

ST. CLAIR COUNTY ZONING BOARD OF APPEALS
ADDITIONAL HEALTH & SAFETY RULES AND PROCEDURES

WHEREAS, on July 10, 2020, Scott Penny, the duly appointed Chairman of the St. Clair County Zoning Board of Appeals adopted and implemented certain Additional Health & Safety Rules and Procedures pursuant to the Zoning Board of Appeals' Rules and Procedures, Article IV, Section 4.1; and

WHEREAS, those Additional Health & Safety Rules and Procedures are set to expire on October 10, 2020 pursuant to Section 4.1.1 of the Zoning Board of Appeals' Rules and Procedures; and

WHEREAS, the current COVID-19 epidemic, a public health crisis, has created and continues to create a state of emergency/disaster in the State of Illinois and such state of emergency/disaster, as well as public health crisis, still exists in the State of Illinois and such threatens public health and safety; and

WHEREAS, at the duly noticed St. Clair County Zoning Board of Appeals meeting of October 5, 2020, ratification and extension of those previously adopted and implemented Additional Health & Safety Rules and Procedures was discussed and considered by the Zoning Board of Appeals in light of the continued state of emergency/disaster caused by the COVID-19 epidemic; and

WHEREAS, after the Zoning Board of Appeals duly considered the same and pursuant to Section 4.1.1 of the Zoning Board of Appeals' Rules and Procedures, the Zoning Board of Appeals, via unanimous motion, ratified the extension of said Additional Health & Safety Rules and Procedures previously adopted and implemented by the Chairman on July 10, 2020 to remain in effect until April 6, 2021, unless suspended earlier by the Zoning Board of Appeals; and

WHEREAS, the Zoning Board of Appeals ratification and extension of the Additional Health & Safety Rules and Procedures does not foreclose the Chairman from adopting and implementing additional health and safety rules and procedure as he deems appropriate.

NOW THEREFORE, I, Scott Penny, the duly appointed Chairman of the St. Clair County Zoning Board of Appeals and pursuant to the Zoning Board of Appeals' Rules and Procedures, Article IV, Section 4.1 and 4.1.1, and after public hearing and discussion on the same at the St. Clair County Zoning Board of Appeals meeting of October 5, 2020, hereby adopt, impose and extend the previously adopted Additional Health & Safety Rules and Procedures (July 10, 2020) on all Zoning Board of Appeals' meetings and hearings for the protection of the health and safety of the members of the Zoning Board of Appeals, staff, Applicants, and members of the public because of the epidemic and public health emergency declared by the Illinois Governor pursuant to Section 4 of the Illinois Emergency Management Agency Act as a result of COVID-19. These additional conditions, rules and procedures will take effect immediately and will continue in effect until April 6, 2021, unless suspended earlier by the Zoning Board of Appeals.

1. All persons desiring to attend a zoning meeting or hearing will be required to wear a protective face-covering¹ in order to be admitted into a zoning meeting/hearing. Such protective face-covering shall be worn for the duration of a zoning meeting/hearing and while in the St. Clair County Courthouse. No protective face-coverings will be provided to attendees by either St. Clair County or the Zoning Board of Appeals, and therefore, anyone not wearing a protective face-covering will be refused admittance to the zoning meeting/hearing.
2. All persons prior to admittance to a zoning meeting/hearing will be required to submit to a body temperature reading upon admittance. Anyone having a body temperature 100.4 °F or over will be refused admittance to the zoning meeting/hearing.
3. All persons prior to admittance to a zoning meeting/hearing may be required to answer a series of questions pertaining to COVID-19 (*i.e.*, travel related questions, proximity to known persons diagnosed with COVID-19, etc.). The refusal to answer any of the questions or if a question is answered in the positive such may result in the person being refused admittance to the zoning meeting/hearing.
4. All persons attending a zoning meeting/hearing will observe, at all times, social distancing of at least six (6) feet while in the St. Clair County Courthouse and in any meeting/hearing room.
5. Inside the meeting/hearing room there will be marked certain seats/chairs that are available for use. Any seat/chair not marked cannot be utilized. There will be certain areas reserved for the members of the Zoning Board of Appeals, staff, and the Applicant, the other marked seats/chairs are available to the public on a first come basis.
6. Due to the size of the meeting/hearing room and social distancing requirements, there are a limited number of seats in the main meeting/hearing room. If there is a need for additional seating the room behind the main meeting/hearing room (the "second room") will be utilized and a speaker will be provided so those in the second room may hear the proceedings being conducted. After comments and testimony have been received from the public in attendance in the main meeting/hearing room, and if any attendee in the second room desires to make a comment or provide testimony, the Chairman will determine the safest way that those additional persons desiring to provide comment or testimony may appear in the main meeting/hearing room to provide his/her comment or testimony on the record.
7. The number of persons attending a zoning hearing to represent any Applicant is hereby limited to three (3) persons, which may consist of the Applicant, the Applicant's spouse or significant other, Applicant's attorney (attorneys must be licensed in the State of Illinois), supporting witness(es), or a combination thereof, but in no event more than three (3) persons. If due to the complexity of the case the Applicant requires additional witnesses to present Applicant's case, then the Applicant must contact the Zoning Administrator at least seven (7) days prior to the hearing via phone (618-825-2530) or e-mail (zoning@co.st-clair.il.us) to discuss and determine the necessity of any extra persons (greater than 3 persons) attendance at the hearing. If the Zoning Administrator deems any such additional persons necessary to Applicant's case the Zoning Administrator and the Applicant will determine how such additional persons may safely attend and provide testimony at the hearing. Any Applicant attempting to have more than three (3) persons attend a hearing to represent Applicant, without having first contacted and obtained approval from the Zoning Administrator, shall have any such additional persons (over the 3-person maximum) refused admittance to the hearing.

¹ A protective face-covering is a mask or cloth face-covering that is well secured and covers your nose and mouth.

8. Those members of the public attending any zoning hearing to provide testimony for or against any application (Interested Persons) will be limited to one person per household/residence, business, or property owner. Based upon past experiences of the Zoning Board of Appeals the Chairman finds that members of the public that are part of the same household/residence (*i.e.*, spouses/significant others, children, etc.), multiple owners of the same business (*i.e.*, partners, members, etc.) or multiple owners of the same property provide repetitive testimony for or against an application. Thus, given the spacing issues in the meeting room and health and safety concerns, such Interested Persons providing comment or testimony can note that their spouse, significant other, children, business partner, co-owner, or etc., has the same comment or testimony, and such will be noted on the record and given appropriate consideration by the Zoning Board of Appeals.
9. Those members of the public who do not desire to provide comment or testimony in relation to a zoning application, but who desire to attend the hearing only to listen are strongly encouraged to attend the hearing via remote attendance. A phone number will be provided for each hearing for those desiring to attend remotely. The Zoning Board of Appeals will not afford anyone attending remotely an opportunity to provide comment or testimony on any zoning application hearing; however, those that attend remotely will be afforded an opportunity to make a comment during the Public Comment portion of the Zoning Board of Appeals meeting, in accordance with the Zoning Board of Appeals' rules pertaining to Public Comment.
10. Those members of the public who desire to provide comment for or against a zoning application, but who do not wish to attend in person, may submit his/her comment to the Zoning Board of Appeals in writing, under oath and notarized or witnessed by at least one (1) additional person, and such will be appropriately considered by the Zoning Board of Appeals. All comments must be received by the Zoning Administrator no later than close of business the day prior to the scheduled hearing and such may be submitted by U.S. Mail (St. Clair County Zoning Board of Appeals, ATTN: Zoning Administrator, #10 Public Square, Belleville, IL 62220) or e-mail (zoning@st-clair.il.us).

Scott E. Penny
Scott Penny, Chairman
St. Clair County Zoning Board of Appeals

10/05/2020
Date