

MINUTES
PLANNING AND ZONING COMMISSION MEETING
CITY COUNCIL CHAMBERS OF GALESBURG CITY HALL
Tuesday, August 22, 2017 at 7:00 p.m.

MEMBERS PRESENT: Roger Carlson, Greg Davis, Bill Johnson, Mark Lee, Tammy Lufkin, Leigh Nygard, Neil Thomas and David Uhlmann, 8.
MEMBERS ABSENT: Arlie Adams, 1.
OTHERS PRESENT: Stephen Gugliotta AICP and Brad Nolden - City Attorney

Chairman declared quorum present.

Approve Minutes of the July 18, 2017 meeting
Member Thomas moved to approve the minutes, seconded by Member Johnson.

Minutes were approved by voice vote.

Update Past Planning and Zoning Commission items

1. Zoning map amendment application to rezone from R3A Multi-Family to B2, General Business, 401 South Soangetaha Road, PIN 99-13-276-006. The City Council denied this zoning amendment at their August 21, 2017 meeting.
2. 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. An electrical permit was issued August 10, 2017 to install underground electric for this project.
3. Zoning map amendment application to rezone from Institutional (I) to Multi-Family (R3A), located at 167 N Kellogg St. PIN 99-10-486-004. The City Council approved this zoning amendment at their August 21, 2017 meeting.
4. Preliminary Plat of the Gale Village Re-subdivision No 1. The City Council approved the Preliminary Plat at their August 7, 2017 meeting. The Developer and Engineering firm are currently working on the Final Plat.
5. 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. This was approved by the Planning and Zoning Commission and construction plans are being developed.
6. 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. A building permit was issued on August 14, 2017.

Receive Citizen Comment
None received.

PZ-17-0801 Public Hearing Change of non-conforming use application to change from a dentist office to an Art Gallery or Studio in an R3A Multi-Family zoning district, 369 North Kellogg Street, PIN 99-10-431-007.

The petitioner, Rhonda Calhoun was present.

The Commission members considered the following items:

- The granting of the variance will not alter the essential character of the neighborhood.
- 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 August 9, 2017 meeting and recommended approval.

Member Lee moved, seconded by Member Uhlmann to approve the Change of non-conforming use.

Roll Call #1

Ayes: Carlson, Davis, Johnson, Lee, Lufkin, Nygard, Thomas, Uhlmann, 8.
 Nays: None.
 Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0802 Public Hearing Variance request of Section 152.068 (F) (2) to allow the construction of a carport that will be 3 ½ feet to the side property line instead of 5 feet, located at 924 S Farnham Street, PIN 99-14-476-018.

The petitioner, David Nelson, 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 August 9, 2017 meeting and recommended approval.

Member Thomas moved, seconded by Member Johnson to approve the side yard variance.

Roll Call #2

Ayes: Carlson, Davis, Johnson, Lee, Lufkin, Nygard, Thomas, Uhlmann, 8.
 Nays: None.
 Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0803 Public Hearing Minor Plat of the Henderson-Sandburg Re-subdivision One.

Present on behalf of petitioner was Kevan Cooper of Bruner, Cooper & Zuck.

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 (DRC) reviewed the request at their August 9, 2017 meeting and recommended approval, contingent upon the following items being met:
 - Show total acreage (individual lots are shown, but the total also needs to be shown)
 - If it is planned to fill in the existing detention area with the new truck docks, you will need to submit calculations for approval.
 - Need to show 10 foot utility easements along all sides of all lots.
 - Please review the legal description, it does not appear to accurately describe the subdivision.
- The petitioner had already made the DRC recommended changes and had an updated site plan that was shown the the Commission members.

Member Lee moved, seconded by Member Nygard to recommend approval of the Minor Plat.

Roll Call #3

Ayes: Carlson, Davis, Johnson, Lee, Lufkin, Nygard, Thomas, Uhlmann, 8.

Nays: None.

Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0804 Public Hearing Minor Plat of the Bondco Subdivision.

The petitioner, G.S. and Tyler Bond, were present.

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 (DRC) reviewed the request at their August 9, 2017 meeting and recommended approval, contingent upon the following items being met:
 - Remove references to “Preliminary Plat”, this is a “Minor Plat”.
 - Include Township, Section and Range.
 - Show the acreage of the individual lots.
 - The Minor Plat will need to be submitted as a PDF in addition to five hard copies.
 - The scale shows 1” = 30’, but the surveyor’s certificate states 1”=100 feet.
 - Show existing property identification numbers (PIN).
 - The surveyor’s certificate must contain a statement regarding flood zones.
 - Add an owner acknowledgement.
 - Add a notary certification under the owner certificate.
 - Add a signature section for a representative of the Planning and Zoning Commission.
 - Provide written confirmation of adequate capacity from the Galesburg Sanitary District.
 - Provide written confirmation that all utility companies have been notified of the proposed subdivision and provided a copy of the proposed subdivision for review.
- The petitioner had already made the DRC recommended changes and had an updated site plan that was shown the the Commission members.

- Just prior to the meeting, a request was made to the petitioner to add the following statement on the plat after the legal description, “and subject to an easement to existing sanitary sewer and water to lots 2 and 3 through lots 1 and 2”, to which the peitioner agreed to add.

Member Nygard moved, seconded by Member Thomas to recommend approval of the Minor Plat, contingent upon the items mentioned by the Development Review Committee being met.

Roll Call #4

Ayes: Carlson, Davis, Johnson, Lee, Lufkin, Nygard, Thomas, Uhlmann, 8.
Nays: None.
Abstentions: None.

Chairperson declared the motion approved.

PZ-17-0805 Consider Excused absence from the July 18, 2017 meeting for Members Johnson, Lee and Uhlmann.

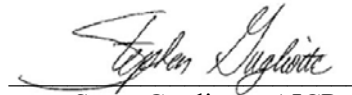
Member Nygard moved, seconded by Member Carlson to approve the excused absence.

Roll Call #7

Ayes: Carlson, Davis, Lufkin, Nygard, Thomas, 5.
Nays: None.
Abstentions: Johnson, Lee, Uhlmann, 3.

Chairperson declared the motion approved.

There being no further business, the meeting adjourned at 7:24 p.m.


Steve Gugliotta, AICP
Executive Secretary