

# CITY OF WASHINGTON, ILLINOIS

## Planning and Zoning Commission Meeting Minutes

Wednesday, June 7, 2023 at 6:30 P.M.

Washington Library Meeting Room in Five Points - 380 N. Wilmor Road, Washington

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**Call to Order** Chairman Mike Burdette called the regular meeting of the City of Washington Planning and Zoning Commission to order at 6:30 p.m. A quorum was established.

**Roll Call** *Present:* Commissioners Burdette, Milot, Reeder, Ritter, Scott, Shelton  
*Absent:* Commissioner Milot, Williams  
*Also present:* Planning and Development Director Oliphant and City Clerk Brod

**Approve Minutes** Commissioner Reeder motioned, and Commissioner Ritter seconded to approve the meeting minutes from the May 3, 2023, as presented. Motion carried by voice vote.

**Public Comments** None provided.

**Public Hearing**  
*Item A: Request by Joshua Kitterman to Rezone 206 Walnut St., from R-1 to C-1*

At 6:32 p.m., Commissioner Burdette opened the public hearing to consider a request by Joshua Kitterman to Rezone 206 Walnut Street from R-1 to C-1. Mr. Oliphant shared that the rezoning would allow Mr. Kitterman and his wife to use the property for the business office of their company, Home Helpers Home Care. They do not intend to live in the building or provide care there. The current R-1 designation would require them to live there. Mr. Oliphant explained that a few properties nearby are zoned Z-1, but they are very limited and have restricted usage. He shared that City Hall is zoned Z-1. Mr. Oliphant further explained that much of the surrounding corridor is mixed use with half zoned R-1 and half C-2. The church next to this property is zoned C-2. He stated that C-1 zoning is acceptable because it is limited.

The petitioner, Mr. Kitterman stated that they opened their business last July and started providing service in Washington last August. He explained that they help provide care givers to people in their own homes and noted his current office is in Peoria but they need to move out. He shared that he is from Washington and when looking at a new home-base, Washington was a good fit. They hope to have this long-term.

Commissioner Shelton asked about the number of people working at the office and Mr. Kitterman stated that they have two in the office and caregivers come in for orientation about once a week. Mr. Kitterman feels it will max out at 4-5 people in the office. The use of the alley behind the property and the garage structure were discussed as possible parking areas. Parking availability near the event center was also mentioned. Commissioner Scott asked if the C-1 designation has parking regulations and Mr. Oliphant clarified that one parking space per 300 square feet is needed. Commissioner Burdette noted a nearby parking pad could be used if the other owners allow. Mr. Kitterman shared that their office hours are 8:00 a.m. to 5:00 p.m.

At 6:39 Commissioner Burdette closed the Public Hearing.  
Commissioner Scott motioned to accept the request; Commissioner Reeder seconded.

On roll call the vote was:  
5 Ayes: Burdette, Reeder, Ritter, Scott and Shelton  
0 Nays:  
Motion carried.

**Public Hearing**  
*Item B: Request by Brandon Hall for Variance to Increase Maximum Fence Height*

At 6:38 Commissioner Burdette opened the public hearing to provide details regarding a request by Brandon Hall for Variance to increase the maximum fence height within the rear and side yard at 202 N. Meadowview Lane. Mr. Oliphant shared that this is requested to help separate the property from the neighbor. He noted that the homes in this area were built in the 1950s and 1960s when different zoning existed. Mr. Oliphant stated that staff recommends allowing for the 8-foot fence but only where the homes intersect and not along the entire length of property. The petitioner, Mr. Hall, shared photos of the property and stated that they would like to put the fence the entire length because the house located diagonally behind them can partially see in the bedroom window. He feels there is zero privacy. Mr. Hall stated that the other house is a bi-level that is higher. Mr. Oliphant clarified that the east property line is considered part of the rear yard and the front yard should not have a fence.

At 6:44 Commissioner Burdette closed the public hearing.  
Commissioner Scott motioned to accept the request; Commissioner Ritter seconded.

Commissioner Scott asked if the fence will go all the way to the back corner. It was clarified that the request is for the entire blue line provided in the diagram, going all the way to the corner. Commissioner Burdette noted that this is not a new structure and this was remodeled. Mr. Hall stated that he has spoken with his neighbors and they are all okay with the proposed fence.

On roll call the vote was:  
5 Ayes: Burdette, Reeder, Ritter, Scott and Shelton  
0 Nays:  
Motion carried.

**Public Hearing**  
*Item C: Cedar Lakes  
Subdivision Section  
Two Preliminary  
Plat/Private Streets and  
Length Waiver*

At 6:47 Commissioner Burdette opened the public hearing to provide details regarding Cedar Lakes Subdivision Section Two Preliminary Plat/Private Streets and Length Waiver Request. Mr. Oliphant shared that that this sits just outside of City limits but falls within the City's 1.5-mile extraterritorial planning jurisdiction, therefore, falling within the City's subdivision code. Mr. Oliphant stated that City and County staff do not have a problem with the request, so long as the roads are built to public road standards and, if in the future the roadway was transferred, the township would not be burdened to maintain them. Mr. Oliphant shared that we have a maximum allowance of 600 feet, but Paris Lane is longer. Approving this would include the approval of the waiver of the length of street allowance. Mr. Oliphant noted the lots are between 1-1.7 acres and are not serviced by public sewer and water.

The petitioner, Mr. LaHood stated that this has been collaborative, to make sure it contains the proper language in the road agreement for the township and City. He stated that they agree to build this as a public road but would like to maintain it as a private road. He also stated that they plan on providing irrigation and lighting.

Commissioner Burdette clarified that the owners would provide their own plowing and it was noted that they have addressed the maintenance of the road at an earlier discussion.

Commissioner Shelton asked if Paris Lane is all private and Mr. Oliphant stated that it is all public road up to this point. It was noted that Woodhall Road is currently under construction and it is also private. Mr. LaHood showed the location on a map.

At 6:54 Commissioner Burdette closed the public hearing.

Commissioner Reeder motioned to accept the request; Commissioner Scott seconded.

On roll call the vote was:

5 Ayes: Burdette, Reeder, Ritter, Scott and Shelton

0 Nays:

Motion carried.

**New Business** Mr. Oliphant confirmed that there will be a July 5, 2023.

**Commissioner/Staff  
Comments** None were provided.

**Adjournment** At 6:55 p.m. Commissioner Burdette motioned to adjourn; Commissioner Scott seconded.  
Motion carried by voice vote.



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Valeri L. Brod, City Clerk