



## MINUTES

**Carbondale Planning Commission**  
**Wednesday, February 1, 2023**  
**Room 108, 6:00 p.m.**  
**City Hall/Civic Center**

Ms. Litecky called the meeting to order at 6:05 p.m.

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**Members Present:** Sheffer, Hamilton, Litecky, Carrier, Burnside, Allee, and Doherty (ex-officio)

**Members Absent:** Love and Lilly

**Staff Present:** Lenzini, Gibson, Maxwell

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### **1. Approval of Minutes:**

No minutes to approve.

### **2. Citizen Comments or Questions**

There were none.

### **3. Report of Officers, Committees, Communications**

A. Introduction of new commissioner, Jessica Allee.

B. Vote to approve meeting schedule change, from April 19<sup>th</sup>, 2023 to April 26<sup>th</sup>, 2023.  
(6-0)

### **4. Public Hearings**

**PC 23-06** Anna Davis is requesting a Special Use Permit for a Day Care Home I, located at 118 North Lark Lane within an R-1-8, Low Density Residential, District.

Ms. Litecky declared Public Hearing PC 23-06 open and for Ms. Gibson to review PC 23-06.

Ms. Litecky asked Ms. Gibson to read the staff report. Ms. Gibson read part A of the staff report.

Ms. Litecky asked if the Commissioners had questions for staff.

Commissioners had no questions of staff.

Ms. Litecky asked if the applicant was present and wished to speak.

Anna Davis was present, but did not wish to speak.

Ms. Litecky asked if there were any questions for the applicant.

There were no questions of the applicant.

Ms. Litecky asked if anyone wished to speak in favor.

Lana Crawford from 827 Old Highway 13, spoke in favor of the home day care.

Alicia Silver, from the neighborhood of the applicant, spoke in favor of the home day care.

Ms. Litecky asked if anyone wished to speak in opposition.

There were none.

Ms. Gibson read Parts B and C of the staff report for PC 23-06, with a recommendation of approval.

Ms. Litecky asked if the Commissioners had questions for staff.

Mr. Sheffer asked for clarification on the number of children DCFS allows compared to the number of children the City allows for a home day care 1. Ms. Gibson confirmed that DCFS allows up to 8 children but the City code limits it to 6, and that the applicant is aware of the City's limit.

Ms. Litecky asked if the Commissioners had questions for the applicant.

Dr. Hamilton asked about Ms. Davis' status with DCFS.

Ms. Davis stated that her license from DCFS requires the approval she is seeking from the City. DCFS has inspected her house twice, for fire marshal compliance, and their other regulations. She has completed all DCFS requirements pending the approval of the SUP.

Ms. Litecky asked if there were questions from anyone to anyone.

There were none.

Ms. Litecky declared PC 23-06 closed and asked for a motion on the findings of fact.

Mr. Sheffer moved that the Commission accept as findings of fact Part A & B of the staff report for PC 23-06, the applicant was present, two spoke in favor, zero spoke in opposition, and three letters were read in support, and seconded by Dr. Hamilton.

The motion was passed with a unanimous voice vote.

Mr. Sheffer moved that the Commission consider all 7 criteria as one, seconded by Dr. Burnside.

Ms. Allee stated that she is friends with the applicant, and asked for advice on how to proceed. Mr. Lenzini stated that per City Attorney, a commissioner can participate as long as they are not related to the applicant or have financial connection to the applicant or case. Ms. Allee stated that she has no familial or financial connection to the applicant or case.

Roll Call Vote:

Yes – 6 (Sheffer, Hamilton, Litecky, Carrier, Burnside, Allee)  
No- 0

Mr. Sheffer moved that the Applicant has met all 7 criteria, seconded by Dr. Burnside.

Roll Call Vote:

Yes – 6 (Sheffer, Hamilton, Litecky, Carrier, Burnside, Allee)  
No- 0

Mr. Sheffer moved that the Commission recommend approval of the Special Use Permit of PC 23-06, seconded by Dr. Burnside.

Roll Call Vote:

Yes – 6 (Sheffer, Hamilton, Litecky, Carrier, Burnside, Allee)  
No- 0

Mr. Lenzini stated that the item will move forward with recommendation for approval of PC 23-06 for the February 14<sup>th</sup> City Council meeting.

## **5. Old Business**

There was none.

## **6. New Business**

- A. Mr. Doherty reviewed the City Council meetings as they related to Planning.
- B. Mr. Lenzini stated that Ms. Lilly's term had ended the day prior, January 31<sup>st</sup>, but that she wishes to be reappointed.

## **7. Adjournment**

Dr. Hamilton adjourned the meeting at 6:39 p.m. seconded by Mr. Burnside.