

NOTICE OF RESCHEDULED MEETING

(The regularly scheduled June 1, 2016 Planning & Zoning Commission meeting has been rescheduled to Wednesday, June 8, 2016)

CITY OF WASHINGTON RESCHEDULED PLANNING AND ZONING COMMISSION MEETING LIBRARY MEETING ROOM – FIVE POINTS WASHINGTON WEDNESDAY, JUNE 8, 2016 6:30 P.M.

AGENDA

1. CALL TO ORDER

2. ROLL CALL

3. APPROVAL OF MINUTES – May 3, 2016 regular meeting

4. NEW BUSINESS

- A. Public Hearing: Case No. 060816-V-1, Side Yard Variance, Roger Hartter, 511 Monroe Street
- B. Public Hearing: Case No. 060816-V-2, Distance Between Structures Variance, Roger Hartter, 511 Monroe Street
- C. Public Hearing: Zoning Code Text Amendments – Sections 154.004 “Definitions,” 154.091 “C-1 Districts,” 154.092 “C-2 Districts,” and 154.093 “C-3 Districts”
- D. Public Hearing: Subdivision Code Text Amendment – Section 152.030 “Water Mains and Appurtenances”
- E. Narrower/Smaller Lot Residential Discussion
- F. Small Billboard Discussion

5. COMMISSIONER’S COMMENTS

6. STAFF COMMENTS

7. ADJOURNMENT

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

Call to Order Chairman Mike Burdette called the rescheduled regular meeting of the City of Washington Planning and Zoning Commission to order at 4:30 p.m. in the conference room at City Hall.

Roll Call Present and answering roll call were Commissioners Rich Benson, Mike Burdette, Tom Reeder, and Steve Scott. Louis Milot and Doug Weston were absent. * Commissioner Brian Fischer entered the meeting at 4:32 p.m.

 Also present was P & D Director Jon Oliphant, B & Z Supervisor Becky Holmes and City Clerk Pat Brown.

Appv min 4/6/16 PZC Commissioner Scott moved and Commissioner Reeder seconded to approve the minutes of the meeting as presented
meeting as presented April 6, 2016 Planning and Zoning Commission meeting as presented.
 Motion carried unanimously by voice vote.

Minimum Frontage P & D Director provided the following information: 1) Mr. Billy Mantle, New Towers, LLC, is
Waiver Request, New requesting the subdivision of property located on S. Summit Drive within the City's 1.5 mile
Towers, LLC planning jurisdiction; 2) the subdivision would result in two residential parcels plus an outlot for
 an existing cell tower; 3) the property would be served by a private septic system and Northern
 Tazewell water; 4) the City's Subdivision Code requires each lot to provide a minimum of 60
 feet at the right-of-way line and while Lot 1 would have 60 feet adjacent to Mickel Parkway, Lot
 2 would have 40 feet of width that would connect to an already existing 40 feet at S. Summit
 Drive; and 5) the Subdivision Code allows the Planning & Zoning Commission to recommend
 waiving 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.

 Petitioner's Comments: None.

 Public comments: None.

Approve minimum Commissioner Scott moved and Commissioner Fischer seconded to recommend approval of the
frontage waiver request minimum frontage waiver request as proposed.

 Commissioner's Comments: A brief discussion ensued surrounding access to the Tower Lease
 Outlot and Mr. Mantle's contractors shed and the Commission was comfortable with the layout
 of the subdivision as long as it is all documented properly.

 On roll call the vote was:
 Ayes: 5 Reeder, Burdette, Benson, Fischer, Scott
 Nays: 0
 Motion declared carried.

Old Business None.

Commissioner's None.
Comments

Staff Comments P & D Director Oliphant shared that there will be a meeting next month and asked if anyone had
 conflicts with it being so close to Memorial Day and it being the first day of the Good Neighbor
 Days festival. Commissioner Fischer shared that he would not be available and Commissioner
 Reeder shared that he may not be available with his involvement in the site preparations for
 Good Neighbor Days.

Adjournment At 4:45 p.m. Commissioner Scott moved and Commissioner Reeder seconded to adjourn.
 Motion carried unanimously by voice vote.



Patricia S. Brown, City Clerk

**CITY OF WASHINGTON
WASHINGTON, ILLINOIS**

TO: Chairman Burdette, and Planning & Zoning Commission Members

FROM: Becky Holmes, Building and Zoning Supervisor

DATE: June 1, 2016

SUBJECT: 4 foot Side Yard Variance

PETITIONER: Roger Eugene Hartter

LOCATION: 511 Monroe St.

ZBA REQUEST: To allow the replacement of a carport to be 1 foot from the side property line. The required side yard setback is 5 feet from overhang.

BACKGROUND: The property is zoned R-1 and has a lot width of 45 feet and a lot depth of 142 feet. The petitioner wishes to demolish and replace his 12 x 20 carport in the exact location as the original. He is proposing to update the roof pitch however the dimensions will remain the same. The existing carport is 1 foot from the property line with over 10 feet from the carport edge to the principal structure on the neighboring property.

STAFF'S OBSERVATIONS:

- It appears that the petitioner would not be able to receive reasonable return on his property without replacing the existing carport.
- There does appear to be unique circumstances because the lot is exceptionally narrow.
- It does not appear that the character of the neighborhood would be altered as the replacement structure would not encroach any further into existing setbacks.

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

**CITY OF WASHINGTON
WASHINGTON, ILLINOIS**

TO: Chairman Burdette, and Planning & Zoning Commission Members

FROM: Becky Holmes, Building and Zoning Supervisor

DATE: June 1, 2016

SUBJECT: 6 foot Distance Between Structure Variance Request

PETITIONER: Roger Eugene Hartter

LOCATION: 511 Monroe St.

ZBA REQUEST: To allow a proposed room addition to be 4 feet from an existing garage. The required distance between structures is 10 feet.

BACKGROUND: The property is zoned R-1 and has a lot width of 45 feet and a lot depth of 142 feet. The petitioner is requesting to construct a room addition at the rear of the existing residence. The proposed addition would be 4 feet from the existing garage. While the lot is extremely narrow at 45 feet, there is city right-of-way to the west that could allow access to the rear yard in the event of an emergency.

STAFF'S OBSERVATIONS:

- It appears that the petitioner would be able to receive reasonable return on his property without constructing a room addition.
- There does appear to be unique circumstances because the lot is exceptionally narrow.
- It does not appear that the character of the neighborhood would be altered as most properties in the block have accessory structures less than 10 feet from their principle structures.

STAFF RECOMMENDATION: Staff recommends denial of the distance between structure variance request.

CITY OF WASHINGTON, ILLINOIS – APPLICATION FOR VARIATION

(1) Full name(s) and address(es) of all legal owners:

Roger Eugene Hartter, 511 Monroe St, Washington, IL 61571

How would you like to receive correspondence? ☒ Mail ☒ Email

Email Address(s): harttre@hotmail.com

(2) Full and complete legal description for the property (also attach a copy of your deed and/or property tax bill): HARTMANS RE SUB DIV OF HIGHLAND PK SE 1/

SEC 14

LOT 7 & W15' OF LOT8

BLK 12

(3) Address for the property: 511 Monroe St Washington, IL 61571

(4) Present zoning classification: R1 (i.e., AG, R-1, R-2, CE, C-1, C-2, C-3, I-1, I-2)

(5) Present use of the property: Single family residence

(6) Describe how your property cannot yield a reasonable return, if it is required to be used only under the general conditions of your zoning classification:

The property currently has a carport, which requires replacement. The garage is currently sized for 1 vehicle, and the current carport offers severe weather protection for a 2nd vehicle. Also, the existing garage ceiling and door opening is too low to accommodate larger SUV or pickup trucks.

The property has only a crawlspace, and does not afford a reinforced area to ensure occupants safety in the event of a tornado event. An addition at the back of the home would allow the creation of a reinforced space for occupant safety.

(7) To the best of your knowledge, can you affirm that the hardship described above was not created by an action of anyone having property interests in the land after the Zoning Ordinance became law?

Yes ☒ No ☐

If "no", explain why the hardship should not be regarded as self-imposed. (Self-imposed hardships are NOT entitled to variations.)

(8) Describe how your situation is unique or different from other property:

The carport was built over 30 years ago within 12 inches of the property line. This is a present variance that causes no hardship to the bordering land owner, and replacement of the existing structure is no more of an encroachment that exists now. Unlike most other homes in the neighborhood, this home has no basement, and offers less severe storm protection than other surrounding homes.

(9) Describe the alteration or change, if any, in the basic character of the neighborhood the variation, if granted, would make:

The carport replacement would be more aesthetically pleasing from the road, and the addition to the back of the home would make the home more desirable and safer, which would increase overall property

values in the neighborhood.

(10) Describe the nature of the variation you are requesting (attach dimensioned site plan):

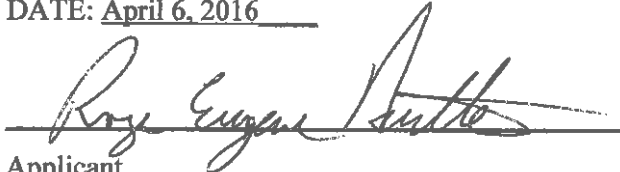
-Replace the existing carport with another carport of the same dimension, with the addition of another support post, (3 total), and a sloped roof matching the residence, which would be approximately 1 ½ to 2 feet lower than the current residence roof. The carport will extend up to 12 inches from the same edge of the adjoining property line that it does now

-Add an 8 foot by 12 foot addition to the back of the home that would have storm resistant features.

I/we certify that all of the above statements and the statements contained in any papers or plans submitted with this Application are true and accurate to the best of my/our knowledge.

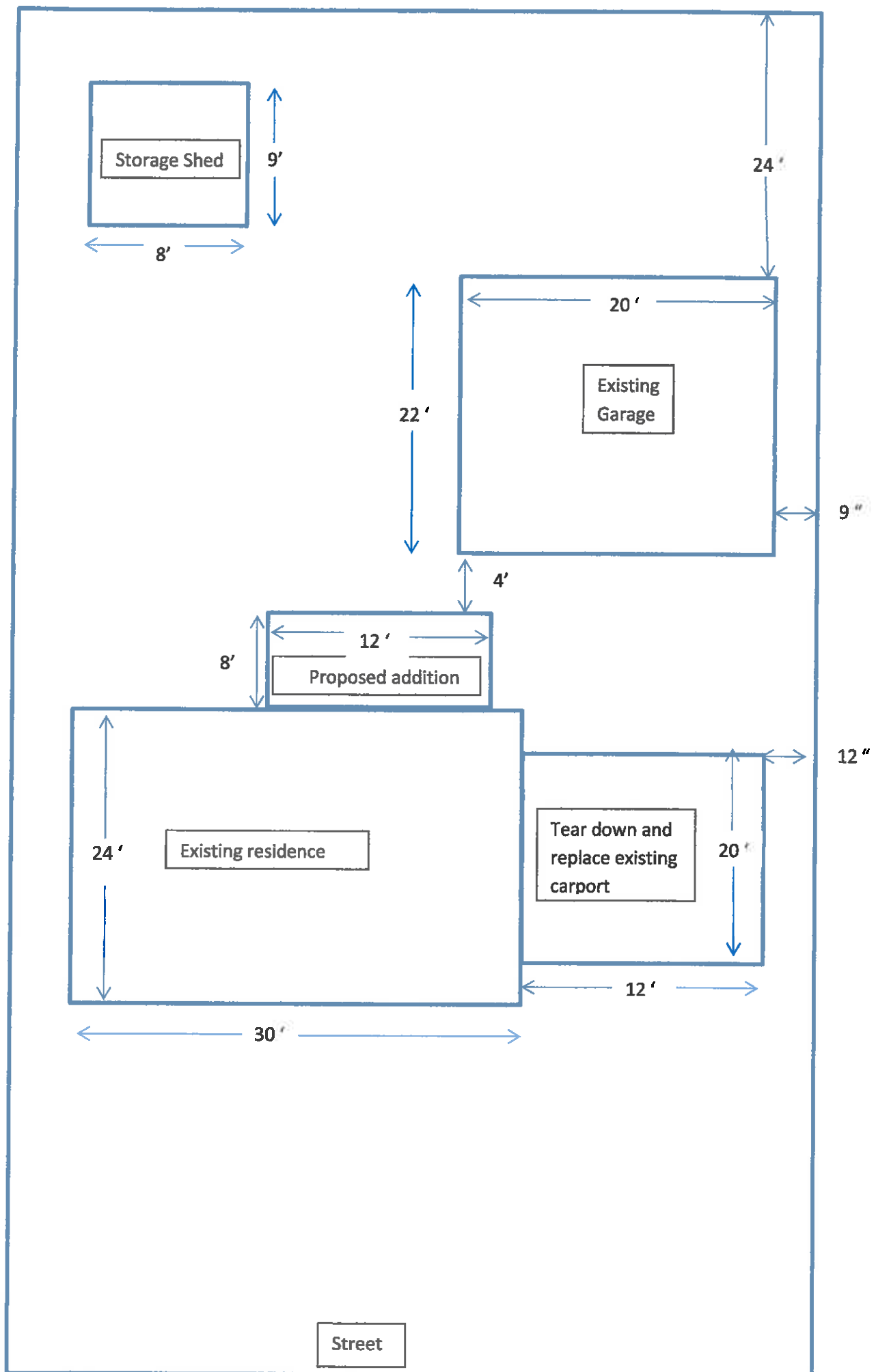
I/we hereby expressly consent to the entry in and upon the premises and property described in this Application by any authorized official of the City of Washington for the purpose of posting, maintaining, and removing such notices as may be required by law and for the purpose of verifying any statement or statements herein contained.

DATE: April 6, 2016


Applicant

Applicant

NOTE: This application must be signed by the true legal owner or owners of the property.



CITY OF WASHINGTON

PLANNING & DEVELOPMENT DEPARTMENT

301 Walnut St. • Washington, IL 61571

Ph. 309-444-1135 • Fax 309-444-9779

<http://www.washington-illinois.org>

joliphant@ci.washington.il.us

MEMORANDUM

TO: Chairman Burdette and Planning & Zoning Commission
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: Zoning Code Text Amendments
DATE: May 31, 2016

Two amendments to the zoning code are proposed within the attached draft ordinance. The first would clarify how corner lots are defined. Currently, any corner lot has two front yards adjacent to a street. However, there has been some discrepancy as to how the side and rear yard is determined. Staff has determined that the location of the side and rear yards has different on various corner lots. The proposed amendment would allow for the builder or owner to claim where the side and rear yard is upon submittal of the site plan as part of the building permit. This is intended to provide both flexibility and clarity for all parties and should hopefully allow for better site design that also keeps the building footprints in character with surrounding structures.

The second proposed amendment would clarify how fencing is handled within all three of the city's commercial zoning districts. The zoning code does not currently address fencing in commercial districts and staff has typically used the residential fencing regulations to help address commercial fencing. However, the purpose of commercial fencing often differs from residential fencing and staff would like to define the maximum height and its purpose. The text contained for each of the three zoning classifications mirrors that found within the landscaping section and would set a maximum height of seven feet.

A public hearing has been scheduled on this topic at the June 8 Planning and Zoning Commission meeting.

Enclosure

ORDINANCE NO. _____

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF
THE CITY OF WASHINGTON, ILLINOIS BY AMENDING CHAPTER 154.041 ENTITLED "YARDS
REQUIRED" AND CHAPTER 154.004 ENTITLED "DEFINITIONS"**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON,
TAZEWELL COUNTY, ILLINOIS, as follows:**

Section 1. That § 154.004 of Chapter 154 of the Washington Municipal Code of Ordinances titled "Definitions" is hereby amended by adding the following definition for "Lot, Corner" and deleting the definition of "Yard, Front" and substituting the following in lieu thereof:

"§ 154.004 DEFINITIONS

LOT, CORNER. *A parcel of land situated at two (2) intersecting streets. A corner lot shall have two (2) front yard adjacent to a street. The location of the rear yard shall be declared by the builder or owner prior to construction of a principal structure. The portion of the lot that is not the rear yard or the two (2) front yards shall be considered a side yard."*

Section 2. That § 154.091 of Chapter 154 of the Washington Municipal Code of Ordinances titled "C-1 Districts" is hereby amended by adding § 154.091(I) in its entirety:

I. Fences. *Fencing is required as a visual barrier when all or a portion of the subject site is immediately adjacent to a Transitional Buffer Yard as detailed in § 154.404(B)(3). Fencing shall further be permitted to shield the following activities:*

- 1. Loading, unloading, or storage of refuse containers/dumpsters;*
- 2. Storage or display of materials or merchandise;*
- 3. Loading or unloading of passengers or goods; and*
- 4. Parking of vehicles.*

Such fencing shall not be more than seven (7) feet in height above grade.

Section 3. That § 154.092 of Chapter 154 of the Washington Municipal Code of Ordinances titled "C-2 Districts" is hereby amended by adding § 154.092(I) in its entirety:

I. Fences. *Fencing is required as a visual barrier when all or a portion of the subject site is immediately adjacent to a Transitional Buffer Yard as detailed in § 154.404(B)(3). Fencing shall further be permitted to shield the following activities:*

- 1. Loading, unloading, or storage of refuse containers/dumpsters;*
- 2. Storage or display of materials or merchandise;*
- 3. Loading or unloading of passengers or goods; and*
- 4. Parking of vehicles.*

Such fencing shall not be more than seven (7) feet in height above grade.

Section 4. That § 154.093 of Chapter 154 of the Washington Municipal Code of Ordinances titled "C-3 Districts" is hereby amended by adding § 154.093(I) in its entirety:

I. Fences. Fencing is required as a visual barrier when all or a portion of the subject site is immediately adjacent to a Transitional Buffer Yard as detailed in § 154.404(B)(3). Fencing shall further be permitted to shield the following activities:

1. Loading, unloading, or storage of refuse containers/dumpsters;
2. Storage or display of materials or merchandise;
3. Loading or unloading of passengers or goods; and
4. Parking of vehicles.

Such fencing shall not be more than seven (7) feet in height above grade.

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

Section 6. That all ordinances or parts thereof in conflict herewith are hereby expressly repealed.

PASSED AND APPROVED this _____ day of _____, 2016.

AYES: _____

NAYS: _____

Mayor

ATTEST:

City Clerk

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MEMORANDUM

TO: Chairman Burdette and Planning & Zoning Commission
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: Subdivision Code Text Amendment
DATE: May 31, 2016

Staff recently discovered a slight discrepancy between Chapter 152.030(G) of the Subdivision code and Chapter 50.18 of the Combined Waterworks Sewerage System code. The Subdivision code only allows for copper water tube type K to be used for water service lines whereas Chapter 50.18 allows for either copper or polyethylene plastic tubing type. The proposed text amendment would tweak Chapter 152.030(G) to allow for either of these types in order to provide for consistency.

A public hearing has been scheduled on this topic at the June 8 Planning and Zoning Commission meeting.

Enclosure

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF
THE CITY OF WASHINGTON, ILLINOIS BY AMENDING CHAPTER 152.030(G) ENTITLED
"WATER MAINS AND APPURTENANCES"

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF WASHINGTON,
TAZEWELL COUNTY, ILLINOIS, as follows:

Section 1. That § 152.030(G) of Chapter 152 of the Washington Municipal Code of Ordinances titled "Water Mains and Appurtenances" is hereby amended by deleting § 152.030(G) in its entirety and substituting the following in lieu thereof:

§ 152.030 WATER MAINS AND APPURTENANCES

"(G) All service lines shall be either copper water tube type K or polyethylene plastic tubing pipe. Stops and fittings shall be brass."

Section 2. That this ordinance shall be in full force and effect from and after its passage, approval, and publication as provided by law.

Section 3. That all ordinances or parts thereof in conflict herewith are hereby expressly repealed.

PASSED AND APPROVED this _____ day of _____, 2016.

AYES: _____

NAYS: _____

Mayor

ATTEST:

City Clerk

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MEMORANDUM

TO: Chairman Burdette and Planning & Zoning Commission
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: General Discussion – Narrower/Smaller Lot Residential
DATE: May 31, 2016

The Planning and Zoning Commission and City Council had previously considered the concept of higher density single-family residential housing. This was utilized for part of Hunter's Glen subdivision along Savile Lane, where housing transitioned from traditional duplexes to detached duplex units in the R-2 (Multi-Family Residential) district. The City Council eventually adopted a text amendment to only allow for traditional duplexes with seven pre-approved design concepts. Single-family housing could also be constructed provided it meets the applicable regulations in the R-1 or R-2 districts.

The current zoning code regulations for single-family and duplex units are as follows:

R-1 District:

Min. Lot Size: 6,500 sf (Single-Family)

Min. Lot Size: 10,000 sf (Duplex)

Min. Lot Width: 65 feet (Single-Family)

Min. Lot Width: 100 feet (Duplex)

R-2 District:

Min. Lot Size: 6,500 sf (Single-Family)

Min. Lot Size: 6,000 sf (Duplex)

Min. Lot Width: 65 feet (Single-Family)

Min. Lot Width: 75 feet (Duplex)

The PZC has been asked to discuss whether there is any desire to consider smaller or narrower lots for single-family housing. If there is interest, a text amendment would be drafted for further consideration by the PZC.

General discussion on this topic is scheduled for the June 8 Planning and Zoning Commission meeting.

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MEMORANDUM

TO: Chairman Burdette and Planning & Zoning Commission
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: General Discussion – Off-Premise Signs/Billboards
DATE: June 6, 2016

The Planning and Zoning Commission has been asked to discuss the possibility of a future amendment to the city's signage regulations in order to allow for taller and larger off-premise signs. Please note that this is only a discussion item; if there is interest in amending the regulations, an amendment would be drafted and placed on an upcoming PZC agenda.

The Sleep Inn has proposed replacing their existing 8'x8' sign at the southwest corner of US 24 and N. Cummings Lane. The new sign would be 50' tall, have a 17'x17' (289 square feet) sign face with a 15'x15' (225 square feet) LED panel. Billboards are classified as small or large within the zoning code depending on their location. Billboards are only allowed along corridors where the maximum permissible speed is 55 mph. An amendment that reduced the separation distance from residential for lighted small billboards from 500 feet to 300 feet was approved by the City Council in March.

The current zoning code regulations for small and large billboards are as follows:

Small Billboards:

Max. Size: 64 sf

Max. Height: 15 feet

Max. Distance from Res.: 500 feet unless
separated by road of at least 55
mph; if so, 300 feet.

Max. Distance from Small Billboard:
500 feet unless located on opposite
sides of the street

Large Billboards:

Max. Size: 672 sf

Max. Height: 30 feet

Max. Distance from Res.: 500 feet.

Max. Distance from Large Billboard: 1,500 feet

While the code on billboards does not provide for a regulation on LED boards, the commercial sign code allows for one electronic message board per lot provided it does not exceed 60 square feet in area and 40 percent of the total sign area. For further comparison, the Uftring billboard across the street was permitted in 1997 (following the issuance of a variance because it was located on property that was zoned for residential at the time) is 48'x14' (672 sf) and is 27' in height.

General discussion on this topic is scheduled for the June 8 Planning and Zoning Commission meeting.