

**CITY OF MASCOUTAH  
PLANNING COMMISSION  
#3 WEST MAIN STREET  
MASCOUTAH, IL 62258-2030**

**MARCH 19, 2014 (DRAFT)**

The minutes of the Regular Meeting of the Planning Commission of the City of Mascoutah.

**PUBLIC HEARING – 7:00PM**

**REZONING APPLICATION FOR PROPERTY AT 751 N. JEFFERSON STREET  
FROM RM, MULTIPLE-FAMILY RESIDENTIAL, TO GC, GENERAL  
COMMERCIAL**

Chairman opened the hearing and gave the floor to staff for their report.

Assistant City Manager Lisa Koerkenmeier stated that the rezoning process requires a public hearing before the Planning Commission. The legal notice was published and notices were sent to property owners within 250' of the subject property. As of date of the meeting, staff has not received any inquiries about the rezoning application.

Koerkenmeier stated that the applicant, Jacquelyn McDonough, is the property owner of 751 N. Jefferson Street and is requesting the property be rezoned from RM, Multiple-Family Residential, to GC, General Commercial. The property is located on the west side of N. Jefferson Street (Illinois Route 4), north of Mascoutah Plaza Drive and is situated between the St. Elizabeth Medical Plaza and Mascoutah Spot Free Card Wash. The subject property is approximately 1.5 acres and includes 240' of frontage along IL Route 4. The property is located in the Tax Increment Financing District (TIF 2B) and the Enterprise Zone which are programs that may offer incentives to commercial development. The property is designated as Commercial on the Land Use Map in the City's Comprehensive Plan. The property is presently connected to City water and has an on-site septic system. Any development of the property would be required to connect to City sewer. A development proposal for the property in the future would require site plan and architectural review by the Planning Commission and City Council. Koerkenmeier explained that there is no development proposed for the subject property at this time, however, the property is listed for sale and has been marketed for commercial use contingent upon rezoning approval by the City.

Commissioners asked about the Welcome to Mascoutah sign. City Manager Cody Hawkins stated he believes the existing sign is located on the private property. He indicated that the Chamber is interested in constructing a new welcome signs further north on IL Route 4 and this sign could be removed.

Commissioners inquired about the berm and fence on the car wash property and would the berm and fence be removed if the property at 751 N. Jefferson would be rezoned to commercial. Hawkins stated that staff is aware of the suit between the adjoining property owners that resulted in an order from the IL Pollution Control Board for the car wash owners to erect the berm and fence. He explained that the suit documents were in the hands of the City Attorney to review.

At this time, it is unknown if the rezoning of the property or the sale of the property would impact the direction of the court order.

The applicant was present and verified that the rezoning request was to assist with marketing the property and that due to the construction of the medical complex and car wash, the property is not desirable for residential use.

There was no further discussion.

## **PUBLIC HEARING ADJOURNED at 7:11 PM**

### **CALL TO ORDER at 7:12 PM**

Chairman Ken Zacharski called the meeting to order.

### **PRESENT**

Commission members Charles Lee, Jack Klopmeier, Glenn Shelley, Bruce Jung, Darren Goodlin, and Chairman Ken Zacharski were present.

### **ABSENT**

Commission members absent – Rich Thompson.

### **ALSO PRESENT**

Assistant City Manager Lisa Koerkenmeier, City Manager Cody Hawkins and Code Enforcement Official Danny Schrempp.

### **ESTABLISHMENT OF A QUORUM**

A quorum of Planning Commission members was present.

### **GENERAL PUBLIC COMMENT**

None.

### **AMEND AGENDA**

There was no need to amend Agenda

### **MINUTES**

Lee moved, seconded by Klopmeier, to approve the minutes of the January 29, 2014 Planning Commission Meeting.

### **PC 14-02 – REZONING OF PROPERTY AT 751 N. JEFFERSON STREET FROM RM, MULTIPLE-FAMILY RESIDENTIAL, TO GC, GENERAL COMMERCIAL**

Discussion was held during the Public Hearing Process. Please see Public Hearing section of these minutes for details.

### **MOTION**

Lee moved, seconded by Goodlin, that the Planning Commission approve the rezoning request for property located at 751 N. Jefferson Street from RM Multiple-Family Residential to GC General Commercial subject to the attached Findings for Approval.

### **THE MOTION BY ROLL CALL**

Charles Lee aye, Jack Klopmeier aye, Glenn Shelley aye, Bruce Jung aye, Darren Goodlin aye and Chairman Ken Zacharski aye

**PC 14-03 – REDEVELOPMENT PLAN FOR PROPERTY AT 300 S. INDEPENDENCE STREET, MASCOUTAH ACRES MOBILE HOME PARK**

Koerkenmeier stated that Chapter 23, Mobile Housing Code, requires any person seeking to alter a mobile home park to obtain a permit and submit a redevelopment plan (site plan) which is to be reviewed by the Planning Commission and Council. The applicant is Rick Brown, a partner and property owner of the Mascoutah Acres Mobile Home Park located at 300 S. Independence Street. The property will remain a single, 5.54 acre parcel and one zoning lot. The parcel will not be subdivided. The partners desire to reduce the density of the mobile home park by providing a total 26 lots, a reduction of 39 lots. The lots measure 75' x 90', or 6,750 square feet, to accommodate a double-wide mobile home with a single or double attached garage. The owners will continue to operate it as a mobile home park and the lots will be leased.

Koerkenmeier reviewed the regulations and zoning requirements of Chapter 23, Mobile Housing Code and Chapter 34, the RMH, Mobile Home Residential zoning requirements and mobile home park standards. The project provides 6,750 SF lots, 20' front yards, 5' side yards, 10' rear yard, maximum 40% lot coverage or less, 10' separation between units, and a 5' setback from the east property line, 10' setback from the north property line and 25' from the west and south property lines. The streets and utilities within the mobile home park will remain private. The owners have granted the City and the other utility providers an easement over the entire property should the City need to access utility connections in cases of emergency. The green space and trees along the west property line by the entryway will remain. The owners will install a 6' privacy fence along the north and east property lines.

Discussion followed regarding any exceptions to the Code that the development would require. Chapter 23 requires the streets be a minimum 50' ROW and minimum 32' pavement width and driveways of two spaces along the streets. Staff is recommending the owners be allowed to use existing streets with an upgrade to 25' pavement width since the streets will remain private and no more than 10 units would be placed along any private street. The owner stated that they will be prohibiting on-street parking in the community and it will be written in the lease. Additionally, the owner stated that each lot will have a minimum of two, off-street parking spaces and one or two-car attached garages.

Commissioners discussed the 6,750 SF lot size. Koerkenmeier explained that Chapter 23 and 34 require different minimum lot sizes, 7,000 SF and 4,000 SF respectively. Koerkenmeier stated that the IL Department of Public Health which regulates mobile home parks in the State permits 2,500 SF lots.

Commissioners discussed the 20' separation requirement between units and the development providing 10'. Koerkenmeier stated that the IL Department of Public Health permits 10'. She explained that mobile homes are constructed much better to meet HUD guidelines and are safer which allows mobile homes to have a 10' separation. Also, with the required 5' side yard setback in the Code, some units could potentially have a 10' spacing between units.

Commissioners discussed the minimum 25' setback from the park property line and the development providing 25' from the west and south property lines but only 10' from the north line and 5' from the east line. The owner stated that the setbacks presented on the site plan

would allow for the larger 6,750 SF lots which would accommodate a double-wide and an attached garage. He added that a privacy fence would be installed on the north and east lines which would serve as a buffer and would also reduce pedestrian cross-through traffic from the mobile home park to the east. This would allow for a “gated community” effect and his tenants would not have to look at the mobile home park and property conditions to the north and east.

Commissioners concluded discussion. Chairman Zacharski asked why staff did not prepare a list of conditions to incorporate into the motion. Koerkenmeier agreed to include a list of conditions with their motion to be forwarded to the Council. She summarized the following conditions with the Commissioners:

1. The existing private streets are allowed with an upgrade to a 25’ foot pavement width and a minimum of two off-street parking spaces (hard surface) are required for each lot.
2. The lot size of 6,750 is allowed.
3. The minimum separation between units of 10’ is allowed.
4. The minimum side yard setback of 5’ is allowed for each side yard.
5. The following minimum setbacks from the park property line are allowed; 10’ from the north, 5’ from the east, 25’ from the south and 25’ from the west and a 6’ white PVC privacy fence is required along the north and east property lines.

#### **MOTION**

Goodlin moved, seconded by Lee, that the Planning Commission approve the site plan for property at 300 S. Independence for the redevelopment of the Mascoutah Acres Mobile Home Park with the following conditions as summarized by staff.

#### **THE MOTION BY ROLL CALL**

Charles Lee aye, Jack Klopmeier aye, Glenn Shelley aye, Bruce Jung aye, Darren Goodlin aye and Chairman Ken Zacharski aye

#### **MISCELLANEOUS**

None.

#### **ADJOURNMENT**

Klopmeier moved, seconded by Lee, to adjourn at 7:58 p.m.

All in favor – 6

Opposed - 0