

MINUTES
PLANNING AND ZONING COMMISSION MEETING
CITY COUNCIL CHAMBERS OF GALESBURG CITY HALL
Tuesday, July 18, 2017 at 7:00 p.m.

MEMBERS PRESENT: Arlie Adams, Roger Carlson, Greg Davis, Tammy Lufkin, Leigh Nygard and Neil Thomas, 6.
MEMBERS ABSENT: Bill Johnson, Mark Lee and David Uhlmann, 3.
OTHERS PRESENT: Stephen Gugliotta AICP, Wayne Carl-Director of Planning & Public Works.

Chairman declared quorum present.

Approve Minutes of the June 20, 2017 meeting
Member Lufkin moved to approve the minutes, seconded by Member Carlson.

Minutes were approved by voice vote.

Update Past Planning and Zoning Commission items

1. Proposed amendment to Section 152.191 (B) of the Development Ordinance in regards to Off-Premise signs. The City Council approved this amendment at their July 17, 2017 meeting.
2. Minor Plat of the Seminary Square Commercial Resubdivision No. 2. The City Council approved the Minor Plat at their July 3, 2017 meeting.

Receive Citizen Comment
None received.

PZ-17-0701 Public Hearing Zoning map amendment application to rezone from R3A Multi-Family to B2, General Business, 401 South Soangetaha Road, PIN 99-13-276-006.

The petitioner, Robert Eakins was present.

The Commission members considered the following items:

- The applicant desires to amend the zoning to change the use of a portion of the current tenant recreation building into a bar/lounge that would be open to the public, which would increase traffic to the area.
- There is insufficient parking on the lot, only 10 existing spaces and no on-street parking is allowed in this area.
- During the meeting, the petitioner stated he would not have the bar/lounge open to the public. Commission members questioned how that would be monitored.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Thomas moved, seconded by Member Nygard to recommend denial of the zoning map amendment.

Roll Call #1

Ayes: Adams, Carlson, Davis, Lufkin, Nygard, Thomas, 6.
Nays: None.

Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0702 Public Hearing Special Use request to allow manufacture of cement and grinding, crushing and processing of minerals and earths at 1100 W Fourth St. PIN 99-16-451-009.

Present on behalf of petitioner, Herschel Swan, Laverdiere. Also speaking in favor of the special use was Ken Springer, Knox County Area Partnership President.

The Commission members considered the following items:

- The property is zoned Heavy Industrial (M2)
- The height of stockpiles for rock and sand will be 10 feet.
- Normal business hours will be from 7:00 am to 5:00 pm
 - On occasion, on larger pours they will start earlier
 - Unusual warm temperatures may require them to work outside of normal hours
 - If a contractor would need concrete for a job where a business is only able to shut down their normal production outside normal hours
- No landscaping is currently planned.
- Laverdiere is leasing the property year to year with an option to renew the lease up to a ten year period.
- There will be four down light fixtures approximately equal to 1,500 watts mounted on the four corners of the plant, approximately 30 feet in height.
- Prior to the meeting, Laverdiere stated porta-potties will be initially used until city water is connected to the plant and a restroom building is constructed. At the meeting, Mr. Swan stated they are speaking to the property owner to possibly enter into an agreement to use restrooms in an existing building on the property.
- The proposed use will be approximately 660 feet from the residential properties to the west.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Thomas moved, seconded by Member Adams to recommend approval of the Special Use, conditioned upon the porta-potty being removed in 60 days.

Roll Call #2

Ayes: Adams, Carlson, Lufkin, Nygard, Thomas, 5.

Nays: Davis, 1.

Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0703 Public Hearing Zoning map amendment application to rezone from Institutional (I) to Multi-Family (R3A), located at 167 N Kellogg St. PIN 99-10-486-004.

Present on behalf of petitioner were Trace Purlee (Oxford House), Pastor Pam Marolla (First Lutheran Church).

The Commission members considered the following items:

- The applicant intends on using the property it out as dwelling units. The building was initially constructed as a dwelling. The last use was for offices.

- The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property.
- The city and other service providers will be able to provide adequate public facilities and services to the subject property, while maintaining adequate levels of service to existing development.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Nygard moved, seconded by Member Thomas to recommend approval of the zoning map amendment.

Roll Call #3

Ayes: Carlson, Lufkin, Nygard, Thomas, 4.
 Nays: Adams, Davis, 2.
 Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0704 Public Hearing Preliminary Plat of the Gale Village Re-subdivision No 1.

Present on behalf of the petitioner were Mike Martin (owner), Kevan Cooper (Bruner, Cooper & Zuck). Also speaking in support of the plat was Ken Springer (Knox County Area Partnership President).

The Commission members considered the following items:

- The subdivision is in compliance with the Development Ordinance and would allow additional development to take place within the community.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Thomas moved, seconded by Member Nygard to recommend approval of the Preliminary Plat, with the following conditions being met:

- Need concrete markers on at least two corners.
- Need to show utility easements along lot lines.
- Need to show utility easement along south side of Lot 1, specifically for sanitary sewer.
- Proposed final drainage and grades and profiles of the street will need to be submitted and approved.
- Explain if the new storm sewer be tied into the existing and, if existing if private, has approval been provided to tie into it.
- Provide information on whether the existing storm sewer and proposed new storm sewer are not at grades that conflict.
- Show drainage easement over proposed storm sewer areas.
- Existing storm sewer needs to be shown along west lot line.
- Show the recorded 15 foot wide easement on the west side of the subdivision.
- Correct the legal description at the top and in the surveyor’s certificate to read “southeast quarter”.
- In third paragraph of Surveyor information change “me” to “my”.
- Provide a bond or letter of credit in the amount of 110% of the engineer’s estimated improvement costs.

Roll Call #4

Ayes: Adams, Carlson, Davis, Lufkin, Nygard, Thomas, 6.
Nays: None.
Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0705 Consider Drive-through facility for proposed new construction of F&M Bank, to be located at the south west corner of Knox Square Drive and Veterans Drive.

Present on behalf of petitioner was Mike Holloway (F&M Bank) and Kevan Cooper (Bruner, Cooper & Zuck).

The Commission members considered the following items:

- There is not adjacent residential near the drive-through speakers so sound will not be an issue.
- The drive will not exit directly onto a public way.
- The stacking provided meets what is required by ordinance.
- Three drive throughs and one detached ATM drive up will be provided, which is allowed per ordinance as approved by the Planning and Zoning Commission.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Thomas moved, seconded by Member Carlson to approve the drive-throughs.

Roll Call #5

Ayes: Adams, Carlson, Davis, Lufkin, Nygard, Thomas, 6.
Nays: None.
Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0706 Public Hearing Variance of Section 152.031 (C) (3) (c) to allow a 2 foot setback instead of the required 3 foot setback at 1776 Clay Drive. PIN 99-13-352-004.

The petitioner, Teddi Shipp, was present.

The Commission members considered the following items:

- The granting of the variance will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.
- The granting of the variance will not be injurious to the use and enjoyment of other property in the immediate vicinity, nor substantially diminish or impair property values within the adjacent area.
- The Development Review Committee reviewed the request at their July 5, 2017 meeting and recommended approval.

Member Lufkin moved, seconded by Member Carlson to approve the setback variance.

Roll Call #6

Ayes: Adams, Carlson, Davis, Lufkin, Nygard, Thomas, 6.
Nays: None.

Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0707 Consider Excused absence from the June 20, 2017 meeting for Member Nygard.

Member Lufkin moved, seconded by Member Carlson to approve the excused absence.

Roll Call #7

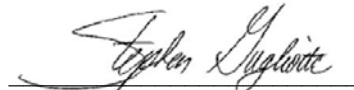
Ayes: Adams, Carlson, Davis, Lufkin, Thomas, 5.

Nays: None.

Abstentions: Nygard, 1.

Chairperson declared the motion approved.

There being no further business, the meeting adjourned at 8:19 p.m.



Steve Gugliotta, AICP
Executive Secretary