



Planning and Zoning Commission Agenda

Meeting – 5:30 p.m.

City Council Chambers
City Hall, 55 W Tompkins St
October 24, 2023

A G E N D A

	Approve	Minutes of the September 19, 2023 meeting
	Update	Past Planning and Zoning Commission items
	Receive	General citizen comments
PZ-23-1001	Public Hearing	Minor Plat, Greenspace Subdivision, located at 905 Maple Ave, PIN 99-10-126-030.

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, September 19, 2023 at 5:30 p.m.

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

Chairman declared quorum present.

Approve Minutes of the August 22, 2023 meeting
Member McKelvie moved to approve the minutes, seconded by Member Lee.

Minutes were approved by voice vote.

Update Past Planning and Zoning Commission items

- Variance to allow gravel on a service drive to solar array at Business Park was approved.

Receive Citizen Comment
None Received.

PZ-23-0901 Public Hearing Variance of Section 152.231 (A) (1) to allow two On-premise free-standing (pole, pylon, ground or monument) signs on the lot, located at 120 N Kellogg St, PIN 99-10-482-023.

The applicant, Rob Lillicrap, Quad City Custom Signs was present.

The Commission members considered the following items:

- The sign will not be illuminated;
- 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 variance at their September 6, 2023 meeting and recommend approval.

Member McKelvie moved, seconded by Member Cochrane to approve of the variance.

Roll Call #1

Ayes: Cochrane, Lee, Markwart, McKelvie, Uhlmann, 5.
Nays: Johnson, 1.
Abstentions: None.

Chairperson declared the motion approved.

PZ-23-0902 Public Hearing Variance of Section 152.067 (F) (2) to reduce a required side yard setback from 10 feet to 7 feet to allow for the construction of an accessory garage, located at 1764 Bluebird Dr, PIN 99-01-305-010.

The applicant, Kevin Kniker, was present.

The Commission members considered the following items:

- That the variance, if granted, will not alter the essential character of the neighborhood.
- That the purpose of the variance is not based exclusively upon a desire to make more money out of the property;
- 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;
- 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 variance at their September 6, 2023 meeting and recommend approval.

Member Lee moved, seconded by Member Uhlmann to approve of the variance.

Roll Call #2

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

Nays: None.

Abstentions: None.

Chairperson declared the motion approved.

PZ-23-0903 Public Hearing Variance of Section 152.111 (B) to allow an accessory garage to be 2,520 sq ft instead of 2,000 and a variance of 152.111 (B) (8) (f) to allow 5 accessory buildings instead of 3 and a variance of 152.111 (B) to allow an accessory building to be 20 feet in height (mean height level between eaves and ridge) instead of 18 feet, located at 2149 N Broad St, PIN 99-03-202-015.

The applicant, Gregory Norris, was present.

The Commission members considered the following items:

- Owner of the two properties to the north, adjacent property to the south and property across the street all submitted letters with no objections to the proposed project.
- That the variance, if granted, will not alter the essential character of the neighborhood.
- That the purpose of the variance is not based exclusively upon a desire to make more money out of the property;
- 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;
- 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 variance at their September 6, 2023 meeting and recommend approval.

Member Lee moved, seconded by Member Markwart to approve of the variance.

Roll Call #3

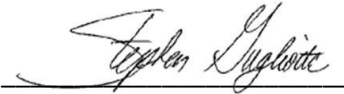
Ayes: Cochrane, Johnson, Lee, Markwart, McKelvie, Uhlmann, 6.

Nays: None.

Abstentions: None.

Chairperson declared the motion approved.

There being no further business, the meeting adjourned at 5:36 p.m.

A handwritten signature in black ink, appearing to read "Steve Gugliotta", written over a horizontal line.

Steve Gugliotta, Director of Community Development



Planning and Zoning Commission Letter
October 24, 2023

AGENDA ITEM: PZ-23-1001 Minor Plat of the Greenspace Subdivision.

SUMMARY RECOMMENDATION: The Development Review Committee members reviewed the Minor Plat during their October 4, 2023 meeting and recommend approval.

BACKGROUND: Based upon feedback from the community, the city has initiated this subdivision to create two lots.

Lot 1 will be approximately 8.28 acres and contains the greenspace, the parking lot on the north side of the building and the vehicular entrances to Maple Ave and Mary St. There is an ingress/egress and parking easement that will allow public access and use of the lot.

Lot 2 will be approximately 6.62 acres and is the portion of the property the existing building is located. This lot will include everything from approximately 15 feet north of the existing building to the south property line.

The property is currently zoned Institutional.

KNOX COUNTY Zoning		Land Use
North	R1B, Single family	Residential
West	R1B, Single family	Residential
East	R1B, Single family	Residential
South	R1B, Single family	Residential

It is anticipated this item will go to the City Council at their November 6th meeting for consideration.

SUPPORTING DOCUMENTS:

1. Aerial map, general location and zoning
2. Aerial map, showing Lot 1 to remain as City owned greenspace
3. Aerial map, showing Lot 2
4. Minor Plat Subdivision

cc: File Copy



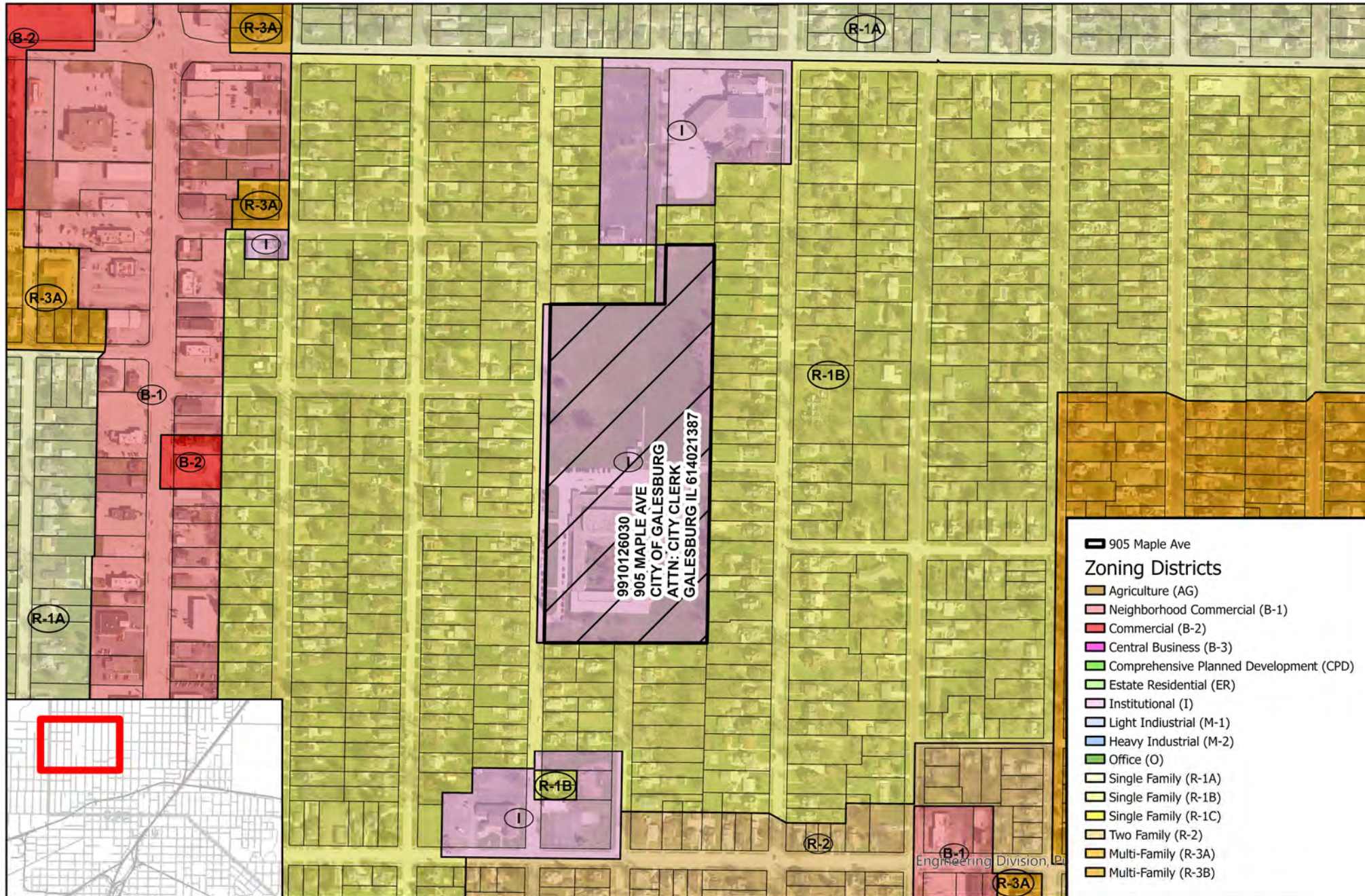
Community Development Department

Community Development Department

905 Maple Ave

City owned property

340 170 0 340 680 1,020 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 14, 2023



Community Development Department

Community Development Department

905 Maple Ave

Green space to remain City owned

160 80 0 160 320 480 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

August 01, 2023

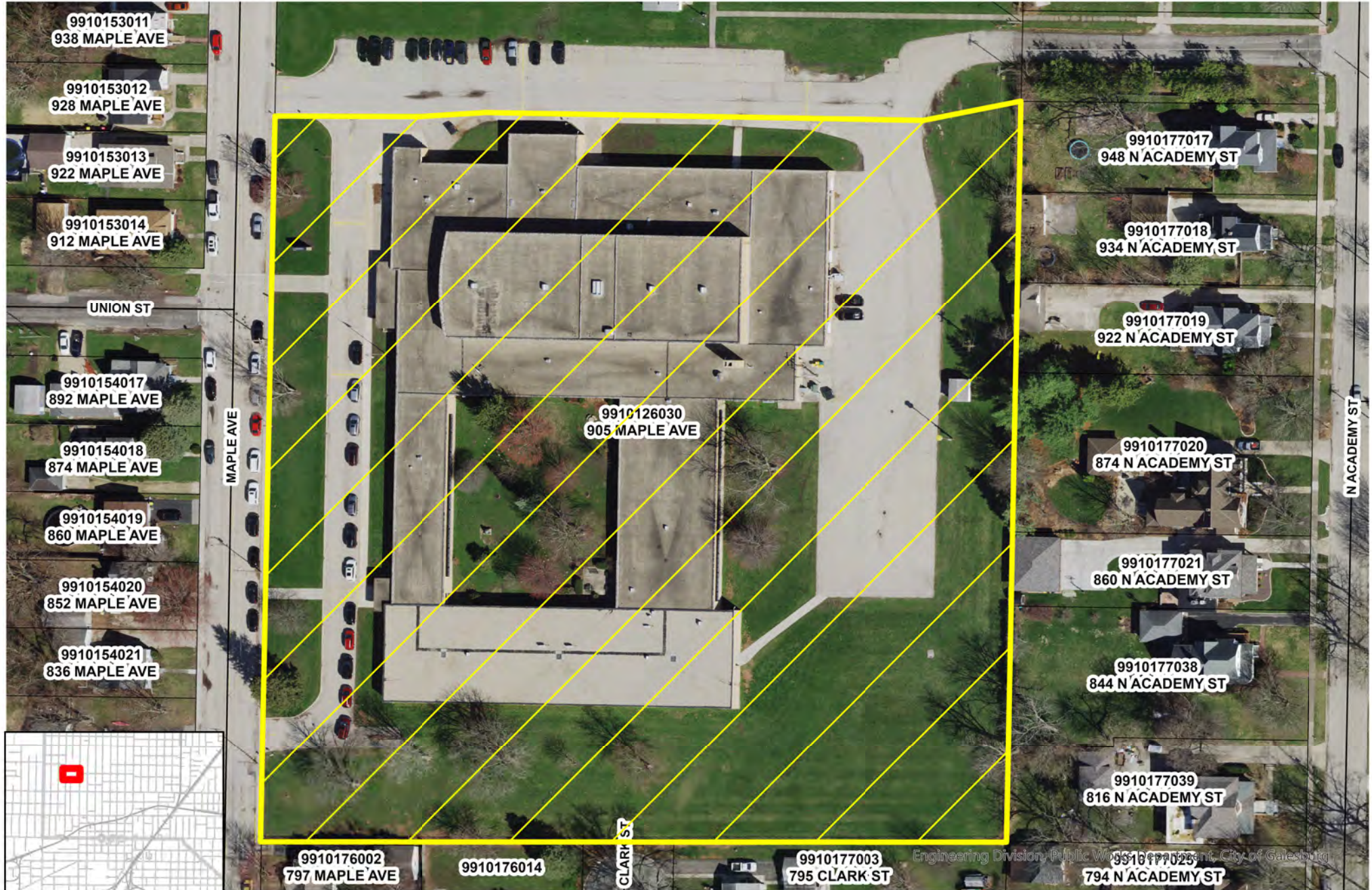
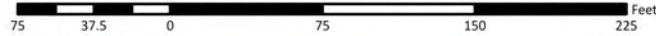


Community Development Department

Community Development Department

905 Maple Ave

Approximate area of southern portion of lot offered for sale



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

September 13, 2023

GREENSPACE SUBDIVISION

PART OF LOT 28 IN CARR'S ADDITION, LOTS 34, 35, AND 36 IN GRISWOLD AND ROWEN'S ADDITION, LOTS 2, 4, 5, 6, 8, 12 AND 16 IN HUNT SUBDIVISION, LOTS 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, AND 38 IN D.M. BAYLOR'S RESUBDIVISION, VACATED MARY STREET AND VACATED CLARK STREET, ALL IN THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 11 NORTH, RANGE 1 EAST OF THE FOURTH PRINCIPAL MERIDIAN, IN THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS.

SURVEYOR

STATE OF ILLINOIS
COUNTY OF KNOX

I, KEVIN J. COOPER, BEING AN ILLINOIS LAID SURVEYOR, DO HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, I HAVE SURVEYED AND SUBDIVIDED INTO 2 LOTS TO BE KNOWN AS "GREENSPACE SUBDIVISION", BEING A SUBDIVISION OF A PART OF LOT 28 IN CARR'S ADDITION, LOTS 34, 35, AND 36 IN GRISWOLD AND ROWEN'S ADDITION, LOTS 2, 4, 5, 6, 8, 12 AND 16 IN HUNT SUBDIVISION, LOTS 17, 18, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33, 34, 35, 36, 37, AND 38 IN D.M. BAYLOR'S RESUBDIVISION, VACATED MARY STREET AND VACATED CLARK STREET, ALL IN THE NORTHWEST QUARTER OF SECTION 10, TOWNSHIP 11 NORTH, RANGE 1 EAST OF THE FOURTH PRINCIPAL MERIDIAN, IN THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS.

MORE PARTICULARLY DESCRIBED AS FOLLOWS:

BEGINNING AT THE SOUTHWEST CORNER OF LOT 28 IN CARR'S ADDITION; THENCE NORTH 07°34'30" EAST, A DISTANCE OF 1134.65 FEET ALONG THE EAST RIGHT-OF-WAY LINE OF MAPLE AVENUE TO THE NORTHWEST CORNER OF LOT 2 IN HUNT SUBDIVISION; THENCE NORTH 89°58'52" EAST, A DISTANCE OF 381.41 FEET TO THE SOUTHWEST CORNER OF LOT 36 IN GRISWOLD AND ROWEN'S ADDITION; THENCE NORTH 09°57'50" EAST, A DISTANCE OF 198.32 FEET ALONG THE EAST RIGHT-OF-WAY LINE OF CLARK STREET TO THE NORTHWEST CORNER OF LOT 34 IN GRISWOLD AND ROWEN'S ADDITION; THENCE SOUTH 88°55'30" WEST, A DISTANCE OF 182.46 FEET TO THE NORTHEAST CORNER OF LOT 34 IN GRISWOLD AND ROWEN'S ADDITION; THENCE SOUTH 01°03'47" WEST, A DISTANCE OF 1333.59 FEET TO THE SOUTHEAST CORNER OF LOT 28 IN CARR'S ADDITION; THENCE NORTH 89°58'41" WEST, A DISTANCE OF 543.75 FEET ALONG THE SOUTH LINE OF LOT 28 IN CARR'S ADDITION TO THE POINT OF BEGINNING, SAID TRACT CONTAINS 14.80 ACRES MORE OR LESS, AND BEING SUBJECT TO EASEMENTS, AGREEMENTS OR RESTRICTIONS OF RECORD.

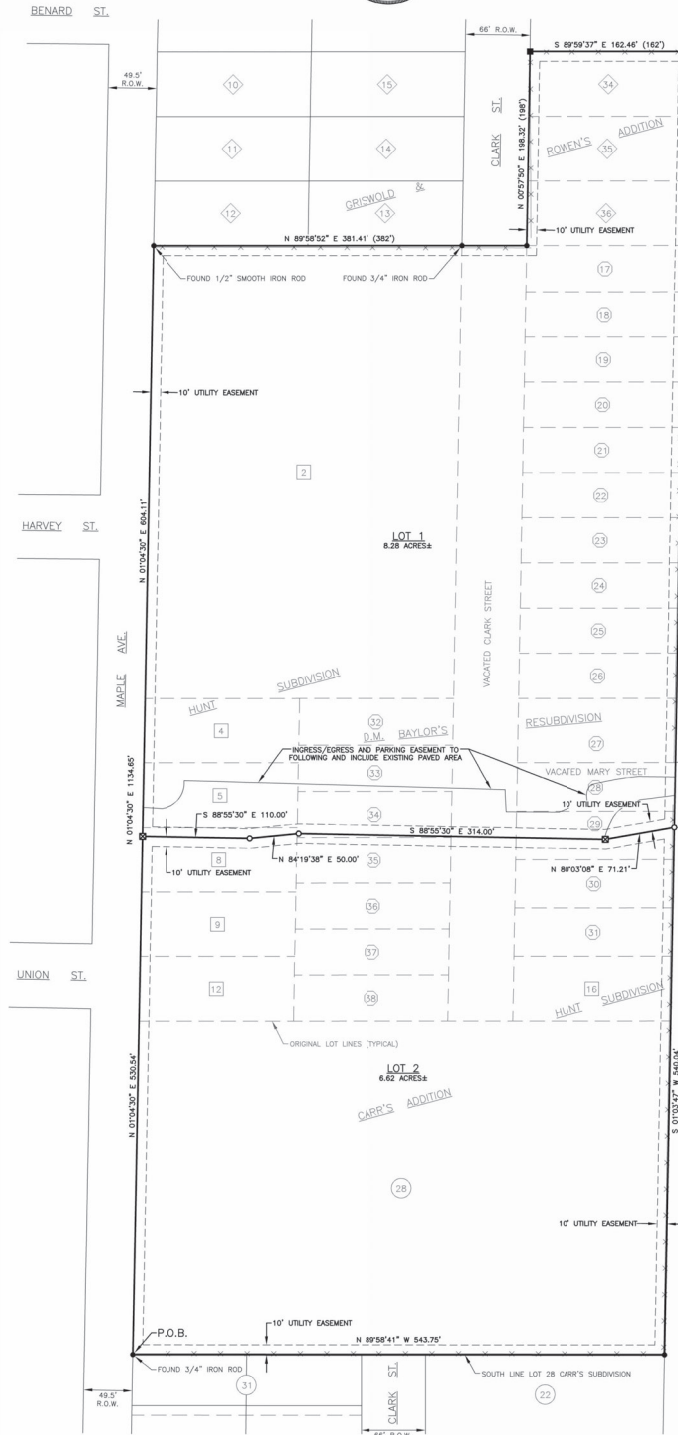
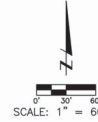
I ALSO STATE THAT TO THE BEST OF MY KNOWLEDGE THE ATTACHED PLAT IS A TRUE AND CORRECT REPRESENTATION OF SAID SURVEY AND SUBDIVISION, ALL DISTANCES ARE IN FEET AND DECIMAL PARTS THEREOF.

I FURTHER STATE THAT TO THE BEST OF MY KNOWLEDGE THE LAND IS WITHIN THE CORPORATE LIMITS OF THE CITY OF GALESBURG, WHICH HAS ADOPTED A CITY PLAN AND IS EXERCISING THE SPECIAL POWERS AUTHORIZED BY DIVISION 12 OF ARTICLE 11 OF THE ILLINOIS MUNICIPAL CODE, AS NOW OR HEREFTER AMENDED.

I FURTHER STATE THAT NO PART OF THE PROPERTY COVERED BY THIS PLAT IS SITUATED WITHIN A SPECIAL FLOOD HAZARD AREA AS IDENTIFIED FOR KNOX COUNTY, ILLINOIS BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY, PER COMMUNITY PANEL NUMBER 17095020396, WITH AN EFFECTIVE DATE OF AUGUST 2, 2011.

DATED THIS ____ DAY OF ____ 2023, A.D.

BY: KEVIN J. COOPER - ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 3716
LICENSE RENEWAL DATE: 11/30/2024



OWNER
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
THIS IS TO CERTIFY THAT THE CITY OF GALESBURG, KNOX COUNTY, ILLINOIS, IS THE OWNER AND PROPRIETOR OF THE LAND DESCRIBED IN THE ATTACHED PLAT AND HAS CAUSED THE SAME TO BE SURVEYED, SUBDIVIDED AND PLATTED AS SHOWN BY THE ATTACHED PLAT FOR USES AND PURPOSES AS INDICATED THEREON, AND DOES HEREBY ACKNOWLEDGE AND ADOPT THE SAME UNDER THE TITLE AND TITLE THEREON INDICATED, AND ALSO DOES HEREBY DEDICATE EASEMENTS FOR UTILITIES AS SHOWN HEREON, AND ALSO DOES HEREBY DEDICATE TO THE USE OF THE PUBLIC ALL STREETS NOT HERETOFORE DEDICATED TO THE USE OF THE PUBLIC AS PUBLIC HIGHWAYS.
I FURTHER CERTIFY THAT, AS OWNER OF THE PROPERTY HEREIN DESCRIBED IN THE SURVEYOR'S CERTIFICATE, WHICH WILL BE KNOWN AS "GREENSPACE SUBDIVISION", TO THE BEST OF MY KNOWLEDGE, STATE THAT THIS SUBDIVISION IS LOCATED WITHIN THE BOUNDARIES OF GALESBURG COMMUNITY UNIT SCHOOL DISTRICT #205, KNOX COUNTY, ILLINOIS.
DATED THIS ____ DAY OF ____ 2023, A.D.
OWNER _____

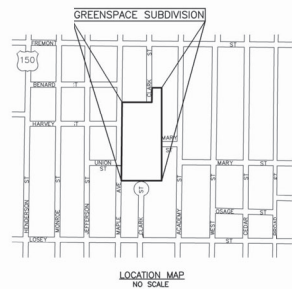
NOTARY PUBLIC
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
I, _____, NOTARY PUBLIC IN AND FOR THE STATE AND COUNTY AFORESAID, DO HEREBY CERTIFY THAT _____, PERSONALLY KNOWN TO ME TO BE THE SAME PERSON/S WHOSE NAME/S ARE SUBSCRIBED TO THE FOREGOING CERTIFICATE, APPEARED BEFORE ME THIS DAY IN PERSON AND ACKNOWLEDGED THE EXECUTION OF THE ANNEXED PLAT AND ACCOMPANYING INSTRUMENT FOR THE USES AND PURPOSES THEREIN SET FORTH AS HIS/HER FREE AND VOLUNTARY ACT.
GIVEN UNDER MY HAND AND SEAL THIS ____ DAY OF ____ 2023, A.D.
NOTARY PUBLIC _____

COUNTY CLERK
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
THIS IS TO CERTIFY THAT I FIND NO DELINQUENT OR UNPAID TAXES OF SPECIAL ASSESSMENTS, NO UNPAID FORTIFIED TAXES, AND NO REDEEMABLE TAX SALES AGAINST ANY OF THE REAL ESTATE DESCRIBED IN THE FOREGOING CERTIFICATE. I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE ANNEXED PLAT.
DATED THIS ____ DAY OF ____ 2023, A.D.
COUNTY CLERK _____

PLANNING AND ZONING COMMISSION
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
APPROVED THIS ____ DAY OF ____ 2023, A.D.
CITY OF GALESBURG PLANNING AND ZONING COMMISSION _____

CITY OF GALESBURG
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
EXAMINED AND APPROVED BY THE CITY COUNCIL OF GALESBURG
ON THIS ____ DAY OF ____ 2023, A.D.
CITY CLERK - CITY OF GALESBURG _____

SUPERVISOR OF ASSESSMENTS
STATE OF ILLINOIS } ss
COUNTY OF KNOX } ss
APPROVED THIS ____ DAY OF ____ 2023, A.D.
SUPERVISOR OF ASSESSMENTS _____



- NOTES:
1. INDICATES 5/8" IRON ROD UNLESS NOTED OTHERWISE FOUND IN PLACE.
 2. INDICATES 1/2" IRON ROD WITH PLASTIC CAP STAMPED "JONES INC." FOUND IN PLACE.
 3. INDICATES 1/2" SQUARE IRON ROD FOUND IN PLACE.
 4. INDICATES 5/16" X 307 REBAR WITH PLASTIC CAP STAMPED "JONES INC." SET THIS SURVEY.
 5. INDICATES CONCRETE SURVEY MARKER SET THIS SURVEY.
 6. INDICATES CHAIN LINK FENCE.
 7. DISTANCES ARE IN FEET AND DECIMAL PARTS THEREOF.
 8. BEARINGS AND DISTANCES IN PARENTHESES ARE THOSE OF RECORD; ALL OTHERS ARE "FIELD MEASUREMENTS".
 9. BEARINGS ARE BASED ON ILLINOIS STATE PLANE COORDINATE SYSTEM, WEST ZONE 1202.
 10. DATE OF COMPLETION OF FIELD WORK: 09/06/2023.
 11. FIELD BOOK: 23-09 PAGES 32-33 AND 47.
 12. TOTAL AREA OF SUBDIVISION 14.80 ACRES.
 13. 28 INDICATES LOTS IN CARR'S ADDITION RECORDED IN PLAT BOOK 2 PAGE 94.
 14. 36 INDICATES LOTS IN GRISWOLD AND ROWEN'S ADDITION RECORDED IN PLAT BOOK 3 PAGE 148.
 15. 18 INDICATES LOTS IN HUNT SUBDIVISION RECORDED IN PLAT BOOK 3 PAGE 153.
 16. 38 INDICATES LOTS IN D.M. BAYLOR'S RESUBDIVISION RECORDED IN PLAT BOOK 9 PAGE 33.
 17. SPECIAL ORDINANCE NO. 374 VACATING A PORTION OF CLARK STREET RECORDED IN BOOK 468 PAGE 166.
 18. SPECIAL ORDINANCE NO. 375 VACATING A PORTION OF CLARK STREET RECORDED IN BOOK 468 PAGE 164.
 19. PLAT OF SURVEY BY KEVIN J. COOPER RECORDED ON 07/17/2022 IN PLAT BOOK 48 PAGE 76 AS DOC. NO. 1080095.

CLIENT: CITY OF GALESBURG
Bruner, Cooper & Zuck, Inc.
Civil Engineers - Structural Engineers - Architects - Land Surveyors
Professional Design Firm LS/ARC/PE/SE Exp. 184-002833-0015
www.brunercooperzuck.com
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308 North 3rd Street Galesburg, IL 62521
835 Golden Valley Drive Galesburg, IL 62521
308.343.3082 308.343.3082 308.343.3082
JOB NO. 2023.002 DATE: 09/13/2023
DRAWN: PJM CHECKED: PJM APPROVED: KJC