

**PLANNING COMMISSION
MINUTES OF THE MEETING
March 15, 2022 – 6:00 PM
Salem City Hall**

CALL TO ORDER The City of Salem Planning Commission met in regular session on March 15, 2022 at Salem City Hall. The meeting was called to order at 6:00 p.m. by Chairman Rick McCullum. Members present were: Sandie Phillips, Kathy Matthews, Jim Milano, Jim Davis, Brad Heaton and Harold Hunzicker. Members absent: None. Also present was Cindy Eller, Recording Secretary, Bev Quinn, Zoning Administrator and members of the public.

APPROVAL OF MINUTES Minutes of the February 8, 2022 meetings were presented for action. Jim Milano requested a correction to the minutes from Chairman Jim Milano to Vice-Chairman Jim Milano. **Motion was made by Jim Milano and seconded by Harold Hunzicker to approve the minutes with correction as presented. Roll call vote: AYES: Sandie Phillips, Brad Heaton, Kathy Matthews, Jim Milano, Harold Hunzicker, Jim Davis and Chairman Rick McCullum. NAYS: None. Motion carried.**

STAFF RECOMMENDATIONS None

QUESTIONS BY COMMITTEE MEMBERS None

PLANNING COMMISSION ACTION-Special Use Permit-Home Occupation

Theresa Russell, 17 Monroe Avenue, Salem, IL, is petitioning the City of Salem for a Special Use – Home Occupation Permit to operate a Home-to-Market business that produces baked goods in a home kitchen as a cottage food operation (SB2007). The property is legally described as Lot 25 of Lakeview Estates Subdivision, Salem, Marion County, Illinois.

Theresa Russell, petitioner, addressed the Commission stating that she would like to prepare non-hazardous food in her home kitchen – per the guidelines of the City of Salem and the home to market act. Russell stated she plans to make mostly baked goods and will have online sales and will also deliver.

City Clerk Bev Quinn read the description for home occupation permits as well as the Finding of Facts as follows:

(1) Existing use and zoning of the property in question: The property is currently zoned RS-2 Single Family Residential and is used as a family residence.

(2) Existing use and zoning of other lots in vicinity of the property in question: The properties adjacent to this home are zoned RS-2 Single Family Residential, and are all residences. The Salem reservoir is also behind the home.

(3) Suitability of the property in question for uses already permitted under existing regulations: The property is suitable for residential use and it will remain residential.

- (4) Suitability of the property in question for proposed use:** The petitioner intends to operate a home business preparing and selling baked goods from her home. Our current home occupation regulations restrict business related visits to the home to eight (8) visits per day, between 6:00 am and 6:00 pm and none on Sunday.
- (5) The trend of development in the vicinity of the property in question, including changes (if any) which may have occurred since the property was initially zoned or last rezoned:** There has been development in the neighborhood in recent years and the uses have all remained residential.
- (6) The effect the proposed rezoning would have on implementation of this municipality's comprehensive plan:** The proposed use complies with the comprehensive plan.

Roger Mann, 1749 N Broadway, told the Commission that he is a neighbor to Ms. Russell and is in favor of the special use.

City Clerk Quinn stated she received one letter in favor and one letter against the special use as follows:

RECEIVED
FEB 14 2022
City Clerk
City of Salem

City Of Salem Planning Commission

To Whom It May Concern:

My name is Robert L. Shawn. I live at #2 Madison Street, Salem, Illinois.

Lot #28 Lakeview Estates. I live three houses east of the premises in the petition.

I am in support of the petition for the Special Use – Home Occupation Permit for #17 Monroe Avenue, Salem Illinois.

Thank You

Robert L. Shawn

Robert L. Shawn

3/6/22

Salem Planning Commission,

On response to the letter we received
about Special Use Home Occupation Permit
For A Home-to-Market business:

My wife Linda and I are totally against
this Permit to Theresa Russell
17 Monroe Avenue
Salem, Ill 62881

This is a residential subdivision ~~NOT~~ business:
Granting these Permits is why our downtown
buildings are empty as well as our two shopping
centers: Granting these Permits is a injustice
to the building owners who are looking for renters:
If they want to open a business there are many
Store fronts Available:

My wife Linda and I are AGAINST the Permit

Mike Melan

Linda Melan
17 Monroe Ave
Salem, Ill 62881
618-292-3390

Motion was made by Jim Davis and seconded by Kathy Matthews to recommend the City Council approve the Special Use – Home Occupation Permit for Theresa Russell at 17 Monroe, Salem, IL. AYES: Kathy Mathews, Sandie Phillips, Brad Heaton, Jim Milano, Jim Davis, Harold Hunzicker and Chairman Rick McCullum. NAYES: None. Motion carried.

City Clerk Bev Quinn stated this recommendation would go the City Council meeting on Monday, March 21, 2022..

NEW BUSINESS

None

OLD BUSINESS

None

PUBLIC COMMENTS

None

ADJOURNMENTS

As there was no further business to discuss, **the meeting was adjourned 6:25 p.m.**

Cindy Eller, Recording Secretary