

**AGENDA
PLANNING COMMISSION MEETING
CITY OF SALEM
JANUARY 8, 2019 – 6:00 PM**

- I. Call to Order**
- II. Election of Officers**
- III. Approval of Minutes – December 11, 2018**
- IV. Staff Recommendations**
- V. Questions by Committee Members**

VI. Commission Action:

Special Use Permit - Melanie Johnson, Idyllwood Entertainment Center, LLC, is petitioning the Planning Commission for a Special Use Permit to have a dwelling unit on the second floor over the art studio and next to the skating rink in her building located at 1040 N. Vail, Salem, IL. The bottom story will be used for skating, art classes and as a special event venue.

- VII. New Business**
- VIII. Old Business**
- XI. Public Comments**
- X. Adjournment**



**Bev Quinn, CMC
City Clerk/Zoning Administrator**

**PLANNING COMMISSION
MINUTES OF THE MEETING
December 11, 2018 – 6:00 PM**

CALL TO ORDER

The City of Salem Planning Commission met in regular session on December 11, 2018. The meeting was called to order at 6:00 p.m. by Chairman Rick McCullum. Members present were: Sandie Phillips, Harold Hunzicker, Neil Chance, Kathy Matthews and Jim Davis. Members absent: Jim Milano. Also present was Cindy Eller, Recording Secretary and Bev Quinn, Zoning Administrator.

APPROVAL OF MINUTES

Minutes of the November 13, 2018 meeting were presented for action. Motion was made by Sandie Phillips and seconded by Harold Hunzicker to approve the minutes as presented. Roll call vote: AYES: Jim Davis, Sandie Phillips, Harold Hunzicker, Neil Chance, Kathy Matthews and Chairman Rick McCullum. NAYS: None. Motion carried.

STAFF RECOMMENDATIONS None

QUESTIONS BY COMMITTEE MEMBERS None

COMMISSION ACTION

Preliminary Plat of Little Egypt Subdivision

Neil Smith, owner/developer is requesting the following variances from the City of Salem subdivision requirements as follows:

Section 19-114(a)(2) – *“business streets, being those passing through business districts, forty (40) feet minimum surface (f-f), eighty (80) feet minimum including right-of-way”*. Mr. Smith is requesting that the roadways have an 80 ft. wide street right-of-way, **with a 30 ft. wide face to face street**. Monica French of Rhutasel and Associates indicated their calculations show the 30 ft. width is sufficient and Hotze Road leading into the subdivision also has a 30 ft. f-f width. Chairman McCullum indicated he has discussed this with Public Works Director John Pruden, and Dir. Pruden feels this width is sufficient.

Section 19-114(4) – *“cul-de-sac, which are permanent dead-end streets, shall not be over seven hundred fifty (750) feet long, with a permanent solid turnaround having an inside radius of not less than seventy-five (75) feet at the property line”*. Mr. Smith indicated he will be constructing the subdivision in two phases. The first roadway to be constructed is tentatively titled Little Egypt Lane and will be 878.09 long, ending in a cul-de-sac. Phase 2 will include construction of a roadway tentatively titled Smith Lane that will break Little Egypt Lane at 534.83 ft. leaving a “dead end” distance of 343>26. The proposed cul-de-sac has a total radius of 75 ft. with a solid turnaround having an inside radius of 60 ft. Ms. French indicated Mr. Smith will have the large sleeper cab trucks going to and from his business, and wants the cul-de-sac to meet those needs. The calculations she has run indicated the 60 ft. inside radius will be sufficient.. Planning Commission Chairman Rick McCullum indicated he has discussed this with Director Pruden, and he has no objections to the 60 ft. inside radius, as long as the engineering calculations find it sufficient.

Based on review and discussion, the following action was taken:

Motion was made by Harold Hunzicker and seconded by Neil Chance that a recommendation be made to the City Council to approve the Preliminary Plat for Little Egypt Subdivision with the variances requested as follow:

- **Sec. 19-144(a)(2)** – 30 ft. face to face streets rather than 40 ft.
- **Sec. 19-144(4)** - 878.09 long (*measured along the north ROW line*) dead end street (*during Phase 1, rather than the 750 ft. maximum length*) culminating in a cul-de-sac with a 60 ft. inside radius, rather than the 75 ft. requirement.

Roll call vote: AYES: Rick McCullum, Jim Davis, Neil Chance, Harold Hunzicker, Kathy Matthews, Sandie Phillips. NAYS: None.

Monica French with Rhutasel indicated she would revise the preliminary plat to show the variances being requested prior to its presentation to City Council for action. Additionally, utility line sizes will be shown on the design plat prior to construction of utilities.

Discussion and Recommendation Regarding Amendment to Sec 23-280 of the City Code – Adding Dwelling Units

Planning Commission has been asked to consider a possible revision to the Zoning Code to add “Dwelling Units, if located above the first story” to Section 23-280 – Special Uses in the B-3 Highway Business district.

During discussion, it was noted that dwelling units are not appropriate in every location zoned B-3 Highway Business, and would require careful consideration and review. In adding “Dwelling Units, if located above the first story” as a possible special use, the Planning Commission retains the ability to review each request on a case-by-case basis, hold a public hearing to receive input from the neighboring property owners, and make decisions either to permit or not to permit based on that review.

Motion was made by Sandie Phillips and seconded by Kathy Matthews that a recommendation be made to City Council to amend Chapter 23, Sec. 23-280 to add “Dwelling units, if located above the first story” to the list of uses that may be made by Special Use Permit. Roll call vote: AYES: Rick McCullum, Sandie Phillips, Kathy Matthews, Jim David, Neal Smith, Harold Hunzicker. NAYS: None.

NEW BUSINESS	None
OLD BUSINESS	None
PUBLIC COMMENTS	None
ADJOURNMENTS	As there was no further business to discuss, <i>the meeting was adjourned 6:45 p.m.</i>

Cindy Eller, Recording Secretary

PUBLIC NOTICE

The Planning Commission of the City of Salem will meet at 6:00 p.m. on Tuesday, January 8, 2019, in the Council Chambers of Salem City Hall, for the purpose of considering the following petition:

Special Use Permit – Dwelling Unit on Second Story

Melanie Johnson, Idyllwood Entertainment Center, LLC, is petitioning the Planning Commission for a Special Use Permit to have a dwelling unit on the second floor over the art studio and next to the skating rink in her building located at 1040 N. Vail, Salem, IL. The bottom story will be used for skating, art classes and as a special event venue.

The City Council Chambers are accessible to physically challenged individuals. Individuals requiring other ADA accommodations should contact Bev Quinn, City Clerk/Zoning Administrator, at least 10 days before the scheduled public hearing date.

Bev Quinn
City Clerk/Zoning Administrator

Legal Section:
December 21, 2018

CITY OF SALEM

APPLICATION FOR SPECIAL USE PERMIT

Name and address of applicant: Idyllwood Entertainment Center LLC, Melanie Johnson
1040 N. Vail, Salem IL 62881

Name and address of owner or operator of building or property if different from applicant:
Melanie Johnson, 205 E Jennings, Salem IL 62881


Nature of proposed use, including type of activity, manner of operation, and similar matters:
3 bedroom, 2 bath apartment, located above the art room, will be rented as a fully
furnished rental.

Location of property, and its relationship to existing adjacent uses or structures:
This unit is located above an art room to be used for classes during the day
and adjacent to the building housing the skating rink that closes at 8pm. To the north
across the alley, is a convenience store/gas station - closed at night. Directly
behind 1040 N. vail are two residential rental properties.

Area and dimension of property (please attach legal description of site):
The building and lot at 1040 Vail St, the City of Salem, Marion County, Illinois.
Parcel# 1100019736 Legal Description: ROTAN LOTS 2 & 3 & 4 & 5 BLOCK 8 CD
Salem Township, Marion County Illinois

Existing topography of site, and proposed grade:
No change to existing grade

Existing Zoning District: B-3 zoning district


Signature of Applicant

Signature of Property Owner
(if different than applicant)

**CITY OF SALEM
PLANNING COMMISSION**

OFFICIAL NOTICE OF HEARING

To Whom It May Concern:

The Planning Commission, in acting upon petitions for special use permits and amendments, hears all such cases at public hearings at which neighboring property owners have a right to give testimony.

This meeting will provide you an opportunity to fully express your opinion, either in objection to or support of, the proposed use of property described below.

If you cannot attend the meeting, you may file your comments by letter, giving your name, street address, lot, block number, and subdivision name. Also, state fully your support of or objection to said petition, and why.

You are, by this letter, notified that the matter stated below will be heard at a public hearing in the Council Chambers, Salem City Hall, 101 South Broadway, Salem, Illinois.

Date and Time of Hearing:	Tuesday, January 8, 2019 – 6:00 pm
Addresses of Premises:	1040 Vail St., Salem, IL
Legal Description:	Rotan Lots 2, 3, 4 & 5, Block 8, Salem, Marion, IL
Description of Proposed Land Use:	Melanie Johnson, Idyllwood Entertainment Center, LLC, is petitioning the Planning Commission for a Special Use Permit to have a dwelling unit on the second floor over the art studio and next to the skating rink in her building located at 1040 N. Vail, Salem, IL. The bottom story will be used for skating, art classes and as a special event venue

ALL WRITTEN CORRESPONDENCE SHOULD BE DIRECTED TO THE SALEM PLANNING COMMISSION, SALEM CITY HALL, 101 S. BROADWAY, SALEM, ILLINOIS 62881. INQUIRIES MAY BE MADE BY TELEPHONING CITY CLERK/ZONING ADMINISTRATOR BEV QUINN AT SALEM CITY HALL AT 618-548-2222, EXT. 20.

THE CITY COUNCIL CHAMBERS OF SALEM CITY HALL ARE ACCESSIBLE TO PHYSICALLY CHALLENGED INDIVIDUALS. INDIVIDUALS REQUIRING OTHER ADA ACCOMMODATION SHOULD CONTACT BEV QUINN, CITY CLERK/ZONING ADMINISTRATOR, AT LEAST 10 DAYS BEFORE THE SCHEDULED PUBLIC HEARING.

Parcel Number	Owner	Owner Address	
1100019601	JOHN A RAYMER	200 E BOONE	SALEM IL 62881
1100019695	JIM AND JESSICA BRYAN	305 E LYFORD ST	SALEM IL 62881
1100019645	DAVID AND BILLIE BRYANT	1020 VAIL ST	SALEM IL 62881
1102000019	SCHS DISTRICT 600	1200 N BROADWAY	SALEM IL 62881
1100019686	WINDY EDWARDS	309 E LYFORD ST	SALEM IL 62881
1100019635	SHAWN AND JEANA SAATKAMP	1035 N JEFFERSON	SALEM IL 62881
1100019650	MONICA BURGE	300 E BOONE ST	SALEM IL 62881
1100019736	IDYLLWOOD ENTERTAINMENT CENTER, LLC	1040 VAIL ST	SALEM IL 62881
1100019725	GRACE GROUP, LLC c/o CHRISTIAN SCHMIDT	PO BOX 574	SALEM IL 62881
1100019615	GEORGE AND CAROL PHILLIPS	220 E BOONE ST	SALEM IL 62881
1100019720	JAMES AND LINDA FRY	207 E SENEFF	SALEM IL 62881
1100019705	RAY LINGAFELTER AND DEBRA & MICHAEL PUGH	212 E LYFORD	SALEM IL 62881
1100019745	NICHOLAS CAUDLE	1105 NORTH JEFFERSON	SALEM IL 62881
1100019760	GPM MIDWEST 18, LLC C/O KRISTY HIGH	1410 COMMONWEALTH DR STE 202	WILMINGTON, NC 48203
1100019640	JEFFREY AND LISA HAWKINS	218 E BOONE	SALEM IL 62881
1100013835	SHARON ROBERTS	920 N BROADWAY	SALEM IL 62881
1100019620	EXECUTIVE PROPERTY MANAGEMENT LLC SERIES OF 240 E BOONE	521 MEADOWBROOK LN	CENTRALIA, IL 62801
1100019700	MICHAEL AND SHEILA RHODES	200 E LYFORD ST	SALEM IL 62881
1102000069	CITY OF SALEM	101 S BROADWAY	SALEM IL 62881
1100019610	BRIAN AND TINA CAMP	216 E BOONE ST	SALEM IL 62881
1100019730	JERRY G ROZAR	1130 N JEFFERSON ST	SALEM IL 62881
1100019690	JIM AND JESSICA BRYAN	305 E LYFORD ST	SALEM IL 62881
	SOIL AND WATER CONSERVATION DISTRICT	1550 E MAIN	SALEM, IL 62881