



Planning & Zoning Board Meeting

Tuesday February 17, 2026

7:00pm

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: rrt@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 - Planning & Zoning Board Meeting Minutes January 20, 2026

Documents:

[01.20.2026 PLANNING AND ZONING BOARD MEETING MINUTES.PDF](#)

5. New Business – Open A Public Hearing.

5.A. The Owners Of 307 N Chaucer Blvd. Monticello, IL Are Seeking A Variance And A Conditional Permit To Allow A Detached Garage With A Reduced Side-Yard Setback To Their Property, Zoned Urban Residential (RD).

- i. Project Overview by Zoning Administrator
- ii. Applicant Presents Project
- iii. Questions & Discussion from the Planning & Zoning Board
- iv. Public Testimony Period
- v. Action - Planning & Zoning Board

Documents:

[307 N CHAUCER - PZB MEMO.PDF](#)
[307 N CHAUCER - MOTION VARIANCE.PDF](#)
[307 N CHAUCER - CONDITIONAL USE.PDF](#)
[307 N CHAUCER - VICINITY MAP.PDF](#)
[PUBLIC HEARING NOTICE - CHAUCER 307 N.PDF](#)

6. Meeting Adjournment

City of Monticello Planning and Zoning Board Meeting

January 20, 2026

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

ROLL CALL:

Present: Hawkins, Beem, Spillman, Riegel

Absent: Johnson, Pontious, Stone

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 Shawn Spillman, seconded by Michael Beem to approve the September 15, 2025 Planning & Zoning Board Meeting minutes. The motion passed with all present voting yes.

OLD BUSINESS:

None

NEW BUSINESS:

A motion was made by Michael Beem, seconded by Shaw Spillman to opened the Public Hearing at 7:01pm.

The Owners of 811 Tyler Ct Monticello, IL are seeking a Variance to allow a reduced 6-foot rear yard setback to their property, zoned Urban Residential (RD).

Jim Grabarczyk gave an overview of the Variance request. Applicant- Haley and William Willoughby (Owners) is seeking a Variance to allow a reduced 6-foot rear yard setback to their property, zoned Urban Residential (RD).

Applicant requests the variance following the City of Monticello Zoning Regulations to the rear yard setback requirements outlined in an RD zone per § 153.019 (C) (1).”

Granting the Variance will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the normal and orderly development, improvement of surrounding properties.

A vicinity map, a copy of the public notice and the meeting motion are included in this packet.

Supporting documents include an aerial view of the property and a copy of the public notice published in the Piatt County Journal Republican, and meeting motion.

Nathan Lilly a contractor with Ellipse Construction for the Applicants as well as the Applicant’s Haley and William Willoughby were present for questions.

Board member Michael Beem asked how much of a setback? Nathan Lilly stated they are requesting a six foot. Nathan further explained due to the corner awkward shape of the property and that they are wanting to go from a one car garage (that suffered fire damage) to a standard two car garage the six-foot setback is needed. It was also explained that the setback is normally 10 feet and they are wanting to just go to 6 feet. There was further discussion about if the neighbors have a problem with this and it was stated they did not.

A motion was made by Michael Beem, seconded by Marthaan Riegel, to approve the Variance Allowing a reduced 6-foot rear yard setback to their property, zoned Urban Residential (RD). The motion passed 4-0.

The Owner of 703 E Grant Monticello, IL is seeking a Variance allowing 6-foot fence to encroach 4.0' into the front yard setback to their property, zoned Urban Residential (RD).

Jim Grabarczyk gave an overview of the Variance request. Applicant- Kaitlin Fisher (Owner) is seeking a Variance to allow a 6-foot fence to encroach 4.0' into the front yard setback to their property, zoned Urban Residential (RD).

Applicant requests the Variance following the City of Monticello Zoning Regulations Section 153.019 (B) (1). Granting the Variance will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the normal and orderly development, improvement of surrounding properties.

A vicinity map and a copy of the public notice and the meeting motion are included in this packet.

Supporting documents include an aerial view of the property and a copy of the public notice published in the Piatt County Journal Republican, and meeting motion.

Applicant Kaitlin Fisher was present for questions.

It was explained that her property is a corner lot, therefore she has two front yards along with a side yard but no backyard. There is already a 4-foot chain-link fence and Kaitlin would like to replace it with a 6-foot privacy fence which would technically be in her front yard.

A motion was made by Shawn Spillman, seconded by Marthaan Riegel, to approve the Variance Allowing 6-foot fence to encroach 4.0' into the front yard setback to their property zoned Urban Residential (RD) at the property commonly known as 703 E Grant Monticello, IL. The motion passed 4-0.

Jim Grabarczyk gave an overview on upcoming events.

Meeting Adjournment

A motion was then made by Shawn Spillman, and seconded by Michael Beem, to adjourn the meeting at 7:12pm.

Respectfully Submitted by:
Robin Throneburg
City Clerk



**PLANNING & ZONING
BOARD MEETING
MEMORANDUM**



ITEM: Variance to the Side-Yard Setback and Conditional Use for Additional Garage at 307 N Chaucer Blvd., Monticello, Illinois	DEPARTMENT: City Administration
AGENDA SECTION: New Business	SUBMITTED BY: Jim Grabarczyk, Community Development Director
ATTACHMENTS: (X) 2 MOTIONS (X) OTHER SUPPORTING DOCUMENTS	DATE: February 2 nd , 2026

BACKGROUND:

Applicants- Michael & Wendy Stokowski (Owners) are seeking a Variance and a Conditional Permit to allow a detached garage with a reduced side-yard setback to their property, zoned Urban Residential (RD).

Applicants request:

1. A variance to reduce the side yard setback from 10.0' to 3.0' following the City of Monticello Zoning Regulations to the side yard setback requirements outlined in an RD zone per § 153.019 (D).
2. A Conditional Use permit for constructing an additional detached garage as defined by § 153.020 (C)(1)(b).

Granting of the Variance and/ or the Conditional Use Permit will not be detrimental to or endanger the public health, safety, morals, comfort or general welfare of the normal and orderly development, improvement of surrounding properties.

The Homeowners' Association has provided the owners with approval to move forward with the project as described, pending City approval

A vicinity map, a copy of the public notice, and the two (2) meeting motions are included in this packet.

RECOMMENDED ACTION:

It is recommended that the Planning & Zoning Board discuss and recommend Approval or Deny the requests to City Council to approve this Variance and Conditional use as submitted at the regularly scheduled meeting **February 17th, 2026.**

MOTION FOR A VARIANCE BY THE MONTICELLO ZONING BOARD FOR
Michael & Wendy Stokowski (Owners) – 307 N Chaucer

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, Michael & Wendy Stokowski, owners of property legally described as:

Section 07, Township 18N, Range 6E, Lot 20 of Chimneys Second Addition, in the City of Monticello, Piatt County, Illinois. The Common address is 307 N Chaucer BLVD, Monticello, IL, 61856. (PIN: 05-00-54-001-993-00)

Have requested zoning action as they relate to proposed plans to grant a Variance to allow a reduced side yard setback from 10.0' to 3.0' to their property zoned RD – Urban Residential; and

WHEREAS, the City of Monticello Code of Ordinances section §153.077 (A) allows a resident to request a variance, which is a relaxation of the strict terms of these zoning regulations in order to provide relief for a property owner or occupant upon whom these zoning regulations have imposed undue hardship or difficulty.

WHEREAS, variance applications request relief from required lot sizes and widths, setbacks, and minimum yards. Variances should be granted only to provide relief in unusual situations that were not intended or foreseen when these regulations were adopted.

WHEREAS, no variance is granted unless it will be in harmony with the general intent and purpose of these regulations.

WHEREAS, the City of Monticello Zoning Administrator has reviewed the petitioner's requests for a 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 February 17th, 2026 concerning these matters and comments from the public were 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 17th day of February, 2026, 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 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 conditions apply to the land for which a Variance is sought, and that those conditions are allowed within this zone.
4. Any special circumstances have not resulted from an act of the applicant after 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 the land.
6. The Variance requested is necessary for a reasonable use of the land for the desired purpose.
7. The Variance requested is in harmony with the general purposes of the intent of the Zoning Ordinance.
8. Granting the Variance 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 Variance request for 307 N Chaucer, to allow the reduction of the side yard setback from 10.0' to 3.0' following the City of Monticello Zoning Regulations to the side yard setback requirements outlined in an RD zone per § 153.019 (D).

Chairman, Planning & Zoning Board
City of Monticello

MOTION FOR CONDITIONAL USE PERMIT BY THE
MONTICELLO ZONING BOARD FOR
Michael & Wendy Stokowski (Owners) – 307 N Chaucer

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, Michael & Wendy Stokowski, owners of property legally described as:

Section 07, Township 18N, Range 6E, Lot 20 of Chimneys Second Addition, in the City of Monticello, Piatt County, Illinois. The Common address is 307 N Chaucer BLVD, Monticello, IL, 61856. (PIN: 05-00-54-001-993-00)

Have requested zoning action as they relate to proposed plans to grant a Conditional Use permit for constructing an additional detached garage on their property, zoned RD – Urban Residential; and

WHEREAS, the City of Monticello Code of Ordinances section §153.020 (C)(1)(b) allows a resident to request a Conditional Use Permit.

WHEREAS, the City of Monticello Zoning Administrator has reviewed the petitioner's requests for a Conditional Use Permit, 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 February 17th, 2026, concerning these matters, and comments from the public were 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 17th day of February, 2026, 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 set forth the following findings of fact concerning the requested Conditional Use Permit;

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. The Conditional Use Permit requested is necessary for a reasonable use of the

land for the desired purpose.

4. The Conditional Use Permit requested is in harmony with the general purposes of the intent of the Zoning Ordinance.

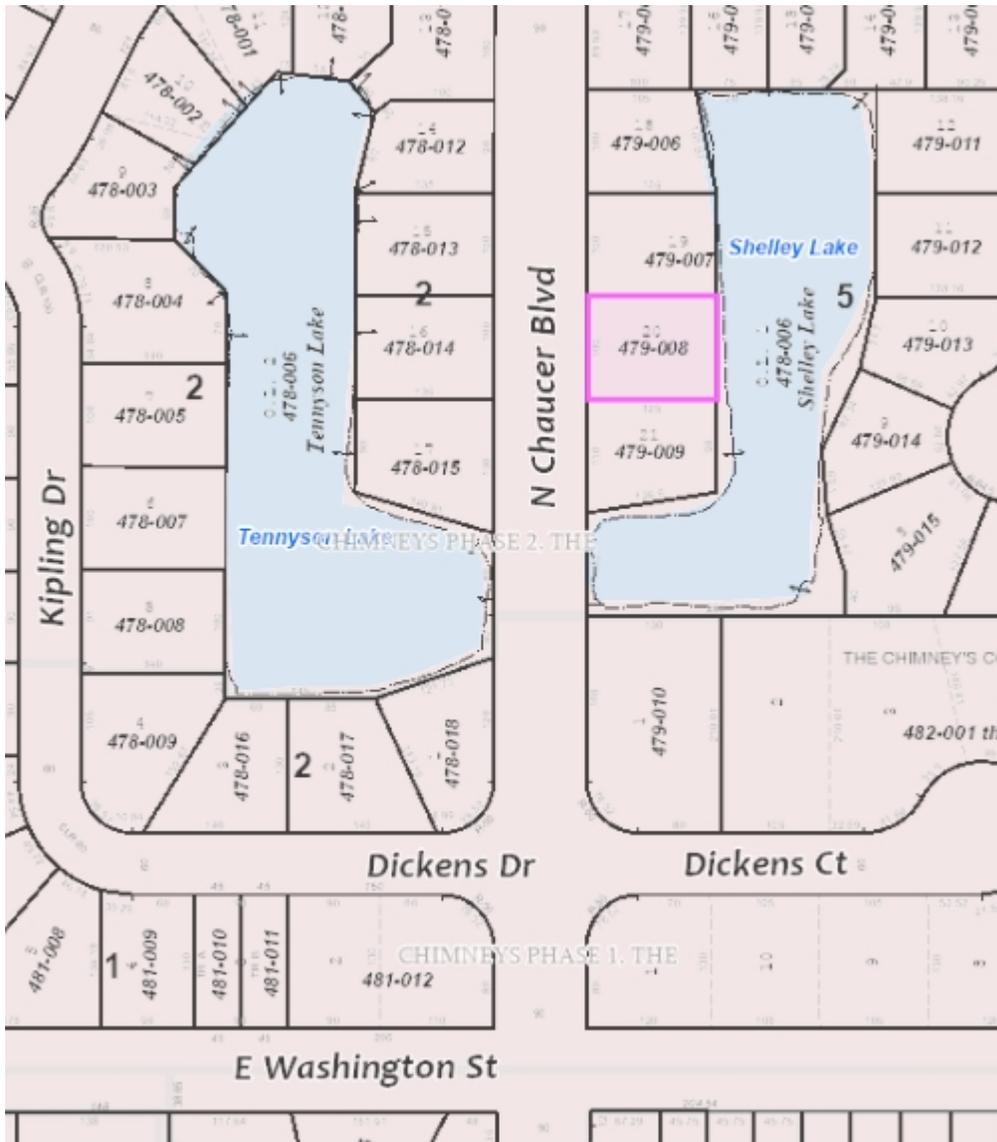
5. The total area of both garages will not exceed the maximum area of 1,000 square feet in size. The total if approved, will be 960 square feet.

5. Granting the Conditional Use Permit 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 request for 307 N Chaucer, allowing the construction of an additional detached garage on their property zoned RD – Urban Residential.

Chairman, Planning & Zoning Board
City of Monticello

Vicinity Map



Owner's address:

Michael & Wendy Stokowski
307 N Chaucer Blvd
Monticello II 61856
Map No: 10-07-479-008
Parcel Identification Number (PIN: 05-00-54-001-993-00)

Project description:

A Variance to the side yard and a Conditional Use permit to allow a detached 2-car garage, zoned Urban Residential (RD).

The requests are brought before the Planning and Zoning Board, which makes a recommendation to the City Council. The City Council will vote on the request.

**LEGAL NOTICE OF PUBLIC HEARING CITY OF MONTICELLO
A VARIANCE TO CONSTRUCT A DETACHED GARAGE**

NOTICE IS HEREBY GIVEN that a public hearing will be held by the City of Monticello Planning and Zoning Board at the Livingston Center to consider a Variance to construct a detached garage on a parcel zoned RD Urban Residential per § 153.077 (Variances)

Description of Property: Section 07, Township 18N, Range 6E, Lot 20 of Chimneys Second Addition, in the City of Monticello, Piatt County, Illinois. The Common address is 307 N Chaucer BLVD, Monticello, IL, 61856. (PIN: 05-00-54-001-993-00)

The public hearing will be held at a meeting of the Planning and Zoning Board scheduled for **Tuesday, February 17th, 2026, at 7:00 P.M.** in the Livingston Center, 224 E. Livingston Street, Monticello, Illinois. All interested persons have the right to appear at the public hearing and present evidence.

All interested persons have the right to appear at the public hearing and present evidence. Members of the public can also submit comments to the email and physical addresses below, or drop them off at the Monticello Municipal Building, 210 N. Hamilton Street, Monticello, Illinois. Remote participation will also be available.

Remote Participation:

Email: rrt@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

Public comments must comply with all adopted rules. The City Clerk will arrange to have one email or voicemail per person presented.