Chairman Carbonetti called the meeting to order at 7:00 pm. City Clerk Moller called roll to establish a quorum. Commission members present: Jim Carbonetti, Tom Condon, Mike Grieshop, Jim Hutchinson and Ian McCafferty. Also present were City Administrator Nelson, Community Development Director Steve Santeler and Code Enforcement Officer Anne Nutley.

**Public Comment**
Chairman Carbonetti opened the floor to public comment not pertaining to the petition. There was none.

**Planning and Zoning Commission Minutes of July 2, 2019 – Approved**
A motion was made by Commissioner Condon, seconded by Commissioner McCafferty to accept the minutes of the Planning and Zoning Commission Meeting of July 2, 2019, as presented. All ayes. Motion carried.

**Marc Hathaway d/b/a Stateline Investments LLC – Petition Seeking Conditional Use Pursuant to Table 8-1, Use Matrix, of the Unified Development Ordinance to Operate a Car Wash**
Chairman Carbonetti opened the hearing in the petition of Marc Hathaway, d/b/a Stateline Investments LLC. The petitioner is seeking a conditional use pursuant to Table 8-1, Use Matrix, of the Unified Development Ordinance to operate a car wash. The subject property is located at 109 Admiral Dr., Harvard. PIN 06-02-202-017

The parties of interest in the petition were present. The Notice of Hearing was published per statutory requirements in the Northwest Herald. Certified notices were sent to property owners within 250’ of the subject property. The Certificate of Publication, completed petition and staff report were entered into the record.

**Presentation of Evidence by Petitioner**
Upon being sworn in, Marc Hathaway presented his petition requesting a conditional use pursuant to Table 8-1, Use Matrix, of the Unified Development Ordinance to operate a car wash. The property was built and has always been used as a 4-bay car wash and has been vacant for about 2 years. He would like to revitalize the property as a car wash.

**Questions/Discussion by Planning and Zoning Commissioners to Petitioners**
Chairman Carbonetti opened the floor to questions from the Commissioners. There were none.

**Identification of Objectors/Supporters/Witnesses/Audience Participation**
There were no objectors in attendance.

City Clerk Moller entered into the record an objector who attended the November 5th, 2019, Meeting which was continued due to a lack of a quorum:
- Steve Meckel, 200 S. Park Ave., Harvard, IL The property owner had some environmental questions about how the proposed use would impact surrounding properties.

**Staff Report**
Report as submitted.

**Vote on Petition**
A motion was made by Commissioner Hutchinson, seconded by Commissioner McCafferty to recommend to the City Council that the petition be approved as presented. Roll call vote: Condon, aye; Grieshop, aye; Hutchinson, aye; McCafferty, aye and Carbonetti, aye. Motion to approve the petition was approved five to zero.
The Planning and Zoning Commission’s recommendation will come before the City Council at their next regular meeting on Tuesday, December 10, 2019, at 7 pm to be held in the City Council Chambers, 201 W. Front St., Harvard.

A motion was made by Commissioner Condon, seconded by Commissioner Grieshop to close the hearing. All ayes. Motion carried.

**City of Harvard – Text Amendments to the UDO**
Chairman Carbonetti opened the hearing in the petition of City of Harvard. The petitioner is requesting text amendments to the Unified Development Ordinance to amend the following sections: Table 6-1: Business Districts Dimensional Standards to reduce setbacks; Table 8-1: Use Matrix, to add Outdoor Storage as a Conditional Use in the M-1 Zoning District and Article 9.3, Accessory Structures and Uses to add requirements for an accessory building and 9.6.B1, Solid Fences relative to swimming pools.

The parties of interest in the petition were present. The Notice of Hearing was published per statutory requirements in the Northwest Herald. The Certificate of Publication and completed petition were entered into the record.

**Presentation of Evidence by Petitioners**
Upon being sworn in, City Administrator David Nelson stated that City Staff is prepared to offer testimony to support the requested text amendments. As the City started working with and applying the provisions in the Unified Development Ordinance that was adopted about a year ago, staff discovered some inconsistencies and items that were missed. City Staff met with the Ordinance Committee on the various text amendments to hash out the details of the amendments to present to the Commission. Staff is prepared to offer testimony from Community Development Director Steve Santeler and Code Enforcement Officer Anne Nutley.

Upon being sworn in, Community Development Director Santeler reviewed the specifics of the text amendments:

1. Amend Table 6-1: Business Districts Dimensional Standards to reduce setbacks to “None” in the B-1 Central Business District to be consistent with the previous zoning code.

2. Amend Table 8-1: Use Matrix, to add Outdoor Storage as a Conditional Use in the M-1 Zoning District.

3. Amend Article 9.3, Accessory Structures and Uses to add a requirement that an accessory building exceeding 8 feet by 10 feet shall be constructed of wood, masonry or metal. The previous zoning code included the requirement for wood or masonry but was omitted in the UDO. Staff proposes the requirement also include metal.

4. Delete Section 9.6.B1, Solid Fences relating to swimming pools. The UDO currently requires a solid fence which is in conflict with the building code which mandates a 48” barrier. Eliminating the reference in the UDO also keeps in line with the industry standard requiring a 48” barrier.

**Questions/Discussion by Planning and Zoning Commissioners to Petitioners**
Chairman Carbonetti opened the floor to questions from the Commissioners.

- Commissioner Grieshop inquired if it would qualify if someone took the fabric off a temporary shelter and replaced it with metal. Community Development Director Santeler noted there are provisions in the building code that would address the situation.

**Vote on Petition**
A motion was made by Commissioner Hutchinson, seconded by Commissioner Condon to recommend to
the City Council that the proposed changes to the Unified Development Ordinance be approved as presented. Roll call vote: Condon, aye; Grieshop, aye; Hutchinson, aye; McCafferty, aye and Carbonetti, aye. Motion to approve the petition was approved five to zero.

The Planning and Zoning Commission’s recommendation will come before the City Council at their next regular meeting on Tuesday, December 10, 2019, at 7 pm to be held in the City Council Chambers, 201 W. Front St., Harvard.

A motion was made by Commissioner Condon, seconded by Commissioner McCafferty to close the hearing. All ayes. Motion carried.

Clerk’s Report
No report

Chairman’s Report
No report

At 7:18 pm, a motion was made by Commissioner Condon, seconded by Commissioner Grieshop to adjourn the meeting. All ayes. Motion carried.

Submitted by:

City Clerk Lori Moller

Date:___________________________