

**PLANNING COMMISSION
MINUTES OF THE MEETING
June 23, 2020 – 6:00 PM**

CALL TO ORDER

The City of Salem Planning Commission met in regular session on June 23, 2020 via Zoom meeting software due to the governor's stay at home order. Instructions were provided to the public on how to participate. The meeting was called to order at 6:00 p.m. by Chairman Rick McCullum. Members present were: Sandie Phillips, Kathy Matthews, Jim Milano, and Brad Heaton. Members absent: Harold Hunzicker and Jim Davis. Also present was Cindy Eller, Recording Secretary, Bev Quinn, Zoning Administrator and members of the public.

**APPROVAL OF
MINUTES**

Minutes of the May 12, 2020 meeting were presented for action. **Motion was made by Sandie Phillips and seconded by Kathy Matthews to approve the minutes as presented. Roll call vote: AYES: Sandie Phillips, Jim Milano, Brad Heaton, Kathy Matthews and Chairman Rick McCullum. NAYS: None. Motion carried.**

**STAFF
RECOMMENDATIONS**

None

**QUESTIONS BY
COMMITTEE
MEMBERS**

None

**SPECIAL USE PERMIT-
APARTMENTS AND
TANNING SALON –
420 N BROADWAY**

Melvin John Howard and Trista L Howard, 8800 Wilcoxen Rd., Iuka, IL, are petitioning the City of Salem for a Special Use Permit to have two apartments and a retail tanning salon in the two-story building located at 420 N Broadway. *(This building has been used as apartments for 40+ years and the area where the owners intend to place the tanning salon has been used as an office.)*

John Howard, petitioner, told the Planning Commission, that he and his wife wanted to open a tanning salon and when they found 420 N Broadway they thought this would be the perfect location with the two upstairs apartments to help offset expenses. Howard stated they purchased the property not knowing it would require a special use permit for the tanning salon.

City Clerk Bev Quinn told the Commission that she had received one letter in opposition of the Special Use and read the following into the minutes:

City Clerk Quinn stated no other correspondence was received either for or against this Special Use.

Finding of Facts were presented for review as follows:

- (1) Whether the proposed design, location, and manner of operation of the proposed special use will adequately protect the public health, safety and welfare and the physical environment:** The proposed special use will have no adverse impact on the public health, safety and welfare or on the physical environment.

- (2) **Whether the proposed special use is consistent with this municipality’s comprehensive plan:** The comprehensive plan calls for this area to be residential, with transitional uses to the south.. The proposed Special Use, would be consistent with the Comprehensive Plan.
- (3) **The effect the proposed special use would have on the value of neighboring property and on this municipality’s overall tax base:** No impact, as the zoning is not changing, and the use is remaining a mix of residential and commercial.
- (4) **The effect the proposed use would have on public utilities and on traffic circulation on nearby streets:**
The proposed use will have no adverse impact on public utilities and should have minimal impact on traffic circulation on nearby streets.
- (5) **Whether there are any facilities near the proposed special use (such as schools or hospitals) that require special protection:** There are no facilities near the proposed special use that would require special protection.

Motion was made by Brad Heaton and seconded by Kathy Matthews to recommend the City Council approve the Special Use – Home Occupation Permit to offer retail sales at 647 N Shelby. AYES: Kathy Matthews, Jim Milano, Sandie Phillips, Jim Davis, Brad Heaton and Chairman Rick McCullum. NAYES: None. Motion Carried.

City Clerk Bev Quinn told the petitioner that this recommendation would be placed on the agenda for the May 18 City Council meeting. City Clerk Quinn told Ms. McGaughy she recommended she attend the meeting to answer any questions the Council may have.

NEW BUSINESS

City Clerk Quinn told the Commission that there was possibly something coming us regarding property zone RS2 that’s in our jurisdiction, possibly rezone and special use permit request.

OLD BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENTS

As there was no further business to discuss, ***the meeting was adjourned 6:20 p.m.***

Cindy Eller, Recording Secretary