



Planning and Zoning Commission Agenda

Meeting – 5:30 p.m.

City Council Chambers
City Hall, 55 W Tompkins St
July 18, 2023

A G E N D A

	Approve	Minutes of the June 20, 2023 meeting
	Update	Past Planning and Zoning Commission items
	Receive	General citizen comments
PZ-23-0701	Public Hearing	Variance for sign – Galesburg Christian School, 590 S Academy St

COMMISSION MEMBERS: PLEASE NOTIFY ME IF YOU ARE UNABLE TO ATTEND AT 345-3619.

cc: Mayor	Alderspersons (7)
City Manager	City Attorney/Administrative Services Director
Fire Chief	Director of Public Works
Deputy City Clerk	City Engineer
Information Systems Supervisor	Executive Secretary
Construction Inspectors (3)	Buildings & Grounds
File Copy	News Media (7)

MINUTES
PLANNING AND ZONING COMMISSION MEETING
COUNCIL CHAMBERS OF GALESBURG CITY HALL
55 W TOMPKINS ST, GALESBURG, IL
Tuesday, June 20, 2023 at 5:30 p.m.

MEMBERS PRESENT: Bill Johnson, Ardennia Leahy, Mark Lee, Carla Markwart, Steve McKelvie, David Uhlmann, 6.
MEMBERS ABSENT: Katina Cochrane, Neil Thomas, 2.
OTHERS PRESENT: Stephen Gugliotta AICP-Director of Community Development.

Chairman declared quorum present.

Approve Minutes of the April 25, 2023 meeting

Member Lee moved to approve the minutes, seconded by Member Uhlmann.

Minutes were approved by voice vote.

Update Past Planning and Zoning Commission items

- Amendment to Preannexation Agreement to modify access from N Seminary and Zoning Districts, located at property in the 2000 block of N Seminary St. was approved by City Council at their May 1, 2023 meeting.
- Zoning Amendment of approximately the south 360 feet of Lot 4 of the Benny Schachtrup Subdivision Phase II, from Single Family (R1C) to Institutional (I) was approved by City Council at their May 15, 2023 meeting.
- Zoning Amendment, R2 Two-Family to I Institutional, property west of Gale Village Dr was approved by City Council at their February 6, 2023 meeting.
- Minor Plat of the Gale Village ReSubdivision No 2 was approved by City Council at their February 6, 2023 meeting.

Receive Citizen Comment

None Received.

PZ-23-0601 Public Hearing Minor Plat of the 2200 Henderson, LLC subdivision.

Core Acquisition is proposing to subdivide the property into two parcels and develop each lot.

The Commission members considered the following items:

- The subdivision is in compliance with the Development Ordinance
- The Development Review Committee reviewed the proposed Minor Plat at their March 1, 2023 meeting and recommended approval with the waiver of installing public sidewalk along Centel Dr and N Henderson St.

Member McKelvie moved, seconded by Member Uhlmann to recommend approval of the Minor Plat.

Roll Call #1

Ayes: Johnson, Leahy, Lee, Markwart, McKelvie, Uhlmann, 6.

Nays: None.

Abstentions: None.

Absent: Cochrane, Thomas, 2.

Chairperson declared the motion approved.

PZ-23-0602 Public Hearing Variances – Trajectory Energy Partners, 1200 block of E Fifth Street PINs 99-14-454-009 and 99-14-454-014.

The applicant, Kiersten Sheets, Project Manager, was present.

- Variance of the fence height to allow a 7-foot-high chain link fence
- Variance of the 3-month limitation on variance to begin a project to extend it out to December 31, 2026.

The applicant stated they held an open house with about 15 people in attendance, did a mailing to the neighborhood, and knocked on doors in an effort to address any questions or concerns.

Ken Springer, President of Knox County Area Partnership also spoke in favor of this development.

The Commission members considered the following items:

- That the variance, if granted, will not alter the essential character of the neighborhood;
- That the granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located; The subject property is suitable for the proposed zoning classification.
- That the proposed variance will not impair an adequate supply of light and air to adjacent property, substantially increase the danger of fire, otherwise endanger the public safety, or substantially diminish or impair property values within the neighborhood.
- The Development Review Committee reviewed the proposed zoning amendment at their June 7, 2023 meeting and recommend approval.

Member McKelvie moved, seconded by Member Lee to approve the variances.

Roll Call #2

Ayes: Johnson, Leahy, Lee, Markwart, McKelvie, Uhlmann, 6.

Nays: None.

Abstentions: None.

Absent: Cochrane, Thomas, 2.

Chairperson declared the motion approved.

PZ-23-0603 Public Hearing Variances for sign – Open Bible Church, 521 W Losey St.

The applicant, Pastors Mark and Debbie Dexter, were present.

It was mentioned the existing sign is also had lights and is currently lit up all night. The new sign will be turned off between 11pm and 6am. It was also noted the sign will be on the south side of the property and the sign faces will face east and west, not toward any residential properties.

Raul and Rebecca Martinez, 712 Maple Ave, had concerns about the sign for safety reasons. They believe any digital sign could distract drivers and the light at night may be excessive even if it is turned off at 11 pm.

It was noted that to the east of the church is a city park that has lights over the pickleball courts.

Members asked the Pastors to ask the manufacturer if this style of sign will have a dimming feature and to provide what they find out to the Inspections Division.

The Commission members considered the following items:

- The granting of the requested variance would not be detrimental to or endanger the public health, safety, morals, comfort or general welfare;
- The granting of the variance would 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 proposed zoning amendment at their June 7, 2023 meeting and recommend approval.

Member McKelvie moved, seconded by Member Uhlmann to approve the variances.

Roll Call #3

Ayes: Johnson, Leahy, Lee, Markwart, McKelvie, Uhlmann, 6.

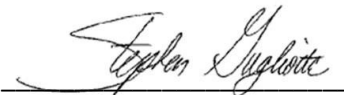
Nays: None.

Abstentions: None.

Absent: Cochrane, Thomas, 2.

Chairperson declared the motion approved.

There being no further business, the meeting adjourned at 6:01 p.m.



Steve Gugliotta, Director of Community Development



COMMUNITY DEVELOPMENT DEPARTMENT

Operating Under Council – Manager Government Since 1957

Planning and Zoning Commission Letter July 18, 2023

AGENDA ITEM: PZ-23-0701 Variance for sign – Galesburg Christian School, 590 S Academy St

SUMMARY RECOMMENDATION: The Development Review Committee members reviewed the variances during their July 5, 2023 meeting and recommend approval.

BACKGROUND: The owner is seeking to install a new wall sign and has requested a variance of Section 152.231 (B) (2) to increase the total area of a wall sign from the allowed 5 percent of the wall area to 15 percent.

Zoning		Land Use
North	I, Institutional	Residential
West	R1B, Single Family & I, Institutional	Residential & School
East	I, Institutional	Knox College
South	R3A, MultiFamily	Residential (apartments)

SUPPORTING DOCUMENTS:

1. Aerial – General location
2. Application

cc: File Copy



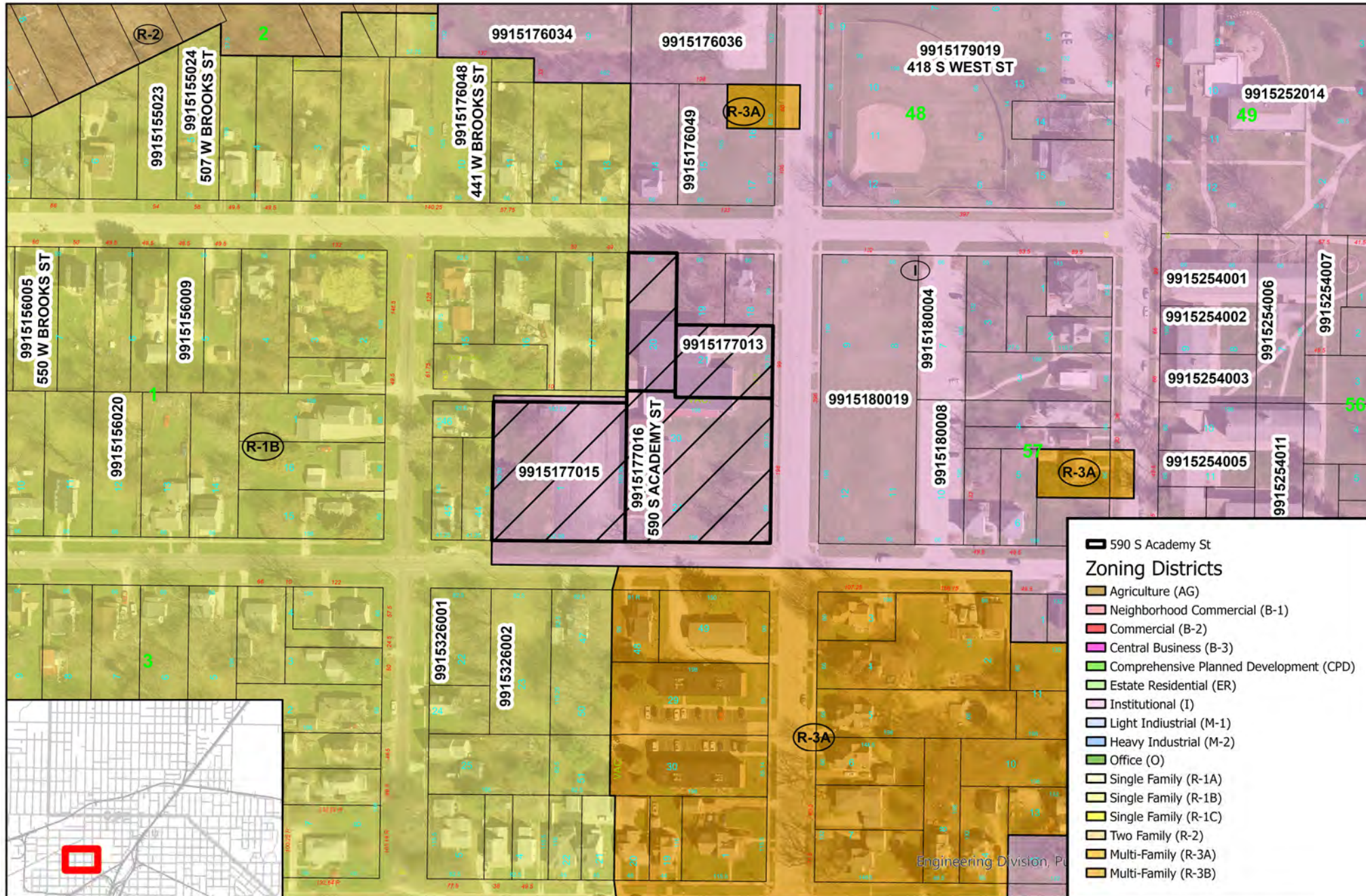
Community Development Department

Community Development Department

590 S Academy St

Variance for wall sign

140 70 0 140 280 420 Feet



The information included in this map is intended to be advisory only and is NOT designed or intended to be used as a substitute for an accurate field survey, as performed by a Registered Land Surveyor, to determine precise property location

July 06, 2023



Mr. Steve Gugliotta
Interim City Manager
City of Galesburg

Dear Mr. Gugliotta:

On behalf of the Galesburg Christian School, I am submitting paperwork asking for a variance to the sign ordinance requirement limiting the size of a wall-mounted sign to 5% of the wall area. Enclosed please find:

- The Variance Application appealing 152.231 O and I Districts (B) (2) requiring the sign to be no greater than 5% of the wall area.
- Check to the City of Galesburg from Galesburg Christian School in the amount of \$75.
- Map showing the property, abutting and surrounding properties, public streets, and right of ways.
- Renderings of the proposed signs.
- The explanation for the reasoning of the request and why we believe complying with the code requirements will diminish our ability to direct visitors to our campus, particularly during the night-time hours.

We are also prepared to provide documentation for the necessary sign permit when needed.

Thank you for your consideration and assistance in this matter.

Sincerely,

A handwritten signature in black ink, which appears to read "Robert Nutzhorn". The signature is fluid and cursive.

Robert Nutzhorn, Administrator

Striving for Excellence for His Glory

VARIANCE APPLICATION

PETITION/DEVELOPMENT NAME (if applicable):

GALESBURG CHRISTIAN SCHOOL - JR/SR HIGH SCHOOL

PETITIONER INFORMATION:

ROBERT NUTZHORN 1881 FREMONT GALESBURG IL 61401
Primary contact name Mailing address City, State, Zip

(309) 343-8008
Phone

Fax

RNUTZHORN@GALESBURGCHRISTIAN.ORG
Email

OTHER APPLICANTS AND INTERESTED PARTIES:

Relationship Name Company Mailing Address Phone #

Applicant ROBERT NUTZHORN, ADMINISTRATOR

Owner(s) GALESBURG CHRISTIAN SCHOOL 1881 FREMONT (309) 343-8008

Developer(s)

Engineer

Surveyor

Agent/Attorney

SITE INFORMATION:

590 S. ACADEMY 9915177016
Acres Site address or location Property Identification Number (PIN)

WHAT SPECIFIC ORDINANCE SECTION(S) ARE YOU REQUESTING A VARIANCE:

SECTION 152.231 O AND I DISTRICTS (B)(2) TOTAL AREA OF
SIGN SHALL BE NO GREATER THAN 5% OF WALL AREA

ZONING INFORMATION:

INSTITUTIONAL

Current Zoning

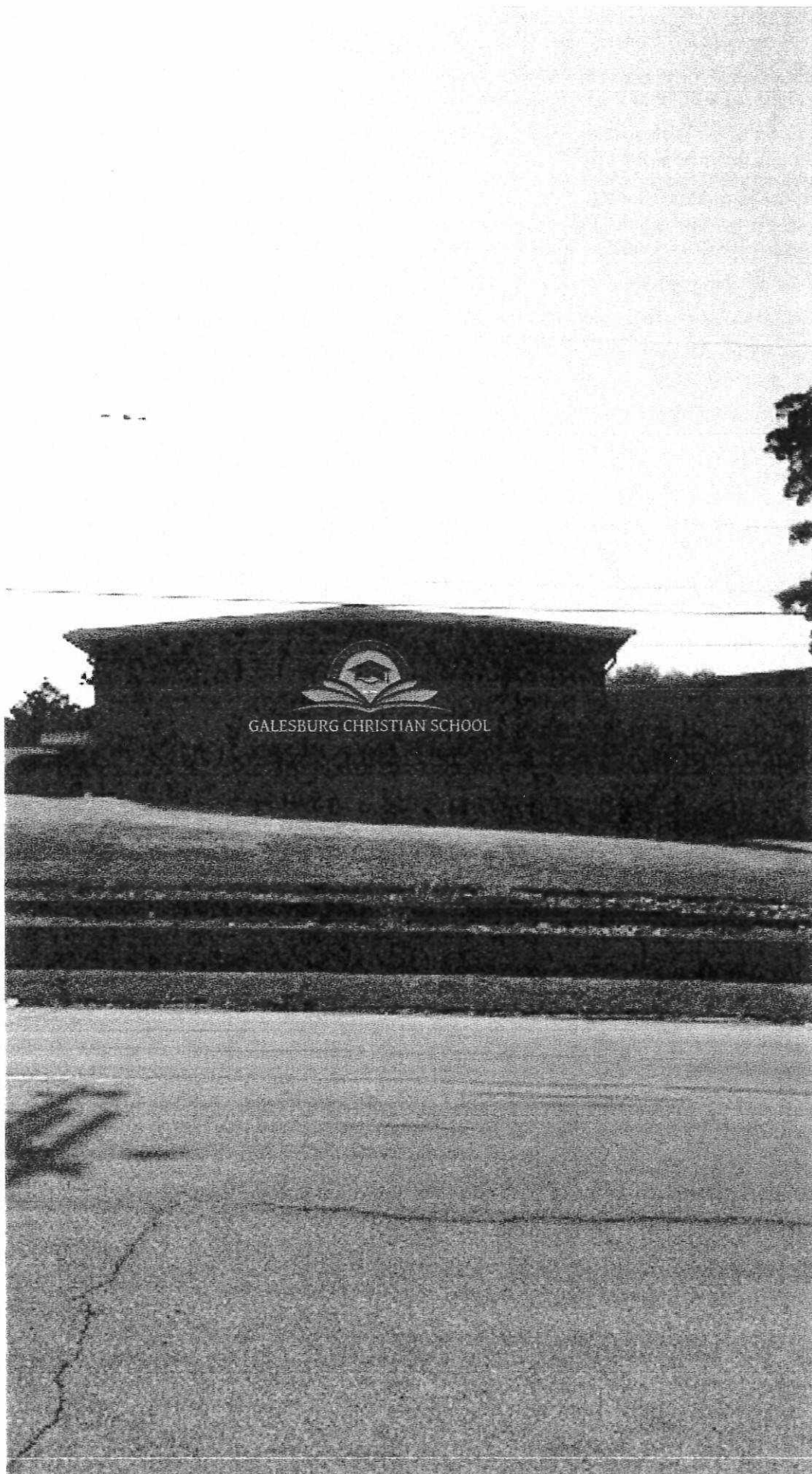
PREVIOUSLY BETHANY BAPTIST - PROPOSED USE FOR THE
JR/SR HIGH SCHOOL FOR GALESBURG CHRISTIAN SCHOOL

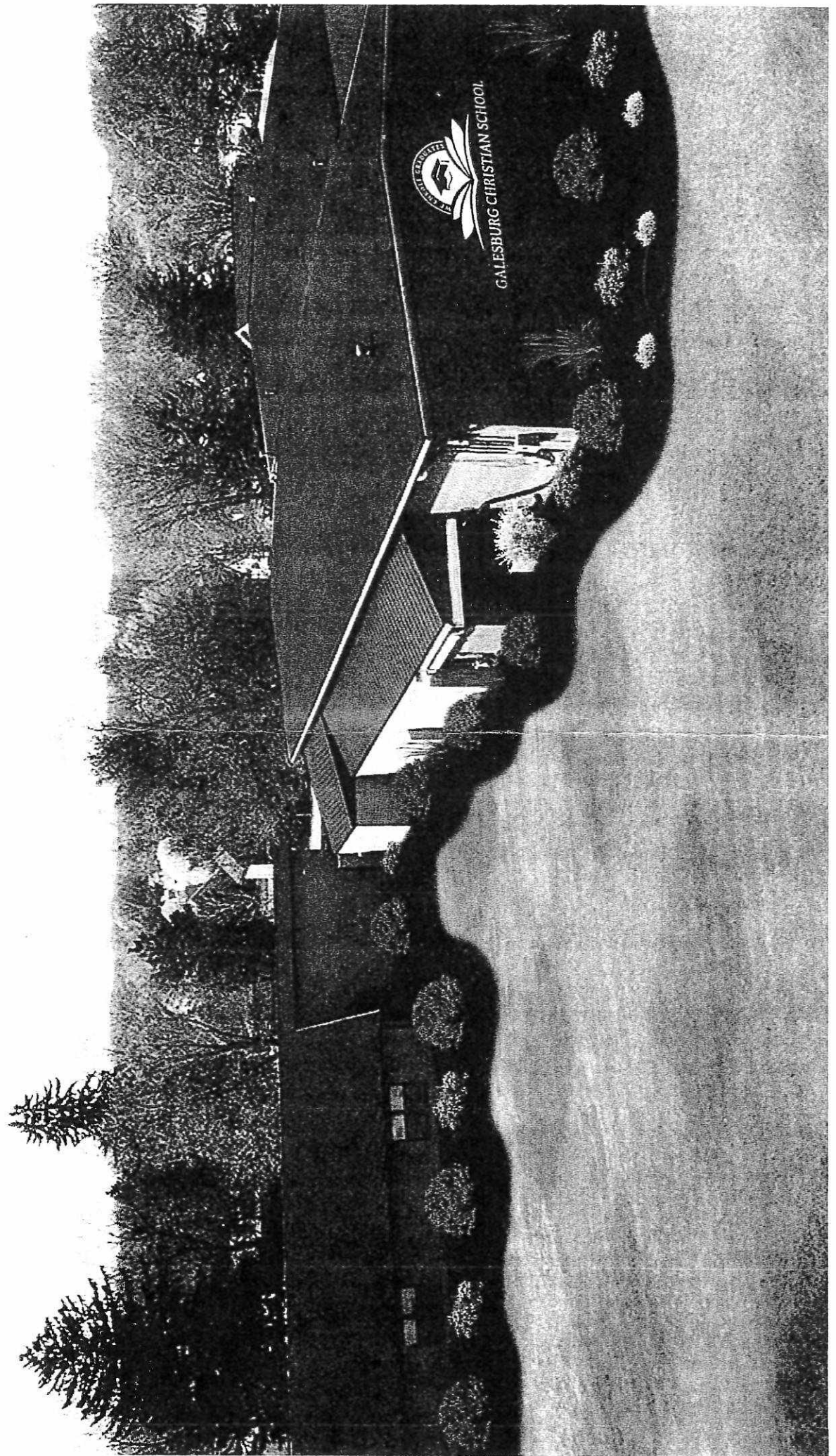
Existing Land Use

EXPLAIN THE REASON FOR THE VARIANCE REQUEST:

WE FEEL THE VARIANCE IF APPROVED WOULD ALLOW THE
SCHOOL TO BETTER DIRECT VISITORS TO THE CAMPUS AS WELL AS
ALLOWING THE REMOVAL OF THE POLE SIGN AT THE CORNER OF
KNOW AND ACADEMY
THE 5% REQUIREMENT WOULD DIMINISH THE SCHOOL'S CAPACITY TO
DIRECT OUT-OF-TOWN VISITORS TO THE CAMPUS

Description why the applicant is not able to comply with the code requirement.





GALESBURG CHRISTIAN SCHOOL



GALESBURG CHRISTIAN SCHOOL - JR/SR High School

DIMENSIONS BETWEEN SIGN
AND
S. ACADEMY STREET

56'

PROPERTY LINE

ROW - Sidewalk - STREET

Basis for requested variance

The projected sign for the Galesburg Christian Jr/Sr High School measures 9' 5" x 32', which computes to be approximately 15% of the 1560 square feet of wall area (52' x 30'). Area wise, this is approximately the same area as the existing sign when computing both the name and the area of the cross.

The "Standards for Granting Variances" highlights the following as criteria when reviewing evidence for consideration:

"The situation of the owner is due to unique physical circumstances of the property."

It should be noted that the current building sits approximately ten feet above the sidewalk and road level. When the sign is placed 25' above the base of the wall and is 9'5" above that, the visual of the sign is approximately 45' above the street.

We feel that the reduction of the sign to the 5% requirement would make the sign such that, when compounded by the grade issue, the smaller sign would present a hardship for the school in trying to help visitors recognize our facility at a glance considering the grade difference. We believe this to be especially so at night when many of our winter events would be taking place. Thus, making it harder for visitors to find our campus.

It was our hope that the sign would be visible enough to be able remove the pole sign at the corner of Knox and Academy. We still may look at placing a light on the sign to again make it more visible, but we would at least have the option to remove the pole sign or enhance the sign.

Again, the "Standards" emphasize that "the particular physical surroundings, shape or topographical conditions of the specific property involved would bring a particular hardship upon the owner...." We believe this to be the case.

Finally, the "Standards" emphasize that "granting of the variance will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood...." As currently presented, the sign will not be visible to the home northeast of the building due to large trees and shrubs between the properties. On the southeast corner of the property, with the removal of the pole

sign, the proposed sign represents less of a visual impact than that which currently exists.

Directly east of the property, the nearest property faces south and is nearly 3/4th of a block from the sign. In between is the public right of way, an open space, a parking lot that is currently lit at night, and then the back or side yards of the nearest properties.