

**AGENDA
PLANNING COMMISSION MEETING
CITY OF SALEM
APRIL 10, 2018 – 6:00 PM**

- I. Call to Order**
- II. Approval of Minutes – March 13, 2018**
- III. Staff Recommendations**
- IV. Questions by Committee Members**

- V. Commission Action:**
 - a) Special Use Permit – Double-Wide Manufactured Home**

Ann and Stephen Johnston, 419 S. Pearl, Salem, IL are petitioning the Planning Commission for a Special Use Permit to erect a double-wide manufactured home at 419 S. Pearl after demolition of the existing residence. Legal description of the property is Mills Add. Lot 4 and 24' E End Lot 5, Block 18.

 - b) Special Use Permit – Home Occupation Permit – Insurance Office**

Todd Kloppedal, 523 E. Mitchell St., Salem, IL is petitioning the Planning Commission for a Special Use – Home Occupation Permit to operate an insurance sales and service office from his home. Legal description of the property is George E. Lester Add. Lot 1, Block 13.

- VII. New Business**
- VIII. Old Business**
- XI. Public Comments**
- X. Adjournment**



**Bev Quinn, CMC
City Clerk/Zoning Administrator**

**PLANNING COMMISSION
MINUTES OF THE MEETING
March 13, 2018 – 6:00 PM**

CALL TO ORDER

The City of Salem Planning Commission met in regular session on March 13, 2018. The meeting was called to order at 6:00 p.m. by Chairman Rick McCullum. Members present were: Kathy Matthews, Jim Milano, Harold Hunzicker, Sandie Phillips and Jim Davis . Member absent: Neil Chance. Also present was Cindy Eller, Recording Secretary and Bev Quinn, Zoning Administrator.

APPROVAL OF MINUTES

Minutes of the February 13, 2018 meeting were presented for action. Motion was made by Harold Hunzicker and seconded by Sandie Phillips to approve the minutes as presented. Roll call vote: AYES: Jim Milano, Kathy Matthews, Harold Hunzicker, Jim Davis, Sandie Phillips and Chairman Rick McCullum. NAYS: None. Motion carried.

STAFF RECOMMENDATIONS None

QUESTIONS BY COMMITTEE MEMBERS None

COMMISSION ACTION

**SPECIAL USE –Double-Wide
Manufactured Home**

Edward Smalley, 310 N Washington St., Salem IL is petitioning the Planning Commission for a Special Use Permit to construct a double-wide manufactured home at 315 W Lake, Salem, IL. The legal description of the property is Lots 2, 3, and 4 in Block 2 in Porter Place Subdivision.

Ed Smalley addressed the Commission stating the he owned the vacant lot at 315 W Lake which has 135 ft frontage and 150 ft deep. Smalley is requesting the special use because he plans to sell this lot and feels a manufactured home would be a better fit for this area.

City Clerk Bev Quinn then read the findings of fact as follows:

- (1) Whether the proposed design, location, and manner of operation of the proposed special use will adequately protect the public health, safety, and welfare, and the physical environment.** The proposed special use would not affect the Public health, safety or welfare.
- (2) Whether the proposed special use is consistent with this municipality's comprehensive plan:** The proposed use would be consistent with the comprehensive plan. The zoning of the property does not change.
- (3) The effect the proposed special use would have on the value of neighboring properties and on this municipality's overall tax base:** The property is currently undeveloped, and will provide value to the neighborhood and additional taxes to the tax base.
- (4) The effect the proposed special use would have on public utilities and on traffic circulation on nearby streets:** The proposed use will be single-family residential, and have no significant effect on traffic and utilities.
- (5) Whether there are any facilities near the proposed special use (such as schools or hospitals) that require special protection.**

There are no facilities near the proposed special use that would require special protection.

Quinn stated she had not received any responses either for or against this Special Use.

Motion was made by Jim Davis and seconded by Kathy Matthews to approve the Special Use Permit to construct a double-wide manufactured home at 315 W Lake, legal description: Lots 2, 3 and 4 in Block 2 in Porter Place Subdivision. Roll call vote: AYES: Harold Hunzicker, Kathy Matthews, Jim Davis, Jim Milano, Sandie Phillips and Chairman Rick McCullum. NAYES: None. Motion Carried.

**SPECIAL USE PERMIT-
Construction Sales
And Service**

Justin Matthews of Alpha & Omega, Inc. is petitioning the Planning Commission for a Special Use Permit to operate a Construction Sales and Service business in the NU Non-Urban district at 2442 W. Main St., Salem, IL. This property is located at the northeast corner of W. Main St. and Hoots Chapel Road.

Justin Matthews with Alpha & Omega addressed the Commission stating that the property was originally a primary residence and he made it into an office not realizing the property was not zoned for this. Matthews stated that he had no other expansions planned and that he just wanted to get property in compliance.

City Clerk Bev Quinn then read the findings of fact as follows:

- (1) Whether the proposed design, location, and manner of operation of the proposed special use will adequately protect the public health, safety, and welfare, and the physical environment.** The proposed special use would not affect the Public health, safety or welfare.
- (2) Whether the proposed special use is consistent with this municipality's comprehensive plan:** The proposed use would be consistent with the comprehensive plan. The zoning of the property does not change.
- (3) The effect the proposed special use would have on the value of neighboring properties and on this municipality's overall tax base:** The structure housing the business has been improved, so the tax base will be positively affected.
- (4) The effect the proposed special use would have on public utilities and on traffic circulation on nearby streets:**
The property is located on a U S Highway, and is heavily traveled. This addition should have no effect on traffic or utilities.
- (5) Whether there are any facilities near the proposed special use (such as schools or hospitals) that require special protection.**
There are no facilities near the proposed special use that would require special protection.

City Clerk Quinn then read into the minutes the one correspondence she received regarding this request :

3/24/18

My Name is Dale Davis and I live at 4031 Hoots Chapel - 3rd House N. of Rte 50, West side of Rd. My Parents lived on West Corner and Justin is on East Corner. We sold Dads House in 2000 After He Died So I have lived in this Neighborhood for 55 yrs and I am OK with the change for Justin. He has improved his Place and keeps it very nice and neat. It would be nice if the other Neighbors did the same. IF this helps He has my total Approval.

Thank you
Dale

Motion was made by Harold Hunzicker and seconded by Sandie Phillips to operate a Construction Sales and Service business in the NU Non-Urban district at 2442 W. Main, Salem IL. Roll call vote: AYES: Harold Hunzicker, Kathy Matthews, Jim Davis, Jim Milano and Sandie Phillips. NAYES: None. Chairman McCullum abstained. Motion Carried.

NEW BUSINESS

City Clerk Bev Quinn stated she has nothing pending but will possibly have a home occupation permit but it has not been requested yet.

OLD BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENTS

As there was no further business to discuss, **the meeting was adjourned 6:15 p.m.**

Cindy Eller, Recording Secretary

PUBLIC NOTICE

The Planning Commission of the City of Salem will meet at 6:00 p.m. on Tuesday, April 10, 2018 in the Council Chambers of Salem City Hall, for the purpose of considering the following petitions:

Special Use Permit – Double-Wide Manufactured Home

Ann and Stephen Johnston, 419 S. Pearl, Salem, IL are petitioning the Planning Commission for a Special Use Permit to erect a double-wide manufactured home at 419 S. Pearl after demolition of the existing residence. Legal description of the property is Mills Add. Lot 4 and 24' E End Lot 5, Block 18.

Special Use Permit – Home Occupation Permit – Insurance Office

Todd Kloppedal, 523 E. Mitchell St., Salem, IL is petitioning the Planning Commission for a Special Use – Home Occupation Permit to operate an insurance sales and service office from his home. Legal description of the property is George E. Lester Add. Lot 1, Block 13.

The City Council Chambers are accessible to physically challenged individuals. Individuals requiring other ADA accommodations should contact Bev Quinn, City Clerk/Zoning Administrator, at least 10 days before the scheduled public hearing date.

Bev Quinn
City Clerk/Zoning Administrator

Legal Section:
March 23, 2018

Fee: \$100.00

pd 3/19
bg

CITY OF SALEM

APPLICATION FOR SPECIAL USE PERMIT

Name and address of applicant: ANN + Stephen Johnston
419 S. Pearl Salem IL 62881

Name and address of owner or operator of building or property if different from applicant:

Nature of proposed use, including type of activity, manner of operation, and similar matters:

Demolish home And Erect a
double-wide manufactured Home

Location of property, and its relationship to existing adjacent uses or structures:
Mills Add. Lot 4 and 24' E End Lot 5, B18

Area and dimension of property (please attach legal description of site):

Lot size 129' x 50' Lot Location
MILBADD Lot 4 & 24' E End Lot 5 Block 8

Existing topography of site, and proposed grade:

level

Existing Zoning District: RS-2 Single-Family Residential

Ann Johnston
Signature of Applicant

Signature of Property Owner
(if different than applicant)

The City of Salem, Illinois
APPLICATION FOR BUILDING PERMIT
And
Certificate of Occupancy and Compliance

\$201.60
pd 3/19/18
\$76.10

3-19-18

Application is hereby made for a permit to demolish home and a 1 story
X erect a double-wide manufactured home 1255
(Type of Building such as Residence, Garage, Etc.)
at X 419 S. Pearl owned by Ann Johnston
(Street and Number) (Name and Address)

Legal Description: Subdivision _____
Block _____ Lot _____ Dimensions of Lot _____
Dimensions of Building - Front X 28' Depth X 72' Height X
Area of Building X 2016 sq. ft. Type of Material _____
Total Cost X 75,000 Proposed Starting Date X As soon as permitted
Zoning District RS-2 Applying for Spec Use

Carpenter _____ Address _____
Plumber _____ Address _____
Electrician _____ Address _____

Remarks One of the existing corners will be corner where
double-wide will sit, other 3 corners marked
with paint today. Special Use app turned in
today. The petitioners are trying to get Special Use
Permit (and variance, if needed) at the April mtg.

Note: Demolishing 1,055 sq. ft. Should have
charged for difference in sq. ft. Total should have
been \$76.10. Processing fee of \$125.50.

Application is also made for a Certificate of Occupancy and Compliance to be issued after the completion of building.

(I or we) hereby agree to construct the above described structure in accordance with plat, building plans and specifications submitted herewith, and in strict compliance with all provisions of the Municipal Code, adopted Building Code, and Health and Safety Regulations of the City of Salem.

Permit Issued _____

Building Permit Number _____

X Signed Ann Johnston
X Address 419 S. Pearl St.
(618) 207 591

**CITY OF SALEM
PLANNING COMMISSION**

OFFICIAL NOTICE OF HEARING

To Whom It May Concern:

The Planning Commission, in acting upon petitions for special use permits and amendments, hears all such cases at public hearings at which neighboring property owners have a right to give testimony.

This meeting will provide you an opportunity to fully express your opinion, either in objection to or support of, the proposed use of property described below.

If you cannot attend the meeting, you may file your comments by letter, giving your name, street address, lot, block number, and subdivision name. Also, state fully your support of or objection to said petition, and why.

You are, by this letter, notified that the matter stated below will be heard at a public hearing in the Council Chambers, Salem City Hall, 101 South Broadway, Salem, Illinois.

Date and Time of Hearing: **Tuesday, April 10, 2018 – 6:00 pm**

Addresses of Premises: **419 S. Pearl, Salem, IL**

Description of Proposed Land Use: **Ann and Stephen Johnston are petitioning the Planning Commission for a Special Use Permit to erect a double-wide manufactured home at 419 S. Pearl after demolition of the existing residence.**

ALL WRITTEN CORRESPONDENCE SHOULD BE DIRECTED TO THE SALEM PLANNING COMMISSION, SALEM CITY HALL, 101 S. BROADWAY, SALEM, ILLINOIS 62881. INQUIRIES MAY BE MADE BY TELEPHONING CITY CLERK/ZONING ADMINISTRATOR BEV QUINN AT SALEM CITY HALL AT 618-548-2222, EXT. 20.

THE CITY COUNCIL CHAMBERS OF SALEM CITY HALL ARE ACCESSIBLE TO PHYSICALLY CHALLENGED INDIVIDUALS. INDIVIDUALS REQUIRING OTHER ADA ACCOMMODATION SHOULD CONTACT BEV QUINN, CITY CLERK/ZONING ADMINISTRATOR, AT LEAST 10 DAYS BEFORE THE SCHEDULED PUBLIC HEARING.

| Parcel Number | Owner | Owner Address | |
|---------------|--|-----------------------------|---------------------|
| 1100010391 | DANIEL M & KATRINA S BEATY | 514 E MITCHELL ST | Salem, IL 62881 |
| 1100017060 | STATE OF IL DEPT OF TRANS | 400 W WABASH | Effingham, IL 62401 |
| 1100017075 | ESTHER AND MELVIN GARNER | 714 S MARION | Salem, IL 62881 |
| 1100010360 | PHILLIP AND TIFFANY ADKINS | 501 E MITCHELL | Salem, IL 62881 |
| 1100010536 | GARY L TEEL | 401 E MITCHELL | Salem, IL 62881 |
| 1100010365 | LYMAN AND RITA GUINN | 321 W BOONE | Salem, IL 62881 |
| 1100010490 | GERALD AND PENNY FRAMBES | 431 E MITCHELL | Salem, IL 62881 |
| 1100017240 | JAMES AND BRIAN STILWELL | 530 S MARION | Salem, IL 62881 |
| 1100010370 | WOODROW HOARD, JR. | 515 S ROTAN | Salem, IL 62881 |
| 1100010450 | ALEX THOMS AND WILLIAM SCOTT` | 511 S HAMILTON AVE | Salem, IL 62881 |
| 1100010520 | TODD KLOPPEDAL | PO BOX 1161 | Salem, IL 62881 |
| 1100010380 | DAVID AND AMANDA CORYELL | PO BOX 1326 | Salem, IL 62881 |
| 1100010525 | DARREN STEELE | 519 E MITCHELL | Salem, IL 62881 |
| 1100010392 | DANIEL AND KATRINA BEATY | 514 E MITCHELL ST | Salem, IL 62881 |
| 1100017260 | ROBBY KOENEGSTEIN | 600 S MARION SALEM IL 62881 | Salem, IL 62881 |
| 1100017250 | GUSSIE MCNEIL | 512 S MARION | Salem, IL 62881 |
| 1100017255 | MICHAL AND CHRISTINA ARNOLD | 524 S MARION | Salem, IL 62881 |
| 1100017055 | STATE OF ILLINOIS DEPT OF TRANSPORTATION | 400 W WABASH | Effingham, IL 62401 |
| 1100010385 | BRIAN DECKARD | 506 SOUTH HAMILTON | Salem, IL 62881 |

CITY OF SALEM

APPLICATION FOR SPECIAL USE PERMIT - HOME OCCUPATION

Name and address of applicant: Todd Kloppedal
523 E Mitchell St Salem IL

Name and address of owner or operator of building or property if different from applicant:
Same P.O. Box 1161, Salem

Nature of proposed use, including type of activity, manner of operation, and similar matters:

My office will be used for Insurance Sales. My Clients
are seniors, I help them buy Medicare Supplements and
prescription drug plans. My office will be 20'x12' room with outside
entrance. I will meet with Seniors that I have set an appointment
with, I might open up a couple mornings a week, but I do not expect more than
Location of property, and its relationship to existing adjacent uses or structures: a few clients a week

I am on the SE corner of Mitchell + Marion St. I have RR Tracks to
the South. The driveway is on Marion St. There are houses
on the N, W, and East side of my house. The house on
the East side, is the only house that will see when I have
Clients

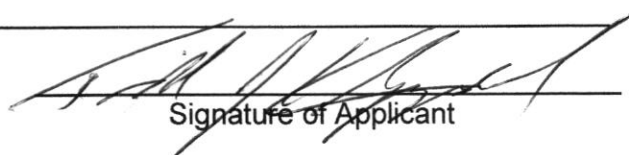
Area and dimension of property (please attach legal description of site):

Property dimension 59X146, George E Lester, Add
Lot 1 Block 13, 11-00-010-520

Existing topography of site, and proposed grade:

My lot is flat, so there is no grade

Existing Zoning District: RS-2

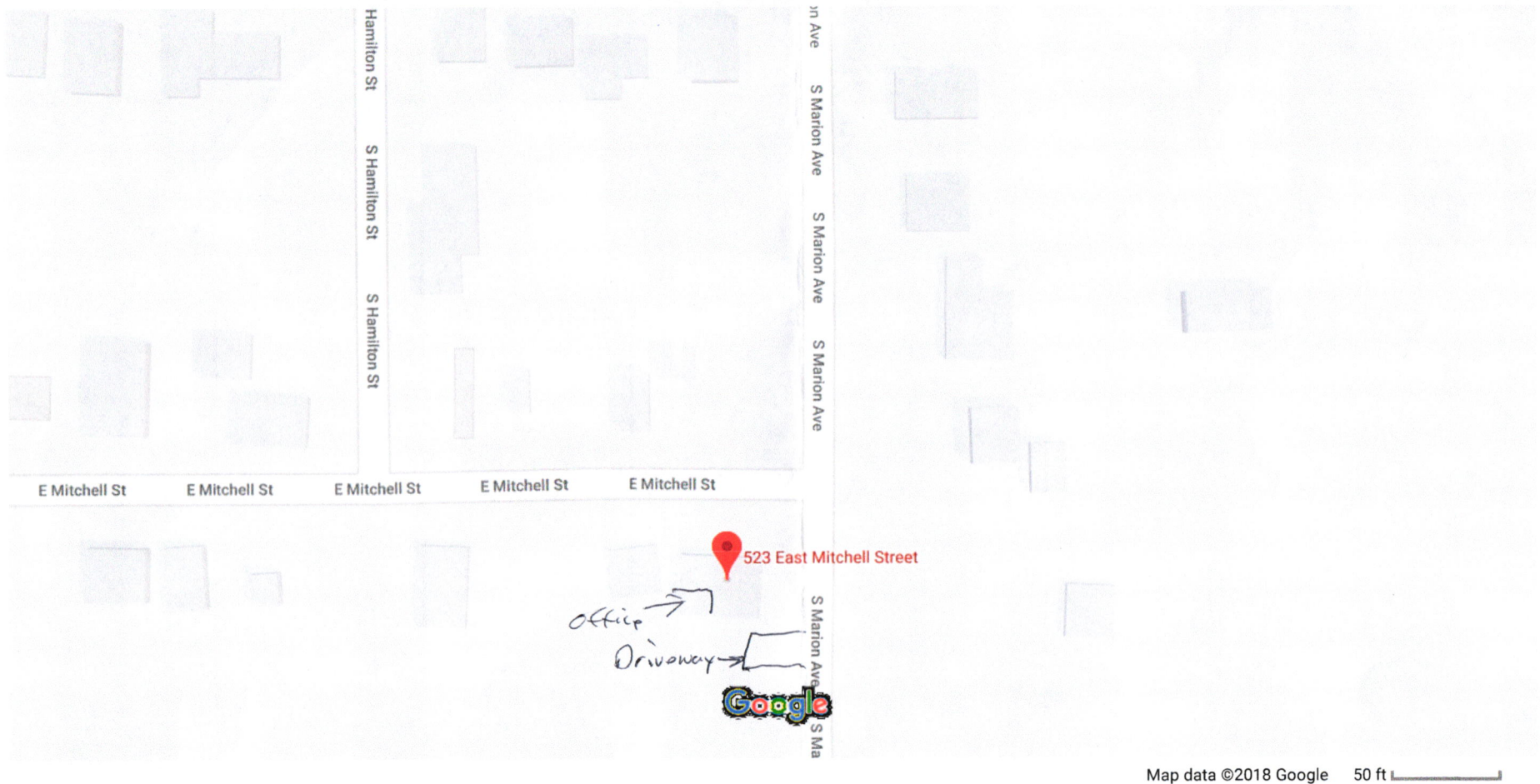

 Signature of Applicant

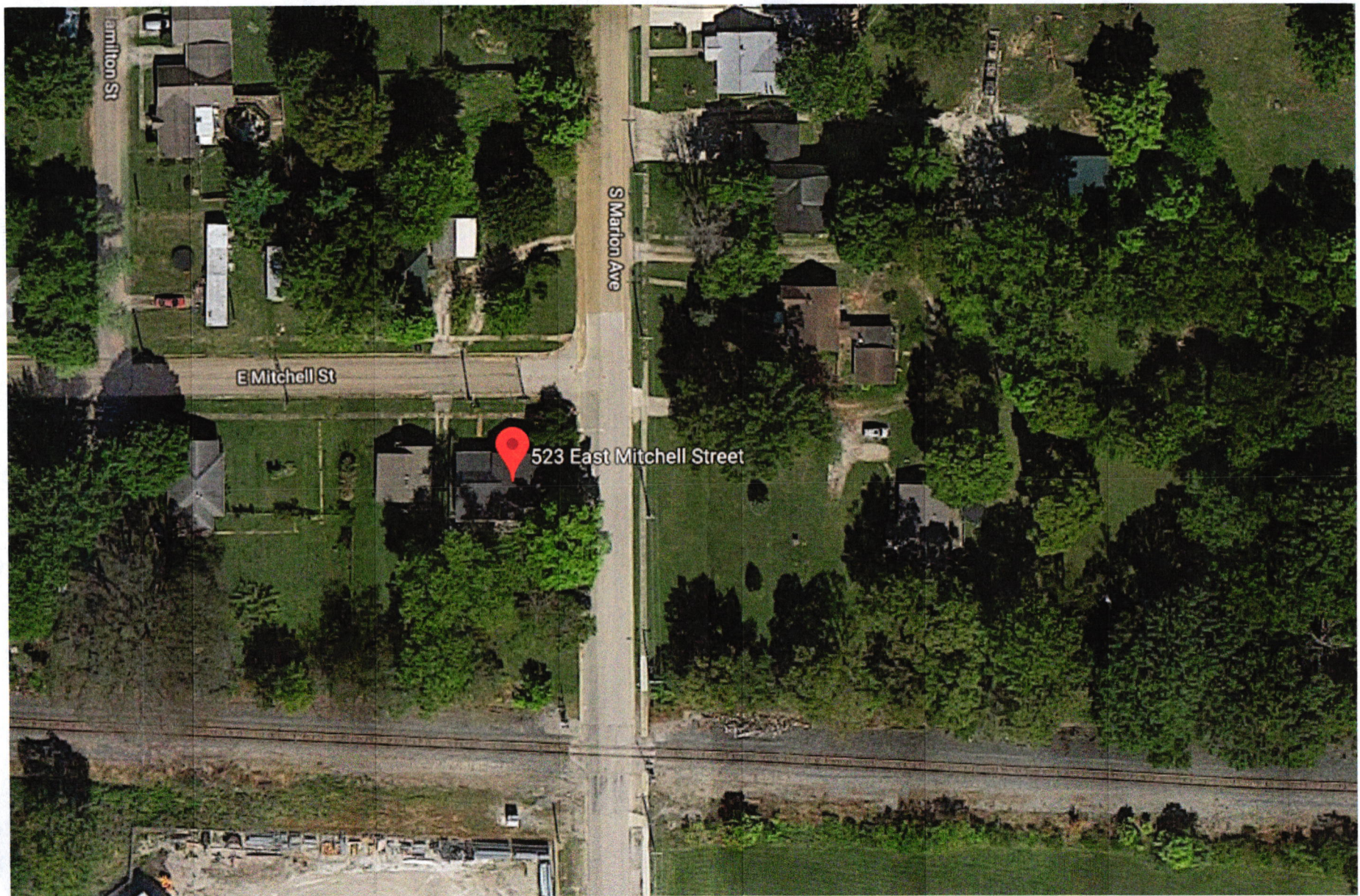
 Signature of Property Owner
 (if different than applicant)

Pictures from the driveway and street.



Google Maps 523 E Mitchell St





2009R4488

FILED FOR RECORD

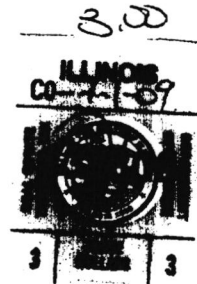
2009 JUL -1 PM 12:03

WARRANTY DEED

THE GRANTORS,
JOSEPH W. LATHAM and
LAURA M. LATHAM,
Husband and Wife,
for and in consideration
of Ten Dollars (\$10.00) and
other good and valuable con-
sideration, in hand paid, CON-
VEY AND WARRANT to:

Date: 7-1-09
Rental Housing Support
Program Funding Surcharges 10.00
MARION CO. RE.
ESTATE TRANSFER
TAXPAID 5.00

David Wiley
COUNTY CLERK & RECORDER
MARION COUNTY, ILLINOIS



TODD KLOPPEDAL, the following described real estate, to-wit:

Lot 1 in Block 13 in George E. Lester's Addition to the City of Salem, Marion County, Illinois.

Subject to any building covenants, conditions or reservations of record; leases; right-of-ways of record; previous conveyances, reservations, grants or leases of the coal, oil, gas or other minerals appearing of record; all easements of record or visible on the ground; any defects which would be disclosed by an accurate survey and inspection of the premises.

Subject to the 2009 real estate taxes, which Grantee herein assumes and agrees to pay.

Situate in the County of Marion, State of Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of this State. DATED THIS 24 DAY OF June, 2009.

Joseph W. Latham
JOSEPH W. LATHAM

Laura M. Latham
LAURA M. LATHAM

**CITY OF SALEM
PLANNING COMMISSION**

OFFICIAL NOTICE OF HEARING

To Whom It May Concern:

The Planning Commission, in acting upon petitions for special use permits and amendments, hears all such cases at public hearings at which neighboring property owners have a right to give testimony.

This meeting will provide you an opportunity to fully express your opinion, either in objection to or support of, the proposed use of property described below.

If you cannot attend the meeting, you may file your comments by letter, giving your name, street address, lot, block number, and subdivision name. Also, state fully your support of or objection to said petition, and why.

You are, by this letter, notified that the matter stated below will be heard at a public hearing in the Council Chambers, Salem City Hall, 101 South Broadway, Salem, Illinois.

Date and Time of Hearing: **Tuesday, April 10, 2018 – 6:00 pm**

Addresses of Premises: **523 E. Mitchell St., Salem, IL**

Description of Proposed Land Use: **Todd Kloppedal is petitioning the Planning Commission for a Special Use – Home Occupation permit to operate an insurance office from his home at 523 E. Mitchell, Salem, IL.**

ALL WRITTEN CORRESPONDENCE SHOULD BE DIRECTED TO THE SALEM PLANNING COMMISSION, SALEM CITY HALL, 101 S. BROADWAY, SALEM, ILLINOIS 62881. INQUIRIES MAY BE MADE BY TELEPHONING CITY CLERK/ZONING ADMINISTRATOR BEV QUINN AT SALEM CITY HALL AT 618-548-2222, EXT. 20.

THE CITY COUNCIL CHAMBERS OF SALEM CITY HALL ARE ACCESSIBLE TO PHYSICALLY CHALLENGED INDIVIDUALS. INDIVIDUALS REQUIRING OTHER ADA ACCOMMODATION SHOULD CONTACT BEV QUINN, CITY CLERK/ZONING ADMINISTRATOR, AT LEAST 10 DAYS BEFORE THE SCHEDULED PUBLIC HEARING.

| Parcel Number | Owner | Owner Address | City State Zip |
|---------------|---|---|------------------------|
| 1100011055 | BRADLEY & KRISTIEN WEST | 230 WOODLAND DRIVE | SALEM, IL 62881 |
| 1100010955 | BUERSTER LIV TRUST FRANK | 240 OAK TREE DRIVE | SALEM, IL 62881 |
| 1100018010 | CARRIE BERNING | 501 S COLLEGE ST | SALEM, IL 62881 |
| 1100011001 | BILLY SCOTT AND KEITH STINSON | 1157 N FRANKLIN ST | SALEM, IL 62881 |
| 1100010940 | MATTHEW EASTIN AND ASHLEY VIERA | 407 S MAPLE | SALEM, IL 62881 |
| 1100011080 | JOSEPH LATHAM | 3795 TAYLOR RD | LOOMES, CA 95650 |
| 1100010795 | BOBBY AND RITA HARPER | 4120 RADIO TOWER RD | SALEM, IL 62881 |
| 1100011010 | ROBERT DAUGHERTY c/o WENDELL & JOAN DAU | 417 W ELM | SALEM, IL 62881 |
| 1100010960 | CLOPTON REV TR EARL GENE & MARJORIE E | 412 S PEARL ST | SALEM, IL 62881 |
| 1100011020 | MELISSA K POLLARD | 1110 N DAWLEY | SALEM, IL 62881 |
| 1100010975 | TIA PHILLIPS | 36 BRANDON WAY | SCOTTSVILLE, KY 42164 |
| 1100011005 | DAVID D HUFFHINE | 2201 FOXVILLE RD | SALEM, IL 62881 |
| 1100010986 | ALICIA BARTHOLOMY | 413 S PEARL ST | SALEM, IL 62881 |
| 1100011070 | JERRY L MYERS | 8868 U S HWY 50 | IUKA, IL 62849 |
| 1100011075 | JERRY L MYERS | 8868 US HWY 50 | IUKA, IL 62849 |
| 1100018025 | DOROTHY MCKINZIE | 401 S COLLEGE | SALEM, IL 62881 |
| 1100018020 | MICHAEL AND BETTY WOODWARD | 2461 COUNTY FARM RD | KELL, IL 62853 |
| 1100010930 | CAROL JONES | C/O TRUMAN & COLLEEN JENKINS 4462 KELLER RD | IUKA, IL 62849 |
| 1100010995 | SHERMAN SILLS AND CHERYL MITCHELL | 2058 S WASHINGTON ST | ODIN, IL 62870 |
| 1100010760 | MERVIN AND PAULA HEMINOVER | 421 S COLLEGE | SALEM, IL 62881 |
| 1100011050 | RANDALL BLANCHARD | 1721 EAST MAIN STREET | SALEM, IL 62881 |
| 1100011060 | MARION COUNTY AS TRUSTEE | PO BOX 96 | EDWARDSVILLE, IL 62025 |
| 1100010970 | MATTHEW AND GERI CANNON | 504 AIRPORT RD | SALEM, IL 62881 |
| 1100018000 | VIRGINIA CHRISTINE STORMENT | 401 S FRANKLIN | SALEM, IL 62881 |
| 1100010775 | MARTHA MALCOLM | PO BOX 25 | ODIN, IL 62870 |
| 1100010770 | MERVIN HEMINOVER | 421 SOUTH COLLEGE | SALEM, IL 62881 |
| 1100011030 | GEORGE AND CRYSTAL SLOAT | 521 S PEARL | SALEM, IL 62881 |
| 1100011035 | DONALD AND DEBRA HANCOCK | PO BOX 73 | IUKA, IL 62849 |
| 1100010965 | MATTHEW AND GERI CANNON | 504 AIRPORT RD | SALEM, IL 62881 |
| 1100011025 | DAVID HUFFHINE | PO BOX 2 | SALEM, IL 62881 |
| 1100010790 | CITY OF SALEM | 101 S BROADWAY | SALEM, IL 62881 |
| 1100011040 | MIKE & BECKY DONLEY | 2823 BANNISTER RD | IUKA, IL 62849 |

| | | | |
|------------|---------------------------------------|--------------------------|-----------------|
| 1100010990 | STEPHEN AND ANN JOHNSTON | 419 S PEARL ST | SALEM, IL 62881 |
| 1100010805 | CITY OF SALEM | 101 S BROADWAY | SALEM, IL 62881 |
| 1100018005 | JACK R FRIEDLEY | 503 S COLLEGE PO BOX 512 | SALEM, IL 62881 |
| 1100010980 | LONNIE CRAFTON | 403 S PEARL AVENUE | SALEM, IL 62881 |
| 1100011045 | MICHAEL & CYNTHIA LANDES C/O R ARNOLD | 500 S COLLEGE | SALEM, IL 62881 |
| 1100010951 | PAUL COVALT AND MONICA FISK | 421 S MAPLE ST | SALEM, IL 62881 |
| 1100011015 | ROBERT AND JOANN SHEHORN | 413 W ELM | SALEM, IL 62881 |
| | SOIL AND WATER CONSERVATION DISTRICT | 1550 E MAIN | SALEM, IL 62881 |