

**CITY OF WASHINGTON  
PLANNING AND ZONING COMMISSION MEETING  
LIBRARY MEETING ROOM - FIVE POINTS WASHINGTON  
WEDNESDAY, APRIL 6, 2016  
6:30 P.M.**

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES – March 2, 2016 regular meeting**
- 4. NEW BUSINESS**
  - A. Public Hearing: Special Use Request of New Life Christian Church to permit a church in a C-2 Zoning District at 2 Washington Plaza
  - B. Public Hearing: Case No. 040616-V-1, Side Yard Variance, Daniel & Nicole Schlueter, 109 S. Market Street
- 5. COMMISSIONER'S COMMENTS**
- 6. STAFF COMMENTS**
- 7. ADJOURNMENT**

**CITY OF WASHINGTON, ILLINOIS  
PLANNING AND ZONING COMMISSION MEETING  
WEDNESDAY, MARCH 2, 2016  
WASHINGTON DISTRICT LIBRARY  
380 N. WILMOR ROAD – 6:30 P.M.**

Chairman Lori Weston called the regular meeting of the City of Washington Planning and Zoning Commission to order at 6:30 p.m. in the meeting room at Washington District Library.

Call to Order

Present and answering Roll Call were Commissioners, Rich Benson, Mike Burdette, Brian Fischer, Louis Milot, Steve Scott, and Lori Weston. Tom Reeder and Doug Weston were absent.

Roll Call

Also present was P & D Director Jon Oliphant, City Clerk Pat Brown, and Historic Preservation Commission members, Walter Ruppman, Roland Walwer, and Dan Phillips.

Commissioner Burdette moved and Commissioner Scott seconded to approve the minutes of the February 3, 2016 Planning and Zoning Commission meeting as presented.  
Motion carried unanimously by voice vote.

Appv min 2/3/16 PZC meeting as presented

A public hearing for the purpose of hearing comment pertaining to a proposed amendment to the Zoning Code for the purpose of adding/deleting text was opened for comment at 6:32 p.m.

Public Hearing: zoning code amendment, Square building design guidelines

P & D Director provided the following information: 1) the City has been working with Marcia Klopff, a graduate student at the University of Illinois, to help establish the Square as a local historic district; 2) the text amendment would provide guidance for those owners that wish to either renovate an existing building or to construct a new building; 3) it balances the desire to maintain the character of the Square while allowing for flexibility for any construction activities; 4) while there are building design guidelines found in the Historic Preservation section of the zoning code, these regulations would be more specific to the older buildings found around the Square building off of what is already in place; and 5) each of the property owners surrounding the Square were given a copy of the draft guidelines in December and were encouraged to offer input and a few minor revisions were suggested and were incorporated into this draft ordinance at the recommendation of the Historic Preservation Commission. He also shared that there is a public hearing scheduled tomorrow evening for the purpose of hearing a local historic district designation for the properties listed in the proposed draft ordinance as well. He asked if there were any questions from the Historic Preservation Commission members in attendance and there were none.

Public comments: None.

At 6:37 p.m. the public hearing was closed.

Close Public Hearing

Commissioner Milot moved and Commissioner Burdette seconded to recommend approval of the zoning code amendment as proposed.

Recommend approval of Square building design guidelines, as amended

Commissioner's Comments: Chairman L. Weston shared a concern with the vagueness of using 'should' throughout the guidelines, which could give someone an out in how they apply the guidelines to their project. P & D Director Oliphant shared that a certificate of appropriateness (COA) will have to be issued that will ensure that what is being done is within our guidelines. Commissioner Scott shared that he has seen historic preservation less and more restrictive than what is being proposed and applauded the Historic Preservation Commission (HPC) for the work they have done on this. HPC member Dan Phillips shared that the spirit of the ordinance is not too restrictive but should keep glaring inconsistencies on the Square from happening in the future.

Following brief scenario discussions on how the guidelines would be implemented and how appeals would be handled, several concerns were raised in regards to the review process for a COA if there was not a historic district designation for the properties listed in the draft ordinance.

Commissioner Milot moved to amend his motion to recommend approval to include language that would allow the HPC to review all applications for a COA for the properties listed whether or not a historic district is approved. Commissioner Scott seconded the amended motion.

Amended motion

On roll call the vote was:

Ayes: 6 Fischer, Benson, Scott, L. Weston, Burdette, Milot

Nays: 0

Motion carried.

None.

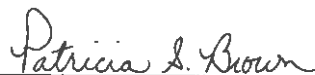
Commissioner Comments

P & D Director Oliphant shared that there will be a meeting next month on a special use request.

Staff Comments

At 7:26 p.m. Commissioner Rich moved and Commissioner Scott seconded to adjourn. Motion carried unanimously by voice vote.

Adjournment



Patricia S. Brown, City Clerk

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

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### MEMORANDUM

TO: Chairman Weston and Planning & Zoning Commission  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Public Hearing – New Life Christian Church, #2 Washington Plaza  
DATE: March 28, 2016

New Life Christian Church has submitted a special use request to establish a new location at #2 Washington Plaza. The property is zoned C-2 (General Retail) and churches are identified as special uses in all commercial zoning classifications. A zoning map is attached. Please note that the contractor recently started outfitting the unit. However, this unit cannot be occupied as a church until such time that a special use permit is approved.

The unit is just under 5,000 square feet and is located between Papa John's and Marvelous Nail & Spa. Washington Plaza underwent a dramatic reconstruction a few years ago and many of the spaces are currently leased. The church would be using #2 Washington Plaza for its Sunday services and plans to have daily office hours and activities in the near future. The worship space will be able to hold a maximum of 160 adults and 40 kids.

Washington Plaza contains a mix of office and retail uses. The properties with frontage on IL Route 8 in Sunnyland are primarily commercial, institutional and residential uses. The proposed use does not appear to be detrimental to the public's health, safety, or general welfare nor would it diminish property values or the use and enjoyment of properties in the vicinity. It would bring additional traffic to the shopping center. Due to this, staff would recommend that the special use request be approved.

A public hearing has been scheduled on this topic at the April 6 Planning and Zoning Commission meeting.

Enclosures

# **CITY OF WASHINGTON WASHINGTON, ILLINOIS**

**TO:** Chairman Weston, and Planning & Zoning Commission Members

**FROM:** Becky Holmes, Building and Zoning Supervisor

**DATE:** March 31, 2016

**SUBJECT:** 3 foot Side Yard Variance Request

**PETITIONER:** Daniel & Nicole Schlueter

**LOCATION:** 109 S Market

**ZBA REQUEST:** To allow a proposed detached garage to be 2 feet from the side property line. The required side yard setback is 5 feet.

**BACKGROUND:** The property is zoned R-1, 48 feet 6 inches deep and 155 feet wide. The petitioners are requesting to construct a detached garage with a portion of the new structure in the same location as the original garage. The proposed structure would be 2 feet (including overhang) from the property line.

The petitioners applied for a detached garage permit in August of 2013. At that time, they were not demolishing the original garage, just adding on to the structure. The new construction was compliant with setbacks. During construction, the petitioners decided to demolish the old garage and rebuild in the same location. Once that structure was demolished, they could no longer rebuild without obtaining a variance. The project has been on hold pending confirmation of lot size and approval of the variance request.

## **STAFF'S OBSERVATIONS:**

- It appears that the petitioners would not be able to receive reasonable return on their property without replacing the demolished garage. However, it appears that the new structure could be built within the setback requirements.
- There do appear to be unique circumstance as the lot is extremely narrow. In addition, the house is surrounded on all sides by commercial zoned properties.
- It does not appear that the character of the neighborhood would be altered as the proposed structure would not encroach any farther into the side yard setback than the original structure.

**STAFF RECOMMENDATION:** Staff recommends denial of the side yard variance request.