

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,
MAY 9, 2016 IN THE CITY HALL AUDITORIUM**

1. CALL TO ORDER

The Plan Commission meeting of the City of Columbia, Illinois held Monday, May 9, 2016 was called to order by Chairman Russell Horsley at 7:30 P.M.

2. ROLL CALL

Upon roll call, the following members were:

Present: Chairman Russell Horsley and Commissioners Virgil Mueller, Caren Burggraf, Karin Callis, Amy Mistler, Gene Bergmann and Tony Murphy.

Absent: Commissioner Bill Seibel.

Quorum Present.

Administrative Staff Present: City Administrator Jimmy Morani, Director of Community and Economic Development Paul Ellis, Zoning Administrator Justin Osterhage and Accounting/Clerical Assistant Sandy Garmer.

Administrative Staff Absent: None.

Guests present: Jon Poetker, representative of JLP Homes, LLC and Sean Flower, representative of Flower & Fendler Custom Home Builders.

3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, APRIL 25, 2016

The minutes of the Monday, April 25, 2016 Plan Commission Meeting were submitted for approval.

A. MOTION:

It was moved by Commissioner Caren Burggraf and seconded by Commissioner Karin Callis to approve the minutes of the Monday, April 25, 2016 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, all Commissioners present voted yes, with Chairman Russell Horsley abstaining. **MOTION CARRIED.**

4. REPORT OF COUNCIL REPORTER

A. City Council Meeting, Monday, May 2, 2016 – Plan Commissioner Amy Mistler.

MOTION:

It was moved by Commissioner Gene Bergmann and seconded by Commissioner Tony Murphy to accept the Monday, May 2, 2016 City Council Meeting Report from Plan Commissioner Amy Mistler. On roll call vote, all Commissioners present voted yes. **MOTION CARRIED.**

5. ASSIGNMENT OF COUNCIL REPORTER

- A. City Council Reporter Monday, May 16, 2016 City Council Meeting Plan Commissioner Bill Seibel.

**6. OLD BUSINESS
CITY ADMINISTRATOR – JIMMY MORANI**

- A. Plan Commission Responsibilities and Duties

City Administrator Jimmy Morani addressed the Plan Commission introducing Accounting/Clerical Assistant Sandy Garmer, explaining Sandy would be attending the Plan Commission meetings and taking the minutes. If Sandy is unable to attend the meetings, Accounting/Clerical Assistant Kelly Mattingly will attend and take minutes. Jimmy explained: (a) in the upcoming year city staff will be making revisions to zoning and subdivision codes and any changes in the zoning code will be processed through the Plan Commission then their recommendations will go the City Council; (b) the role of the Zoning Board of Appeals as interpreters and adjudicators hearing variances and appeals; and (c) more discussion will follow in a future meeting and he is open to suggestions, questions and concerns on the Plan Commission's role in the process. The Plan Commission stated the following: (i) some items are not being reviewed or received for review, and (ii) a request for an updated Zoning Map, since the latest revision is dated 2013. Jimmy stated the Building and Zoning department is currently in a restructuring process, however, they are responsible for updating the Zoning Map which is usually completed annually, and in the near future the Building and Zoning department will be preparing the Plan Commission agenda and packets.

DIRECTOR OF COMMUNITY & ECONOMIC DEVELOPMENT – PAUL ELLIS

- A. Update on Progress – Mapping for Comp Plan Revision
B. REVISED Section 3 – Postponed to May 23 Meeting

Director of Community and Economic Development Paul Ellis suggested his discussion items be tabled and addressed at the May 23 Plan Commission meeting. Paul answered questions concerning last week's public hearing and the material related to the public hearing being available for review on the city's website.

7. **NEW BUSINESS**
ZONING ADMINISTRATOR – JUSTIN OSTERHAGE

A. Village of Wernings Phase IV Final Plat

Zoning Administrator Justin Osterhage stated that staff has reviewed the final plat of Village of Wernings Phase IV, however, he recommended to add Lot 6 to the certificate of elevation, which originally included Lots 7-16 under General Notes. Sean Flower of Flower & Fendler Homes was in attendance on behalf of the Village of Wernings development and was available for any questions. No questions were asked. Justin addressed a few concerns and comments concerning the two common ground detention and compensatory storage areas.

MOTION:

It was moved by Commissioner Gene Bergmann and seconded by Commissioner Karin Callis to recommend approval of Village of Wernings Phase IV Final Plat including change of notation referencing that Lots 6-16 shall require a certificate of elevation prior to building permit approval. On roll call vote, Chairman Russell Horsley and Commissioners Mueller, Burggraf, Callis, Mistler, Bergmann and Murphy voted yes. **MOTION CARRIED.**

B. JLP Homes and Claud Watters for a zoning map amendment permitted under Chapter 17.02.050 General Provisions. Applicant wishes for their property having the parcel identification number 04-22-201-032-000 and a zoning classification R-3 One Family Dwelling-District to be rezoned to a C-3 Highway Business District.

Justin clarified the property of interest to the Plan Commission explaining the reason for the zoning amendment is the character of the area has changed to such an extent as to warrant rezoning since the property is located along the frontage road which is better suited for commercial use and the property purchase is pending the rezoning classification. Jon Poetker representing JLP Homes, LLC was present and available for questions. No questions were asked.

MOTION:

It was moved by Commissioner Karin Callis and seconded by Commissioner Gene Bergmann to recommend approval of rezoning of parcel number 04-22-201-032-000 to C-3 Highway Business District. On roll call vote, Chairman Russell Horsley and Commissioners Mueller, Burggraf, Callis, Mistler, Bergmann and Murphy voted yes.

MOTION CARRIED.

C. Request by the City of Columbia to amend Section 17.28 “General Business District” of the Columbia Municipal Zoning Code. The applicant wishes to incorporate Section 17.28.015 “Mixed-Use Development” that will permit and regulate mixed-use development located in a C-2 General Business District.

The Plan Commission and Justin discussed the following: (1) clarification of the definition of Section 17.28.015 Mixed-Use Development A. Purpose and Intent 2nd paragraph, “The City Council, upon recommendation by the Plan Commission,”; (2) explanation of “Mixed-Use Development” for flexibility of development without filing for variances; (3) recommendation to exclude language from Section 17.28.105 Mixed Use Development E. Density and Dimensional Regulation and other Standards: g. “where seating is allowed within a street right-of-way”; and (4) recommendation to add language under Section 17.28.105 Mixed Use Development F. Preliminary Development Plan Approval and Rezoning Petition Procedure: 2.c. Upon Plan Commission’s recommendation of the mixed-use preliminary development plan the vote required shall be as follows: The concurring vote of a majority of the City Council (Mayor and Aldermen holding office) shall be required for the granting of a Mixed-Use Development; except that, a proposed Mixed-Use Development which fails to receive the approval of the City’s Plan Commission shall not be approved by the City Council except by two-thirds (2/3) vote of all Aldermen of the City then holding office.

MOTION:

It was moved by Commissioner Gene Bergmann and seconded by Commissioner Karin Callis to recommend approval to incorporate Section 17.28.015 “Mixed-Use Development” into Section 17.28 “General Business” with the following revisions:

- 17.28.015 E.3.g. excluding outdoor seating in public right of way
- 17.28.015 F.2.c. add “Upon Plan Commission’s recommendation to deny approval or” (to the beginning of the paragraph)

On roll call vote, Chairman Russell Horsley and Commissioners Mueller, Burggraf, Callis, Mistler, Bergmann and Murphy voted yes. **MOTION CARRIED.**

8. OTHER NEW BUSINESS

- A. Chairman Russell Horsley suggested the proposed duties and procedures be added to the agenda for discussion at the next Plan Commission meeting.

9. PUBLIC INPUT

- A. None to report.

10. MEETING ADJOURNED

Since there was no further business to discuss, Chairman Horsley entertained a motion to adjourn.

MOTION:

Motion was made by Commissioner Karin Callis and seconded by Commissioner Gene Bergmann to adjourn the Regular Meeting of the Columbia Plan Commission held Monday,

May 9, 2016 at 8:48 P.M. On roll call vote, all Commissioners present voted yes. **MOTION CARRIED.**

* Russell Horsley, Chairman

* Amy Mistler, Secretary

* Minutes by Sandy Garmer, Accounting/Clerical Assistant

***Copy of approved signed minutes and attachments are available in the Clerk's Office**