

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

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**

Access Code: 587-281-165

4. Approval Of Meeting Minutes

4.A. September 19, 2022 Planning & Zoning Board Meeting Minutes

Documents:

[PZB MINUTES 09.19.2022.PDF](#)

5. New Business

5.A. Introduction Of Proposed Dancing Acres Subdivision Re-Zoning

Keith Lampert of Monticello Illinois 61856 owns a 36± acre property and desires to subdivide the subject property into 62 separate lots. Each lot will be 10,000 ft² or greater. The proposed development would have Public streets and City utilities, which requires annexation into City limits. Annexation of property into the

City limits would automatically require the zoning to the most restrictive designation, Urban Residential (RD) in this case. An RD designation is not an appropriate zoning designation for any new development, no matter the proposed use. Given the nature of their proposed development, RE-1 - Single Family Residential for lots 1 through 60 and RU - Rural for lots 61 and 62 zoning classifications are the most suitable.

Documents:

[PZB MEMO DANCING ACRES REZONE.PDF](#)
[PZB MOTION DANCING ACRES REZONE.PDF](#)

5.A.i. Project Overview

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

5.B. Introduction Of Proposed Dancing Acres Subdivision Preliminary Plan

Keith Lampert of Monticello Illinois 61856 owns the 36± acre property and desires to subdivide the subject property into 62 separate lots. Per City of Monticello Code of Ordinances a Preliminary Plan 152.041 (F) requires public hearing and recommendation from the PZB to Monticello City Council.

Documents:

[PZB MEMO DANCING ACRES PRELIMINARY PLAN.PDF](#)
[PZB MOTION- PRELIMINARY PLAN DANCING ACRES.PDF](#)

5.B.i. Project Overview

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

5.B.iii. Public Testimony Period

5.B.iv. Public Hearing Is Closed

5.B.v. Action - Planning And Zoning Board

6. Meeting Adjourned

City of Monticello Planning and Zoning Board Meeting

September 19, 2022

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

ROLL CALL:

Present: HAWKINS, RIEGEL, SPILLMAN, JOHNSON, BEEM, GOEBEL,
YOON

Absent: NONE

Also Present: Jim Grabarczyk, Zoning Administrator

PUBLIC PARTICIPATION:

No in-person or remote participation

APPROVAL OF MEETING MINUTES:

A motion was made by Shawn Spillman, and seconded by Michael Beem, to approve the August 15, 2022 Planning & Zoning Board Meeting Minutes. The motion carried with all present voting yes.

NEW BUSINESS:

Introduction of Conditional Use – 200 NW Union St.

Nikki Rolen of 200 NW Union Street, has requested a conditional use permit for a home-based business (hair salon). The City of Monticello Zoning Ordinance does not allow for a major home occupation without issuance of a Conditional Use Permit §153.031 (C) (1). The parcel is zoned RD-Urban Residential. Pat Bailey, resident of 200 NW Union, was present for the Question/Answer portion. Shawn Spillman asked if the Conditional Use was for the parking, and Mr. Grabarczyk stated that it is due to the zoning requirements for home-based businesses, and that parking is a piece of that. There is ample parking at this site – long driveway, adjacent to Burke Park. Michael Beem questioned how many chairs the salon will have, and Mr. Bailey answered one.

The Public Testimony Period was opened at 7:05pm. There was no in-person or remote participation. A motion was made by Michael Beem, seconded by Amber Goebel, to close the Public Testimony period at 7:05pm.

A motion was made by Michael Beem, and seconded by Shawn Spillman, to approve the Conditional Use Permit for 200 NW Union. The motion passed 7-0.

Introduction of Conditional Use – 12 Opal Drive

Nathan Lilly of 777 E 1700N Road, Monticello Il 61856, proposes a facility to “print” various concrete goods. This use is not specifically defined and requires a Conditional Use for a “not otherwise designated manufacturing” process per Monticello Zoning Regulations Section 153.017 Table I on a parcel zoned *B – Business*. Mr. Lilly is making an investment on this property that has largely been undeveloped for 25+ years, and that will bring jobs to the community.

Mr. Grabarczyk stated the sample building rendering is similar to what will be constructed onsite, and the structure will match the buildings currently located at the storage facility to the east.

Nathan Lilly was present to answer any questions from the Board. Mr. Hawkins requested he summarize what this business will be, which he did. The goal is to have this location be the headquarters of the 3D printing business, which the owners hope to expand in the future. The building will house the 3D printer, which will be transported and used onsite 90% of the time.

Shawn Spillman questioned if he foresaw issues with transporting the printer to the sites, and Mr. Lilly answered no, that they would be doing so with a truck and trailer. Discussion occurred regarding the uses of this business, potential noise concerns, and the labor force. Mr. Lilly stated there would most likely be 6 jobs open in the beginning, with more to hopefully come with expansion.

Public Testimony was opened at 7:18pm, with no in-person or remote participation. A motion was made by Amber Goebel, seconded by Elaine Yoon, to close the Public Testimony period at 7:18pm.

A motion was made by Amber Goebel, and seconded by Chad Johnson, to approve the Conditional Use Permit for 12 Opal Drive. The motion passed 7-0.

A motion was made by Michael Beem, and seconded by Shawn Spillman, to adjourn the meeting at 7:19pm.

Respectfully Submitted by:

Jill Potts
City Clerk



**PLANNING & ZONING
BOARD MEETING
MEMORANDUM**

ITEM: Dancing Acres Rezoning Upon Annexation	DEPARTMENT: City Administration
AGENDA SECTION: New Business	SUBMITTED BY: Jim Grabarczyk, Community Development Director
ATTACHMENTS: (X) MOTION (X) OTHER SUPPORTING DOCUMENTS	DATE: October 12, 2022

BACKGROUND:

Applicant- Keith Lampert of Monticello Illinois 61856 owns a 36± acre property and desires to subdivide the subject property into 62 separate lots. Each lot will be 10,000 ft² or greater. The proposed development would have Public Streets and utilities, which requires annexation into City of Monticello (§ 51.06).

Annexation of property into the City limits automatically requires the zoning to the most restrictive designation, Urban Residential (RD) in this case. An RD designation is not an appropriate zoning designation for any new development, no matter the proposed use. Given the nature of their proposed development, *RE-1 - Single Family Residential* for lots 1 through 60 and *RU - Rural* for lots 61 and 62 zoning classifications are the most suitable.

The rezoning request is contingent upon approval of the annexation requests.

The property is located just off Old Route 47 north of the Monticello Township building and Opal Drive:

A PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER ALL IN SECTION 12, TOWNSHIP 18 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING IN PIATT COUNTY, ILLINOIS.

A copy of the public notice published in the September 28th, 2022 edition of the Piatt County Journal Republican, annexation plat, Vicinity map, and a meeting motion is included in this packet.

RECOMMENDED ACTION:

It is recommended that the Planning & Zoning Board discuss and make a recommendation to City Council to approve this re-zoning request at the regularly scheduled meeting October 17th, 2022.

MOTION FOR MONTICELLO PLANNING & ZONING BOARD
Re-zoning upon Annexation of the Dancing Acres Subdivision

WHEREAS, the City of Monticello, pursuant to the authority conferred by the Statues 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, Keith Lampert of Monticello Il 61856, owner of farm ground west of 837 E 1700 North Rd Monticello IL 61856 and legally described as:

A PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER ALL IN SECTION 12, TOWNSHIP 18 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING IN PIATT COUNTY, ILLINOIS.

That said property is to be rezoned from a designation of “RD” (Urban Residential) to the designation of “RE-1” (*Single Family Residential*) for lots 1-60 and “RU” (*Rural*) for lots 61 and 62, pending annexation approval.

WHEREAS, a Public Hearing concerning the proposed rezoning was held on October 17th, 2022 to solicit evidence and testimony from the public; and,

WHEREAS, the Planning & Zoning Board has met and reviewed the evidence and testimony submitted thus far and has considered all of the available factual evidence concerning the requested action,

BE IT THEREFORE RESOLVED this 17th day of October, 2022 by the Planning & Zoning Board of the City of Monticello that if approval is recommended; the Planning & Zoning Board does hereby further set forth the following findings of fact concerning the requested rezoning:

1. The procedural requirements for zoning establishment have been met.
2. The proposed zoning does generally conform to the intent of the City Comprehensive Plan.
3. The proposed zoning will be generally compatible with the established land use pattern in the vicinity and would not create an isolated, unrelated zoning district.
4. The site is suitable for the proposed use.
5. The proposed zoning is consistent with the existing City zoning designations and future planning in the area and would not be contrary to the original intent of the Zoning Ordinance.
6. The proposed zoning will not be injurious to nor diminish the value of adjacent properties and will promote the orderly development of the site and surrounding properties.
7. The proposed zoning will not significantly adversely impact existing traffic patterns.
8. Adequate facilities for municipal sanitary sewage disposal and water supply will be available for the site.
9. Adequate provisions for storm water drainage will be available for the site.

10. The proposed zoning will not adversely impact police protection, fire protection, schools, or public facilities.

11. The proposed zoning will not conflict with existing public commitments for planned public improvements.

12. The proposed zoning will not adversely influence living conditions in the immediate vicinity and will preserve the essential character of the neighborhood in which it is located.

13. The proposed change will not significantly alter the population density pattern or adversely impact public facilities.

The Planning & Zoning Board does hereby recommend that the City Council rezone the subject property to RE-1” (*Single Family Residential*) for lots 1-60 and “RU” (*Rural*) for lots 61 and 62, pending annexation approval.

Chairman, Planning & Zoning Board
City of Monticello



**PLANNING & ZONING
BOARD MEETING
MEMORANDUM**

ITEM: Dancing Acres Rezoning Preliminary Plan	DEPARTMENT: City Administration
AGENDA SECTION: New Business	SUBMITTED BY: Jim Grabarczyk, Community Development Director
ATTACHMENTS: (X) MOTION (X) OTHER SUPPORTING DOCUMENTS	DATE: October 12, 2022

BACKGROUND:

Applicant- Keith Lampert of Monticello Illinois 61856 owns a 36± acre property and desires to subdivide the subject property is proposing a single-family residential subdivision to create The Dancing Acres Subdivision.

Veenstra and Kimm Inc. and Keith Lampert have submitted the Preliminary Plan to City staff for review. This Preliminary Plan meets the requirements of Chapter 152.041 of the Municipal Code. This code also requires a public hearing which was published in the September 28th, 2022 edition of the Piatt County Journal Republican.

Mr. Lampert is requesting waivers for curb and gutter type from B6.18 style to M6.18 style, to allow sidewalks be built during home construction, to not complete full width improvements to the CR E1700 North Rd, and remove the requirement for street lighting. The developer must be in compliance with all other requirements as outlined in “A Manual of Practice for the Design of Public Improvements in the City of Monticello”

A copy of the public notice published in the September 28th, 2022 edition of the Piatt County Journal Republican, Preliminary Plan, and a meeting motion is included in this packet.

RECOMMENDED ACTION:

It is recommended that the Planning & Zoning Board discuss and make a recommendation to City Council to approve this Preliminary Plan as submitted at the regularly scheduled meeting **October 17th, 2022.**

MOTION FOR MONTICELLO PLANNING & ZONING BOARD
Preliminary Plan for Dancing Acres Subdivision

WHEREAS, the City Council of the City of Monticello, pursuant to the authority conferred by the Statutes of the State of Illinois, has established certain standards and procedures for subdivisions within the Corporate Limits of the City and within one and one-half miles thereof; and

WHEREAS, the Planning and Zoning Board has met and reviewed the Preliminary Plan and various other subsidiary documents and has found that they are, with only possible minor modifications, generally satisfactory and in the prescribed form.

WHEREAS, Keith Lampert of Monticello Il 61856, owner of farm ground west of 837 E 1700 North Rd Monticello IL 61856 and legally described as:

A PART OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE NORTHEAST QUARTER OF THE NORTHWEST QUARTER AND A PART OF THE SOUTHWEST QUARTER OF THE NORTHWEST QUARTER ALL IN SECTION 12, TOWNSHIP 18 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, BEING IN PIATT COUNTY, ILLINOIS.

WHEREAS, a Public Hearing concerning the proposed Preliminary Plan was held on October 17th, 2022 to solicit evidence and testimony from the public; and,

BE IT THEREFORE RESOLVED this 17th day of October, 2022 by the Planning & Zoning Board of the City of Monticello that:

1. The Planning and Zoning Board does hereby approve the Preliminary Plan of the Dancing Acres Subdivision and does hereby authorize the Chairman to sign the Certificate of said Preliminary Plan indicating approval upon completion of any minor modifications needed.
2. The approval recommended in Item 1 above is subject to compliance with all applicable portions of Title XV: "Land Usage" of the City of Monticello Code of Ordinances, Chapter 52: "Stormwater Management" of Title V: "Public Works" of the City of Monticello Code of Ordinances and all of the requirements as outlined in "A Manual of Practice for the Design of Public Improvements in the City of Monticello"
3. The approval recommended in Item 1 above also approves the following waivers from any requirements of the City of Monticello Code of Ordinances and the Manual of Practice for the Design of Public Improvements in the City of Monticello:
 - A. curb and gutter type from B6.18 style to M6.18 style
 - B. Waiver to the requirement of public sidewalks be installed prior to home construction, and
 - C. Waiver to full width road improvements of CR E1700 North Rd, and
 - D. Waiver to the requirement of public Street lights
4. The approval recommended in Item 1 above is hereby contingent upon the approval of the rezoning request to Single Family Residential (RE-1) designation for the Dancing Acres subdivision.
5. The approval recommended in Item 1 above is hereby contingent upon annexation by the City Council of the City of Monticello as shown on the Annexation Plat as Exhibit "A", hereto attached, by the City

Council of the City of Monticello.

6. In the event any minor modifications to the Preliminary Plan of Dancing Acres are not completed within 60 days from the date of approval by the Planning and Zoning Board of the City of Monticello, the approval recommended herein shall be null and void.

Chairman, Planning & Zoning Board
City of Monticello