

**PLANNING AND ZONING COMMISSION MINUTES**  
**City of Geneva**  
**109 James Street - City Council Chambers**

---

**June 8, 2023 — Meeting #49**

**1. Call to Order**

Vice Chairman Mead called the meeting of the Geneva Planning and Zoning Commission to order at 7:00 p.m., and read a statement of procedures for participation in the meeting for those present remotely and in person.

**2. Roll Call**

Present: Vice Chairman John Mead; Commissioners Mim Evans; Michael Slifka; Rebecca Holoman; Adam Matyskiel; and Tim Moran

Absent: Chairman Scott Stocking

Staff Present: City Planner Matt Buesing, Assistant City Planner Jessie Muncie, Director of Community Development David DeGroot

Also Present: Court Reporter Kristine Wesner, Recording Secretary Anna Benson

**3. Approval of the Agenda**

**Motion by Commissioner Slifka, second by Commissioner Holoman to approve the agenda. Motion carried unanimously by voice vote 6-0.**

**4. Approval of April 13, 2023 Minutes**

**Motion by Commissioner Slifka, second by Commissioner Matyskiel to approve the minutes from the April 13, 2023 meeting. Motion carried unanimously by voice vote 6-0.**

**5. Public Hearing**

Individuals giving testimony were sworn in by the court reporter, Kristine Wesner.

**A. 602 Maple Lane Variation – Request for a Variation from Section 11-5C-4 of the Geneva Zoning Ordinance to allow a street yard setback of 22.32 feet instead of the required 35 feet for a proposed addition.**

*Location:* 602 Maple Lane, P.I.N. 12-04-227-015

*Applicants:* Katherine & Tad Hemming, Owners

City Planner Matt Buesing read a list of contents in the applicant's file.

Sean Gallagher, 427 Anderson Boulevard, Geneva, introduced himself as a local architect and representative for the applicants. The applicants wish to add a primary bedroom suite to the house. Mr. Gallagher explained that the house at 602 Maple Lane is situated on the northwest corner lot at the intersection of Center Street and Maple Lane. He continued to state that the front lot line is the south lot line on Center Street and the required setback is governed by the adjacent dwelling, which is the property to the west, 603 Willow Lane. This dwelling sits 35 feet from its property line, and thus establishes his applicant's required set back. A 35 foot setback on 602 Maple Lane sits several feet within his applicant's existing house. The applicant's existing house is setback 21.4 feet from the front lot line and the proposed addition would be setback 22.32 feet from the front lot line. Mr. Gallagher reviewed their proposal in relation to the four variation standards used by the Commission. He noted and emphasized that the addition maintains the ranch style house and its current height of about 17 feet.

Commissioner Evans asked about the landscaping plans for the front lot line to which it was confirmed there would be landscaping, however what type exactly has not been decided.

Commissioner Slifka asked about an ornamental fence in the south of the house to which Mr. Gallagher responded that the fence will be maintained on the addition.

Vice Chairman Mead invited additional testimony from the present public or virtual participants. There was no further public testimony.

**Motion to Close the Public Hearing made by Commissioner Moran, second by Commissioner Evans. Roll Call:**

AYE: Mead, Evans, Slifka, Holoman, Matyskiel, Moran

NAY: None

**MOTION CARRIED 6-0**

**Motion by Commissioner Evans to allow a variation for a street yard setback of 22.32 feet instead of the required 35 feet for the home located at 602 Maple Lane. Second by Commissioner Slifka. Roll Call:**

AYE: Mead, Evans, Slifka, Holoman, Matyskiel, Moran

NAY: None

**MOTION CARRIED 6-0**

- B. Isaac's Upholstery Parking Lot Expansion – Request for two (2) Variations from Section 11-6F-4 of the Geneva Zoning Ordinance to reduce the required street yard setback from 20 ft. to 1.4 ft. and the side yard setback from 5 ft. to 0.5 ft. to accommodate a proposed parking lot. The applicant is also requesting relief from Section 11-6E-4(F) to allow a deviation to the parking lot lighting standards in the E. State Street Corridor Design Guidelines.**

*Location:* 830 E. State Street, P.I.N. 12-02-452-026

*Applicant:* Yvette Cortes, Isaac's Upholstery

City Planner Matt Buseing read a list of contents in the applicant's file.

Applicant Yvette Cortes introduced herself and explained what she hopes to accomplish, which is to pave the parking lot that is currently gravel, which will increase the overall appeal of the site and allow for better accessibility. In addition, Ms. Cortes would like to get approval for a style of light fixture for the parking lot lights that is a deviation from the style found in the E. State Street Corridor Design Guidelines, as they cannot find a manufacturer who produces such style.

Commissioner Moran asked if the parking lot is used only for their business. Ms. Cortes responded that she has been able to consolidate their business operations and is planning on leasing out parts of the building in the future.

Commissioner Evans raised a question to City staff, asking what the required number of parking spaces are for the building. City Planner Mr. Buesing stated he believes 16. It should be noted that later on in discussion Mr. Buesing corrected himself and stated that the required number of spaces is 17.9, rounded to 18 parking spaces. The proposed plan is for 19 parking stalls.

Commissioner Evans asked where one could find a picture of the alternate light fixture proposed. It is found on the site plan document, on the bottom right.

Patrick Sharky, civil engineer, introduced himself and explained the hardship about finding the style light fixture that fits the guidelines. The original manufacturer of the style designated in the E. State Street Corridor Design Guidelines is not in business anymore.

Several other attempts were made to find such a light fixture to meet the guidelines. Community Development Director David DeGroot stated that City staff is currently working through how to address this moving forward. Vice Chairman Mead suggested that staff find a couple alternate styles instead of a single style, in the case another style is discontinued in the future.

Vice Chairman Mead clarified with the applicant that there will be curbs along the blacktop and new lawn where gravel was to the west. Commissioner Moran stated he likes the proposed improvements and he is not terribly concerned about the setback.

Vice Chairman Mead invited additional testimony from the public or virtual participants. There was no further public testimony.

**Motion to Close the Public Hearing made by Commissioner Moran, second by Commissioner Evans. Roll Call:**

AYE: Mead, Evans, Slifka, Holoman, Matyskiel, Moran  
NAY: None

**MOTION CARRIED 6-0**

**Motion made by Commissioner Moran to approve the request for two variations from Section 11-6E-4 to reduce the required street yard setback from 20 ft. to 1.4 ft. and the required side yard setback from 5 ft. to 0.5 ft. for the proposed parking lot, as well as relief from Section 11-6E-4(f) to allow deviation from the parking lot lighting standards in the E. State Street Corridor Design Guidelines subject to the finding of facts by City staff. Second by Commissioner Evans. Roll Call:**

AYE: Mead, Evans, Slifka, Holoman, Matyskiel, Moran  
NAY: None

**MOTION CARRIED 6-0**

**6. Site Plan Review**

**A. Isaac's Upholstery Parking Lot Expansion – Request for site plan review for a proposed parking lot.**

*Location:* 830 E. State Street, P.I.N. 12-02-452-026  
*Applicant:* Yvette Cortes, Isaac's Upholstery

Commissioner Evans stated that she believes the proposed changes are an upgrade to the property and neighborhood. Vice Chairman Mead agreed and commented that the defined parking lot will make the property overall more attractive and help find a new lease for the space that they plan on leasing out. Commissioner Slifka noted that the paved blacktop will be a big improvement to bright white gravel.

**Motion by Commissioner Moran to approve the site plan as presented with the documentation, subject to finding of facts and any conditions by City staff.  
Second by Commissioner Evans. Roll Call:**

AYE: Mead, Evans, Slifka, Holoman, Matyskiel, Moran  
NAY: None

**MOTION CARRIED 6-0**

## **7. Public Comment**

Vice Chairman Mead invited any further public comment, and there was none.

## **8. Other Business**

City Planner Matt Buesing introduced new Assistant City Planner Jessie Muncie, reminded the commissioners of the employee and commissioner appreciation event coming up, and lastly, stated he believes projects will be ready for the upcoming regularly scheduled meeting.

## **9. Adjournment**

**Motion made by Commissioner Evans to adjourn the meeting at 7:41 p.m. Motion carried unanimously by voice vote 6-0.**