

City of Zion
Planning and Zoning Commission
Meeting Minutes

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION
Thursday, September 1, 2011, 7:00pm
ZION CITY HALL COUNCIL CHAMBERS

I. Opening Protocol

• **Call to Order**

Chairman Winfrey called the meeting to order at 7:00pm.

• **Attendance**

Present: Jim Bowman; Howard Burkemper; Gabe Garriga; Ernest Isley;
Mamie McNutt; Juanita Winfrey

Absent: Bruce Quinn

Staff: Richard Ianson, Director of Building & Zoning, City of Zion
Paula Randall, Attorney, City of Zion

• **Approval of Agenda**

It was motioned by Mr. Isley and seconded by Howard Burkemper to approve the agenda as presented:

Vote: Jim Bowman, aye; Howard Burkemper, aye; Gabe Garriga, aye;
Ernest Isley, aye; Mamie McNutt, pass; Juanita Winfrey, aye.

• **Approval of meeting minutes from July 7, 2011**

It was motioned by Mr. Isley and seconded by Mr. Burkemper to approve the meeting minutes with the following changes:

- 2nd page – change “is” to “if”
- 11-Z-9, 3 paragraph, fifth line – Change “Board” to “business”

Vote: Jim Bowman, aye; Howard Burkemper, aye; Gabe Garriga, aye;
Ernest Isley, aye; Mamie McNutt, pass; Juanita Winfrey, aye.

II. Public Hearings; Swearing in.

At this time, Chairperson Winfrey swore in all audience members who will be speaking towards any of the dockets.

1. **Docket 11-Z-10**

Petitioner: Zion Oil Company

Request: To extend building over rear set back and extend canopy over side set back.

11-Z-10 was stricken from the agenda due to the fact that no variance is required.

2. Docket 11-Z-11

Petitioner: A Safe Place

Request: Requesting a variance from the Municipal Code requiring a minimum of 82 inches headroom clearance in the elevator machine room. Petitioner is requesting a minimum headroom clearance of 84 inches.

Mr. Bowman asked if the sprinklers systems are located in the ceiling. Director Ianson stated yes.

Claudia Rodriguez, 6617 S. Kimbark Ave., Chicago, IL stated that this request was submitted to maintain their fire rating in the mechanical room. Ms. Rodriguez also stated that this was a result of a permit correction, which resulted in losing a couple of inches of headroom clearance in the mechanical room. Mr. Bowman asked how much farther is A Safe place away being completed. Ms. Rodriguez stated that the project is complete.

It was motioned by Mr. Burkemper and seconded by Ms. McNutt that the variance be approved with a stipulation that the room must have proper signage to show that the room is shortened.

Vote: Jim Bowman, aye; Howard Burkemper, aye; Gabe Garriga, aye; Ernest Isley, aye; Mamie McNutt, aye; Juanita Winfrey, aye.

3. Docket 11-Z-12

Petitioner: Ambrose Design Group, LLC

Requesting: Variance for installation of new canopy to cover all existing (four) dispensers/islands.

11-Z-12 was stricken from the agenda due to the fact that no variance is required.

III. Old Business

There is no old business

IV. New Business

There is no new business.

V. Public Participation

There were no public comments.

VI. Adjourn

It was motioned by Mr. Bowman and seconded by Mr. Garriga to adjourn the meeting at 7:16pm.

Vote: Jim Bowman, aye; Howard Burkemper, aye; Gabe Garriga, aye; Ernest Isley, aye; Mamie McNutt, aye; Juanita Winfrey, aye.