



MINUTES

Carbondale Planning Commission
Wednesday, June 7th 2023
Room 108, 6:00 p.m.
City Hall/Civic Center

Ms. Litecky called the meeting to order at 6:00 p.m.

Members Present: Litecky, Allee, Sheffer, Carrier, Weiss, Hamilton, Doherty (ex-officio)

Members Absent: Lilly, Love

Staff Present: Lenzini, Becker, Gibson, Maxwell

1. Approval of Minutes:

Ms. Litecky asked for a motion to approve the January 11th, 2023 minutes. Mr. Weiss moved to approve the minutes of January 11th, 2023, seconded by Ms. Allee. There was a unanimous voice vote to approve the minutes.

Ms. Litecky asked for a motion to approve the April 5th, 2023 minutes. Mr. Sheffer moved to approve the April 5th 2023 minutes, seconded by Dr. Hamilton. There was a unanimous voice vote to approve the minutes.

Ms. Litecky asked for a motion to approve the April 26th, 2023 minutes. Mr. Weiss moved to approve the minutes for April 26th, 2023, seconded by Dr. Hamilton. There was a unanimous voice vote to approve the minutes.

2. Citizen Comments or Questions

There were none.

3. Report of Officers, Committees, Communications

There were none.

4. Public Hearings

PC 24-01: Applicant Diamante Jackson, Licensed Funeral Director and Chief Embalmer of Southern Cremation and Burial Services, LLC has submitted an application requesting a text amendment to Title 15 of the City of Carbondale Revised Code (CCRC) to permit

funeral homes without crematoriums in the Wholesale and Automotive District (BWA) and Special Use Permit funeral homes with crematoriums in the Wholesale and Automotive District (BWA). This application has been submitted with the intention to open a Funeral Service and Morgue at 320 N. Illinois Ave. Carbondale, IL 62901 with no crematory.

Ms. Litecky declared Public Hearing PC 24-01 open and asked for Ms. Becker to review PC 24-01.

Ms. Litecky asked Ms. Becker to read the staff report. Ms. Becker read Part A and B of the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Dr. Hamilton asked what the demand was for new methods of disposition in the community. Ms. Allee gave insight from her conversations with community members about alternative methods of disposition.

Ms. Litecky asked to clarify that the hearing was in regards to the text amendment only and not also granting a Special Use Permit (as permitted under the proposed text amendment). Ms. Becker confirmed that the hearing was only for the text amendment.

Ms. Litecky asked if the applicant was present and wished to speak.

The applicant was present but did not wish to speak.

Ms. Litecky asked if there were any questions for the applicant.

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

There were none.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Litecky asked Ms. Becker to read Part C.

Ms. Becker read Part C of the staff report for PC 24-01, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Carrier asked if the applicant intended to apply for a Special Use Permit after the text

amendment was approved. Ms. Becker stated there could be an application for a Special Use Permit in the future, but at this time it was not known if the applicant would.

Mr. Carrier asked the applicant if he intended to apply for a Special Use Permit to allow a crematory if the text amendment was passed. The applicant, Mr. Jackson, stepped forward and stated at this time he did not intend to but in the future he might apply for a Special Use Permit. Mr. Carrier clarified that a Special Use Permit allowing a crematory at Mr. Jackson's facility was not an immediate need but something that the applicant could foresee the need for in the future. Mr. Jackson confirmed.

Mr. Sheffer asked staff to clarify what types of disposition by cremation would be allowed if the text amendment allowing Special Use Permits for cremation passed. Ms. Becker stated that City code does not define funeral services or cremation, but that typically flame based cremation would be the intention when speaking about cremation.

Ms. Litecky asked if there were questions from anyone to anyone.

Dr. Hamilton asked Mr. Jackson to provide insight on the need for another funeral home. Mr. Jackson stated that he has worked for every funeral home in Carbondale and that he now wishes to have his own funeral home. Mr. Jackson stated he provides services that other funeral homes do not provide.

Ms. Litecky declared PC 24-01 closed and asked for a motion on the findings of facts.

Mr. Sheffer moved that the Commission accept as findings of fact Part A & B of the staff report for PC 24-01, the applicant was present, none spoke in favor, none spoke in opposition, and there were no letters of opposition or support read, seconded by Dr. Hamilton.

The motion was passed with a unanimous voice vote.

Ms. Litecky asked for a motion on the recommendation to City Council.

Mr. Sheffer moved to recommend City Council to approve PC 24-01, seconded by Ms. Allee

Roll Call Vote:

Yes – 6 (Weiss, Carrier, Hamilton, Sheffer, Allee, Litecky)

No – 0

Mr. Lenzini stated that the item will move forward with recommendation for approval of PC 24-01 for the June 13th City Council meeting.

PC 24-02: The R. Buckminster Fuller Dome Not-For-Profit is requesting a Special Use Permit for a Home Museum, in an R-3, High Density Residential District for property located at 809 and 811 West Cherry Street.

Ms. Litecky declared Public Hearing PC 24-02 open and asked for Ms. Gibson to review PC 24-02.

Ms. Litecky asked Ms. Gibson to read the staff report. Ms. Gibson read Part A and Part B of the staff report.

Ms. Litecky asked if the Commissioners had questions of staff.

There were none.

Ms. Litecky asked if the applicant was present and would like to speak.

The applicant was present but did not wish to speak.

Ms. Litecky asked if there were any questions for the applicant

There were none.

Ms. Litecky asked if anyone wished to speak in favor.

There were none.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Litecky asked Ms. Gibson to read Part C.

Ms. Gibson read Part C of the staff report with a recommendation of approval.

Ms. Litecky asked the Commissioners if they had questions of staff.

Dr. Hamilton asked for specifics regarding a single housing unit, which would be allowed under the Special Use Permit, on the proposed site for the visitor's center where visitors could stay for up to 5 consecutive nights. Mr. Lenzini detailed the requirements for vacation rental units and stated that the allowed unit at the visitor's center would not be considered a vacation rental unit.

Dr. Hamilton asked to clarify if the proposal for the visitor's center included plans for guests to be permitted up to 5 consecutive nights, as allowed under the Special Use Permit. Mr. Thad Heckman, the applicant, stepped forward and stated that there had been previous discussions about the possibility of traveling scholars from universities using the

visitor's center as a resting point, but that the idea had been dismissed and that was no longer part of the plans for the visitor's center.

Dr. Hamilton asked if overnight accommodations were part of the Special Use Permit request. Ms. Gibson clarified that overnight accommodations were not a part of this specific request but that the definition of a home museum per the City Revised Code mentions overnight accommodations.

Mr. Sheffer asked if overnight accommodations could be denied if the Special Use Permit was given. Ms. Gibson confirmed.

Dr. Hamilton asked about the locations of the egress and ingress for the proposed Visitor's Center. A conversation related to parking and entrances ensued.

Dr. Hamilton asked how visitors would get from the Visitor's Center to the Bucky R. Fuller Dome. Mr. Heckman approached the projector screen and explained the access points.

Ms. Litecky asked if the City would allow a crosswalk in the middle of the road as shown in the site drawings. Mr. Lenzini stated he cannot answer for the Public Works department but it is possible to have a crossing in the proposed location. Mr. Heckman added that the site drawing being shown is a concept sketch and not a final draft. Mr. Sheffer brought up an example of a crosswalk in Carbondale that is similar to the one shown in the concept sketch because it is in the middle of the road and not at an intersection.

Mr. Doherty discussed the fact that the crosswalk would have to be approved by City Council and discussed the safety related to the crosswalk location.

Mr. Doherty asked for staff to clarify whether the accessory use structure has to be physically connected to the home museum or not. Ms. Gibson stated that her interpretation of the code using "connected" meant connected in use not connected physically. There was a discussion about the intended meaning of the code regarding home museums.

Mr. Doherty asked about the approval of parking for the home museum. Ms. Gibson discussed that the site plan process has not been completed yet but the rough sketch proposes 13 regular parking stalls and 1 accessible parking stall.

Dr. Hamilton asked why a Special Use Permit was being requested if there was no approved site plan. Ms. Gibson stated that there have been Special Use Permit cases in the past with and without site plans available at the time of the hearing. Ms. Gibson explained that it can be difficult to ask an applicant to have a site plan ready when they don't know if the use will be approved. Ms. Gibson explained that the concept sketch site plan was shown because she understands that it can be difficult for the commission to approve a Special Use Permit if they don't know what is being proposed.

Mr. Carrier asked if the Special Use Permit could be approved contingent upon City Council approving the site plan. Mr. Lenzini confirmed this was an option.

Mr. Heckman gave insight into what parking might be like for the home museum and stated that an adjacent lot that is not included in this Special Use Permit is where the parking lot is intended to go. Mr. Carrier asked if there would need to be another Special Use Permit hearing for the parking site. Ms. Maxwell confirmed that parking was not part of the current Special Use Permit request but that an additional application for a Special Use Permit would need to be done later to address the location of parking.

Mr. Carrier asked what the required amount of parking would be for the home museum. Ms. Maxwell stated that per the code's section on home museums, 1 parking spot would be required per 1,000 sq ft of building. There was a discussion related to parking at the proposed site.

Dr. Hamilton asked to clarify that the commission's approval tonight would send the Special Use Permit to City Council to review. Ms. Maxwell confirmed.

Ms. Litecky asked if there were questions from anyone to anyone.

There were none.

Ms. Litecky declared PC 24-02 closed and asked for a motion of the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Part A & B of the staff report for PC 24-01, the applicant was present, none spoke in favor, none spoke in opposition, and there were no letters of opposition or support read, seconded by Mr. Weiss.

The motion was passed with a unanimous voice vote.

Ms. Litecky asked for a motion on whether the 7 criteria be voted upon separately or together.

Mr. Sheffer moved that the commission consider all 7 criteria as one, seconded by Ms. Allee.

Roll Call Vote:

Yes – 5 (Weiss, Carrier, Sheffer, Allee, Litecky)

No – 1 (Hamilton)

Ms. Litecky asked for a motion on whether all criteria had been met.

Mr. Sheffer moved that all criteria had been met, seconded by Mr. Carrier.

Roll Call Vote:

Yes – 5 (Weiss, Carrier, Sheffer, Allee, Litecky)

No – 1 (Hamilton)

Ms. Litecky asked for a motion on granting the Special Use Permit.

Mr. Sheffer moved that the commission approve the Special Use Permit for PC 24-02 with the condition that site plan be approved by City staff, seconded by Mr. Carrier.

Roll Call Vote:

Yes – 6 (Weiss, Carrier, Hamilton, Sheffer, Allee, Litecky)

No – 0

Mr. Lenzini stated that the item will move forward with recommendation for approval of PC 24-02 for the June 13th City Council meeting.

5. Old Business

Mr. Doherty reviewed the City Council meetings as they related to Planning.

6. New Business

Mr. Doherty reviewed the City Council meetings as they related to Planning.

7. Adjournment

Mr. Carrier moved to adjourn the meeting, seconded by Dr. Hamilton.