



VILLAGE OF WINNEBAGO

ZONING BOARD MEETING MINUTES

Monday, September 23, 2024 at 6:00 PM

108 West Main Street and Virtually

1. CALL TO ORDER

The meeting was called to order at 6:00 p.m.

2. ROLL CALL

PRESENT: Chairman Bill Emmert, Michael Booker, Irv Koning, Brian Martin; ABSENT Riley Pitney.

Guests: Attorney Mary Gaziano, Village Administrator Joseph Dienberg, Scott Olson of Olson Funeral Home.

3. DISCLOSURE OF ANY CONFLICT OF INTEREST

No conflict of interest noted.

4. PUBLIC COMMENT

During the Public Comment Mr. Olson was offered an opportunity to speak to the Zoning Board.

5. APPROVAL OF MINUTES

a. Minutes from July 22, 2024 & September 25, 2023

Minutes for the September 25, 2023, meeting was discussed briefly concerning the item related to item 6.a Discussion of the Winnebago School Property. Following the discussion Chairman Emmert made a motion to approve the minutes with grammatical changes and amendments, second by Mr. Koning. Motion carried on a unanimous voice vote of those present.

Minutes from the July 22, 2024, meeting was discussed. Chairman Emmert made a motion to approve with grammatical changes and amendments, second by Mr. Koning. Mr. Koning and Mr. Emmert voted to approve the minutes as amended. Mr. Booker and Mr. Martin abstained as they were not present at the July 22, 2024, meeting. Motion carried. Chairman Emmert made the motion to approve the minutes of the Public Hearing of July 22, 2024, as amended, second by Mr. Koning. Mr. Booker and Mr. Martin abstained as they were not present at the Public Hearing of July 22, 2024. Motion carried.

6. DISCUSSION

a. Special Use Permit Request to Operate a Crematory at 602 N. Elida Street

Chairman Emmert reviewed the discussion and actions taken by the Zoning Board at the last meeting regarding zoning and special use permits for funeral homes and crematories.

Attorney Gaziano informed the Zoning Board of the actions taken by the Village Board on August 12, 2024, in response to the recommendations made by the Zoning Board on July 22, 2024, and explained the need for a second Public Hearing.

Chairman Emmert made a motion to hold a Public Hearing prior to the next scheduled meeting of the Zoning Board on October 28, 2024, at 5:55 p.m. regarding an application for a Special Use Permit to operate a crematory in the General Business District at 602 N. Elida Street, seconded by Mr. Koning. Motion carried on a unanimous voice vote of those present. Mr. Dienberg noted that Mr. Olson has completed the Special Use Permit Application as a 'test run' and the fees will not be applicable as the form has not been officially adopted. Attorney Gaziano will send the required letters to the property owners, and prepare the notice of the Public Hearing

7. NEW BUSINESS

a. Discussion of future meeting dates for 2025

Mr. Dienberg explained the proposed meeting schedule for 2025. The purpose of the recommended change would be to align the Zoning Board meetings closer to a Board of Trustees meeting in order to remove delays in getting items from Zoning Board to the Board of Trustees. After discussion the Zoning Board agreed that the preferred time was Tuesday evenings at 6:00 p.m.

8. EXECUTIVE SESSION

Executive Session - not needed

9. ADJOURNMENT

Chairman Emmert made the motion to adjourn, seconded by Mr. Booker. Motion carried on a voice vote of those present. The meeting adjourned at 6:39 p.m.

APPROVED: OCTOBER 28, 2024

Prepared from recording by:

Kellie Symonds, Deputy Clerk