



**City of Wilmington
Planning & Zoning Commission
Thursday, October 5, 2017 at 5:00 p.m.**

Location & Time

Council Chamber
Wilmington City Hall
1165 S. Water Street
5:00 p.m. 10/05/17

**Planning & Zoning
Commission Members**

Bryan Humphries, Chairman
Larry Clennon
Jonathan Jones
Ken Kulpa
Chris Smith
John Tryner
Gina Wysocki

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review and Approve the September 7, 2017 Meeting Minutes
5. Public Hearing
Annexation with R1, Residential Single Family Zoning ó 23254 Coal City Road, Petitioner Scott & Leanne Pothof
6. Commissioners Review/Approval/Recommendation Annexation with R1, Residential Single Family Zoning ó 23254 Coal City Road, Petitioner Scott & Leanne Pothof
7. Review/Approve 2018 Meeting Dates
8. Citizenø Comment
9. Adjournment

Minutes to the City of Wilmington
Planning and Zoning Commission Meeting
Wilmington City Hall
1165 South Water Street
Thursday, September 7, 2017 at 5:00 PM

Call to Order

The September 7, 2017 meeting of the Wilmington Planning & Zoning Commission was called to order at 5:02 p.m. by Deputy City Clerk Joie Ziller in the Council Chambers of the Wilmington City Hall.

Roll Call

Upon Roll Call by the Clerk the following members answered "Here" or "Present":

Commissioners Clennon, Humphries, Kulpa, Smith, Tryner

Commissioner's Absent

Jones & Wysocki

Quorum

There being a sufficient number of members of the corporate authorities in attendance to constitute a quorum, the meeting was declared in order.

Other Officials in Attendance

Also in attendance were the Interim City Administrator Frank Koehler, City Engineer Colby Zemaitis, Attorney Scott Nemanich of Klein, Thorpe, and Jenkins, Ltd. and Deputy City Clerk Joie Ziller

Elect Pro-Tem Chairman

Commissioner Smith made a motion and Commissioner Kulpa seconded to elect Commissioner Humphries as Chairman of tonight's meeting.

Upon roll call, the vote was:

AYES: 5 Clennon, Humphries, Kulpa, Smith, Tryner

NAYS: 0

The motion carried.

Approval of Minutes

Commissioner Clennon made a motion and Commissioner Kulpa seconded to approve the August 3, 2017 Planning & Zoning meeting minutes as written and have them placed on file.

Upon roll call, the vote was:

AYES: 5 Clennon, Humphries, Kulpa, Smith, Tryner

NAYS: 0

The motion carried.

Public Hearing

**Annexations with I5, Planned Industrial Development Zoning [Various Properties]
Petitioner Adar Ridgeport Industrial Partners, LLC**

Commissioner Clennon made a motion and Commissioner Smith seconded to open the public hearing on the request for variance at 5:04 p.m.

Upon roll call, the vote was:

AYES: 5 Clennon, Humphries, Kulpa, Smith, Tryner

NAYS: 0

The motion carried.

Discussion: Interim City Administrator Koehler explained that the petitioners, Adar Ridgeport Industrial Partners, LLC are seeking to annex recently acquired properties presently not within the corporate limits of the City in the same I5, Planned Industrial Development Zoning as the rest of the logistics park. This is consistent with our comprehensive plan as we envisioned the large scale development out in that area. For the record, with the I5 zoning there is typically a minimum lot are of one acre, minimum lot of 200 feet, some of these properties do not meet those criterions; therefore weæd be annexing them into the I5 zoning with the stipulation that the properties not be developed until they are compliant with the lot area requirements. The Commissioners understood this. Attorney Benjamin Schuster of Holland & Knight representing the petitioner, Adar Ridgeport Industrial Partners, LLC explained that they are totally fine with the expectation that the properties will be re-subdivided and that that is their intent. City Engineer Zemaitis explained that upon his review he noted some minor issues and the corrections have been made. Basically there were just some PINø that needed to be corrected and one lot in the Pine Green Subdivision will not be included with the annexation. City Engineer Zemaitis does have a copy of the corrected of the plat that he will provide.

No other public comments were made.

Commissioner Tryner made a motion and Commissioner Kulpa seconded to close the public hearing on the request for variance at 5:13 p.m.

Upon roll call, the vote was:

AYES: 5 Clennon, Humphries, Kulpa, Smith, Tryner

NAYS: 0

The motion carried.

Commissioners Review/Approval/Recommendation of Annexations with I5, Planned Industrial Development Zoning [Various Properties]

Commissioner Tryner made a motion and Commissioner Smith seconded to recommend to City Council to approve the annexation and zoning to I5, Planned Industrial Development Zoning of the Adar Ridgeport Industrial Partners, LLC properties per the amended exhibit submitted to the City.

Upon roll call, the vote was:

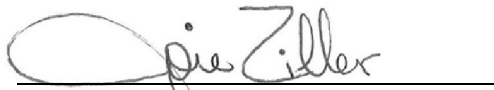
AYES: 5 Clennon, Humphries, Kulpa, Smith, Tryner

NAYS: 0
The motion carried.

Citizen's Comment
None

Adjournment
Motion to adjourn the meeting made by Commissioner Clennon and seconded by Commissioner Tryner. Upon voice vote, the motion carried. The Wilmington Planning & Zoning meeting held on September 7, 2017 adjourned at 5:16 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Joie Ziller". The signature is written in black ink and is positioned above a horizontal line.

Joie Ziller
Deputy City Clerk

CERTIFICATE OF PUBLICATION

STATE OF ILLINOIS } Ss.
County of Will,

I, **Janet M. Fisher** do hereby certify that **Eric D. Fisher** the publisher of the **The Free Press Advocate**, which is now and has been for more than six months prior to the first publication of this notice hereto annexed, a weekly newspaper of general circulation, printed and published in the city of **Wilmington** in said County, and that said advertisement or notice relating to the matter of:

Wilmington Planning and Zoning Commission annexation hearing

has been published in said paper every week, one time consecutively of the issues commencing September 6 A.D. 2017 ending September 6 A.D. 2017, which are the dates of papers containing the same.

Given under my hand this 6th day of September A.D. 2017

Printer's Fee \$ 48.40

Paid 20

By: *Eric D. Fisher*

Eric D. Fisher Publisher

Wilmington Planning and Zoning Commission annexation hearing

PUBLIC NOTICE

NOTICE OF PUBLIC HEARING
PLANNING AND ZONING
COMMISSION OF THE CITY OF
WILMINGTON, IL

Notice is hereby given that on October 5, 2017 at 5:00 p.m., a Public Hearing will be held by the Planning and Zoning Commission of the City of Wilmington at the City Hall located at 1165 S. Water Street, Wilmington, IL, for the purpose of receiving and considering testimony and public comment on the request of petitioner, Scott & Leanne Pothof in regards to the annexation, along with rezoning to R1-Residential, Single Family to the City of Wilmington, Illinois of property comprising of 5 acres located at 23254 W. Coal City Road and generally described as follows:

THE S 882.68 FT OF THE E 246.75 FT OF THE W 493.50 FT OF THE E. 885.50 FT, AS MEASURED ALG THE S LN THEREOF, OF THT PRT OF THE SE1/4 OF SEC 34, T33M-R93, WHICH LIES SE'LY OF THE ROW OF U.S. RTE 66 A, INCLUDING THAT PORTION ON THE S SIDE THROF PRESENTLY BEING USED FOR ROAD PURPOSES

PIN: 03-17-34-400-029-0000

All persons interested in attending are invited to do so and will be given an opportunity to be heard. Additional information on such a request can be obtained from the City of Wilmington Zoning Administrator at 1165 S. Water Street, Wilmington, IL 1-815-476-2175. By order of the Corporate Authorities of the City of Wilmington, Will County, Illinois

Roy Strong
Mayor
City of Wilmington
Published in the Free Press Advocate on Wednesday, Sept. 6, 2017.

Janet M. Fisher

"OFFICIAL SEAL"
Janet M. Fisher
Notary Public, State of Illinois
My Commission Expires 12-15-20



Land Use Petition
City of Wilmington, Illinois

RECEIVED
AUG 17 17
CITY OF WILMINGTON

Petitioner: LEANNE M. POTHOF
Address: 23254 Coal City Rd
City: Wilmington State: IL Zip: 60481
Phone No.: 815 390 5217 Fax No.: Email:

- Petitioner is the owner of the subject property and is the signer of this petition
Petitioner is the contract purchaser of the subject property and has attached a copy of said contract to this petition
Petitioner is acting on behalf of the owner of the subject property and has attached a letter granting such authority signed by the owner

In the event the property is held in trust, a notarized letter from an authorized trust officer identifying the petitioner as an authorized individual acting on behalf of the beneficiaries and providing the name, address, and percentage of interest of each beneficiary is attached to this executed petition.

Subject Property: 23254 Coal City Rd Wilmington
Location: see plat of Survey
Size of Property: 5.0 Acres Tax Parcel No.: 17-34-400-029

The following documents have been attached:

- Legal Description
Plat of Survey
List of Adjacent Property Owners
Site Plan
Preliminary Plat
Final Plat
Preliminary Plan
Final Plan
Impact Fee Form
Bank Trust Letter

Type of Action Requested

- Annexation
Annexation Agreement
Concept Plan
Preliminary Plat/Plan (circle one)
Final Plat/Plan (circle one)
Map Amendment from to
Conditional Use
Variance
Site Plan Review

I have submitted the required filing fee. I understand that the fee is non-refundable. The fee is determined according to the attached schedule of fees. (initial here) (fee)

Statement of Petition

Please provide a brief statement describing the proposal as it relates to the standards of petition accompanying this document (attach additional sheets if necessary).

would like to correct past problem - (copy of plat)

Number of Dwelling Units: 2 Type of Units: 2 Houses Square Footage:
Proposed Time Schedule for Development:
Requested Variances:

Authorization

I hereby affirm that I have full legal capacity to authorize the filing of this petition and that all the information and exhibits herewith submitted are true and correct to the best of my knowledge.

State of Ill. County of Will Date 8-17-17 Signature of Petitioner Leanne M. Pothof



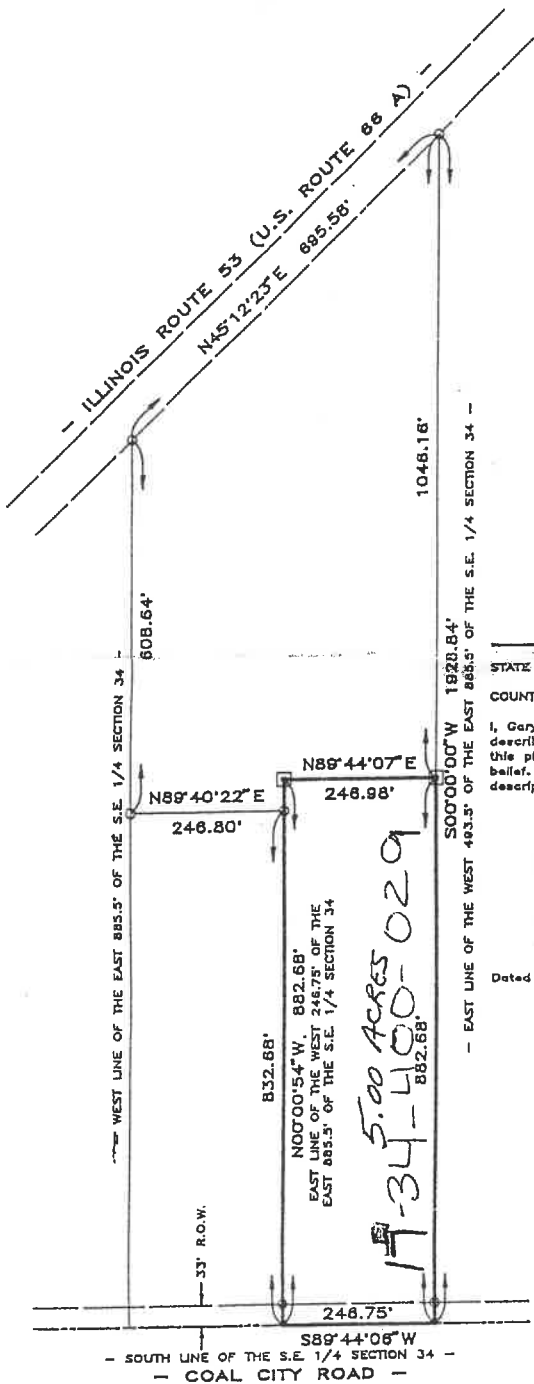
I, the undersigned, a notary public in and for the said county and state aforesaid, do hereby that is personally known to me to be the same person whose name is subscribed to the forgoing instrument, and that said person signed, sealed and delivered the above petition as a free and voluntary act, for the uses and purposes set forth.

Notary Signature: My Commission Expires: 7-2-17

Given under my hand and notary seal this 17th day of August, A.D. 2017

PLAT OF SURVEY

PART OF THE S.W. 1/4 SECTION 34, T. 33 N., R. 9 E., 3 RD. P.M.
WILL COUNTY, ILLINOIS



LEGEND	
○	IRON PIPE RECOVERED
□	IRON PIPE SET THIS SURVEY
———	BOUNDARY OF PROPERTY THIS SURVEY
———	RIGHT OF WAY LINE
———	PROPERTY LINE
(100.00')	PLAT / DEED DISTANCE
100.00'	DISTANCE AS MEASURED THIS SURVEY

CERTIFICATION OF SURVEY

STATE OF ILLINOIS)
) (SS
COUNTY OF LEE)

I, Gary R. Brandt, an Illinois Professional Land Surveyor, hereby certify that the following described property was surveyed by me or under my direct supervision. I further certify that this plat is a true and correct representation of said survey to the best of my knowledge and belief. Dimensions are given in feet and decimals thereof and bearings shown hereon are for description purposes and are relative only to each other.

LEGAL DESCRIPTION

The South 882.88 feet of the East 246.75 feet of the West 493.50 feet of the East 885.30 feet, as measured along the South Line thereof, of that part of the Southeast Quarter of Section 34, Township 33 North, Range 9 East of the Third Principal Meridian, which lies Southeasternly of the Right-Of-Way of U.S. Route 88 A, including that portion on the South side thereof presently being used for roadway purposes, all being situated in Wilmington Township, Will County, Illinois, containing 5.00 Acres of Land, more or less.

Dated this 12th day of April 1995 A.D.

Gary R. Brandt
Gary R. Brandt
Illinois Professional Land Surveyor
No. 35-2809



SURVEYED BY: ANDREW P. WASHELESKY
S.I.T. NO. 28-812

PREPARED FOR
STARK SURVEY

ADVANCED ENGINEERING ASSOCIATES, INC.

AEA CONSULTING ENGINEERS	252 E. WALNUT STREET P.O. BOX 36 OGLESBY, ILLINOIS 61348 TEL: (815) 883-8900 FAX: (815) 883-8330
203 S. WATER STREET P.O. BOX 576 WILMINGTON, ILLINOIS 60481 TEL: (815) 476-0000 FAX: (815) 476-0017	DATE: 04/10/95 FILE: SURV9503

ACAD_DWG.: SURVEY.DWG



CITY OF WILMINGTON

1165 S. Water Street Wilmington, IL 60481 P 815.476.2175 F 815.476.2276

www.wilmington-il.com

Thursday, August 24th, 2017

Mr. James Pottof
23254 Coal City Road
Wilmington, IL 60481

Thank you for your application for annexation to the City of Wilmington

To proceed with a municipal annexation, State law and the City of Wilmington have a number of requirements.

First, there must be a public hearing at the Planning Commission. The role of the Planning Commission is to recommend the appropriate zoning for the property. It is recommended that this be R-1 Single Family, recognizing however that there are and will remain two principal buildings / dwelling units on the property. To schedule a public hearing, the City must first advertise not less than fifteen days in advance as to the time, date and location of the public hearing. The Wilmington Planning Commission meets on the first Thursday of each month. The next meeting of the Planning Commission for which the petition for annexation could be considered, given the publication requirements, would be Thursday, October 7th.

In addition to the public notice, letters must also be sent, certified mail, to property owners within 250 feet of your property.

Joie Ziller, Executive Secretary, can assist you in the wording of the letter to the property owners, and other notification requirements. Colby Zemaitis, the City Engineer, can provide you with the list of property owners to be notified.

Following the Planning Commission meeting, this will go to the City Council for formal consideration. There is also a requirement for a public hearing at the City Council level. Again, Joie Ziller can work with you on the notification processes involved for the Council's public hearing. She will also let you know the date(s) for the meeting(s) where the Annexation will be considered.

I am handing this off to Joie and Colby in that I will be leaving my employment with the City very shortly, and I wanted to make sure there was proper continuity with your request.

Sincerely


Frank Koehler
Interim City Administrator

Cc: Joie Ziller, Executive Secretary jziller@wilmington-il.com
Colby Zemaitis, City Engineer czemaitis@wilmington-il.com
George Mahoney, City Attorney gmahoney@msclawfirm.com

City of Wilmington
Planning and Zoning Commission Meetings 2018

The City of Wilmington City Council has set the first Thursday of each month, unless otherwise noted for the 2018 Planning and Zoning Commission meeting dates. All meetings begin at 5:00 p.m. and are held in the Council Chambers of City Hall, 1165 South Water Street, Wilmington, Illinois:

January 4

February 1

March 1

April 5

May 3

June 7

July 5

August 2

September 6

October 4

November 1

December 6

These times and dates are subject to change. If any changes are made, the new date and time will be posted. The public is invited to attend any and all meetings.