



PLANNING & ZONING BOARD MEETING MEMORANDUM

ITEM: 1410 N. Market Street Variance Requests	DEPARTMENT: City Administration
AGENDA SECTION: New Business	SUBMITTED BY: Callie Jo McFarland, Community Development Director
ATTACHMENTS: (X) MOTION (X) OTHER SUPPORTING DOCUMENTS	DATE: March 26, 2019

BACKGROUND:

Applicant- Joshua E. Dunn, prospective owner of 1410 N, Market Street (B).

Mr. Dunn is the prospective owner of 1410 N. Market Street, a commercial property zoned Business (B). Though this property has been most recently used for a single business operation, Mr. Dunn would like to divide the space into 3 suites, using one of the suites for his fabricating business, one for storage, and a third suite to lease out for retail or professional office space.

The City of Monticello Zoning Ordinance does not have a distinct classification for principal use of fabrication, so the definition of “Manufacturing (not otherwise designated)” applies, and would only be allowed upon issuance of a conditional use permit. (§153.017). Additionally, the Zoning Ordinance only allows one main use per lot (§153.018 (E)), unless a conditional use permit is issued.

In order to move forward with his plans, Mr. Dunn is requesting the following conditional use permits:

1. A conditional use permit to allow a use of “manufacturing (not otherwise designated) in a Business zoned parcel.
2. A conditional use permit to allow multiple main uses on one parcel.

I have enclosed an aerial image of the property, a copy of the public notice published in the March 27, 2019 edition of the Piatt County Journal Republican, and copy of the meeting agenda.

RECOMMENDED ACTION:

It is recommended that the Planning & Zoning Board discuss and make a recommendation to city council on whether to approve these conditional use requests.