



**CITY COUNCIL  
MEETING  
MEMORANDUM**

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| <p><b>ITEM: ORDINANCE NO. 2022-29</b><br/>Granting a variance adjusting side yard setback from 9.4’ to 5’ at 520 N Charter, City of Monticello, Piatt County, IL</p> | <p><b>DEPARTMENT:</b> City Administration</p>                                    |
| <p><b>AGENDA SECTION:</b> New Business</p>   | <p><b>SUBMITTED BY:</b> Jim Grabarczyk, Director of Planning and Development</p> |
| <p><b>ATTACHMENTS:</b><br/>(X) ORDINANCE<br/>(X) OTHER SUPPORTING DOCUMENTS</p>  | <p><b>DATE:</b><br/>August 17, 2022</p>  |

**BACKGROUND:**

Applicant – Mr. Scott Woods and Mrs. Rachel Caldwell of 520 N Charter, Monticello, IL, 61856, owner(s) of the property are seeking a Variance pursuant to Monticello Code of Ordinances Title XV (Zoning Regulations) Section 153.077 (Variances).

The requestors desire to adjust the side yard setback from 9.4’ to 5’ as defined in the City of Monticello Code of Ordinances Title XV (Zoning Regulations) Section 153.019 Table II. The parcel is zoned RD – Urban Residential.

A Public notice was sent to all adjacent property owners by certified mailing, as per state statute. Staff received no comments regarding this request.

The Planning & Zoning Board held a hearing at the August 15<sup>th</sup>, 2022 in which no one had any comments. After some discussion, the Planning & Zoning Board voted to recommend the variance request, 4-0.

Supporting documents include a site layout plan, a copy of the public notice published in the July 20<sup>th</sup>, 2022 edition of the Piatt County Journal Republican, and signed meeting motion.

**RECOMMENDED ACTION:**

According to The City of Monticello Municipal Code (Section 153.077(F) Variances shall be granted by the City Council only by ordinance.

It is recommended that the City Council discuss and approve this Ordinance for a variance reducing the side yard setback from 9.4’ to 5’ at the address commonly known as 520 N Charter, City of Monticello, Piatt County, IL as submitted at the **August 22<sup>nd</sup>, 2022** regularly scheduled Council Meeting.