

# CITY OF WASHINGTON

## PLANNING & DEVELOPMENT DEPARTMENT

301 Walnut St. · Washington, IL 61571

Ph. 309-444-1135 · Fax 309-444-9779

<http://www.washington-illinois.org>

[joliphant@ci.washington.il.us](mailto:joliphant@ci.washington.il.us)

### MEMORANDUM

TO: Chairman Burdette and Planning and Zoning Commission  
FROM: Jon R. Oliphant, AICP, Planning & Development Director  
SUBJECT: Public Hearing – Special Use Request by Gale and Anabelle Johnson to Allow a Residential Non-Owner-Occupied Short-Term Rental at 1406 Westgate Road (the “Subject Property”)  
DATE: March 26, 2025

**Current Zoning:** R-1 District (Single- and Two-Family Residential)

**Comprehensive Plan Designation:** STFR (Single- and Two-Family Residential)

**Request Summary:** Anabelle Johnson has submitted a special use application to allow for a residential non-owner-occupied short-term rental to operate at 1406 Westgate Road. Staff recommends approval as detailed below.

**Background:** The City of Washington adopted regulations in December 2024 to allow for short-term rentals (STR) to operate within the city limits. Staff identified several that were previously marketed on national STR platforms. One of those is the STR at the Subject Property. Any non-owner-occupied STR in a residential zoning district must obtain a special use permit prior to its operation. A non-owner-occupied STR refers to the entire structure being reserved for exclusive use by guests during the rental period. The special use permit is non-transferable and non-assignable.

The Subject Property totals approximately 0.77 acres and is zoned R-1 (Single- and Two-Family Residential). It is located at the corner of Westgate, Newcastle Road, and N. Wilmor Road behind the Washington High School baseball field. The proposed STR has the required minimum off-street parking ratio of one space per guestroom for use by the guests. Additionally, staff has completed an inspection to ensure the rental does not pose a hazard to life, health, or public safety.

The following are factors to consider in light of the special use request:

1. The special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare:	This does not figure to be detrimental or endanger the public health, safety, morals, comfort, or general welfare.
2. The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity, or substantially diminish or impair property values:	The proposed special use does not figure to be injurious to the use and enjoyment of other properties in the immediate vicinity or substantially diminish or impair property values.
3. The special use will not impede development of surrounding property:	The proposed special use does not figure to impede development of surrounding property.
4. Adequate utilities, access roads, drainage,	Adequate utilities, access roads, drainage, or necessary facilities are provided.

or necessary facilities will be provided:	
5. Adequate ingress and egress provided to minimize traffic congestion in public streets:	Adequate ingress and egress is provided to minimize traffic congestion in public streets.
6. The special use will conform to all other application regulations of the zoning district:	The proposed special use will conform to all other application regulations of the R-1 zoning district.
7. If the special use would not otherwise be acceptable, the Planning and Zoning Commission may recommend certain conditions be met to make the use acceptable:	No other conditions are recommended to be applied for the proposed special use.

**Conclusion:** The proposed special use to allow for the continued operation of a non-owner-occupied STR at 1406 Westgate would be a solid fit for the neighborhood and should not be detrimental to nearby properties. Staff recommends approval of the special use permit request.

A public hearing will be held by the Planning and Zoning Commission at their meeting on Wednesday, April 2, 2025, to make a recommendation to the City Council.

Enclosures

CITY OF WASHINGTON, ILLINOIS

APPLICATION FOR SPECIAL USE

To have a complete application for a special use, you must submit the following:

- Signed and completed application
Plat showing subject property and all adjacent properties - See below for plat requirements
Ownership documentation (lease, deed, mortgage, etc.)
Accurate legal description obtained from the Warranty Deed
Application fee of \$100 payable to the City of Washington

Address or location of property: 1406 Westgate Rd., Washington, IL 61571

Property Tax ID (PIN) number: 02 - 02 - 14 - 305 - 004

Current zoning classification of the property: Residential

Current use of the property: Residential

What is the Special Use for? Short term rental / Airbnb

How will you meet other requirements of the zoning code (such as parking or landscaping, if applicable)?

The property currently meets the requirements of the zoning code.

Name of Applicant: Anabelle and Gale Johnson

Phone Number of Applicant:

Address of Applicant:

Owner of Property: Anabelle and Gale Johnson

Address of Owner:

I would like to receive correspondence by: [ ] Mail [x] Email Email address:

PLAT REQUIREMENTS: Your special use plat must show:

- Building or site plan layout and locations of proposed special uses, including square footage
Adjacent properties, rights-of-way, streets, roads, railroads, waterways, and other physical features

PUBLIC HEARING: Your case will be referred with staff's recommendation to the next regularly scheduled Planning and Zoning Commission meeting for a public hearing. The Planning and Zoning Commission meets the first Wednesday of every month at 6:30 p.m at the Washington District Library meeting room at 380 N. Wilmor Road. At the Planning and Zoning Commission meeting, you will present your request. A special use cannot be recommended by the Planning and Zoning Commission unless the Commission finds, based upon the application and evidence presented at the public hearing, that all of the following conditions have been met:

- 1) The special use will not be detrimental to or endanger the public health, safety, morals, comfort, or general welfare; 2) The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity, or substantially diminish or impair property values; 3) The special use will not impede development of surrounding property; 4) Adequate utilities, access roads, drainage, or necessary facilities will be provided; 5) Adequate ingress and egress provided to minimize traffic congestion in public streets; 6) The special use will conform to all other application regulations of the zoning district; and 7) If the special use would not otherwise be acceptable, the Planning Commission may recommend certain conditions be met to make the use acceptable, such as, but not limited to: landscape screening or fencing, specific hours of operation, night lighting or lighting restrictions, parking area requirements, signage restraints, outdoor storage limitations.

Certification: To the best of my knowledge, the information contained herein, and on the attachments, is true, accurate, and correct, and substantially represents the existing features and proposed features. Any error, misstatement, or misrepresentation of material fact or expression of material fact, with or without intention, shall constitute sufficient grounds for the revocation or denial of the proposed Special Use.

Signature of Applicant

Date 1/23/25

Signature of Owner

Date 1/23/25

After receiving a completed application, the City Clerk will file notice of your request with the local newspaper and with the adjoining property owners. If you have any questions, please contact Jon Oliphant, Planning & Development Director at (309) 444-1135.

FOR OFFICE USE ONLY Case No.: Plat Submitted? Y / N Date: Documentation of Authority Submitted: Commission Action:

Fee Paid? Y / N / N/A Amount: Date: Landscaping Plan Submitted? Y / N / N/A Date: Date to go before the Planning and Zoning Commission: Ordinance Review: (first reading) (second reading)

Property Information		
<b>Parcel Number</b> 02-02-14-305-004	<b>Site Address</b> 1406 WESTGATE RD WASHINGTON, IL 61571	<b>Owner Name &amp; Address</b> JOHNSON, GALE & ANABELLE 1406 WESTGATE RD WASHINGTON, IL, 61571
<b>Tax Year</b> 2024 (Payable 2025) ▼		
<b>Sale Status</b> None		
<b>Property Class</b> 0040 - Improved Residential Lot	<b>Tax Code</b> 02027 -	<b>Tax Status</b> Taxable
<b>Net Taxable Value</b> 73,000	<b>Tax Rate</b> Unavailable	<b>Total Tax</b> Unavailable
<b>Township</b> WASHINGTON	<b>Acres</b> 0.0000	<b>Mailing Address</b>
<b>Legal Description</b> SEC 14 T26N R3W DEVONSHIRE EST 3RD ADDN LOT 1 SW 1/4		
<b>Public Notes</b> DID C OF E FOR 06 HMSTD - JW 2016-Revalue 2017-revalue per TA 4/8/24: O/O exemption removed per verification letter sent to owner		

Assessments						
Level	Homesite	Dwelling	Farm Land	Farm Building	Mineral	Total
DOR Equalized	22,540	50,460	0	0	0	73,000
Department of Revenue	22,540	50,460	0	0	0	73,000
Board of Review Equalized	22,540	50,460	0	0	0	73,000
Board of Review	22,540	50,460	0	0	0	73,000
S of A Equalized	22,540	50,460	0	0	0	73,000
Supervisor of Assessments	20,910	46,810	0	0	0	67,720
Township Assessor	20,910	46,810	0	0	0	67,720
Prior Year Equalized	20,910	46,810	0	0	0	67,720
**** Values not final. May be subject to change.						

No Billing Information

No Exemptions

No Farmland Information

No Forfeiture Information




No Genealogy Information



# 1406 Westgate Road

PIN: 02-02-14-305-004

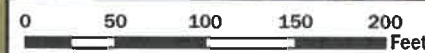
## Legend

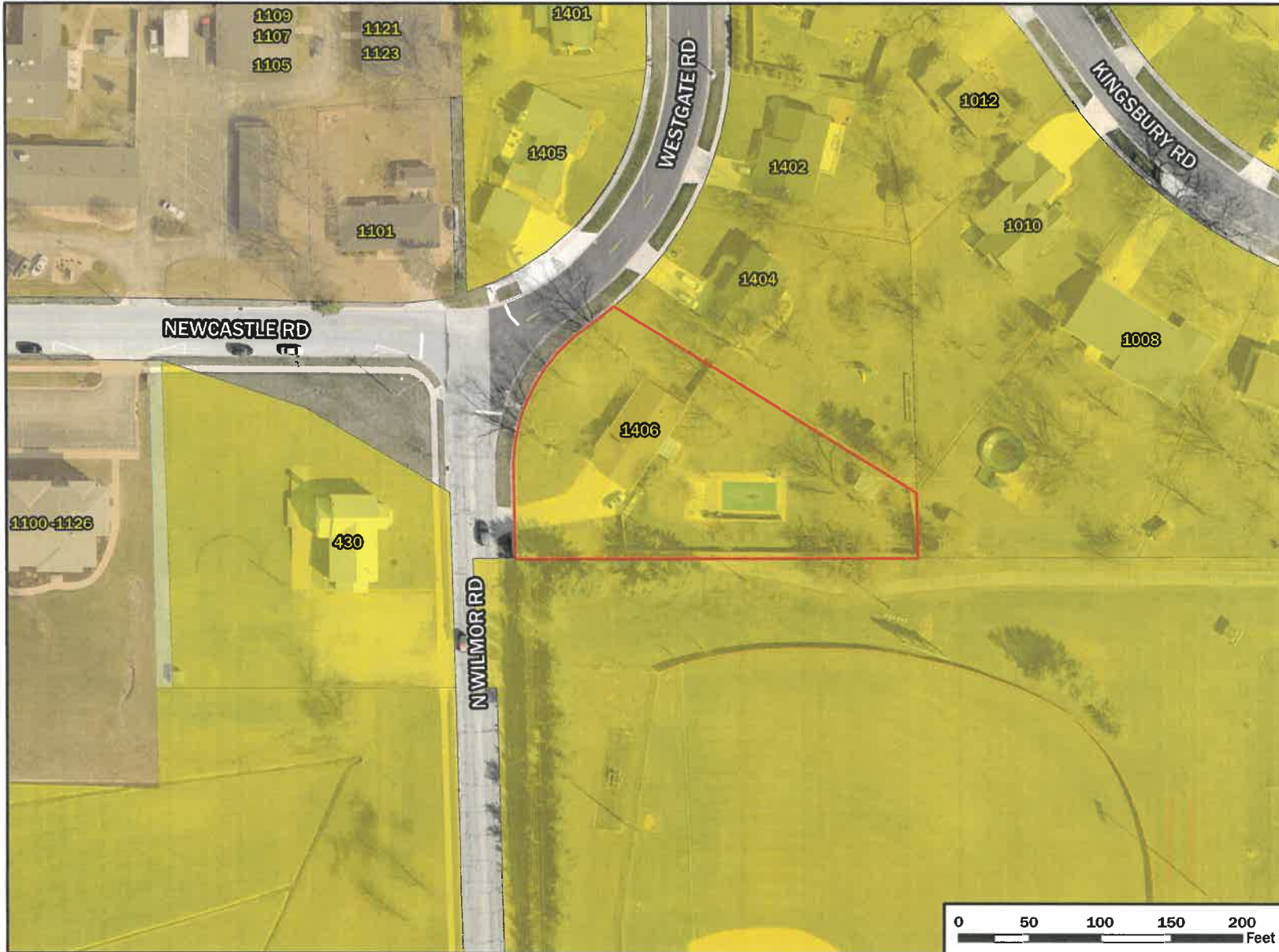
-  City Boundary
-  1406 Westgate Road
-  Parcels



Date: 3/20/2025

This map indicates approximate data locations and may not be 100% accurate. Parcels are provided and maintained by Tazewell County.










# 1406 Westgate Road

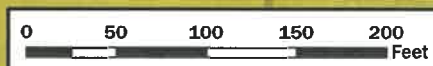
PIN: 02-02-14-305-004

### Legend

-  City Boundary
-  711 S. High Street
-  Parcels
- Zoning**
-  R-1
-  R-2



Date: 3/20/2025



This map indicates approximate data locations and may not be 100% accurate. Parcels are provided and maintained by Tazewell County.