

**CITY OF WASHINGTON  
PLANNING AND ZONING COMMISSION  
RESCHEDULED MEETING  
CONFERENCE ROOM – CITY HALL  
TUESDAY, MAY 3, 2016  
4:30 P.M.**

**AGENDA**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. APPROVAL OF MINUTES – April 6, 2016 regular meeting**
- 4. NEW BUSINESS**
  - A. New Towers, LLC – Minimum Frontage Waiver Request, S. Summit Drive
- 5. COMMISSIONER’S COMMENTS**
- 6. STAFF COMMENTS**
- 7. ADJOURNMENT**

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

Call to Order	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.
Roll Call	<p>Present and answering roll call were Commissioners Mike Burdette, Brian Fischer, Louis Milot, Tom Reeder, Steve Scott, Doug Weston, and Lori Weston. Rich Benson was absent.</p> <p>Also present was P &amp; D Director Jon Oliphant, B &amp; Z Supervisor Becky Holmes and City Clerk Pat Brown.</p>
Appv min 3/2/16 PZC meeting as presented	<p>Commissioner Milot moved and Commissioner Scott seconded to approve the minutes of the March 2, 2016 Planning and Zoning Commission meeting as presented.</p> <p><u>Motion carried unanimously by voice vote.</u></p>
Public Hearing: special use request, New Life Christian Church, 2 Washington Plaza	<p>A public hearing for the purpose of hearing comment pertaining to a special use request by New Life Christian Church to allow a church in a C-2 zoning district (2 Washington Plaza) was opened for comment at 6:30 p.m.</p> <p>P &amp; D Director provided the following information: 1) churches are identified as special uses in all commercial zoning classifications; 2) a contractor has begun the interior conversion to accommodate a church however, it cannot be occupied until a special use has been granted; 3) the space is just under 5,000 square feet; 4) Washington Plaza contains a mix of office and retail uses; 5) 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; 6) initially, the primary use of the space will be for one Sunday worship service but may add an additional service as they grow; and 7) it would bring additional traffic to the shopping center.</p> <p>Petitioner's Comments: Mr. Josh Trueblood shared that they have been meeting for the past 4-years at ICC in their performing arts center have been looking to locate in Washington to continue being the hands and feet of Jesus in the community. He shared that their membership is about 95 adults and 60 kids attending.</p> <p>Public comments: None.</p>
Close Public Hearing	At 6:34 p.m. the public hearing was closed.
Approve special use request, New Life Christian Church, 2 Washington Plaza	<p>Commissioner Burdette moved and Commissioner Reeder seconded to recommend approval of the special use request as proposed.</p> <p>Commissioner's Comments: Commissioner Burdette shared that there was a church located in the plaza in the past and P &amp; D Director Oliphant shared that it was in the space where Jumping Jax is now located. Commissioner Scott asked if the church were to move out of the space would another special use have to be granted if another church would want to located in the same space and P &amp; D Director Oliphant shared that the special use runs with the land if another church were to locate in the same space it would not.</p> <p>On roll call the vote was: <u>Ayes: 7</u> Milot, Fischer, Scott, D. Weston, L. Weston, Reeder, Burdette <u>Nays: 0</u> <u>Motion declared carried.</u></p>
Public Hearing: side yard variance request, Daniel & Nicole Schlueter, 109 S. Market St.	<p><u>Case No. 040616-V-1</u> – A public hearing was opened for comment at 6:35 p.m. on the request of Daniel and Nicole Schlueter for a side yard variance at 109 S. Market Street. Publication was made of the public hearing notice, and there was one "interested party" registered.</p> <p>B &amp; Z Supervisor Holmes gave a brief overview of the variance request noting the following: the petitioners would like to construct a detached garage with a portion of the new structure in the same location as the previous detached garage; the proposed structure would be 2' from the side property line; the petitioners were issued a permit in 2013 for a new detached garage that met setbacks as they were not demolishing the existing detached garage, just adding on to it; and during the construction process the petitioners decided to demolish the existing garage and want to rebuild it in the same location, which encroaches into the side yard setback.</p> <p>Petitioner comments: Mr. Schlueter shared that he wants to rebuild his garage in the same location as the one before in order to keep a driveway access from Market Street.</p> <p>Public comments: Ms. Pat Moehle shared that she has no objections to the variance as long as the property line is known so there are no problems if she goes to sell her property.</p>
Close Public Hearing	At 6:41 p.m. the public hearing was closed.
Approve Case No. 040616-V-1, side yard variance	<p>Commissioner Scott moved and Commissioner D. Weston seconded to approve the variance requests as presented.</p> <p>Commissioner comments: Commissioner Scott asked if the existing garage was 2' from the lot</p>

line and Mr. Schluter shared that it was and shows as a bump out to the new garage but is on the same footprint as the garage that was torn down. A brief discussion ensued on the placement of the new garage in relation to the property line and Mr. Schluter and Ms. Moehle will meet at the property to go over the location of the property line in relation to where the original garage was located.

Approve Case No.  
040616-V-1, side yard  
variance, Cont.)

There was no additional discussion and on roll call the vote was:

Ayes: 7 Burdette, Fischer, Milot, Reeder, L. Weston, D. Weston, Scott

Nays: 0

Motion carried.

Findings of Fact – application was made by owners of property; fees were paid; property is zoned R-1; 3' side yard variance request to allow the construction of a detached garage. A public hearing was held on Wednesday, April 6, 2016, all present were given the opportunity to be heard; there were no 'interested parties'; there were no objections to the granting of the variance; property cannot yield a reasonable return as an existing detached garage was demolished; plight of the owner is due to unique circumstances as the lot is extremely narrow; and character of the neighborhood would not be changed as the detached garage would not encroach any further into the side yard setback than the original detached garage.

Finding of Facts

None.

Old Business

None.

Commissioner's  
Comments

P & D Director shared that Commissioner's Louis Milot, Brian Fischer, Doug Weston, & Lori Weston all have upcoming terms that will expire. He shared that he has received a letter of resignation from Chairman Lori Weston who will be leaving due to her commitment with the WHIP program here in town. He shared that Lori's seat will not be filled as it will bring the Commission to its 7-members as required by City Code. Commissioner's Louis Milot, Brian Fischer, and Doug Weston shared their willingness to serve another 5-year term and their re-appointments will be done at the first City Council meeting in May. He shared that he has asked Mike Burdette to serve as Chairman and Brian Fischer to serve as Vice-Chairman for the upcoming year. Chairman Lori Weston expressed her appreciation for the years she has served and that it has been an enjoyable experience and she has learned a great deal, but Wednesday evenings were becoming quite a conflict with her commitment to the WHIP program. B & Z Supervisor Holmes shared that it has been a pleasure having Lori on the Commission and she will be missed. P & D Director Oliphant echoed the sentiment.

Staff Comments

At 6:54 p.m. Commissioner Milot moved and Commissioner D. Weston 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 Burdette and Planning and Zoning Commission  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Minimum Frontage Waiver Request  
DATE: April 25, 2016

Attached you will find an exhibit plat and aerial photograph for a property owned by New Towers, LLC on S. Summit Drive. Billy Mantle submitted an exhibit plat to request the subdivision of the property into two parcels plus an outlot for an existing cell tower on the southwest corner of the property. The current L-shaped parcel is approximately 7.85 acres in area. It is located outside of our city limits but within our 1.5 mile extraterritorial planning jurisdiction. Summit Estates, which is immediately north of the subject property and was developed by Mr. Mantle, was subdivided in 2006.

The property would be served by a private septic system and Northern Tazewell water. Each residential lot must provide a minimum width of 60 feet at the right-of-way line. Lot 1 would have 60 feet adjacent to Mickel Parkway. S. Summit, which would serve as access to the proposed Lot 2, is only 40 feet wide. Such a lot would not conform to the Subdivision Code.

A provision within the Code [152.019(H)(1)] states that "the Planning and Zoning Commission may recommend to waive the requirement where, due to unique circumstances or topographical limitations, access to a public street must be provided by either a private drive or an ingress/egress easement."

While this is not a variance request, it should be handled in a similar manner to a variance and a hardship should be present in order to grant the waiver. The only means for which a second lot could be created is if the S. Summit right-of-way was extended to the south so that at least 60 feet of the lot could be adjacent to the right-of-way. Typical rights-of-way are at least 60 feet, though older developments and rural roads will more frequently have less than 60 feet. Extending the road to modern standards to service one rural residential lot would not appear to be economically feasible. As a result, **staff would recommend approval of this request to allow for only 40 feet of width at the right-of-way line.**

The Planning and Zoning Commission will hear this request at its meeting on May 3.

Attachments





