

1. Call Meeting To Order

2. Roll Call

3. Public Participation

This is an opportunity for the public to provide public comment to the Presiding Officer. Those wishing to speak are required to sign in prior to commencement of the meeting and must address Council from the seat and table provided. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less

4. Approval Of Meeting Minutes

December 18, 2017

January 16, 2018

Documents:

[PZB JANUARY 16, 2018.PDF](#)

[PZB DECEMBER 18 2017 \(2\).PDF](#)

5. New Business

5.A. Introduction Of Variance Request, 1201 Raymond Road- City Staff

Mid-Piatt Fire Protection District has applied for a variance to the side yard setback, from 15 feet to 10 feet.

Documents:

[GIS 1201 RAYMOND.PDF](#)

[MID PIATT FPD ADDITION.PDF](#)

5.A.i. Project Overview - Petitioner/Staff

5.A.ii. Questions & Discussion From The Planning And Zoning Board

5.A.iii. Public Testimony Period

5.A.iv. Public Hearing Is Closed

5.A.v. Action On Variance Request - Planning & Zoning Board

Documents:

[1201 RAYMOND ROAD VARIANCE MOTION.PDF](#)

5.B. Discussion: Future Planning, Building Code Update, Permit Fee Schedule

6. Meeting Adjourned

MINUTES OF THE MONTICELLO PLANNING AND ZONING BOARD

On January 16, 2018

The minutes of the Planning and Zoning Board on January 16, 2018 was held in City Council Chambers of the Municipal Building in Monticello, Piatt County, Illinois. Meeting convened at 7:00 P.M.

City Clerk, Pam Harlan called the meeting to order at 7:00 p.m.

City Clerk, Pam Harlan asked for a motion from the Board to nominate an interim Chairman in Chairman Hawkins absence. A motion was made by Michael Beem and seconded by John Frerichs to appoint Cindy Breitweiser as interim Chairman. An all in favor vote was taken and the motion carried with all in favor.

Roll call was taken by City Clerk, Pam Harlan.

MEMBERS PRESENT:

Gerald Day, Marthaan Riegel, John Frerichs, Michael Beem, Cindy Breitweiser

Absent: Michael Hawkins, Tim Timmerman

Also Present: Pat Gleason, Building & Zoning Administrator

Public Participation: NONE

Approval of Meeting Minutes: There was not minutes to approve.

New Business – Interim Chairman

Introduction of Conditional Use Permit Request, 351 W Marion Street

Interim Chairman, Cindy Breitweiser ask Pat Gleason, Building and Zoning Administrator to give the board an overview of the conditional use. Pat stated that Willow Tree Missions, 351 W Monroe Street, desires to construct an accessory structure at their location. In order to proceed, the Willow Tree Missions has applied for a conditional use permit from the City to allow the construction of an accessory structure on a property zoned General Industrial. Willow Tree Mission's intent is to construct the building, anchored into the parking lot in front of their resale shop. This will replace the current tent and storage pod that is currently used. There will be no concrete slab. Therefore the building can be moved to another location easily if needed in the future. A public notice was published in the December 27th, 2017 edition of the Piatt County Journal Republican. No one came forward with concerns. After some discussion from the board Interim Chairman Breitweister, opened up the public testimony period. There was not any public comments. A motion was made by John Frerichs and seconded by Gerald Day to close the

public testimony. An all in favor vote was taken and the motion carried with all in favor. A motion was made by Gerald Day and seconded by John Frerichs to recommend approval to City Council of Conditional Use Request for Willow Tree Missions, 351 W. Monroe Street. A voice vote was taken and the motion carried with all present voting yes.

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A motion was made by Michael Beem and seconded by Marthann Riegel to adjourn the meeting @ 7:09 p.m.

Respectfully Submitted by,

Pamela Harlan
City Clerk

MINUTES OF THE MONTICELLO PLANNING AND ZONING BOARD

On December 18, 2017

The minutes of the Planning and Zoning Board on December 18, 2017 was held in City Council Chambers of the Municipal Building in Monticello, Piatt County, Illinois. Meeting convened at 7:00 P.M.

Chairman Hawkins called the meeting to order at 7:00 p.m.

Roll call was taken by City Clerk, Pam Harlan.

MEMBERS PRESENT:

Gerald Day, Marthann Riegel, Michael Hawkins, Tim Timmerman, John Frerichs, Michael Beem
Absent: John Frerichs, Cindy Breitweiser

Also Present: Pat Gleason, Building & Zoning Administrator

Public Participation: NONE

Approval of Meeting Minutes: November 20, 2017 PZB Meeting Minutes

A motion was made by Michael Beem and seconded by Marthann Riegel to approve PZB Meeting Minutes from November 20, 2017. A voice vote was taken and the motion carried with all being in favor.

New Business – Chairman

Introduction of Conditional Use Permit Request, 304 N. State Street

Chairman Hawkins turned the meeting over to Pat Gleason for an overview of the Conditional Use Permit Request. He informed the board that Beth Siebert, 304 N. State Street, desires to operate a bed and breakfast establishment at her residence. In order to proceed, Mrs. Siebert has applied for a conditional use permit from the City to allow the operation of a bed and breakfast establishment. The petitioner has stated that she has ample parking available on an adjoining lot. Gleason stated that public notices were published in the Piatt County Journal Republican on November 29, 2017. Mrs. Siebert does not intend to install signage. The petitioner, Beth Siebert was present to answer any questions. She informed the board that she had two rooms and AirB&B will be managing this property. This will not be a bed and breakfast due to not supplying meals. The public testimony period was opened and there were no comments from the public. A motion was made by Marthann Riegel and seconded by Michael Beem to close the public testimony. A voice vote was taken and the motion carried with all in favor. A motion was made by Gerald Day and seconded by Michael Beem to recommend to city council to

approve Conditional Use Permit Request 304 N. State Street. A voice vote was taken and the motion carried with all present voting yes.

Introduction of Variance Request, 716 S. Charter

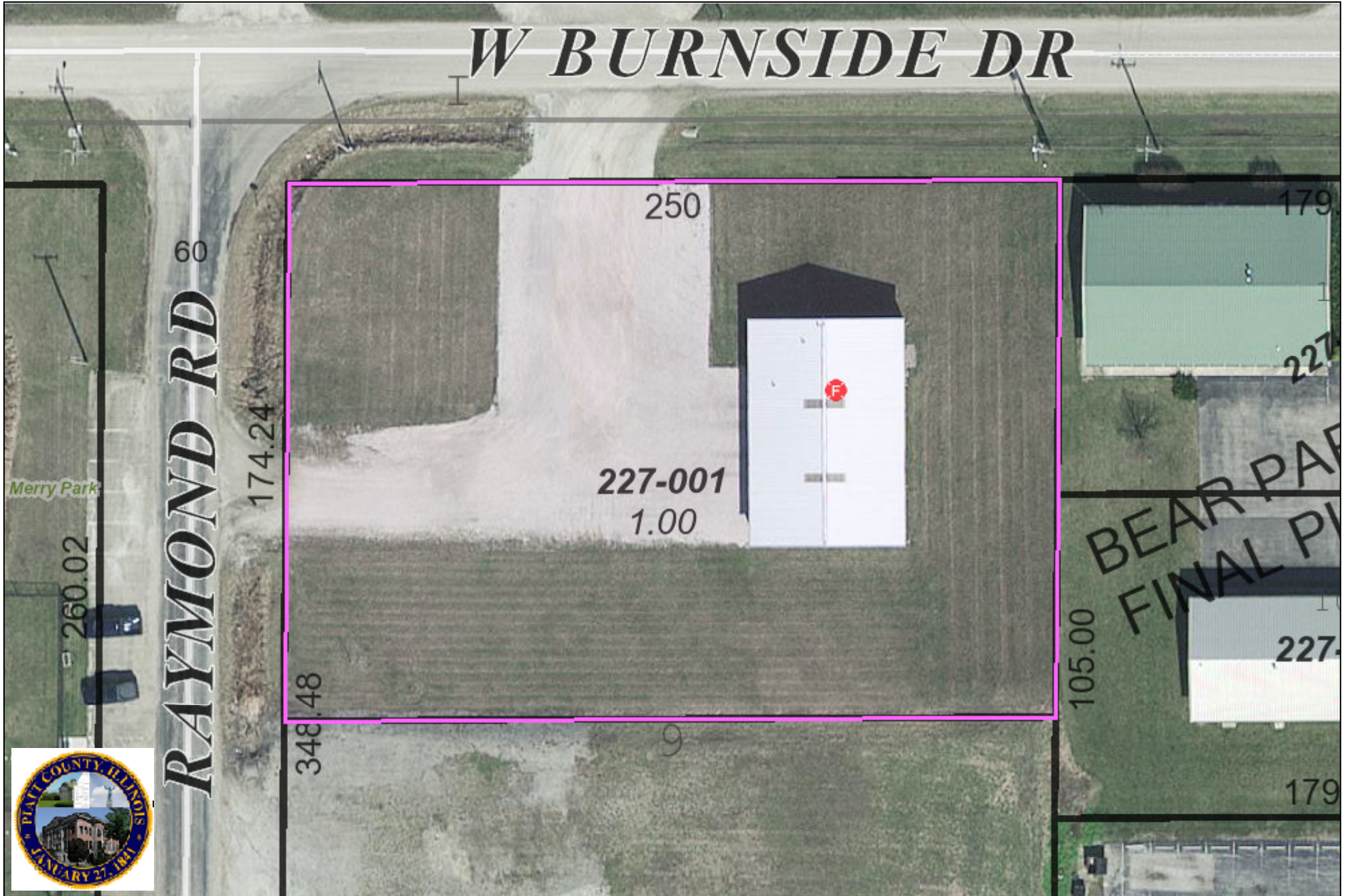
Chairman Hawkins turned the meeting over to Pat Gleason, Building & Zoning Administrator for an overview of the Variance Request. He stated that Mr. and Mrs Tackitt are requesting a variance to increase the footprint of a nonconforming structure in order to construct an addition to their garage which currently rests within the required 5 foot side yard setback in Urban Residential Zoned property. The project as proposed would add an 18'x12', or 216 square foot onto the back of the garage. There is no expressed intent to increase the width of the garage further into the setback. Gleason stated that public notices were published in the Piatt County Journal Republican on November 29, 2017. Mr. and Mrs, Tackitt were present for Board questions. The board did not have questions. Chairman Hawkins opened the public testimony period. Steve Schreffler had a comment that the lots size is narrow and adding to the length of the garage is very appropriate. A motion was made by Marthann Riegel and seconded by Michael Beem to close the public testimony period. A voice vote was taken and the motion carried with all in favor. A motion was made by Michael Beem and seconded by Tim Timmerman to recommend to city council approve Variance Request, 716 S. Charter. A voice vote was taken and the motion carried with all present voting yes.

A motion was made by Michael Beem and seconded by Marthann Riegel to adjourn the meeting @ 7:18 p.m.

Respectfully Submitted by,

Pamela Harlan
City Clerk

GIS Webmap Public Interface Piatt County, Illinois



This map application was prepared with Piatt County geographic information system (GIS) data. Piatt County does not warrant or guarantee the accuracy or suitability of GIS data for any purpose. The GIS data within this application is intended to be used as a general index to spatial information and not intended for detailed, site-specific analysis or resolution of legal matters. Users assume all risk arising from the use or misuse of this application and information contained herein. The use of this application constitutes acknowledgement of this disclaimer.



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**MOTION FOR MONTICELLO PLANNING & ZONING BOARD
MID-PIATT FIRE PROTECTION DISTRICT, 1201 RAYMOND ROAD**

WHEREAS, the City of Monticello, pursuant to the authority conferred by the Statutes of the State of Illinois, has established certain standards and procedures for zoning and the use of land within the Corporate Limits of the City of Monticello; and,

WHEREAS, Mid-Piatt Fire Protection District, owner of property legally described as:

N 1/2 Lot 9 Bear Park Subd Pl Bk 12 Pg 127 Dor 99-74-2 50 24 1.11 1.00 Ac, Said property commonly known as 1201 Raymond Road, Monticello, Illinois,

Is seeking a variance to the minimum side yard setback requirement in a General Industrial (I-I) zone;

WHEREAS, the variation required are as follows:

A variance to §153.019 of the Monticello Municipal Code reducing a side lot line setback requirement from 15' to 10';

WHEREAS, the City of Monticello Zoning Administrator has reviewed the petitioner's request for a variance and has submitted the petition and supporting documents to the Planning & Zoning Board; and

WHEREAS, the Planning & Zoning Board has held a public hearing on February 19, 2018 concerning this matter and comment from the public was solicited and received; and

WHEREAS, the Planning & Zoning Board has reviewed the evidence submitted, including the Application for Variance and other supporting documents, and has considered all the available testimony and facts regarding the subject request.

BE IT THEREFORE RESOLVED this 19th day of February, 2018 that the City of Monticello Planning & Zoning Board makes the following recommendation to the City Council of the City of Monticello:

(Approval) (Denial) of the variation, as follows:

A variance to §153.019 of the Monticello Municipal Code reducing the east side lot line setback requirement from 15' to 10';

The Planning & Zoning Board does further set forth the following findings of facts concerning the request variance:

1. All procedural matters have been properly complied with.
2. The City of Monticello Zoning Administrator has prepared and submitted background information relevant to this case.
3. That special circumstances or conditions apply to the land for which a variation is sought.

4. Any special circumstances have not resulted from an act of the applicant subsequent to the adoption of the Zoning Ordinance.
5. Special circumstances do exist such that a strict application of the provisions of the Zoning Ordinance would deprive the applicant of reasonable use of his or her land.
6. The variations requested are necessary for a reasonable use of the land for the desired purpose.
7. The variations requested are in general harmony with the general purposes of intent of the Zoning Ordinance.
8. The variations granted will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with other City ordinances or codes.

Chairman, Planning & Zoning Board
City of Monticello