

MINUTES OF THE OTTAWA PLAN COMMISSION

November 26, 2012

Acting Chairman John Stone called the meeting to order at 7:05 p.m. in the Ottawa City Council Chambers.

ROLL CALL

Present: Burns, Buiting, Barron, Less, Perry, Stone, Volker

Absent: Howarter, Reagan,

Others: City Planner Tami Huftel

MINUTES OF PREVIOUS MEETING

It was moved by Less and seconded by Volker that the minutes of the September 22, 2012, meeting be approved as published. Motion carried unanimously.

OLD BUSINESS

It was moved by Barron and seconded by Burns that the public hearing for 1016 West Superior Street be continued. Motion carried unanimously.

NEW BUSINESS

- a. *Shady Acres Final Plat.* Gary Graffit, owner of the property spoke on behalf of the request. Currently this land has two homes. The owner wishes to sell one home thus requiring the land to be subdivided. This subdivision is located in the cities mile and half subdivision jurisdiction. Both homes have their own driveways, septic system and wells. These homes have access through the subdivision, not Route 23. Commissioner Buiting discussed the need for a drainage easement between the homes for roadway run-off. This easement will be 35 feet wide. There being no further questions or discussions, it was moved by Barron and seconded by Buiting that the OPC recommend the City Council approve Shady Acres Final Plat of LaSalle County with the following condition: an easement for drainage be located between two properties and the easements for the two tiles be extended to the new drainage easement. Motion carried unanimously.
- b. *Zoning Ordinance.* The commission discussed several sections of the Zoning Ordinance. Revisions and wording will be presented at the next meeting. Commission members discussed, approved and denied moving forward with revisions to the ordinance. See attached section. It was moved by Reagan and second by Burns that the zoning ordinance be continued. Motion carried unanimously.
- c. *Sign Ordinance.* It was moved by Volker and seconded by Less that the sign ordinance public hearing be continued. Motion carried unanimously.

There being no further business the meeting adjourned at 8:50pm. Motion carried.

Respectfully submitted,

Tami L. Huftel
City Planner

The Plan Commission agreed to amend the Zoning Ordinance with the following revisions:

- 1.) Under the C-2 and C-3, conditional use section:
 - a. Nursing homes, assistant living, retirement homes and other similar uses.
 - b. Churches and other permanent buildings intended for formal worship
 - c. Schools

- 2.) Living spaces above existing detached garages.
 - a. Permit as a conditional use
 - b. Must be an existing structure. Add a specific date.
 - c. No structure can be enlarged for this purpose.
 - d. Remain an accessory structure

- 3.) Notify the Historic Preservation Commission as part of the review process for a conditional use permit to an historic structure and/or district.

- 4.) Streamline Variance Process (page 80), Zoning Amendments and Conditional Use. Current ordinance states a notice shall be published at least 15 days but not more than 30 prior to the public hearing. City Clerk submits application to City Council for approval.
 - a. Revise notice to at least 14 days but not more than 30.
 - b. Zoning Administrators report herd by the City Council prior to ZBA and Plan Commission meetings.

- 5.) Zoning of annexed land. All land hereafter annexed to the City of Ottawa shall be classified as A-1, Single- Family District, unless provision for other classifications is made by ordinance after a public hearing as required by law.

The Plan Commission agreed to not pursue revision on the following topics:

- 6.) C-4 and C-5 Districts. Allow retail in the front and living space in the rear on the floor at grade level or near grade level. Retail space shall be greater than 50% of the floor area and have code compliant egress. Not permitted on LaSalle Street.

- 7.) A-1, A-2 and B permit a small office as a conditional use. Other small uses? Service?