City of Galena, Illinois

Seal of the City

AGENDA

PLANNING COMMISSION MEETING

6:30 P.M., WEDNESDAY, JUNE 25, 2025

GALENA CITY HALL, 101 GREEN STREET

The public may also view the meeting live (no public comment) on the City of Galena YouTube channel: https://www.youtube.com/@cityofgalena1826

ITEM	DESCRIPTION
25PC-13.	Call to Order by Presiding Officer
25PC-14.	Roll Call
25PC-15.	Establishment of Quorum

APPROVAL OF MINUTES

ITEM	DESCRIPTION
25PC-16.	Approval of the Minutes of the Planning Commission Meeting of February 24, 2025 and the Joint Meeting of the Planning Commission, Historic Preservation Commission and Zoning Board of Appeals of April 23, 2025.

NEW BUSINESS

ITEM	DESCRIPTION
25PC-17.	Presentation by Houseal Lavigne Consulting Team of the relation of the Comprehensive Plan to Illinois Statutes, a brief overview of the process and engagement, and a high-level overview of the Comprehensive Plan with next steps.
25PC-18.	Public Hearing on the 2025 City of Galena Comprehensive Plan.
25PC-19.	Discussion and Possible Action on a recommendation to the Galena City Council regarding adoption of the Comprehensive Plan.
25PC-20.	Adjournment.

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MINUTES
CITY OF GALENA PLANNING COMMISSION
101 GREEN STREET, GALENA, IL 61036
February 24, 2025

25PC-01 – CALL TO ORDER

Joel Holland called the meeting of the City of Galena Planning Commission to order at 6:30 p.m. on Tuesday, February 24, 2025.

25PC-02 – ROLL CALL

Upon roll call, the following members were present: Joel Holland, Matthew Blaum, Steve Monahan, Desiree Einsweiler.

Absent: Damon Heim.

25HPC-03 - ESTABLISHMENT OF QUORUM

A quorum was declared.

NEW BUSINESS

25PC-04 – PRESENTATION OF VISION, GOALS & KEY RECOMMENDATIONS MEMORANDUM BY HOUSEAL LAVIGNE CONSULTING TEAM.

Kari Papelbon, a senior planner with Houseal Lavigne Associates, presented the Vision, Goals & Key Recommendations Memorandum to the Planning Commission.

Papelbon shared the proposed vision statement before moving on to the goals and key recommendations, which include the following categories:

- Land Use and Development
- Residential Areas
- Commercial and Industrial Areas
- Transportation and Mobility
- Community Facilities and Public Infrastructure

Papelbon then turned to the Preliminary Land Use Framework, walking the Planning Commission members through the various designations using the Draft Future Land Use Map. The land uses included on the map include:

- Rural/Agriculture
- Single-Family Residential
- Mixed Residential
- Transitional Residential

- Downtown Galena
- Commercial
- Industrial
- Public/Semi-Public
- Parks and Open Space

Planning Commission members made a slight change to the proposed map, expanding the commercial and industrial areas to the northwest and along U.S. 20.

Papelbon explained that Houseal Lavigne will incorporate the suggested changes in the next couple weeks before moving on to the next phase in the planning process.

25PC-05 – REVIEW OF UPCOMING PUBLIC MEETING SCHEDULE BY THE CONSULTING TEAM.

Papelbon noted the next steps in the Comprehensive Planning process. The Housel Lavigne team will begin working on the draft Comprehensive Plan elements and downtown sub area. They will return for a Planning Commission meeting to present the plan elements and sub area in late April or early May. Those will also be presented to the Historic Preservation Commission and Zoning Board of Appeals. Houseal Lavigne will then begin drafting the Comprehensive Plan. The timeline has the plan likely being adopted in September.

25PC-06 – ADJOURNMENT

Motion: Blaum moved, seconded by Einsweiler, to adjourn.

Meeting was adjourned by voice vote at 8:01 p.m.

Prepared by Hillary Dickerson

These minutes are a summary of discussion on all matters proposed, deliberated, or decided, and a record of any motions made and votes taken. The minutes are intended to convey the nature of discussions that ensued on each matter but are not a verbatim transcript.

MINUTES
JOINT MEETING OF THE CITY OF GALENA PLANNING COMMISSION,
HISTORIC PRESERVATION COMMISSION AND ZONING BOARD OF APPEALS
101 GREEN STREET, GALENA, IL 61036
April 23, 2025

25PC-07 – CALL TO ORDER

Joel Holland called the meeting of the Joint Meeting of the City of Galena Planning Commission, Historic Preservation Commission and Zoning Board of Appeals to order at 6:32 p.m. on Wednesday, April 23, 2025.

25PC-08 – ROLL CALL

Upon roll call, the following members were present: Planning Commission - Joel Holland, Damon Heim, Desiree Einsweiler, Steve Monahan; Historic Preservation Commission – Craig Brown, Larry Wiedenheft, Chuck Horton, Matthew Carroll, Steve Monahan; Zoning Board of Appeals – John Rosenthal, Jim Baranski, Roger Gates, Bill Spivey, William Tonne, Desiree Einsweiler, Steve Monahan.

Absent: Planning Commission - Matt Blaum; Historic Preservation Commission – Emily Doyle, Jeremy White.

25HPC-09 - ESTABLISHMENT OF QUORUM

A quorum was declared.

NEW BUSINESS

25PC-10 – PRESENTATION BY HOUSEAL LAVIGNE CONSULTING TEAM OF THE DRAFT COMPREHENSIVE PLAN FOR DISCUSSION WITH THE PLANNING COMMISSION, ZONING BOARD OF APPEALS & HISTORIC PRESERVATION COMMISSION.

Kari Papelbon, a senior planner with Houseal Lavigne Associates, presented the Draft Comprehensive Plan. She provided an update on the planning process and then reviewed the core chapters of the plan/preliminary plan elements: Land Use and Development, Economic Development, Housing and Neighborhoods, Transportation and Mobility, Community Facilities and Public Infrastructure.

Papelbon talked about why the Comprehensive Plan is important in telling Galena's story and sharing the community's vision. The plan will assist the city in evaluating and informing development proposals and will serve as a foundation for regulatory framework while supporting capital improvements planning and budgeting, identifying future studies and informing and educating the community.

She also shared information about the outreach efforts which included a department heads workshop, planning commission workshop, focus groups, business community workshop, community visioning workshop, online questionnaire, map.social engagements and an upcoming community open house.

Papelbon turned to the draft plan outline and its eight chapters: Introduction, Community Profile, Vision and Goals, Land Use and Development, Housing and Neighborhoods, Transportation and Mobility, Community Facilities and Public Infrastructure, and Implementation.

Land Use and Development – Papelbon shared the Future Land Use Plan, including the Downtown Galena Framework, specifically gateway and wayfinding, parking, public spaces, pedestrian amenities and the Westwick Foundry recommendations.

Economic Development – This section of the plan talks about attracting new businesses, diversifying the economy, workforce development and the business and industrial park.

Housing and Neighborhoods – The plan addresses historic preservation, quality and maintenance, the variety of housing options, housing accessibility, infill development, limiting short-term rentals, and planning for new growth.

Transportation and Mobility – This chapter of the plan delves into the street system including traffic and parking, congestion, and downtown and residential parking management. The bicycle and pedestrian network is discussed as well as alternative transportation options.

Community Facilities and Public Infrastructure – Papelbon explained that this chapter of the plan addresses community services, events and tourism, utilities and infrastructure, historic districts, and parks, open spaces and natural areas.

25PC-11 – REVIEW OF UPCOMING PUBLIC MEETING SCHEDULE BY THE CONSULTING TEAM.

Papelbon noted the next steps in the Comprehensive Planning process: incorporate feedback from the Planning Commission, Historic Preservation Commission and Zoning Board of Appeals. This summer, likely in June, there will be a community open house, followed by a Planning Commission meeting and public hearing. The plan then goes to the city council for adoption, most likely in the late summer or early fall.

25PC-12 – ADJOURNMENT

Motion: Einsweiler moved, seconded by Monahan, to adjourn.

Meeting was adjourned by voice vote at 7:50 p.m.

Prepared by Hillary Dickerson

These minutes are a summary of discussion on all matters proposed, deliberated, or decided, and a record of any motions made and votes taken. The minutes are intended to convey the nature of discussions that ensued on each matter but are not a verbatim transcript.