

VILLAGE OF MANTENO
PLANNING COMMISSION MEETING
October 10, 2017

The meeting was called to order at 6:00 p.m.

Roll Call: Present: Todd Creek, Dan McGowan, Jerry Dole, and John Fetherling, and Francis Smith
Absent: Emily Fisher-Gentry and Melvyn Marshall

Attendance: Chris LaRocque, Village Administrator and Ryan Marion, Building & Zoning Official; Trustee Diane Dole; Dale Tibbie

Pledge of Allegiance – Chairman Smith

MOTION: A motion was made by Creek, seconded by Fetherling, to waive reading of the minutes of July 11, 2017 and accept them as presented. Motion approved 5-0. Gentry and Marshall absent.

Chairman Smith opened the Public Hearing portion of the meeting.

PUBLIC HEARINGS:

1. PC-VAR 17-02 – A request by Dale Tibbie, owner, for a one hundred eighty-eight (188) square foot variance to the maximum allowable garage square footage requirement in the R-3 Multiple-Family Residential District, to all for construction of an additional attached garage to the building located at 603 North Birch Street.

Chairman Smith gave the floor to Mr. Tibbie. Mr. Tibbie stated that the duplex has only one car garage and with two vehicles one has to sit outside. Mr. Tibbie would like to improve the property by adding an additional garage space area.

Commissioner Fetherling asked if the addition would match the existing structure. Mr. Tibbie stated that the addition would complement the current house.

Chairman Smith asked if staff had any comments. Mr. LaRocque stated that Mr. Tibbie has been to the village several times working on the design and location of the addition that would require the least amount of variances.

Chairman Smith asked if all notification requirements have been meet. Deputy Clerk Hurley stated that there were no certified return receipts presented to the Clerk's Office. Mr. LaRocque asked Mr. Tibbie if he had sent out the certified notices, Mr. Tibbie stated he thought the village handled that requirement. Mr. LaRocque stated that the instructions clearly state that the petitioner is required to notify neighboring property owners. Mr. LaRocque stated that if the notices have not been mailed, the variance request cannot be acted upon.

Mr. Tibbie exited the meeting.

Chairman Smith stated that the Public Hearing will be continued until the next meeting or such a time as all required notifications are complete.

Mr. LaRocque stated that the application and instruction sheets have been updated to make the requirements as clear and simple as possible. The required notice is provided by the village and the petitioner is required to mail the notice to all qualifying property owners.

There were no further comments or updates.

MOTION: A motion by Fetherling, seconded by McGowan, to adjourn the meeting at 6:10 p.m.
Voice vote: all ayes.

Minutes respectfully submitted by Darla Hurley, Deputy Village Clerk