

**City of Zion**  
**Planning and Zoning Commission**

<b>Juanita Winfrey, Chairperson</b>	
<b>Jim Bowman</b>	<b>Howard Burkemper</b>
<b>Ernest Isley</b>	<b>Bruce Quinn</b>
<b>Mamie McNutt</b>	<b>Gabe Garriga</b>

**Meeting Minutes**

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION  
Thursday, March 1, 2012, 7:00pm  
ZION CITY HALL COUNCIL CHAMBERS

**I. Opening Protocol**

- **Call to Order**

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

- **Attendance**

Present:

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

Absent

Bruce Quinn (Excused)

Staff

Frank Flammini, Commissioner of Building & Zoning, City of Zion

Shantal Taylor, Commissioner of Public Property, City of Zion

Richard Ianson, Director of Building and Zoning, City of Zion

Paula Randall, Attorney, City of Zion

Sonolito Bronson, Recording Secretary, City of Zion

- **Approval of Agenda**

It was motioned by Mr. Burkemper and seconded by Mr. Bowman to approve the agenda with the following changes:

- Withdraw item 12-Z-4 from the agenda at Applicant's request.

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

- **Approval of the Regular Meeting minutes from February 2, 2012**  
It was motioned by Mr. Isley and seconded by Mr. Garriga to approve the meeting minutes as presented.

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

## **II. Public Hearings; Swearing in.**

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

### **1. Docket 12-Z-3**

Petitioner: Maria Alvarez

Request: Seeking a Special Use Permit to operate a banquet hall at 2717 Deborah Avenue.

Mr. Ianson stated that the Building and Fire Department has done an inspection of the building and have found no violations. The City is requiring a parking plan for handicapped parking, floor plan for the proposed banquet hall to determine maximum occupancy allowed.

Mr. Bowman asked if alcohol would be served. Juan Flores, 2411 Galilee, Zion IL stated yes. Mr. Bowman asked Mr. Ianson if there is a percentage of food that should be served versus alcohol out of this establishment to obtain a liquor license. Mr. Ianson stated that they are planning to pursue a liquor license if their petition for a special use is approved. Attorney Randall stated that there are specific parameters for applying for a liquor license and they would have to go before the Liquor Control Board.

Mr. Isley asked if the banquet hall would be on the first floor or second floor. Mr. Ianson stated it would be on the second floor. Mr. Isley asked if this is going to be a one-time designated use or would it be on going. Mr. Ianson stated that it would be on going.

Mr. Flores stated that the banquet hall would be used for weddings and quinceaneras. Mr. Burkemper asked if it would be open to the public. Mr. Flores said no. Mr. Ianson added that the banquets would be catered.

Mr. Bowman asked Mr. Flores what would the downstairs be used for. Mr. Phillip Ferrel, 2701 Deborah, who is the manager of the building, stated that the first and second floors were office space at one time. The upstairs was remodeled to accommodate other tenants who have since vacated the property. Mr. Ferrel also said that the downstairs would remain vacant until it is leased. Mr. Bowman asked if there were separate entrances from the spaces. Mr. Ferrel stated yes, they would have their own entrances and exits.

Mr. Burkemper asked Mr. Ianson if the Special Use is granted the business owner and if someone wanted to take it over they would have to come through this same process. Mr. Ianson stated yes.

Mr. Bowman asked what would the hours be. Mr. Flores stated Friday – Sunday from 5pm to 12:00 midnight.

Commissioner Flammini stated that Banquet Facilities are not listed under G-1. He stated that it has to be a listed use in order to consider a Special Use permit and it would require a text amendment.

It was motioned by Mr. Bowman and seconded by Mr. Burkemper to continue this application until April 5, 2012.

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

Mr. Isley asked about seating. Mr. Ferrel stated that it could seat up to 200 people based upon a computer-generated layout. They have not received a maximum capacity from the fire department yet. Mr. Isley asked about parking. Mr. Ferrel said that, per city code, there needed to be six (6) handicapped accessible parking spaces to every 125 – 200 people. He also stated that the handicapped parking is curbside parking. Mr. John Brewer, 11722 W. 13<sup>th</sup> Street, Winthrop Harbor, who also manages the property stated that there is plenty of parking on the north side of the building.

**III. Old Business**

There was no old business to discuss.

**IV. New Business**

Chairperson Winfrey reminded the Commission that they're training must be completed by December.

**V. Public Participation**

There was none.

**VI. Adjourn**

It was motioned by Mr. Burkemper and seconded by Mr. Bowman to adjourn the meeting at 7:31pm.

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

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Recording Secretary

Minutes Approved on: \_\_\_\_\_