



CITY OF WASHINGTON, ILLINOIS

City Council Agenda Communication

Meeting Date: May 19, 2025

Prepared By: Jon Oliphant, AICP, Planning & Development Director

Agenda Item: First Reading Ordinance – Special Use Request by Candy Presley and Candace and Sebastian Whiting to Allow a Residential Non-Owner-Occupied Short-Term Rental at 711 S. High Street (the “Subject Property”)

Explanation: Candy Presley has submitted a special use application to allow for a residential non-owner-occupied short-term rental to operate at 711 S. High Street. Staff recommends approval as detailed below.

Background: The City of Washington adopted regulations in December 2024 to allow for short-term rentals (STR) to operate within the city limits. Staff identified several that were previously marketed on national STR platforms. One of those is the STR at the Subject Property. Any non-owner-occupied STR in a residential zoning district must obtain a special use permit prior to its operation. A non-owner-occupied STR refers to the entire structure being reserved for exclusive use by guests during the rental period. The special use permit is non-transferable and non-assignable.

The Subject Property totals approximately 0.32 acres and is zoned R-1 (Single- and Two-Family Residential). It is located at the corner of S. High and Oakland Avenue in a long-established area near the southern city limits. The proposed STR has the required minimum off-street parking ratio of one space per guestroom for use by the guests. Additionally, staff has completed an inspection to ensure the rental does not pose a hazard to life, health, or public safety.

The following are factors to consider in light of the special use request:

1. The special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare:	This does not figure to be detrimental 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, or substantially diminish or impair property values:	The proposed special use does not figure to be injurious to the use and enjoyment of other properties in the immediate vicinity or substantially diminish or impair property values.
3. The special use will not impede development of surrounding property:	The proposed special use does not figure to impede development of surrounding property.
4. Adequate utilities, access roads, drainage, or necessary facilities will be provided:	Adequate utilities, access roads, drainage, or necessary facilities are provided.
5. Adequate ingress and egress provided to minimize traffic congestion in public streets:	Adequate ingress and egress is provided to minimize traffic congestion in public streets.

6. The special use will conform to all other application regulations of the zoning district:	The proposed special use will conform to all other application regulations of the R-1 zoning district.
7. If the special use would not otherwise be acceptable, the Planning and Zoning Commission may recommend certain conditions be met to make the use acceptable:	No other conditions are recommended to be applied for the proposed special use.

Fiscal Impact: All STR's are subject to the collection and remittance of the City's Motel Tax for stays of not more than seven consecutive days.

Recommendation Summary: The Planning and Zoning Commission held a public hearing on this request at its meeting on May 7. The PZC unanimously recommended approval of the proposed special use.

Action Requested: The proposed special use to allow for the continued operation of a non-owner-occupied STR at 711 S. High would be a solid fit for the neighborhood and should not be detrimental to nearby properties. Staff recommends approval of the special use permit request. A first reading ordinance is scheduled for the May 19 City Council meeting and a second reading ordinance will be scheduled for the June 2 meeting.

ORDINANCE NO. _____

(Synopsis: Adoption of this ordinance would allow for a non-owner-occupied short-term rental to operate at 711 S. High Street)

AN ORDINANCE GRANTING A SPECIAL USE TO ALLOW A NON-OWNER-OCCUPIED SHORT-TERM RENTAL AT 711 S. HIGH STREET

WHEREAS, the City of Washington Zoning Ordinance adopted February 20, 1961, as amended, provides for a special use process for the allowance of non-owner-occupied short-term rentals in residential zoning districts per Sec. 56-456; and

WHEREAS, a petition has been filed with the City of Washington and referred to the Planning and Zoning Commission requesting such a special use for the operation of a non-owner-occupied short-term rental at 711 S. High Street; and

WHEREAS, public notice in the form required by law was given of the public hearing, and the Planning and Zoning Commission held such a public hearing on May 7, 2025, and has recommended such a special use; and

WHEREAS, the Planning and Zoning Commission has made its findings and recommendations concerning the special use permit and the corporate authorities have duly considered said findings and recommendations and find that the special use procedures have complied with the Washington Zoning Code:

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON, TAZEWELL COUNTY, ILLINOIS, that:

Section 1. The reports, findings, and recommendations of the Planning and Zoning Commission are herein incorporated by reference as the findings of the City Council, as completely as if fully recited herein at length. Also, all exhibits submitted at the public hearing are hereby incorporated by reference as fully as if attached hereto. The City Council further finds that the proposed special use is in the public good and in the best interest of the City and its residents and is consistent with and fosters the purposes and spirit of the City of Washington Zoning Code. The special use granted will not be detrimental to the public health, safety, morals, comfort and general welfare, nor shall it be injurious to the use and enjoyment of other properties in the vicinity, nor substantially diminish or impair property values within the neighborhood.

Section 2. That the following described property owned by Candy Presley and Sebastian and Candace Whiting be granted a special use permit for the operation of a non-owner-occupied short-term rental and legally described as follows:

SEC 24 T26N R3W EDGEWOOD ADDN LOT 15 SW 1/4

PIN: 02-02-24-302-006

Section 3. That the City Zoning Officer be directed to issue any permits to allow the installation on the above-described property in compliance with this special use ordinance.

Section 4. That the Zoning Map of the City of Washington, Tazewell County, Illinois, be amended so as to conform to the Special Use Permit granted herein.

Section 5. That this ordinance shall be in full force and effect from and after its passage, approval, and publication as required by law.

PASSED AND APPROVED this _____ day of _____, 2025.

AYES _____

NAYS _____

ATTEST:

Mayor

City Clerk

301 Walnut St

CITY OF WASHINGTON, ILLINOIS

APPLICATION FOR SPECIAL USE

To have a complete application for a special use, you must submit the following:

- Signed and completed application
- Ownership documentation (lease, deed, mortgage, etc.)
- Plat showing subject property and all adjacent properties - See below for plat requirements
- Accurate legal description obtained from the Warranty Deed
- Application fee of \$100 payable to the City of Washington

Address or location of property: 711 S HIGH ST

Property Tax ID (PIN) number: 02-02-24-302-006

Current zoning classification of the property: R1

Current use of the property: OWNER OCCUPIED

What is the Special Use for? OCCASIONAL Airbnb for approx 3 months of the year - no more than 30 days a year

How will you meet other requirements of the zoning code (such as parking or landscaping, if applicable)? YES

Parking is available for 2 cars in driveway or on S. High St in front of home.

Name of Applicant: CANDY PRESLEY

Phone Number of Applicant: [REDACTED]

Address of Applicant: [REDACTED]

Owner of Property: CANDY PRESLEY; SEBASTIAN AND CANDACE WHITING

Address of Owner: [REDACTED]

I would like to receive correspondence by: ☐ Mail ☒ Email Email address [REDACTED]

PLAT REQUIREMENTS: Your special use plat must show:

- Building or site plan layout and locations of proposed special uses, including square footage
- Adjacent properties, rights-of-way, streets, roads, railroads, waterways, and other physical features

PUBLIC HEARING: Your case will be referred with staff's recommendation to the next regularly scheduled Planning and Zoning Commission meeting for a public hearing. The Planning and Zoning Commission meets the first Wednesday of every month at 6:30 p.m. at the Washington District Library meeting room at 380 N. Wilmor Road. At the Planning and Zoning Commission meeting, you will present your request. A special use cannot be recommended by the Planning and Zoning Commission unless the Commission finds, based upon the application and evidence presented at the public hearing, that all of the following conditions have been met:

- 1) 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, or substantially diminish or impair property values;
- 3) The special use will not impede development of surrounding property;
- 4) Adequate utilities, access roads, drainage, or necessary facilities will be provided;
- 5) Adequate ingress and egress provided to minimize traffic congestion in public streets;
- 6) The special use will conform to all other application regulations of the zoning district; and
- 7) If the special use would not otherwise be acceptable, the Planning Commission may recommend certain conditions be met to make the use acceptable, such as, but not limited to: landscape screening or fencing, specific hours of operation, night lighting or lighting restrictions, parking area requirements, signage restraints, outdoor storage limitations.

Certification: To the best of my knowledge, the information contained herein, and on the attachments, is true, accurate, and correct, and substantially represents the existing features and proposed features. Any error, misstatement, or misrepresentation of material fact or expression of material fact, with or without intention, shall constitute sufficient grounds for the revocation or denial of the proposed Special Use.

Candy Presley
Signature of Applicant

2/1/25
Date

Candy Presley, Sebastian and Candace Whiting
Signature of Owner

2/1/25
Date

After receiving a completed application, the City Clerk will file notice of your request with the local newspaper and with the adjoining property owners. If you have any questions, please contact Jon Oliphant, Planning & Development Director at (309) 444-1135.

FOR OFFICE USE ONLY Case No.: _____

Plat Submitted? Y / N Date: _____

Documentation of Authority Submitted: _____

Commission Action: _____

Fee Paid? Y / N / N/A Amount: _____ Date: _____

Landscaping Plan Submitted? Y / N / N/A Date: _____

Date to go before the Planning and Zoning Commission: _____

Ordinance Review: (first reading) _____ (second reading) _____

Property Information

Parcel Number 02-02-24-302-006	Site Address 711 S HIGH ST WASHINGTON, IL 61571	Owner Name & Address PRESLEY CANDY &, WHITING SEBASTIAN & CANDACE 711 S HIGH ST WASHINGTON, IL, 61571
Tax Year 2024 (Payable 2025)		
Sale Status None		
Property Class 0040 - Improved Residential Lot	Tax Code 02027 -	Tax Status Taxable
Net Taxable Value 70,430	Tax Rate Unavailable	Total Tax Unavailable
Township WASHINGTON	Acres 0.0000	Mailing Address
Legal Description SEC 24 T26N R3W EDGEWOOD ADDN LOT 15 SW 1/4		
Public Notes 2024 TA Reval		

Assessments

Level	Homesite	Dwelling	Farm Land	Farm Building	Mineral	Total
DOR Equalized	11,990	58,440	0	0	0	70,430
Department of Revenue	11,990	58,440	0	0	0	70,430
Board of Review Equalized	11,990	58,440	0	0	0	70,430
Board of Review	11,990	58,440	0	0	0	70,430
S of A Equalized	11,990	58,440	0	0	0	70,430
Supervisor of Assessments	11,120	54,220	0	0	0	65,340
Township Assessor	11,120	54,220	0	0	0	65,340
Prior Year Equalized	11,120	43,210	0	0	0	54,330

*** Values not final. May be subject to change.

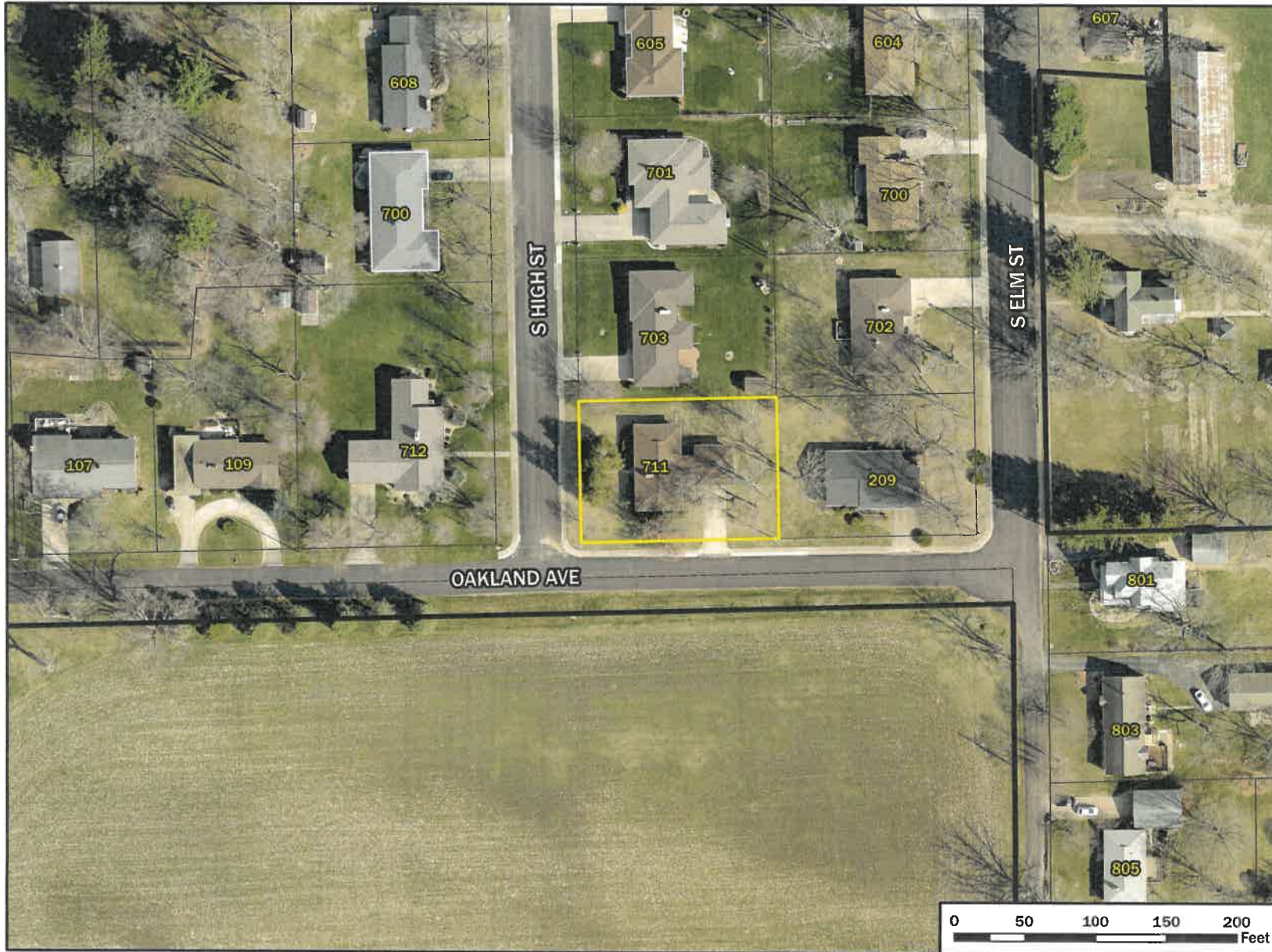
No Billing Information

No Exemptions

No Farmland Information

No Forfeiture Information

No Genealogy Information



711 S. High Street

PIN: 02-02-24-302-006

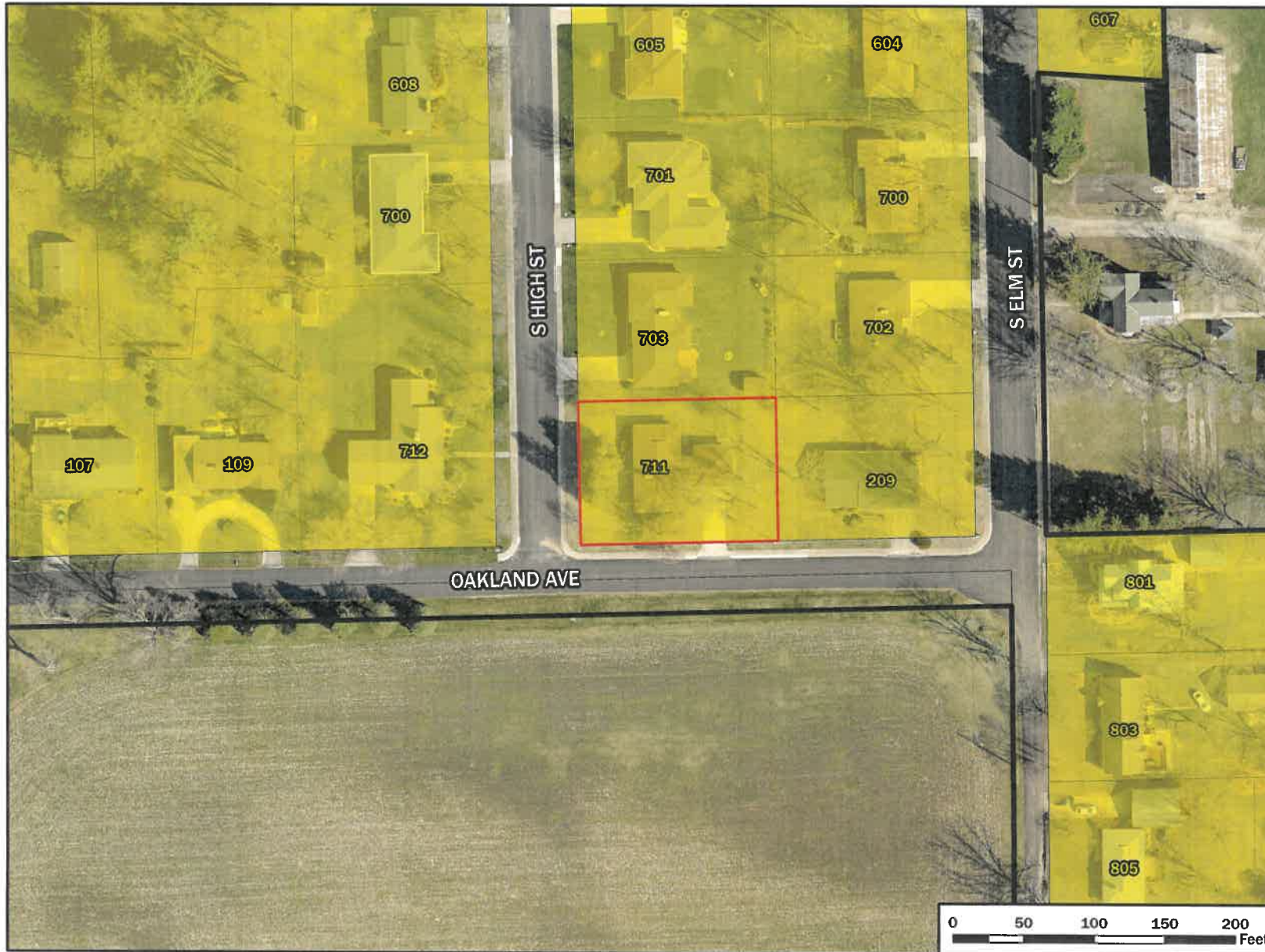
Legend

-  City Boundary
-  711 S. High Street
-  Parcels



Date: 3/20/2025



This map indicates approximate data locations and may not be 100% accurate. Parcels are provided and maintained by Tazewell County.



711 S. High Street

PIN: 02-02-24-302-006

Legend

-  City Boundary
-  711 S. High Street
-  Parcels
- Zoning**
-  R-1



Date: 3/20/2025

This map indicates approximate data locations and may not be 100% accurate. Parcels are provided and maintained by Tazewell County.