

MINUTES OF THE PLANNING COMMISSION
MEETING HELD ON April 11, 2022

The meeting was called to order by Chairman Rau at 7:30PM.

Roll call was taken: **Present:** Rau, Lutz, Voelker, Gaitsch, Pittman
Absent: Hicks

Rau asked if there were any additions or corrections to the minutes from March 14, 2022 Planning Commission meeting. A motion was made by Lutz and seconded by Gaitsch to approve the minutes of the March 14, 2022 meeting minutes. **Motion carried.**

Rau asked if there were any citizens to address the Planning Commission. There were none.
Rau asked if there were any corrections or deletions to the agenda. There were none.

OLD BUSINESS: Rau asked if there was any old business. There was none.

PETITIONS:

P-22-04-01 Review and comment to City council on a Petition on a Preliminary Plat for Remington Ridge Phase 3 located at the south end of Kirk Lane part of Parcel No. 08-17-100-002-000.

Krebel noted that changes from the Sketch Plat to the Preliminary Plat included updating the minimum lot sizes (14,000sqft minimum) and removal of common ground. Public Works recommended connecting Kris and Wilderness streets, however the developer would lose a lot of lots in the process and the city cannot force the developer to make the connection.

This plat was originally approved, but the developer only has 5 years from the time the Preliminary Plat is approved to begin improving the lots. Since the 5-year time period has lapsed, the developer is back with an updated Preliminary Plat with modification made above.

Lutz asked if the utilities for this and future phases are in line? Yes.
All runoff drains to lift station between lots 101 & 102, even though the future phase lift station will be built during phase 3. Country Club Hills (adjacent subdivision) Phase 4 also needs a lift station. The developers will work together to make sure all lift stations are in place.

Lutz commented about the potential for a future collector street to the east of the subdivision according to the comprehensive plan. Perhaps the city should start thinking about a feasibility study or protected ROW for the east collector.

Recommendation: A Motion was made by Gaitsch and seconded by Voelker to approve the Preliminary Plat for Remington Ridge Phase 3 as presented.

Members voted as follows:

YES – Rau, Lutz, Voelker, Gaitsch, Pittman

Z-22-04-01 Review and Recommend to the Zoning Board of appeals a Petition for a Special Use Permit for a Home Occupation (Barbershop) to be located at 417 Sunset Drive, Waterloo, IL Parcel No. 07-25-304-021-000 as requested by the owner, Amie Wester.

Amie Wester was present to represent her petition. She would like to operate a barbershop in her garage and is planning to build a wall to separate the shop from the garage. In this case the front of the garage would become a shed.

Gaitsch commented that garages can become a part of the house. But there is a reason the code says “no garages” for home occupation. If we approve, will everyone want to do it?

Lutz commented that this would be no different than a house with a converted garage versus a garage and a shed.

Pittman asked how much space would be in the front shed vs. the barbershop. The room must be code compliant. Rau responded that there are rules about the maximum square footage on home occupancy. Amie Wester responded that the barbershop would not even take up half of the garage, approximately 200 sqft.

Voelker asked where the connection to the living space is located. Wester replied that one would walk into the shed portion, then into shop.

Pittman asked if there was any feedback from the neighbors. Krebel replied none.

Finally, Lutz commented that the home occupancy code could welcome a revision.

Recommendation: A Motion was made by Pittman and seconded by Lutz to recommend approval of a Special Use Permit for a Home Occupation (Barbershop) with modification of the garage to add a wall separating the front of the garage from the back where the business will be located.

Members voted as follows:

YES – Rau, Lutz, Voelker, Gaitsch, Pittman

Z-22-04-02 Review and Recommend to the Zoning Board of Appeals a Petition for a Zoning text amendment to modify the current “Animal Hospital” definition in section 40-1-15 and as listed in the permitted zoning use sections, A (Agricultural District), B-1 (Office Business District), and I-1 (Light Industrial District).

Riverstone Animal Hospital is looking to build a new facility however the zoning code definition for an Animal hospital is vague and does not fit their business plan or the existing operation of Animal Hospitals within Waterloo.

Lutz asked if boarding is within the business scope? Shannon Melliore, owner of Riverstone Animal Hospital, was present to represent the petition and responded that medical boarding is within the scope of their business model.

Proposed definition: “an Animal Hospital is any building or portion thereof designed or used for the medical care, emergency care, observation, and treatment of domestic and farm animals. Animal hospitals may also include ancillary facilities for animal washing and grooming, overnight boarding, daily boarding, emergency boarding, and instruction for the handling and care of animals. Animal hospitals are managed on a full-time basis by a veterinarian licensed by the State of Illinois.”

The Planning commission agreed that they liked the definition but would recommend a change to the last sentence to read, “Under the direction of a veterinarian licensed by the state of Illinois.”

Recommendation: A Motion was made by Voelker and seconded by Gaitsch to recommend the modification of the current “Animal Hospital” definition in the City’s Zoning Code in section 40-1-15 with the proposed definition citing a modification of the last sentence to, “Under the direction of a veterinarian licensed by the State of Illinois”.

Members voted as follows:

YES – Rau, Lutz, Voelker, Gaitsch, Pittman

Z-22-04-03 Review and Recommend to the Zoning Board of appeals adding the definition of “Convenience Stores” to Zoning Section 40-1-15.

There is currently no definition of convenience store in the code. Krebel wants to be proactive. The liquor code talks about convenience stores, but it is not defined and tonight we’re just talking definitions. All convenience/gas stations are just gas stations. There is no definition of liquor store in the code either. The city has 6 gaming licenses for gas/convenience in the city of Waterloo. There are 5 gas stations. The proposed definition is well thought-out and want to make sure the definition fits the current 5 establishments as well.

The proposed definition is as follows:

Convenience Store – a small retail, quick serve, establishment that stocks a range of everyday items such as coffee, groceries, snack foods, confectionary, soft drinks, tobacco products, over-the-counter drugs, toiletries, newspapers, magazines, and other sundries primarily for home consumption. The store can be licensed to sell alcohol and/or the retail sale of motor vehicle fuels. Convenience stores shall be less than 3,000 square feet in floor area, with a maximum of 50% of the floor area dedicated to the sale of alcohol products. A convenience store cannot sell anything contrary to federal, state, or local, law.

Recommendation: A motion was made by Gaitsch and seconded by Pittman to recommend the definition of Convenience Store be added to the code of ordinances as worded.

Members voted as follows:

YES – Rau, Lutz, Voelker, Gaitsch, Pittman

NEW BUSINESS: There was none.

COMMENTS: There were none.

Motion to adjourn the meeting at 9:28PM was made by Lutz and seconded by Gaitsch. Motion carried.
Minutes respectfully submitted by Lauren Voelker.