within one year of the date of granting such special use. A special use permit shall be deemed to authorize only one particular use and shall expire if that use shall cease for more than twelve consecutive months.

Noncompliance. The failure to comply with any of the conditions or restrictions imposed on a special use permit or a violation of a county ordinance that occurs on the property for which the special use has been issued. Any permit shall be subject to restriction or revocation at any time by the county board, on its own motion or on the recommendation of the Zoning Board of Appeals, if it appears that:

- (1) The operator of such special use has failed to comply with any conditions or restrictions imposed on such permit and, after 30 days' notice of such failure to comply, has failed to remedy such noncompliance; or

(2) The operator of such special use or any affiliate is engaged in any other area of the county in any activity for which a special use permit is required but for which no permit has been obtained, or if such operator or affiliate has failed to remedy any noncompliance with any conditions or restrictions on any other special use permit after 30 days' notice thereof.

Section 700-21.06 Reapplication

Reapplication for a special use permit that has been denied by the Carroll County Board will be subject to a 180-day waiting period before another request for the same special use may be applied for upon the same parcel.

ARTICLE 22 – TEMPORARY USE PERMITS

Section 700-22.01 Temporary Use Permit

The purpose of a Temporary Use Permit is to allow for activities in the unincorporated areas of the county that by their nature are not permanent zoning changes, i.e., circuses, festivals, etc. These activities can be conducted for no more than 60 days with approval of the ~~Carroll County Zoning and Agriculture Committee~~ **Carroll County Board**.

Section 700-22.02 Exhibits Required

The following exhibits must be provided to the Carroll County Zoning Administrator at the time of application:

- (a) Description of activities to be conducted and location.
- (b) Evidence of adequate Liability Insurance for activities conducted.
- (c) Other information as requested by the Zoning Administrator.

Section 700-22.03 Application Procedure

The Applicant will meet with the Carroll County Zoning Administrator and complete a temporary use application and supply requested information and fee.

- (a) The application will be received at least 30 days prior to the next scheduled Carroll County ~~Zoning and Agriculture Committee meeting~~ **Board meeting** for recommendations or comments by:
 - (1) The Carroll County Sheriff's Department.
 - (2) The Township/County or State Highway Departments affected.
 - (3) Property owner's 250 feet surrounding the proposed location.
 - (4) Other organizations as deemed required by ~~Zoning Administrator~~ **Zoning Officer**.
- (b) A review of the application and comments will be conducted by the **Carroll County board and may issue a temporary use permit with a majority vote. The Carroll County Board may issue such a permit with conditions.** ~~Zoning and Agriculture Committee and may issue a temporary use permit with a majority vote of committee members after establishment of a quorum. The Agriculture and Zoning Committee may issue such permit with conditions.~~
- (c) Upon approval the ~~Zoning Administrator~~ **Zoning Officer** will issue the temporary use permit which will be in effect 60 days from date of approval.

Section 700-22.04 Fee

Filing fee paid per Chapter 360 Building Regulations.

ARTICLE 23 – AMENDMENTS

Section 700-23.01 Amendments

This ordinance may be amended, changed, or altered only by a favorable vote of the Carroll

County Board and only after a public hearing has been duly advertised and held by the Zoning Board of Appeals. In the event the property in question is located in one and one-half miles of a municipality in Carroll County, and amendment may be adopted only after review and recommendation by the governing body of such municipality.

Section 700-23.02 Initiating an Amendment

An Amendment to this ordinance may be one of the following:

- (a) A change in a district's boundary (rezoning).
- (b) A change in a district's regulations.
- (c) A change in any other provision of this ordinance.

Section 700-23.03 Procedure to Initiate Amendment

Proceedings for amending this ordinance shall be initiated by:

- (a) Petition of an owner or owners of property which is proposed to be rezoned, or for which district regulation changes are proposed, or
- (b) Action of the Carroll County Board.

Section 700-23.04 Exhibits Required

Required exhibits for rezoning of district regulation changes initiated by property owners:

- (a) The boundary survey and plot plan as required for building permit application.
- (b) A Natural Resource Inventory review by the Natural Resource and Conservation Service (Form NRI2202a)

Section 700-23.05 Application Procedure

The procedure for a property owner to initiate rezoning or district regulation change applying to his property is as follows:

- (a) The property owner or his agent shall meet with the Zoning Officer to explain his situation, learn the procedures, and obtain an application form.
- (b) The applicant shall file the completed application form together with the required exhibits with the Zoning Officer and shall pay the filing fee per Chapter 360 Building Regulations.
- (c) The Zoning Officer will forward the application and information prior to the next scheduled Zoning Board of Appeals hearing in the following manner:
 - (1) To the members of the Zoning Board of Appeals prior to the next scheduled hearing date.
 - (2) To the governing body of a municipality within one and one-half mile of the property that is subject of the amendment. The municipality in such instance shall be advisory to the Zoning Board of Appeals only.
 - (3) Those school districts affected by the zoning request.
- (d) The Zoning Officer shall make the following notification:
 - (1) Publication Notice of Hearing published in a newspaper of general circulation within the county, at least 15 days prior to the next regularly scheduled Zoning Board of Appeals hearing.
 - (2) Send letters of notification to property owners, by regular mail, within 250 feet of the subject property.
- (e) The Zoning Board of Appeals shall conduct the public hearing at the next scheduled hearing date that meets the notification requirements of the "Illinois Open Meeting Act." At the conclusion of the hearing, the Zoning Board of Appeals shall either:
 - (1) Make findings of fact relating to the application and recommendation to the County Board that the Application be granted, denied or granted with conditions;or

- (2) Adjourn the hearing on the application to the next meeting, but not to exceed 45 days thereafter; or
- ~~(3) Refer the application to the County Zoning and Agriculture Committee or the Carroll County Planning and Development Committee, which may further review the matter. That committee shall thereafter present the matter to the full County Board for a decision.~~
- (f) The Carroll County Board shall act on the application within 60 days after receiving the recommendation of the Zoning Board of Appeals; ~~County Zoning and Agriculture Committee.~~

Section 700-23.06 Reapplication

Reapplication for a rezoning amendment that has been denied by the Carroll County Board will be subject to a 180-day waiting period before another request for the same rezoning may be applied for upon the same parcel.

ARTICLE 24 – VIOLATIONS

Section 700-24.01 Fines and Separate Offenses

A person who violates, disobeys, omits, neglects or refuses to comply with or resists the enforcement of any of the zoning provisions of this ordinance may be fined up to \$500.00.

- (a) Upon evidence that a building **and/or zoning** violation has been committed the Zoning Officer will conduct the following:
 - (1) Notify the property owner of the violation by regular mail, giving a timeframe determined by the Zoning Officer in which to secure the permit and/or pay a fine.
 - (a) The fine will constitute twice the cost of a permit for the building being erected or having been erected.
 - (b) Contractors/builders found to have built or building without the evidence of a permit being issued may also be fined \$250.00.
 - (2) Each week violation or failure to comply exists will constitute as a separate offense.

Section 700-24.02 Service of Complaint

The Zoning Officer is authorized to serve upon any person in violation of this ordinance a complaint of the violation in the form of a uniform non-traffic citation, which shall require the violator's appearance before the circuit court.

Section 700-24.03 Civil Suits Authorized

The State's Attorney may bring suit seeking to permanently enjoin any ongoing violation of this ordinance.

Section 700 24.04 Fines for Building Agricultural Structures without Permit

Agriculture structures erected without the required building permit shall have a fine not to exceed \$25.00 for each offense committed.

Passed as amended the _____ day of _____ by the County Board of Carroll County.

County Board Chairman