

**1. Call Meeting To Order**

**2. Roll Call**

**3. Public Participation**

**Please note this meeting will be held in person, at the Livingston Center, 224 E Livingston, and will also have remote participation available.**

**In-Person Participation:** This is an opportunity for the public to provide public comment to the Presiding Officer. Those wishing to speak are required to sign in prior to commencement of the meeting and must address the Board from the seat and table provided. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less.

**Remote Participation:** This is an opportunity for the public to provide public comment to the Presiding Officer. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less. At this time, members of the public are able to attend public meetings by web conference, and to submit public comment by email, voicemail, or through web conference:

Email: [jep@cityofmonticello.net](mailto:jep@cityofmonticello.net)

Voicemail: 1-217-762-2583 Ext 22

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/587281165>

You can also dial in using your phone.

United States: [+1 \(224\) 501-3412](tel:+12245013412)

**Access Code:** 587-281-165

**4. Approval Of Meeting Minutes - August 21, 2023 Planning & Zoning Board Meeting Minutes**

Documents:

[8.21.2023 PLANNING AND ZONING BOARD MEETING MINUTES.PDF](#)

**5. New Business**

**5.A. Introduction Of Conditional Use Permit – 315 W Washington**

T & R Ventures (Todd Thornton) is requesting a revision to a previously approved Conditional Use Permit to be granted under the terms of the Monticello Zoning Regulations for a mixed-use occupancy at 315 W

Washington, Monticello, Il, 61856, Zoned B – Business. The new proposed uses are retail, residential (short term rental), and a tavern.

**5.A.i. Project Overview - Petitioner/Staff**

**5.A.ii. Questions & Discussion From The Planning And Zoning Board**

**5.A.iii. Public Testimony Period**

**5.A.iv. Public Hearing Is Closed**

**5.A.v. Action - Planning And Zoning Board**

**6. Meeting Adjourned**

## **City of Monticello Planning and Zoning Board Meeting**

August 21, 2023

Chairman Hawkins called the meeting to order at 7:00pm.  
Roll Call was taken by the City Clerk.

### **ROLL CALL:**

Present: HAWKINS, BEEM, RIEGEL, YOON  
Absent: JOHNSON, GOEBEL, SPILLMAN  
Also Present: Jim Grabarczyk, Zoning Administrator

### **PUBLIC PARTICIPATION:**

There was no in-person or remote participation.

### **APPROVAL OF MEETING MINUTES:**

A motion was made by Michael Beem, and seconded by Marthaan Riegel, to approve the June 20, 2023 and the July 17, 2023 Planning & Zoning Board Meeting Minutes. The motion carried with all present voting yes.

### **NEW BUSINESS:**

Ms. Valerie Mitchell, (Property Owner) is seeking a Conditional Use Permit for a ground mounted solar array. A Conditional Use permit must meet the terms of the Monticello Zoning Regulations Section 153.020 (C) (2) on a parcel *zoned RS – Suburban Residential*.

Jim Grabarczyk gave an overview of this project. This request is coming before the Board because the ground array would be an additional accessory structure as Ms. Mitchell already has an in-ground pool. If she did not have a pool, the Board would not be involved. He shared one letter that was received from a Jefferson Grove resident expressing concern about the effect this type of accessory structure would have on the aesthetic of the neighborhood. In addition, the resident requested that the Board place restrictions on placement of the panels. No other letters or concerns were submitted to Mr. Grabarczyk. Because solar panels are relatively new, Mr. Grabarczyk did consult with our attorney to ensure there are no additional restrictions (there are not).

Mike Hawkins asked if the resident that submitted the letter was a contiguous neighbor (no). Mr. Beem asked where the panels would be placed, and this was explained by Ms. Mitchell. She added that she plans to add landscaping to block the view between the pond and the panels, which she added should only be partially visible. Elaine Yoon asked if roof placement was considered (yes). Because of the roof line and not enough roof space on the south, placement here is not possible. Ms. Mitchell checked with three different companies, and all three said roof placement is not an option. Further questions were asked regarding the panels being stationary or moving (stationary), number of panels (13) and if an HOA has approved or been involved in this discussion (see below).

The Public Testimony period was opened at 7:19pm. Shannon Carroll was present representing Jefferson Grove, and addressed the HOA question. Mr. Carroll informed the Board that there is not

an HOA yet as the development still has empty lots. In the interim, Mr. Carroll and his parents form the Architectural Committee. Michael Beem asked what the opinion of the Architectural Committee is on this issue. Mr. Carroll discussed the fact that there are only two lots in the subdivision that are large enough to meet the requirements for this type of accessory. He is in favor of solar panels in general, but understands the necessity of this process to put parameters on the accessory. Elaine Yoon questioned if the Architectural Committee would address the aesthetic in this situation (yes).

Steve Shreffler spoke remotely and reminded the Board that the only issue they should be considering is lot coverage – not exceeding 60% of the property. Michael Beem asked Mr. Carroll how many residents have additional structures (about ½).

With no further testimony, a motion was made by Elaine Yoon, and seconded by Michael Beem, to close the Public Testimony period at 7:27pm.

A motion was then made by Elaine Yoon, and seconded by Michael Beem, to approve the Conditional Use Permit for a ground mounted solar array. The motion passed 4-0.

A motion was made by Michael Beem, and seconded by Elaine Yoon, to adjourn the meeting at 7:29pm.

Respectfully Submitted by:

Jill Potts  
City Clerk