

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

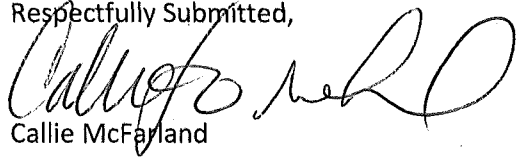
Ms. McFarland provided an overview of the first item on the agenda. The City of Monticello purchased the single family residence at 315 E. Center Street in 2012, with the intention of utilizing the parcel of property if the fire department were to expand. The structure has remained vacant since it was 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". The signature is fluid and cursive, with a large, stylized initial "C" and "M".

Callie McFarland
City of Monticello