

1. Call Meeting To Order

2. Roll Call

3. Public 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 Council from the seat and table provided. The public comments must comply with Ordinance 2014-02 and be limited to 5 minutes or less

4. Approval Of Meeting Minutes

4.A. November 18, 2019 Planning And Zoning Board Meeting Minutes

Documents:

[PZB MINUTES 11.18.19.PDF](#)

5. New Business

5.A. Introduction Of 1412 N Market Street - Amendment To Conditional Use Permit

The prospective owner of 1412 N Market Street has requested an amendment to the Conditional Use Permit approved through Ordinance 2019-08.

Documents:

[PZB MEMO 2.PDF](#)

[MONTICELLO PPA DRAWINGS 19 12-02.PDF](#)

[MVAH MOTION 2.PDF](#)

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

MEETING MINUTES OF THE NOVEMBER 18, 2019 FOR THE PLANNING & ZONING BOARD.

PRESENT: Michael Beem
Gerald Day
Amber Goebel
Mike Hawkins
Marthaan Riegel
Shawn Spillman
Elaine Yoon

STAFF PRESENT: Callie McFarland

ABSENT: Clerk Potts

Chairman Hawkins called the meeting to order at 7:00pm.

Ms. McFarland called the roll, with all members present.

There was no public participation.

A motion was made by Mr. Beem, seconded by Ms. Riegel to approve the Planning & Zoning Board meeting minutes from October 18, 2019. Motion carried.

315 E. Center Street - Variance Request by the City of Monticello

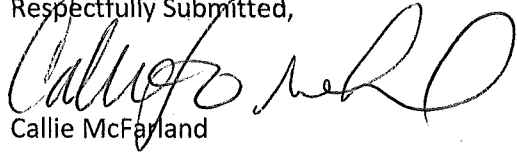
Ms. McFarland provided an overview of the first item on the agenda. The City of Monticello purchased the single family residence at 315 E. Center Street in 2012, with the intention of utilizing the parcel of property if the fire department were to expand. The structure has remained vacant since it was purchased. The City was approached by a local non-profit organization in need of space, with potential interest in utilizing the property. A Small Hand- Piatt County Cares, Inc. is a non-profit diaper, infant needs and food pantry serving Piatt County citizens in need. They provide approximately 1,500 to 2,000 diapers per week to at risk infants. Their food pantry opened in February 2019 and has served over 1,000 individuals, approximately ½ that number are children. They collaborate with many different agencies to ensure assistance to foster parents, teachers, and doctors. Piatt County Cares is the portion of their programming which seeks to solve complex social and poverty issues in new and innovative ways. Regular hours of operation are on 10-2 Fridays only, with the exception of emergency cases. Clients would utilize the municipal parking lot adjacent to the property to the west, and there will be a sign identifying the organization.

The organization would constitute an "Educational or Charitable Institution" by definition, and is not allowed as a principal use in an Urban Residential (RD) zone, as per section 153.017 of the Monticello Municipal Code. Given the nature of the organization's operation, the location of the property, and the term of the lease, the City is requesting a variance to this regulation to allow the organization to utilize the property. City Staff is recommending the variance be specific to A Small Hand-Piatt County Cares, Inc. organization. A public notice was published in the October 31, 2019 edition of the Piatt County Journal Republican, and all adjacent property owners were notified by certified mailing, as required by state statute. The Planning & Zoning Board had a few questions about operation and the lease. The public hearing was opened at 7:07pm, where an individual asked about signage, and another individual stated no objection to the request. Ms. Goebel made a motion to close the public hearing, seconded by Mr. Spillman at 7:09pm. Motion carried. With no further questions, Mr. Beem made a motion to recommend approval of the Variance request, to allow a "Educational or Charitable Institution" use at

an RD zoned parcel at 315 E. Center Street. Mr. Spillman seconded the motion, and the motion passed 7-0.

With no further business, a motion was made by Mr. Beem, seconded by Ms. Riegel to adjourn the meeting at 7:11pm.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Callie McFarland', written in a cursive style.

Callie McFarland
City of Monticello



PLANNING & ZONING BOARD MEETING MEMORANDUM

ITEM: 1412 N. Market Street – Amendment to Ordinance 2019-08	DEPARTMENT: City Administration
AGENDA SECTION: New Business	SUBMITTED BY: Callie Jo McFarland, Community Development Director
ATTACHMENTS: (X) MOTION (X) OTHER SUPPORTING DOCUMENTS	DATE: January 6, 2020

BACKGROUND:

Applicant- MVAH Partners LLC, prospective owner of 1412 N. Market Street

The purpose of the meeting is for the Planning & Zoning Board to hold a public hearing, discuss and make a recommendation on an amendment to a conditional use permit and variance request received in January, 2019, by MVAH Partners LLC for a proposed project at 1412 N. Market Street, Monticello.

In 2019, MVAH Partners LLC proposed a multi-family dwelling development on the property located at 1412 N. Market Street, Monticello. The development would be a three-story, 46-unit, professionally-managed senior housing development for those aged 55 years and older. It would meet the increasing need for medium to below medium-price range homes, and allow those who live in Monticello to continue to live independently in an accessible and amenitized development. Because the property is currently a Business-zoned parcel, a conditional use permit was required to allow a multi-family dwelling use in a Business zone.

Additionally, the City of Monticello Zoning Ordinance requires 2 off-street parking spaces be provided for every 1 residential unit. The applicant had requested a variance to reduce the requirement to 1.26 spaces per unit, or from 92 spaces to 58 spaces, citing example developments they have achieved throughout the Midwest. The Planning & Zoning Board held a public hearing, and recommended approval of the requests to the City Council in January, 2019. The City Council approved the requests January 28, 2019.

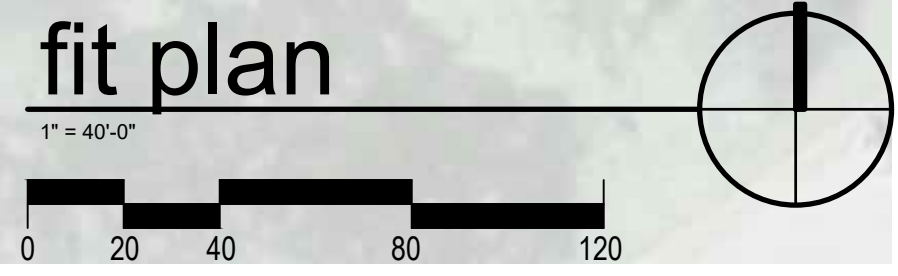
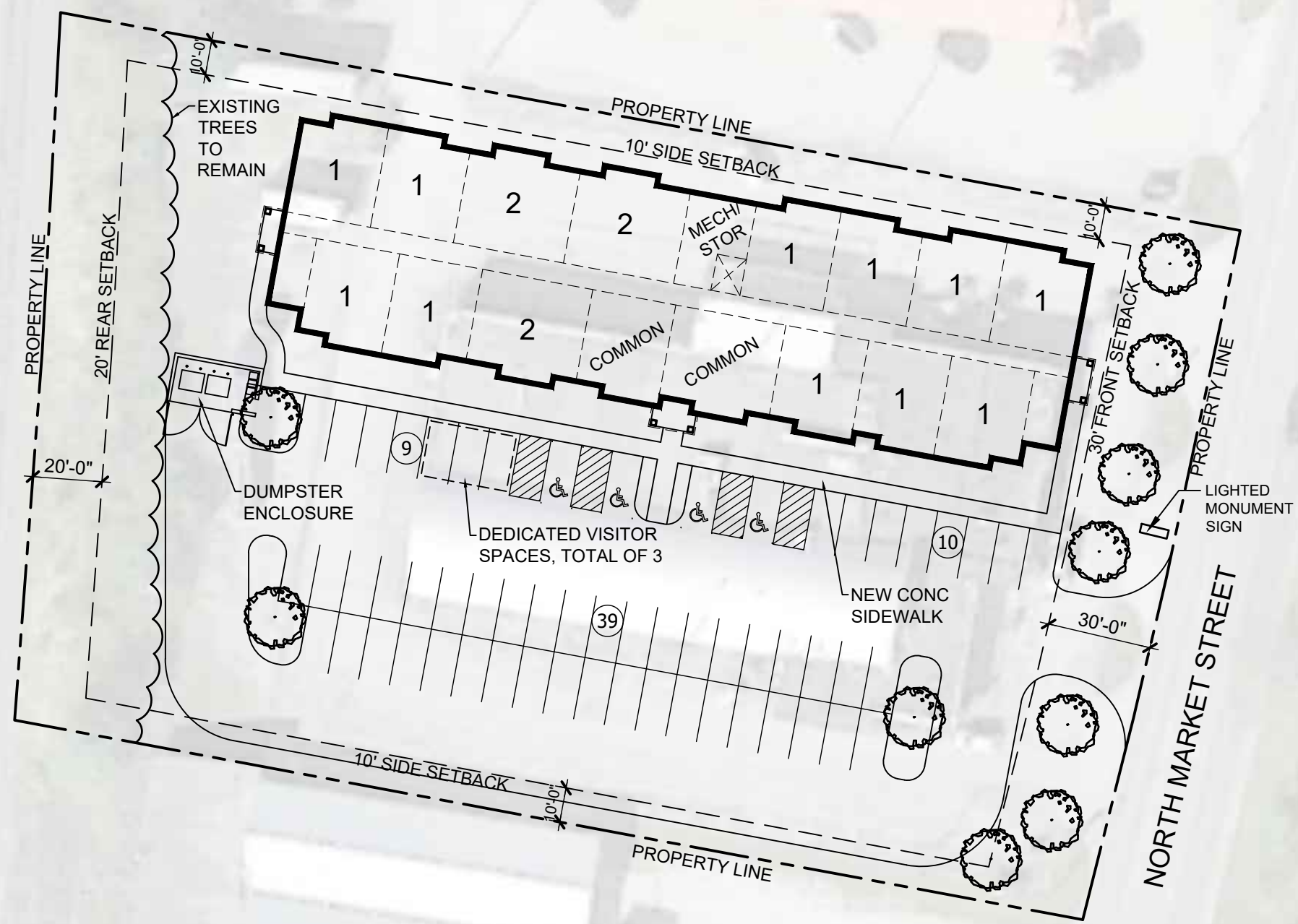
MVAH Partners LLC has amended their project to be open to all individuals, not just seniors. Because ordinance approved by the City Council initially (2019-08) was specific to the senior housing project, the developer is seeking an amendment to the request to reflect this change. Please note, if the Planning & Zoning Board and ultimately City Council do not approve this amendment, the initial approval of the project will still be valid.

I have enclosed a copy of a general conceptual site plans of the project, aerial image of the property, a copy of the public notice published in the December 25, 2019 edition of the Piatt County Journal Republican, and copy of the meeting agenda. A motion for consideration of the above actions is also included.

RECOMMENDED ACTION:

It is recommended that the Planning & Zoning Board discuss and make a recommendation to city council on whether to approve or deny this amendment request.

PROPOSED UNIT MIX:	TOTAL:
1 BEDROOM / 1 BATH - 35 UNITS	46 UNITS
2 BEDROOM / 1 BATH - 11 UNITS	3-STORY BUILDING
	45,540 S.F.
SITE AREA =	1.54 ACRES
SITE PARKING =	58 SPACES (4 ACCESSIBLE)





front elevation

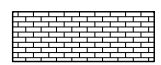
1/16" = 1'-0"



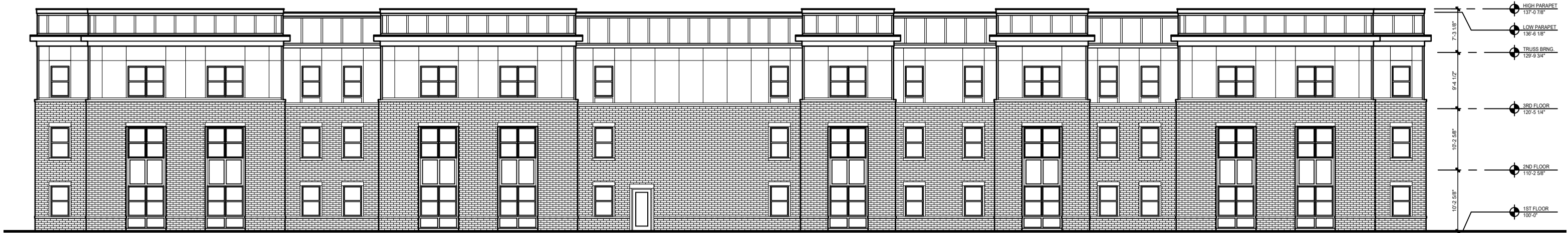
side elevation

1/16" = 1'-0"

EXTERIOR FINISH LEGEND

 HATCHING INDICATES NEW MODULAR FACE BRICK (BR-1)

 INDICATES NEW FIBER CEMENT PANELS AND TRIM (FCP-1)



rear elevation

1/16" = 1'-0"



side elevation

1/16" = 1'-0"

EXTERIOR FINISH LEGEND

 HATCHING INDICATES NEW MODULAR FACE BRICK (BR-1)

 INDICATES NEW FIBER CEMENT PANELS AND TRIM (FCP-1)

MOTION FOR MONTICELLO PLANNING & ZONING BOARD
MVAH Partners LLC (Prospective Owner) - 1412 N. Market Street

WHEREAS, the City of Monticello, pursuant to the authority conferred by the Statutes of the State of Illinois, has established certain standards and procedures for zoning and the use of land within the Corporate Limits of the City of Monticello; and

WHEREAS, the MVAH Partners LLC, prospective owner of property legally described as:

N 110' S 140' of Lot 5 SD & N 60' of Lot 6 & S 70' of Lot 5 SD W ½ SW SW Foster's Bowl & Lounge Inc 52 4 70. Said property commonly known as 1412 N, Market Street, Monticello, Illinois.

Has requested two zoning action items as they relate to proposed plans to construct a 46-unit senior housing development; and

WHEREAS, the prospective owner received a Conditional Use Permit to allow operation of a multi-family dwelling on a Business (B) zoned parcel, and a variance to reduce the off-street parking requirement of 2 spaces per unit, or a total of 92 spaces, providing a total of 58 off-street parking spaces, approved by the City of Monticello City Council through the adoption of ordinance 2019-08, for a senior housing project; and

WHEREAS, the prospective owner is requesting an amendment to the zoning actions approved through Ordinance 2019-08, removing the exclusivity of the project to senior housing; and

WHEREAS, the City of Monticello Zoning Administrator has reviewed the petitioner's requests for Conditional Use permit and Variance, and has submitted the petition and supporting documents to the Planning & Zoning Board; and

WHEREAS, the Planning & Zoning Board has held a public hearing on January 21, 2020 concerning these matters and comment from the public was solicited and received; and

WHEREAS, the Planning & Zoning Board has reviewed the evidence submitted, including a report from the City of Monticello Zoning Administrator, and the supporting documents, and has considered all the available testimony and facts regarding the subject request.

BE IT THEREFORE RESOLVED this 21st day of January, 2020, that the City of Monticello Planning & Zoning Board makes the following recommendation to the City Council of the City of Monticello:

The Planning & Zoning Board has determined whether the applicant meets the following criteria regarding the requested Conditional Use Permit;

1. The establishment, maintenance, or operation of the Conditional Use Permit will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare;
2. The Conditional Use Permit will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purposes already permitted and will not substantially diminish or impair property values within the neighborhood;
3. The establishment of the Conditional Use Permit will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;

4. Adequate utilities, access, drainage, parking, right-of-way easements and/or other necessary facilities are available;
5. Adequate measures do existing to provide ingress and egress, so designed as to minimize traffic congestion in the public streets; and
6. The Conditional Use permit will in all other respects conform to the applicable regulations of the district in which it is located.

And, the Planning & Zoning Board does further set forth the following findings of facts concerning the requested variance:

1. All procedural matters have been properly complied with.
2. The City of Monticello Zoning Administrator has prepared and submitted background information relevant to this case.
3. That special circumstances or conditions apply to the land for which a variation is sought, and that those conditions do not apply generally in a B (Business) zone.
4. Any special circumstances have not resulted from an act of the applicant subsequent to the adoption of the Zoning Ordinance.
5. Special circumstances do exist such that a strict application of the provisions of the Zoning Ordinance would deprive the applicant of reasonable use of his or her land.
6. The variation requested is necessary for a reasonable use of the land for the desired purpose.
7. The variation requested is in general harmony with the general purposes of intent of the Zoning Ordinance.
8. The variation granted will not be injurious to the neighborhood, detrimental to the public welfare, or in conflict with other City ordinances or codes.

The Planning & Zoning Board hereby recommends (*circle one*) *Approval* *Denial* of the Conditional Use Permit and Variance requests amendment for 1412 N. Market Street, to allow for construction of a multi-family dwelling development, and to reduce the requirement for off-street parking spaces from 2 spaces per unit to a total of 58 spaces.

Chairman, Planning & Zoning Board
City of Monticello