

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

REGULAR MEETING OF THE PLANNING AND ZONING COMMISSION  
Thursday, January 6, 2022 7:00pm  
ZION CITY HALL COUNCIL CHAMBERS

**I. Opening Protocol**

- Call to Order  
Acting Chairman Riley called the meeting to order at 7:00pm
  
- Attendance  
Present: Commissioners Champine, Heffelman, Quinn & Acting Chairman Riley.  
  
Also present: Director Ianson, City of Zion & Attorney Vasselli, City Attorney  
  
Absent: Commissioner Miller (Resigned) & Chairman Isley (Excused)
  
- Approval of meeting minutes from December 2, 2021  
It was motioned by Commissioner Champine and seconded by Commissioner Quinn to approve the meeting minutes as presented.  
**Vote: Commissioners Champine, aye; Heffelman, aye; Quinn, aye; Acting Chairman Riley, aye. Motion passes.**

At this time, Acting Chairman Riley swore in all audience members that will be speaking towards any of the dockets.

**II. Public Hearings**

**1. Docket 22-Z-1**

**Petitioner:** Lee's Family Daycare & Learning Center

**Request:** Seeking a Special Use Permit to operate a daycare center on the 1st and 3rd floors of the building located at 1415 27th Street.

Director Ianson stated that Lee Daycare is seeking a special use permit to operate in the school section of Grace Missionary Church. They currently care for 58 children with nine staff members and hope to expand to care for up to 100 children with 13 staff members. He stated that the Building & Fire Departments have inspected the property and have no issues with the use.

Commissioner Heffelman asked why permission was needed to use the third floor. Director Ianson stated that the daycare will use the first and third floors.

Commissioner Quinn asked if the children will come into the building off of 27th Street. Annette & Mariah Lee, Petitioners, 1415 27th Street, stated that students will enter through the side of the building. Commissioner Quinn asked how many staff members will be working at the daycare. Ms. Lee said 13 - 15 staff members.

After reviewing the Findings of Facts, it was motioned by Commissioner Champine and seconded by Commissioner Heffelman to recommend approval of the Petitioner's application. **Vote: Commissioners Champine, aye; Heffelman, aye; Quinn, aye; Acting Chairman Riley, aye. Motion passes.**

**2. Docket 22-Z-2**

**Petitioner:** Michael & Patricia Litewski

**Request:** Seeking a variance from Section 102-152(3)(a) of the Municipal code to build an accessory building on the property located at 2111 Gilead Avenue.

Director Ianson stated that this is a height variance request for their accessory building. Once the concrete slab for the accessory building was poured and the platform was built, the shed was raised an additional six to ten inches above the principal building, which warranted this variance.

Commissioner Quinn asked if the building will be heated. Michael Litewski, Petitioner, 2711 Gilead stated that it will be heated and cooled.

After reviewing the Findings of Facts, it was motioned by Commissioner Quinn and seconded by Commissioner Heffelman to recommend approval of the Petitioner's application. **Vote: Commissioners Champine, aye; Heffelman, aye; Quinn, aye; Acting Chairman Riley, aye. Motion passes.**

**III. Docket Updates**

Director Ianson stated that Dockets 21-Z-15 & 21-Z-16 was approved by City Council.

**IV. New Business**

Director Ianson stated that the Mayor has suggested two potential names to fill the vacancies left by Commissioners Miller & Pickett.

**V. Public Participation**

There was none.

**VI. Adjourn**

With no further business to come before this Commission, it was motioned by Commissioner Heffelman & seconded by Commissioner Quinn to adjourn the meeting at 7:20pm. **Vote: Commissioners Champine, aye; Heffelman, aye; Quinn, aye; Acting Chairman Riley, aye. Meeting adjourned.**

Minutes recorded by : *Sonolito Bronson*