

**PLANNING COMMISSION  
MINUTES  
September 13, 2016**

**1. CALL TO ORDER**

The meeting was called to order at approximately 7:00 p.m. by Chairman Jim Bramstedt with (9 members) in attendance: Pat Herrington, Larry Mensing, Don Barkley, Kelly Smith, Patrick McCarthy, Amy Funk, Pat Wesemann, Linda Hoppe, and Nick Correale. Also in attendance were Tim Tolliver(Director of Land Use), Jim Gehrs(Attorney), Holly McCullough(Court Reporter) and Kendra Tucker (Secretary).

**2. CITIZENS COMMENTS**

**None**

**3. PC13-16, Special Use Permit, 5701 Perrin Road (03-34.0-205-003)**

Director Tolliver presented the staff advisory for PC13-16 to the commission.

Commissioner Herrington asked Tolliver if there could be a stipulation place on the approval for the space to only be used as an office. Tolliver stated that a stipulation could be added to the Resolution.

The applicant was present.

Penni Livingston of 690 Pleasant Ridge, Fairview Heights, IL was sworn in.

The applicant explained her application and desire for the property to remain an office space. Due to the amount of money she has put into the property to make it an office space, she does not want to have to sell it as a residents.

There was no one present to speak in favor of the application.

There was no one present to speak in opposition of the application.

The commission discussed whether or not the property could be used as something other than an office and what the definition of a “professional office” could be.

Commissioner Herrington stated that if the property were sold the new owner would have to come before the Planning Commission to change the use of the property of desired.

Commissioner Funk made a motion to approve PC13-16.

Planning Commissioner Funk introduced the following resolution and moved for its adoption:

**RESOLUTION PC 013 -16**

**A RESOLUTION ADOPTING FINDINGS OF FACT PC 013-16 RELATING TO APPROVAL OF REQUEST FROM PENNI LIVINGSTON TO MODIFY THE SPECIAL USE PERMIT ALLOWING PROFESSIONAL OFFICE USE WITHIN THE R3 SINGLE FAMILY RESIDENTIAL DISTRICT .**

**WHEREAS**, Penni Livingston, hereinafter referred to as the “Applicant,” has properly applied for a Special Use Permit approval for a professional office use within the “R3” Single Family Residential District located at 5701 Perrin Road, Fairview Heights, IL, PIN 03-34.0-205-003.

**NOW THEREFORE, BE IT RESOLVED BY THIS PLANNING COMMISSION OF THE CITY OF FAIRVIEW HEIGHTS, ST. CLAIR COUNTY, STATE OF ILLINOIS that the findings of fact relating to the request are determined to be as follows:**

1. That the Applicant appeared before the Planning Commission for a public hearing pursuant to Section 14-10-8 of the City of Fairview Heights Development Code on September 13, 2016, and that said public hearing was properly advertised and that the minutes of said public hearing are hereby incorporated by reference.
2. The subject property is developed with a two story structure modified for office use and is zoned “R3” Single Family Residential District. The subject property is located at 5701 Perrin Road, Fairview Heights, IL, PIN 03-34.0-205-003.
3. That the Subject Property contains approximately 1 acre.
4. That this permit will not require any changes to traffic circulation and ingress/egress.
5. That this permit will not require any changes to lighting, landscaping, or the existing site usage.
6. That the proposed use will not be unduly dangerous or otherwise detrimental to persons residing or working in the vicinity of the use or to the public welfare.
7. That the proposed use will not substantially adversely impair the use, enjoyment, or market value of any surrounding property.
8. That the proposed use will not be hazardous or disturbing to existing neighboring uses.
9. That the proposed use will be served adequately by public facilities and services such as highways and streets.
10. That the proposed use will not create excessive additional requirements at public cost for public facilities and services, and it will not be detrimental to the economic welfare of the community.

11. That the proposed use will not involve activities and uses that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke fumes, glare or odors.
12. The proposed use will not be consistent with the Comprehensive Plan.
13. That this Special Use Permit approval will for the applicant's use as a professional office.
14. That the Permittee shall be responsible for all City costs incurred in administering and enforcing this Permit.
15. That the Director of Land Use, and his/her designee, shall have the right to inspect the premises for compliance and safety purposes annually or at any time, upon reasonable request.
16. That this Special Use Permit Approval shall automatically expire if the use is not initiated within one year of City Council approval.
17. That this Development Plan approval allows for the site plan as presented. Any significant changes to traffic circulation, materials on the building, landscaping or signage on this site not provided for in the site plans on the Subject Property will require additional review and approval by the City Council.

The motion for the adoption of the foregoing resolution was duly seconded by; Barkley upon vote being taken thereon, the following voted in favor thereof: Herrington, Hoppe, Mensing, Wesemann, Barkley, Funk, Correale, Smith, McCarthy, & Bramstedt

and the following voted against the same: None

and the following abstained: None

and the following were absent: Sudja

whereupon said resolution was declared duly passed and adopted by the Fairview Heights Planning Commission this the 13<sup>th</sup> day of September 2016.

#### **4. NEW BUSINESS**

**None**

## 5. ANNOUNCEMENTS

None

**ADJOURNMENT** – Meeting adjourned at approximately 7:35 p.m. The next regularly scheduled meeting of the Fairview Heights Planning Commission will be October 11, 2016 at 7:00 p.m. in the Council Chambers of the Fairview Heights Municipal Complex, 10025 Bunkum Road, Fairview Heights, Illinois.

Respectfully,

A handwritten signature in black ink, appearing to read "Timothy Tolliver". The signature is fluid and cursive, with the first name "Timothy" and last name "Tolliver" clearly distinguishable.

Timothy Tolliver  
Director of Land Use and Development  
TT/kt