

MINUTES
PLANNING AND ZONING COMMISSION MEETING
COUNCIL CHAMBERS OF GALESBURG CITY HALL
55 W TOMPKINS ST, GALESBURG, IL
Tuesday, September 17, 2024 at 5:30 p.m.

MEMBERS PRESENT: Bill Johnson, Ardennia Leahy, Steve McKelvie, Jason Paulsgrove, David Uhlmann, 5.
MEMBERS ABSENT: Katina Cochrane, Mark Lee, Carla Markwart, Neil Thomas, 4.
OTHERS PRESENT: Steve Gugliotta AICP-Director of Community Development.

Chairman declared quorum present.

Member Markwart entered the meeting at 5:31 pm.

Approve Minutes of the August 20, 2024 meeting

Member McKelvie moved to approve the minutes, seconded by Member Leahy.

Minutes were approved by voice vote.

Update Past Planning and Zoning Commission items

- Variances of Sections 152.231 (A) (1) for number of signs, Section 152.231 (A) (2) for size of signs and Section 152.231 (A) (5) for height of signs, 2028 N Seminary St were approved. Sign permits were issued on August 22nd.
- Minor Plat of the Car Wash Addition, 1839 N Henderson St was tabled at the last Planning & Zoning meeting.

Receive Citizen Comment

None Received.

PZ-24-0802 Public Hearing Minor Plat of the Car Wash Addition, 1839 N Henderson St
Tabled item

The applicant, Jim Abbit, Abbitt Survey & Development was present. Mr. Abbit was sworn in by the Chairperson.

After the last meeting, an updated subdivision plat was submitted for consideration at tonight's meeting. Confirmation of adequate capacity from the Galesburg Sanitary District has been received and all utilities have been contacted.

During the meeting it was clarified that there are 3 existing parcels and the subdivision will result in cleaning up the layout so that there are 2 parcels that both have access to North Henderson St.

The Commission members considered the following items:

- The subdivision is in compliance with the Development Ordinance.
- The Development Review Committee reviewed the Minor Plat at their July 31, 2024 meeting and recommended approval conditioned upon responses that have since been submitted.

Member Paulsgrove moved, seconded by Member Leahy to recommend approval of the Minor Plat.

Roll Call #1

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

Nays: None.

Abstentions: None.

Chairperson declared the motion approved

PZ-24-0901 Public Hearing Variance of Sections 152.232 (A) (6) to reduce a required setback from 10 feet to 4 ½ feet to install an on-premise pole sign, located at 412 N Henderson St.

The applicant, Jeff Ghazaleh of Signature Signs, was present. Mr. Ghazaleh was sworn in by the Chairperson.

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 variance request at their August 14, 2024 meeting and recommended approval.

Member Paulsgrove moved, seconded by Member McKelvie to recommend approval of the sign variance.

Roll Call #2

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

Nays: None.

Abstentions: None.

Chairperson declared the motion approved

Dr. Sakalosky, 444 N Henderson St, asked about temporary signage regulations and pointed out a temporary sign that was in one of the photos in the packet, but also acknowledged that temporary sign was no longer there. He also pointed out there are other existing permanent signs that are less than the

required 10 feet. He also asked about existing shrubs on properties that may block visibility. His concern was about temporary signs in the right-of-way and at parking lot entrances that may block visibility. Staff explained that no signs should be placed in the right-of-way and temporary signs are allowed for up to 30 days at a time. If new construction is proposed, the city does review site plans and placement of new signs and landscaping to ensure they meet current requirements. If there are signs in a right-of-way or blocking visibility the Community Development Department can be contacted. We will remove signs in the right-of-way and if existing signs or shrubs are blocking visibility we can reach out to property owners to explain the issue and request they relocate, but can not require an existing sign or shrub to be moved.

PZ-24-0902 Public Hearing Minor Plat of the Benedict Subdivision, SE corner N. Kellogg St & E. Water St

David Howland was present on behalf of First Lutheran Church. Mr. Howland was sworn in by the Chairperson.

During the meeting it was clarified that there are 6 existing parcels and the subdivision will result in cleaning up the layout so that there are 2 parcels. The proposed access easement will provide adequate access from both North Kellogg St and East Water St.

The Commission members considered the following items:

- The subdivision is in compliance with the Development Ordinance.
- The Development Review Committee reviewed the variance request at their July 31, 2024 meeting and recommended approval contingent upon the access easement at the north end and provide confirmation of notifying all utilities of the subdivision.

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

Roll Call #3

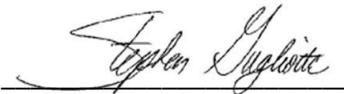
Ayes: Johnson, Leahy, Markwart, McKelvie, Paulsgrove, Uhlmann, 6.

Nays: None.

Abstentions: None.

Chairperson declared the motion approved

There being no further business, the meeting adjourned at 5:48 p.m.



Steve Gugliotta, Director of Community Development