

VILLAGE OF BURLINGTON
175 WATER STREET
P. O. BOX 205
BURLINGTON, IL 60109-0205
847-683-2237
847-683-2283 – Village Clerk, Christine Jones

Village Plan Commission
Meeting Location – Village Hall
175 Water Street
February 12, 2024 7:00 pm

Present: Village President Mary Kay Wlezen, Deputy Clerk Natalie Meisner and Village Engineer John Whitehouse.

Open the Meeting: Plan Chairman Kyle Goldsworthy opened the meeting at 7:10 p.m. with the Pledge of the Allegiance.

Roll Call: Plan Members: Michael Loos, Dan Russell, Kyle Goldsworthy and Colin Stephens were present.

Remote: None.

Absent: Plan Member: Curtis Olson.

Guests: None.

A quorum was established for tonight's meeting.

Approval of the January 8, 2024 Plan Commission Meeting/Public Hearing Minutes: Plan Member Michael Loos made a motion to approve the January 8, 2024 Plan Commission Meeting/Public Hearing minutes with corrections. Plan Member Dan Russell seconded the motion. Ayes: Plan Members: Dan Russell, Colin Stephens, Michael Loos and Kyle Goldsworthy. Four ayes, one absent, motion carried.

Review, Edit and Consider Findings of Fact and Recommendation to the Village Board regarding Special Use for property located at 224 South Main Street, Burlington, IL 60109. Village Engineer John Whitehouse lead a brief discussion pertaining to the draft of the Findings of Fact and Recommendations for applicant MOPO, LLC for a Special Use Permit for property located at 224 South Main Street, Burlington. A Special Use Permit Application was filed to operate a Bed and Breakfast on the second floor of the subject property and to use on-street parking to satisfy the part of the parking requirements for the business use of the subject property on the first floor, specifically, the non-exclusive use of the ADA parking space on South Main in front of the property. A Public Hearing was held before the Zoning Board of Appeals (ZBA) on January 8, 2024 at the Village Hall to consider the Special Use Permit. The Public Hearing Notice was duly published in the Daily Herald on December 22, 2023 in accordance with said statute and ordinance. During the public hearing, eight people offered testimony and/or comments on the proposed Special Use. Applicant's representatives Margaret and Nate Lindquist made a presentation of their request to operate a Bed and Breakfast on the second floor and the use of on-street parking to satisfy the first-floor parking requirement. All questions and/or comments were answered to the satisfaction of the attendees, the ZBA and Chair in regards to the Special Use.

The Findings of the ZBA which includes the testimony given by the Interested Parties and the Applicants at the Public Hearing and other considerations is as follows:

- (a) The proposed SPECIAL USE will not have negative economic effects on adjoining properties since this use will be low impact and will add a business to S. Main Street in accordance with the recommendations of the Comprehensive Plan.
- (b) The proposed SPECIAL USE will have no effect on adjoining properties regarding such elements as noise, glare, odor, fumes and vibration.
- (c) The proposed SPECIAL USE will be generally compatible with adjacent and other properties in the district that also have combined business and residential uses.
- (d) The proposed SPECIAL USE will not have negative effects due to traffic generated by the proposed use. The business use will not be high intensity retail.
- (e) The proposed SPECIAL USE supports the recommendations of the Comprehensive Land Use Plan to promote business and residential uses in the B-1 Old Town Business District.
- (f) The proposed SPECIAL USE will be harmonious with and in accordance with the general objectives of the Comprehensive Land Use Plan and/or this Zoning Ordinance.
- (g) The proposed SPECIAL USE will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity, and that such use will not alter the essential character of the same area.
- (h) The proposed SPECIAL USE will not be hazardous or disturbing to existing or future neighborhood uses.
- (i) The proposed SPECIAL USE will be adequately served by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools.
- (j) The proposed SPECIAL USE will not create excessive additional requirements at public cost for facilities and services, and will not be detrimental to the economic welfare of the Village of Burlington.
- (k) The proposed SPECIAL USE will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any person, property of the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.
- (l) The proposed SPECIAL USE will have vehicular approaches to the property that shall be so designed as to not create an undue interference with traffic on surrounding public streets or highways. The Bed and Breakfast parking will use the existing parking that fronts on the alley to the southwest of the structure. The required off-street parking for the business, five (5) spaces, will be satisfied by 4 new spaces to be constructed on the property with access from Water Street and the existing ADA space on the west side of South Main Street will be available as a non-exclusive space for the use of the coffee shop on the first floor.
- (m) The proposed SPECIAL USE will not increase the potential for flood damage to adjacent property, or require additional public expense for flood protection, rescue or relief.
- (n) The proposed SPECIAL USE will not result in the destruction, loss or damage of natural, scenic or historic features of major importance to the Village of Burlington.

Recommendations: The proposed SPECIAL USE for the property located at 224 South Main Street, to allow the operation of a Bed and Breakfast on the second floor and to allow the use of the existing ADA parking space on South Main Street to satisfy part of the parking requirement for the business on the first floor. It is noted that a new private sewage disposal system was installed on the property prior to its sale to the applicant.

Motion to approve the Report and Recommendation on the application of MOPO, LLC for a Special Use Permit for property located at 224 South Main Street, Burlington IL 60109. Plan Member Michael Loos made a motion to approve the Findings on Facts and Recommendation to the Village Board regarding Special Use for property located at 224 South Main Street, Burlington IL 60109. Plan member Dan Russell seconded the motion. Ayes: Dan Russell, Michael Loos, Colin Stephens and Kyle Goldsworthy. Four ayes, one absent, motion carried.

The approved Findings of Fact will be presented to the Village Board for review, changes and approval during the next Village Board meeting on February 20, 2024.

Plan Commission discussion regarding text amendment required for food trucks. Village President Mary Kay Wlezen stated she received an email from Mary Lake on behalf of the Burlington Township Park District. The email stated during a recent Burlington Township Park District meeting, the board members discussed allowing food trucks in the park which they are not opposed to, however certain topics were discussed such as noise from generators and location of the food trucks in a more visible area. The Village will be reaching out to property owners in the downtown area for use of their property to allow food trucks to use the property on certain days. A brief discussion followed referencing the next steps needed to move forward to allow food trucks in the Village. John Whitehouse stated a public hearing is not necessary at this time since this is not a Zoning Amendment and will most likely be an amendment to the Municipal Code which would need to be adopted by an ordinance to become part of the Municipal Code. John Whitehouse will review and advise. Regardless, the Village Board will need to be presented with the Recommendation regarding food trucks.

Other Business: None.

Guests: No comments.

Motion to Adjourn the Meeting: Plan Member Michael Loos made a motion to adjourn the meeting. Plan Member Dan Russell seconded the motion. Ayes: Plan Members: Michael Loos, Dan Russell, Kyle Goldsworthy and Colin Stephens. Four ayes, one absent, motion carried.

The meeting adjourned at 7:50p.m.

Respectfully submitted,

Natalie Meisner
Deputy Clerk