

# Mascoutah City Council

May 6, 2024

## REGULAR MEETING AGENDA

IN-PERSON MEETING with combined IN-PERSON and optional VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

### 7:00 pm – City Council Meeting

#### 1. PRAYER & PLEDGE OF ALLEGIANCE

#### 2. CALL TO ORDER

#### 3. ROLL CALL

#### 4. AMEND AGENDA – consideration of items to be added/ deleted to /from the meeting agenda. *No action can be taken on added items, but may be discussed only. Exceptions – emergency items as authorized by law.*

#### 5. MINUTES, April 15, 2024 City Council Meeting (Page 1 to Page 3) MINUTES, April 15, 2024 Executive Session Meeting

#### 6. PUBLIC COMMENTS (3 minutes) – opportunity for the public to comment.

#### 7. REPORTS AND COMMUNICATIONS

- A. Mayor
- B. City Council
- C. City Manager
- D. City Attorney
- E. City Clerk

#### 8. COUNCIL BUSINESS

##### A. Council Items for Action

##### 1. Appointments, Reappointments, and Ratifications (Page 4 to Page 5) Description: Council acceptance of various appointments, reappointments and ratifications.

Recommendation: Council Approval.

##### 2. County Wide Hazard Mitigation Plan (Page 6 to Page 8) Description: Council approval of a resolution which adopts the St. Clair County Multi-Hazard Mitigation Plan, 2024 update.

Recommendation: Council Approval and Adoption of Resolution.

3. **Renewal for \$1,500,000 Revolving Line of Credit – Resolution of Authorization for Signing of Loan Documents.** (Page 9 to Page 10)  
Description: Approval of a resolution authorizing the Mayor to sign the loan document for the renewal of a \$1,500,000.00 revolving line of credit.

Recommendation: Council Approval and Adoption of Resolution.

4. **PC 24-03 – 700 E Main Street, Additional 6-Unit Multiplex – Site Plan and Architectural Review** (Page 11 to Page 23)  
Description: Council consideration of approval of a Site Plan and Architectural Elevations for proposed 6-unit multiplex addition at Brendal Apartment Development, lot located at 700 E Main Street.

Recommendation: Council Approval.

**B. Council Miscellaneous Items**

- Discussion on pay to park lots

**C. City Manager**

- Discussion on community recycling bin

**9. ADJOURNMENT TO EXECUTIVE SESSION - NONE**

**A. Litigation – Section 2(c)(11)**

**B. Collective Bargaining – Section 2(c)(2)**

**10. MISCELLANEOUS OR FINAL ACTIONS**

**11. ADJOURNMENT**

***POSTED 5/1/24 at 4:00 PM***

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OPTIONAL VIRTUAL PUBLIC PARTICIPATION – see below for instructions on attending virtually

In-person public attendance is allowed. Optional virtual public attendance is also being provided virtually through Zoom Meeting (<https://zoom.us>).

**Please join my meeting from your computer, tablet or smartphone.**

<https://us02web.zoom.us/j/86343603533>=[']  
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**You can also dial in using your phone.**

United States: +1 (312) 626-6799

**Access Code: 863-4360-3533**

**CITY OF MASCOUTAH  
CITY COUNCIL MINUTES  
#3 WEST MAIN STREET  
MASCOUTAH, IL 62258-2030**

**APRIL 15, 2024**

The minutes of the regular meeting of the City Council of the City of Mascoutah.

**PRAYER AND PLEDGE OF ALLEGIANCE**

City prayer was delivered by City Clerk Melissa Schanz. The Council remained standing and recited the Pledge of Allegiance.

**CALL TO ORDER**

Mayor Pat McMahan called the meeting to order at 7:00p.m.

**ROLL CALL**

Mayor Pat McMahan and Council members John Weyant, Walter Battas, Nick Seibert and Mike Baker.

*Absent:* None.

*Other Staff Present:* City Manager Cody Hawkins, City Clerk Melissa Schanz, City Attorney Al Paulson and Police Chief Scott Waldrup.

*Establishment of a Quorum:* A quorum of City Council members was present.

**AMEND AGENDA**

There was no reason to amend the agenda.

**MINUTES**

The minutes of the April 1, 2024 City Council meeting were presented and approved as presented. The minutes of the April 1, 2024 Executive Session meeting were presented and approved as presented.

***Motion passed.*** Passed by unanimous yes voice vote.

**PUBLIC COMMENTS**

There were no public comments.

**MONTHLY DEPARTMENT REPORTS FOR MARCH WERE PROVIDED**

**REPORTS AND COMMUNICATIONS**

*Mayor* – Attended the Mascoutah Fire Departments Retirement Dinner.

*City Council*

Weyant – Attended the Mascoutah Fire Departments Retirement Dinner.

Battas –Nothing to report.

Seibert –Attended the Mascoutah High Schools Musical.

Baker –Nothing to report.

*City Manager* – Nothing to report.

*City Attorney* –Nothing to report.

*City Clerk* – Nothing to report.

**COUNCIL BUSINESS**

**CONSENT CALENDAR (OMNIBUS)**

The March 2024 Fund Balance Report and Claims & Salaries Report were provided under the omnibus consideration.

Seibert moved, seconded by Weyant, to accept all items under Omnibus consideration.

***Motion passed.*** AYE's – Weyant, Battas, Seibert, Baker, McMahan. NAY's – none.  
ABSENT – none.

**CODE CHANGE – ELECTRIC, WATER & SEWER RATES (FIRST READING)**

The City Manager presented a report for Council approval of revisions to Chapter 11 – Electric System and Chapter 38 – Water and Sewer Rates of the City Code by adoption of ordinance.

There was no further discussion.

Weyant moved, seconded by Seibert to approve and adopt Ordinance No. 24-05, thereby modifying Chapter 11, Electric System, Article 1, General Regulations, Section 1; and approve and adopt Ordinance No. 24-06, thereby modifying Chapter 38, Article 4 Division 2 Water Rates, Section 12 and Division 3 Sewer Rates, Section 31.

***Motion passed.*** AYE's – Weyant, Seibert, McMahan NAY's – Battas, Baker.  
ABSENT – None

**COUNCIL – MISCELLANEOUS ITEMS**

Councilman Baker has inquired about collecting fees for pay to park lots within the city limits of Mascoutah. Council discussed different options with City Attorney for parking fees or taxes. City Attorney will do some research and give an update to council at the next City Council Meeting.

## **CITY MANAGER – MISCELLANEOUS ITEMS**

None.

## **ADJOURNMENT TO EXECUTIVE SESSION**

Weyant moved, seconded by Battas to adjourn to Executive Session to discuss Litigation at 7:28 p.m.

## **RETURN TO REGULAR SESSION**

Seibert moved, seconded by Weyant, to return to Regular Session at 7:49 p.m.

## **MISCELLANEOUS OR FINAL ACTIONS**

Councilman Battas asked about the parking on County Road. City Manager stated that signs have been put up for 2hr parking along County Road and that the city will look into parking restrictions for Madison and Lincoln.

Councilman Baker asked for an update on the splash pad. City Manager stated that staff is in the process of ordering the splash pad features. Nothing more has been done at this point.

## **ADJOURNMENT**

Battas moved, seconded by Weyant, to adjourn at 7:53 p.m.

***Motion passed.*** Motion passed by unanimous yes voice vote.

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Melissa Schanz, City Clerk

**CITY OF MASCOUTAH  
Staff Report**

**TO:** Honorable Mayor and City Council

**FROM:** Cody Hawkins, City Manager

**SUBJECT:** **Appointments, Reappointments, and Ratifications**

**MEETING DATE:** May 6, 2024

**REQUESTED ACTION:**

Council acceptance of various appointments, reappointments and ratifications.

**BACKGROUND:**

Staff and Professional Services appointments/reappointments

Mascoutah Fire Department, 1 year – Fire Chief Rob Stookey, Assistant Fire Chief Ryan Haas, Deputy Fire Chief Paul Hefner  
City Attorney – Al Paulson (Alvin C. Paulson, Attorney at Law), 1 year

Boards and Commission appointments/reappointments

*Planning Commission*

Rich Thompson (reappointment – 4 years)

*Finance Committee*

John Harris (reappointment – 4 years)

*Parks & Recreation Commission*

Adam Kasper (reappointment – 4 years)

*Economic Development Commission*

Donna Mae Schlueter (reappointment – 4 years)

Keith Cook (appointment – 4 years)

Brent Bergheger (appointment – 4 years)

*Cemetery Board*

Bob Moll (reappointment – 4 years)

Suzy Friederich (appointment – 2 years)

*Fire and Police Commission*

Steve Beimfohr (reappointment – 3 years)

*Library Board*

Frank Bandre (reappointment – 3 years)

Merly Friedland (reappointment – 3 years)

Scot Erickson (reappointment – 3 years)

Board Ratifications: Must be done each year in order for the City to provide property and liability insurance to the City-owned buildings.

*Leu Civic Center*

President-Chris Bandre, Vice President-Chasidy Smith, Treasurer-Jeremy Bearth, Secretary-Karen Detering, Cheryl Orlet, Sharon Hopkins, Ryan Gass, Adam Vega, Joel Pikora, Dan Peters, Stan Hatfield

*Senior Center*

President-Danny Krausz, Treasurer-Lionel Timerman, Secretary-Sharon Connor, Jack Klopmeier, Heidi Dodd, Muriel Brockmeyer

*Mascoutah Improvement Association*

President-Save Heizer, Vice President-Walter Battas, Treasurer-Pat McMahan, Secretary-Kathy Laquet, Don Karpel, Brad Haas, Sherrie Yarber, Greg Hoskins

*Mascoutah Cemetery Chapel Committee*

President-Jeanne Bullard, Treasurer-Stephanie Bullard, Troy Bullard, Bill O'Hara, Patrick Kilgore, Kathy Hort, Nathan Bullard, Amy Sand

*Mascoutah Historical Society*

President-Suzy Friederich, Vice President-Mark Pruett, Treasurer-Kathy Wesselman, Secretary-Annie Holmes, Larry Wesselman, Jim Corsi, Colleen Hoercher

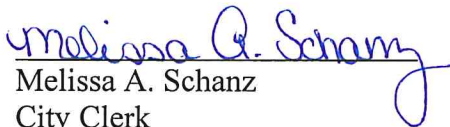
**RECOMMENDATION:**

Council acceptance of various appointments, reappointments and ratifications.

**SUGGESTED MOTION:**

I move that the Council accept the appointments, reappointments and ratifications as identified.

Prepared By:

  
Melissa A. Schanz  
City Clerk

Approved By:

  
Cody Hawkins  
City Manager

**CITY OF MASCOUTAH**  
**Staff Report**

**TO:** Honorable Mayor & Council

**FROM:** Cody Hawkins – City Manager

**SUBJECT:** **County Wide Hazard Mitigation Plan**

**DATE:** May 6, 2024

**REQUESTED ACTION:**

Council adoption of a resolution which adopts the St. Clair County Multi-Hazard Mitigation Plan, 2024 update.

**BACKGROUND & STAFF COMMENTS:**

The City of Mascoutah adopted the St. Clair County Multi-Hazard Mitigation Plan originally in October 2010. St. Clair County has since updated the plan. In order for the City of Mascoutah to finalize coverage by the plan, a resolution must be approved adopting the updated plan.

The Federal Emergency Management Agency (FEMA) has made reducing hazards one of its primary goals. Hazard Mitigation Planning and the subsequent implementation of the projects, measures, and policies developed as part of these plans, is a primary mechanism in achieving FEMA's goal.

The plan was reviewed based on the local plan criteria contained in 44CFR Part 201, as authorized by the Disaster Mitigation Act of 2000. The St. Clair County plan met the required criteria for a multi-jurisdiction hazard mitigation plan. Formal approval of this plan is contingent upon the adoption by the participating jurisdictions of this plan. Once FEMA Region V receives documentation of adoption from the participating jurisdictions, a letter of official approval will be sent by St. Clair County.

This plan is required by FEMA as part of County and City planning. It is also required for grant application and approval for any funding for mitigation work; along with being required for any payment should a disaster be declared for an area.

**FUNDING:**

There is no funding required.

**RECOMMENDATION:**

Council approval and adoption of the resolution for the St. Clair County Hazard Mitigation Plan.

**SUGGESTED MOTION:**

I move that the Council approve and adopt Resolution No. 24-25-\_\_\_\_, a Resolution Adopting the St. Clair County Multi-Hazard Plan, 2024 Update.



Prepared By: Melissa Schanz  
Melissa Schanz  
City Clerk

Approved By: Cody Hawkins  
Cody Hawkins  
City Manager

Attachments: A – Resolution

**ADOPTING THE ST. CLAIR COUNTY MULTI-HAZARD MITIGATION PLAN**

WHEREAS, the City of Mascoutah recognizes the threat that natural hazards pose to people and property; and

WHEREAS, undertaking hazard mitigation actions before disasters occur will reduce the potential for harm to people and property and save taxpayer dollars; and

WHEREAS, an adopted multi-hazard mitigation plan is required as a condition of future grant funding for pre-disaster hazard mitigation grant projects; and

WHEREAS, the City of Mascoutah participated jointly in the planning process with other local units of government within St. Clair County to prepare a Multi-Hazard Mitigation Plan;

NOW, THEREFORE, BE IT RESOLVED, the City of Mascoutah hereby adopts the St. Clair County Multi-Hazard Mitigation Plan, in its final state as approved by the Federal Emergency Management Agency (FEMA), as an official plan; and

BE IT FURTHER RESOLVED that this resolution will be submitted by St. Clair County on behalf of the City of Mascoutah showing the adoption of the St. Clair County Multi-Hazard Mitigation Plan to the Illinois Emergency Management Agency and the Federal Emergency Management Agency for final review and approval.

ADOPTED THIS \_\_\_\_\_ Day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Chief Elected Official

\_\_\_\_\_  
Attest:

## CITY OF MASCOUTAH

### Staff Report

**TO:** Honorable Mayor & Council

**FROM:** Cody Hawkins – City Manager

**SUBJECT:** **Renewal for \$1,500,000 Revolving Line of Credit – Resolution of Authorization for Signing of Loan Documents**

**MEETING DATE:** May 6, 2024

**REQUESTED ACTION:**

Approval of a resolution authorizing the Mayor to sign the loan documents for the renewal of a \$1,500,000.00 revolving line of credit.

**BACKGROUND & STAFF COMMENTS:**

The City is renewing a line of credit with First Federal Savings Bank, Mascoutah, Illinois for \$1,500,000 as discussed throughout the budget process. Following are the terms of the loan:

Loan Amount: \$1,500,000  
Line of Credit – 12 months, unsecured  
5.75% fixed rate  
Payments – quarterly interest payments with principal due at maturity  
No pre-payment penalty

A Resolution is required to authorize the Mayor to sign the loan documents.

**RECOMMENDATION:**

Council approval of resolution.

**SUGGESTED MOTION:**

I move that the Council approve and adopt Resolution No. 24-25-\_\_\_, Resolution of Authorization for Signing of Loan Documents for the Line of Credit with First Federal Savings Bank, Mascoutah, Illinois.

Prepared By: Melissa A. Schanz  
Melissa A. Schanz, City Clerk

Approved By: Cody Hawkins  
Cody Hawkins, City Manager

Attachments: A – Resolution

**RESOLUTION NO. 24-25-\_\_**

**A RESOLUTION OF THE CITY OF MASCOUTAH, ILLINOIS, TO  
AUTHORIZE THE SIGNING OF LOAN DOCUMENTS**

**WHEREAS**, the City of Mascoutah wishes to renew a revolving line of credit,

**WHEREAS**, the City of Mascoutah accepted the terms offered by First Federal Savings Bank for a line of credit in the amount of \$1,500,000.00.

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY  
COUNCIL OF THE CITY OF MASCOUTAH:**

**SECTION 1:** That the Mayor on behalf of the City and the City Council of the City of Mascoutah, Illinois, is authorized to execute any and all documents necessary to renew a revolving line of credit with First Federal Savings Bank in the amount of \$1,500,000.00.

**SECTION 2:** This Resolution shall take affect immediately upon its passage.

Passed and approved by the Mascoutah Mayor and City Council this 6<sup>th</sup> day of May, 2024.

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk  
(SEAL)

*Attachment A*

**CITY OF MASCOUTAH  
Staff Report**

**TO:** Honorable Mayor and City Council

**FROM:** Cody Hawkins, City Manager

**SUBJECT:** **PC 24-03 – 700 E Main Street, Additional 6-Unit Multiplex – Site Plan and Architectural Review**

**MEETING DATE:** May 6, 2024

**REQUESTED ACTION:**

Council consideration of approval of a Site Plan and Architectural Elevations for proposed 6-unit multiplex addition at Brendal Apartment Development, lot located at 700 E Main Street (also identified as parcel 10-32.0-151-001).

**BACKGROUND & STAFF COMMENTS:**

The property owners, William and Jeannette Brendel purchased parcel in June 2003. The applicant Brant Kehrer is currently under contract to purchase the parcel in hopes to develop an additional 6-unit multiplex to the parcel site. There is an existing 4-unit apartment building. The applicant proposes to construct an additional 4,956 square foot, 6-unit apartment building.

In accordance with Section 34-13-11 of the City Code, a major site plan is required for any development that is adding more than 5,000 sq. ft. of new impermeable surface to a site. The site plan requires review by the Planning Commission and approval by the City Council.

**Land Use and Zoning Requirements:** Per the Zoning Map, both parcels are zoned RM, Multi-Family Residential. The proposed use on the subject tracts is consistent with the underlying uses identified in the Zoning Code.

There maximum building coverage provision in the RM District is 45 percent. The existing 4-unit apartment building equals 4,512 sf and the proposed 6-unit apartment building equals 4,956sf. The two structures equate to 9,468sf (26.19%) of total building coverage.

As depicted in the site plan, the buildings will meet the front, side, and rear yard requirements of the RM District. The property is surrounded by RM, Multi-Family Residential on the north, GC – General Commercial to the west, RMH – Mobile Home Residential to the south, and farmland to the east. The farmland to the east of the property is not within city limits and therefore not in a specified zoning district.

**DISCUSSION POINTS / ISSUES:**

**Off-Street Parking Lot Lighting:** Sec. 34-9-18, “Any off-street parking or loading area used between 6:00 p.m. and 6:00 a.m. shall contain a system of lighting to provide an adequate standard of at least one foot-candle of illumination over the area of the parking area to be used.

All lighting shall be arranged to deflect, shade and focus lights away from adjacent properties and shall be designed so as not to create more than one foot-candle of illumination at any property boundary abutting a residential zoning district. Any land use which utilizes an off-street parking or loading area between 6:00 p.m. and 6:00 a.m. an average of less than four days per month may be exempted from this requirement by the planning commission.”

**Access/Circulation:** As noted, access for the proposed 6-unit building is to be served by off-street driveways that flow onto collector street, East State Street. Access for the existing 4-unit building is to be served by driveways and an off-street parking lot that flows onto collector street, South August Street. The aisle widths per Section 34-9-14 of the City Code for the directional flow shown on the site plan are adequate.

**Parking Requirements:** In accordance with Section 34-9-32, General Parking Requirements, Residential uses. For single-family dwellings, duplexes, multiple-family dwellings, and mobile homes, two parking spaces per dwelling unit. In addition to the 12 parking spaces of the off-street parking lot on East State Street, an additional 4 driveways will be added off South August Street. The proposed parking on site plan is adequate.

**Utilities:**

**Water:** Water will be provided by the city. Each unit will have its own metered service.

**Sewer:** Sewer will be provided by the city.

**Storm Drainage:** Submittal of a drainage plan is required and will be approved by staff.

**Electric:** Electric will be provided by the city. Each unit will have its own metered service.

**Natural Gas:** Natural gas provided by Ameren.

**Trash Receptacles:** Section 34-3-9 states that “All refuse generated by any commercial or industrial establishment located within any district shall be stored in tightly covered containers and placed in a visually screened area. For such uses, trash containers or dumpsters shall be located within a building or within an enclosed structure surrounded by six-foot high walls. Such trash enclosures shall not be located in the front yard of any lot and shall be located next to a parking lot rather than within a parking lot.”

A dumpster pad is presented on the site plan. The proposed dumpster pad placement is to be located on the west side of the property, facing South August Street.

**Architectural/Design Review:**

**Code Requirements:** Article XI, Architectural Review of the Zoning Code, provides design standards. This article shall apply to all new construction in the O, NC, DC, GC, LI, GI and AP zoning districts, and other applications wherein major site plan review is required.

Specifically for each building, the following are permitted building materials: Exterior material of brick, stucco, textured masonite, stone masonry, tilt-up concrete, pre-painted steel siding, concrete brick, permastone, or glass. Other metal materials may be approved by the architectural review board provided that other materials are used for part of the building. Glass block may be used as an accent material. Other similar building materials may be approved by the architectural review board. The building elevation renderings comply with design standards.

In addition, the applicant has indicated on the Site Plan that NONE of the following prohibited materials will be used on the building: smooth masonite, concrete cinder block, vinyl or wood.


**RECOMMENDATION:**

Council approval of this Site Plan and Architectural Review.

**SUGGESTED MOTION:**

I move that the Council approve the Site Plan and Architectural Elevations for a proposed 6-unit multiplex addition at Brendal Apartment Development, lot located at 700 E Main Street (also identified as parcel 10-32.0-151-001).

Prepared By:

  
Tiffany Barrows  
Planning and Zoning Administrator

Approved By:

  
Cody Hawkins  
City Manager

Attachments: A – Findings of Approval  
B – Planning Commission Meeting Minutes, April 17, 2024  
C – Project Area Map  
D – Public Hearing Notice  
E – Site Plan and Architectural Elevations

## **FINDINGS FOR APPROVAL**

### **SITE PLAN REVIEW: 700 E Main Street, Additional 6-Unit Multiplex**

**April 17, 2024**

***FINDINGS:*** The Mascoutah City Council, pursuant to the applicant's-initiated request for site plan approval for the land described, and after considering the effect of the requested use on the health, safety, morals, and general welfare of the residents in the City, specifically finds:

1. The site plan addresses the provision of municipal sanitary sewer and water to limit its effect on the health, safety, morals and general welfare of the community.
2. The proposed use of the site is appropriate, in terms of land patterns in the entire City.
3. The project is compatible with surrounding uses and the surrounding neighborhood.
4. The application is consistent with good general planning and site planning.
5. The project can be constructed and operated in a manner that is not detrimental to the permitted uses in the RM, Multi-Family Zoning District.

**Attachment A**



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

**April 17, 2024**

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

**PUBLIC HEARING – 7:01 PM**

**PC 24-03 – 700 E Main Street, Additional 6-Unit Multiplex – Site Plan and Architectural Review**

Commission Chairman, Ken Zacharski, reported on the Planning Commission Hearing process.

The Planning and Zoning Administrator, Tiffany Barrows, reviewed the staff report's requested action, background and staff comments.

Barrows stated that according to the St. Clair County, the property owners, William and Jeannette Brendel purchased parcel in June 2003. The applicant Brant Kehrer is currently under contract to purchase the parcel in hopes to develop an additional 6-unit multiplex to the parcel site. There is an existing 4-unit apartment building. The applicant proposes to construct an additional 4,956 square foot, 6-unit apartment building.

Barrows reported that the proposed development addition will meet the land use and zoning requirements. The maximum building coverage provision in the RM District is 45 percent. The existing 4-unit apartment building equals 4,512 sf and the proposed 6-unit apartment building equals 4,956sf. The two structures equate to 9,468sf (26.19%) of total building coverage.

Barrows continued, pointing out on the site plan, the proposed building will meet the front, side, and rear yard requirements of the RM District. The property is surrounded by RM, Multi-Family Residential on the north, GC – General Commercial to the west, RMH – Mobile Home Residential to the south, and farmland to the east. The farmland to the east of the property is not within city limits and therefore not in a specified zoning district.

Barrows reported that the general parking requirements will be met. The development will include an additional 12 parking spaces in the off-street parking lot on East State Street, an additional 4 driveways will be added off South August Street.

Barrows reviewed the staff comment opinion in that the site plan is consistent with good planning practices.

Planning Commission Chairman, Ken Zacharski questioned the trash pad/receptable placement. It appears that it will be blocking the existing parking lot to the other apartment building.

B.

Brant Kehrer stated that the existing parking lot will be eliminated and turned into a shared space or possibly green space for the two buildings. Kehrer stated that they are moving the parking for the existing apartment building to S. August Street.

Zacharski asked if the proposed dumpster would service both buildings. Kehrer confirmed that it will indeed serve both buildings.

Commission member Rich Thompson asked what was to be done with the current parking surface that is to be eliminated as a parking lot.

Kehrer stated that it will be either green space or something recreational for both buildings into something like a basketball court, but it hasn't been decided as of this date.

Commission member, Bill Millikin, asked if the detention area was added or if it already existing.

Kehrer stated that it exists already.

Barrows reported that the street dept. supervisor, the water/sewer dept. supervisor, the electric dept. supervisor, the city engineer, city manager, and utility supervisor all met with the applicant and reviewed the plans. The site plan was accepted by the departments and engineer.

Millikin asked about the lighting plan.

Barrows stated that the lighting plan will be accepted with the building plans and will be reviewed by the electric and street departments along with the city engineer to determine it meets the city standards.

Millikin advised to used lighting plan that shields from other properties. Light bleeding onto other lots is a common complaint.

Barrows confirmed drainage plan was accepted by the city.

Thompson asked if the architectural elevations are accurate or if they will be different. He asked if the renderings change will the changes be presented to the planning commission.

Kehrer stated that if there is a change it would most likely be to the covered porches. The materials will remain the same.

Barrows stated that the architectural changes will not be presented to the planning commission unless the changes are drastic enough to require approval. As long as the changes meet code standards, the staff will review and approve.

Millikin asked if the surrounding streets are on schedule for the repaving project.

The City Engineer, Sal Engineer stated that he could not confirm at this time. They are currently oil and chip.

Commission member stated that it will be something new to that part of town. It is good to see new affordable housing options in the area.

There was no further discussion.

#### **PUBLIC HEARING – 7:03 PM**

#### **PUBLIC HEARING ADJOURNED at 7:18 PM**

#### **CALL TO ORDER at 7:19 PM**

Chairman Ken Zacharski called the meeting to order.

#### **PRESENT**

Commission members Jack Klopmeier, Rich Thompson, Bruce Jung, Jim Connor, Karen Wobbe, Bill Millikin, and Chairman Ken Zacharski were present.

**ABSENT** – none.

#### **ALSO PRESENT**

Planning and Zoning Administrator Tiffany Barrows, City Engineer Sal Elkott, property owners, William and Jeannette Brendel, and applicant Brent Kehrler.

#### **ESTABLISHMENT OF A QUORUM**

A quorum of Planning Commission members was present.

#### **GENERAL PUBLIC COMMENT**

#### **AMEND AGENDA – NONE**

#### **MINUTES FROM January 17, 2024**

Wobbe moved, seconded by Millikin to approve the minutes from the January 17, 2024 Planning Commission Meeting.

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

Jack Klopmeier aye, Rich Thompson aye, Bruce Jung aye, Jim Connor aye, Karen Wobbe aye, Bill Millikin aye, and Chairman Ken Zacharski aye.

7-ayes, 0-nays, 0-absent

#### **PC 24-03 – 700 E Main Street, Additional 6-Unit Multiplex – Site Plan and Architectural Review**

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

**MOTION:**

Thompson moved, seconded by Millikin, that the Planning Commission recommends approval to the City Council of the Site Plan and Architectural Elevations for a proposed 6-unit multiplex addition at Brendal Apartment Development, lot located at 700 E Main Street (also identified as parcel 10-32.0-151-001).

**THE MOTION BY ROLL CALL**

Jack Klopmeier aye, Rich Thompson aye, Bruce Jung aye, Jim Connor aye, Karen Wobbe aye, Bill Millikin aye, and Chairman Ken Zacharski aye. 7-ayes, 0-nays, 0-absent

**MISCELLANEOUS**

None.

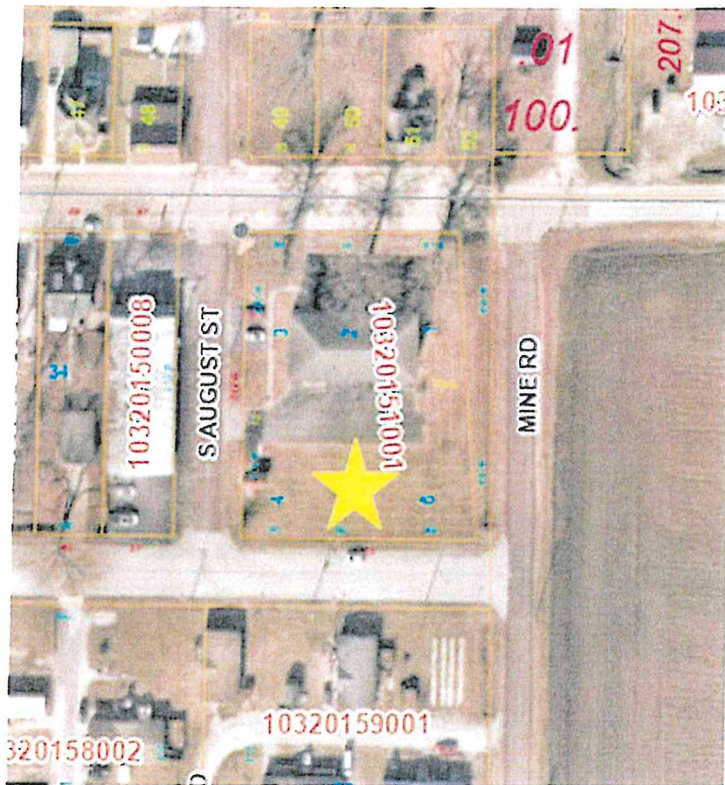
**ADJOURNMENT**

Wobbe moved, seconded by Connor to adjourn at 7:21 p.m. All were in favor.

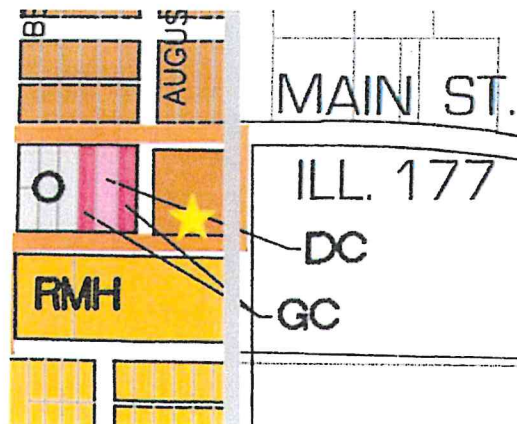
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Tiffany M Barrows, Planning and Zoning Administrator

Project Area Map



Project Area - Zoning Map



C.

CITY OF MASCOUTAH  
3 WEST MAIN ST.  
MASCOUTAH, IL 62258  
(618) 566-2964

**NOTICE OF PUBLIC HEARING**

The City of Mascoutah Planning Commission will conduct a Public Hearing on *Wednesday, April 17, at 7:00 PM* in the City Council Chambers at City Hall, #3 West Main Street, Mascoutah, IL 62258.

The purpose of this hearing is to consider a site plan and architectural review for a proposed, additional multi-unit apartment building with parking located at 700 East Main Street (parcel no. 10-32.0-151-001) in a RM, Multifamily Residential Zoning District.

Anyone interested in this hearing may appear and be heard for or against. The regular meeting of the Planning Commission shall follow this hearing wherein the Commission shall make a recommendation on this request.

Questions or requests for further details can be directed to the Planning and Zoning Administrator's Office at (618) 566-2964, ext. 107. Comments in writing may be forwarded to the Planning and Zoning Administrator's Office, 3 West Main St., Mascoutah, IL 62258.

**Posting Date: March 28, 2024**

MASCOUTAH PLANNING COMMISSION  
Ken Zacharski, Chairman

D.

# CERTIFICATE OF PUBLICATION

STATE OF ILLINOIS  
COUNTY OF ST. CLAIR

THIS IS TO CERTIFY, that the notice  
weeks in the THE HERALD, a newspa  
in said County and State, by Greg A. H  
published on the 4 day of April.  
on the 4 day of April A.D. 2024, and said newspaper was regularly published for six months prior to date of first  
publication of said notice.

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2024  
MASCOUTAH PLANNING  
COMMISSION  
Ken Zacharski, Chairman  
(4/4.)

Subscribed and sworn before me, this date



4-4-24



MASCOUTAH, IL 4-4 A.D. 2024