

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION
OF THE CITY OF COLUMBIA, ILLINOIS HELD TUESDAY,
MARCH 26, 2018 IN THE CITY HALL AUDITORIUM**

1. CALL TO ORDER

The Plan Commission meeting of the City of Columbia, Illinois held Monday, March 26, 2018 was called to order by Acting Chairman Karin Callis at 6:30 P.M.

2. ROLL CALL

Upon roll call, the following members were:

Present: Acting Chairman Karin Callis and Commissioners Russell Horsley, Virgil Mueller, Caren Burggraf and Doug Garmer.

Absent: Chairman Bill Seibel and Commissioners Amy Mistler and Tony Murphy.

Quorum Present.

Administrative Staff Present: Building Official Justin Osterhage and Accounting/Clerical Assistant Sandy Garmer.

Administrative Staff Absent: None.

Guests present: Taylor Gonzalez, representing Three Tails Parlor and Pantry (left meeting at 6:40 P.M.).

3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, JANUARY 22, 2018

The minutes of the Monday, January 22, 2018 Plan Commission Meeting were submitted for approval.

A. MOTION:

It was moved by Commissioner Doug Garmer and seconded by Commissioner Caren Burggraf to approve the minutes of the Monday, January 22, 2018 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, all Commissioners present voted yes, with Commissioner Russell Horsley abstaining. **MOTION CARRIED.**

4. NEW BUSINESS

A. Special Use Permit Request – Taylor R. Gonzalez (Three Tails Parlor and Pantry)

Acting Chairman Karin Callis opened the discussion by referring to the Special Use Permit Request submitted by Taylor Gonzalez for the Three Tails Parlor and Pantry at 117 W. Locust. Taylor Gonzalez, representing Three Tails Parlor and Pantry, addressed the Plan Commission explaining where the business is located (referring to the location on the distributed map), the various pet supplies that will be sold and the reason for the special use request is to offer pet grooming. There were a few questions on whether pet training or boarding would be offered. Ms. Gonzalez said she hopes to provide pet training in the future, but has no plans to board pets. Building Official Justin Osterhage explained the additional business requirements have been met which includes: (a.) has to be a local business with a minimum gross floor area of four hundred (400) square feet; (b.) one employee scheduled per peak shift requiring one parking space and an additional parking space per grooming table (with parking behind the building); (c.) business hours not to exceed 7 A.M. to 9 P.M.; (d.) no animal boarding; and (e.) a minimum of one health and sanitation inspection per year. Justin also discussed the parking situation since the building where the business is located has a minimum of eight (8) parking spaces and there are two (2) apartments which require four (4) parking spaces. There was also a brief discussion about the other business, a hair and tanning salon, located in the same building. Justin stated there are two (2) other pet grooming businesses currently in the city and no variances are required. Acting Chairman Callis asked if there were any other questions. There were none.

A. MOTION:

It was moved by Commissioner Russell Horsley and seconded by Commissioner Virgil Mueller to approve the Special Use Permit request for Taylor Gonzalez for the Three Tails Parlor and Pantry. On roll call vote, Acting Chairman Karin Callis and Commissioner Russell Horsley, Virgil Mueller, Caren Burggraf and Doug Garmert voted yes. **MOTION CARRIED.**

5. OLD BUSINESS

A. None.

6. STAFF REPORTS

A. Nothing to report

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 Doug Garmer and seconded by Commissioner Virgil Mueller to adjourn the Regular Meeting of the Columbia Plan Commission held Monday,

March 26, 2018 at 6:55 P.M. On roll call vote, all Commissioners present voted yes.
MOTION CARRIED.

* Karin Callis, Acting Chairman

* Caren Burggraf, Acting Secretary

*Minutes by Sandy Garmer, Accounting/Clerical Assistant

*Signed and approved copies of the minutes are available in the Clerk's Office.