

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION  
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
MARCH 13, 2017 IN THE CITY HALL AUDITORIUM**

---

**1. CALL TO ORDER**

The Plan Commission meeting of the City of Columbia, Illinois held Monday, March 13, 2017 was called to order by Chairman Bill Seibel at 7:30 P.M.

**2. ROLL CALL**

Upon roll call, the following members were:

Present: Chairman Bill Seibel and Commissioners Russell Horsley, Virgil Mueller, Caren Burggraf, Amy Mistler, Tony Murphy and Doug Garmer.

Absent: Commissioners Karin Callis and Gene Bergmann.

Quorum Present.

Administrative Staff Present: Director of Community Development Emily Fultz and Accounting/Clerical Assistant Sandy Garmer.

Administrative Staff Absent: None.

Guests present: None.

**3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, FEBRUARY 27, 2017**

The minutes of the Monday, February 27, 2017 Plan Commission Meeting were submitted for approval.

**A. MOTION:**

It was moved by Commissioner Virgil Mueller and seconded by Caren Burggraf to approve the minutes of the Monday, February 27, 2017 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, all Commissioners present voted yes, with Commissioner Tony Murphy abstaining. **MOTION CARRIED.**

#### 4. **OLD BUSINESS**

##### A. Zoning Code Discussion

Director of Community Development Emily Fultz opened the discussion by reviewing the material distributed in the Plan Commission packet which included the Proposed District – Historic Columbia Overlay District (HC-1), Permitted Uses, Special Uses, Prohibited Uses and Chapter 17.04 Definitions and Rules of Construction. Emily explained the draft revision of permitted uses has been reduced from eighty-six (86) to seventeen (17) and the special uses have been reduced from twenty-six (26) to sixteen (16). A discussion with all the Plan Commissioners participating included the following comments and questions:

- proposed historic Columbia overlay district boundaries
- identification of potential prohibited uses defined (but will not be listed)
- possible suggestions for additions to prohibited uses (licensed medical cannabis dispensaries and tattoo/piercing shops)
- inquiries about video gaming restrictions
- suggestion to combine permitted use (#13) lounges, taverns and pubs to (#5) restaurants (#5)
- addition of (#8) floral shops and gift shops to (#1) general retail uses, as a possibility to further combine a permitted use
- single family residential dwellings units need to be added to permitted uses
- to preserve “quaintness” of the district, the possibility of limiting size of building or structure
- changes in the building façade can assist in building appearance to look smaller and appear as separate buildings
- questioning and defining the Historic Columbia Overlay District proposed from Rueck to Centerville intersection and Metter to Rapp Street (proposed boundary in middle of road)
- desirable residential housing in the downtown area (such as senior housing) could be approved as special use or with a variance

Emily explained the distributed first draft revision of the definitions (in reference to the Chapter 17.04 Definitions and Rules of Construction) will have additions as she continues to review the language. She referenced some of the amendments and deletions of outdated terms. There were a few comments on language definitions and duplication of similar terms. At the next Plan Commission meeting on March 27, Emily plans on bringing a map of the downtown district for the review of the boundaries. Emily concluded the discussion by thanking the Plan Commission for their input and patience.

## **5. NEW BUSINESS**

### **A. Plan Commission Meeting Start Time**

Chairman Bill Seibel and Emily opened the discussion by explaining they had been talking about a possible earlier start time for the Plan Commission meetings since the Committee Meetings are held the same night as the Plan Commission meetings at 7 P.M., which often creates a conflict for Emily and other city staff and that the recent Plan Commission meetings have been lengthy. The following was discussed: (a) round table discussion of preference of start times; (b) how many times the Plan Commission is required to meet monthly?; (c) option of meeting once a month on the second Monday of the month; (d) Plan Commissions in other communities meet once a month; (e) concern meeting monthly will slow the process down; (f) ability to call a special meeting, as needed; (g) meeting once a month would provide the ability for Emily to attend the second Committee Meeting in the month; (h) is approval required from the City Council and city staff, if meeting times and dates change?; (i) there are three (3) months in the year with five (5) Mondays in the month; (j) whether a vote is required to change meeting time and dates; (k) need input from Commissioner Callis and Bergmann since not in attendance; (l) city calendar will be need to be updated; (m) possible new appointments with the fiscal year; and (n) pending elections in May. It was tentatively agreed that a 6:30 p.m. start time would be tried on a trial basis to see how it works out. Emily concluded that she would discuss meeting changes with City Administrator Jimmy Morani and further discussion could be continued at the next Plan Commission meeting on Monday, March 27<sup>th</sup>.

## **6. STAFF REPORTS**

- A. Emily reported at a new city logo was being introduced and discussed at this evening's Committee meeting. Emily passed around the new city logo, explaining the design and colors and she also passed around a complimenting, updated version of "Fritz", the traditional logo and mascot, which will still be used when appropriate.

Emily answered several inquiries about the public informational meeting held on February 21 concerning upcoming intersection improvements at IL Route 3 and Gall and potential intersection improvements at IL Route 3 and Carl Street. There was also a question clarifying the fees associated with the mobile food vendors.

Emily suggested extending an invitation to a local high school student to attend a Plan Commission meeting in the near future. Emily explained she is currently a mentor for the high school CEO program and she thought the student's ideas and opinions may be beneficial. The Plan Commissioners agreed with Emily.

7. **PUBLIC INPUT**

A. None.

8. **MEETING ADJOURNED**

Since there was no further business to discuss, Chairman Seibel entertained a motion to adjourn.

**MOTION:**

Motion was made by Commissioner Russell Horsley and seconded by Commissioner Virgil Mueller to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, March 13, 2017 at 8:20 P.M. On roll call vote, all Commissioners present voted yes.

**MOTION CARRIED.**

---

\* Bill Seibel, Chairman

---

\* Amy Mistler, Secretary

---

\* Minutes by Sandy Garmer, Accounting/Clerical Assistant

**\* Copy of the approved signed minutes and attachments are available in the Clerk's Office.**