Minutes for the Joint Meeting of the City of Galena Zoning Board of Appeals and Planning Commission Meeting of September 9, 2026

26Z-2001: Call to Order

Joint Meeting of the Zoning Board of Appeals and Planning Commission Meeting for September 9th, 2026 was called to order by Rosenthal at 06:32 pm in the Board Chambers at 101 Green Street.

26Z-2002: Roll Call

Roll Call Zoning Board: AYES: Baranski, Monahan, Tonne, Einsweiler, Rosenthal
ABSENT: Spivey, Behlke
Also present were Samuel White and Joe Nack.

26Z-2003: Establishment of Quorum

Chairperson Rosenthal announced a quorum of board members were present to conduct city business.

26Z-2004: Public Comments:

None

APPROVAL OF THE MINUTES

26Z-2005: Approval of Minutes of the Regular Zoning Board of Appeals Meeting of August 12, 2026

Motion: A motion to was made by Monahan and seconded by Tonne to approve the regular Zoning Board of Appeals meeting of August 12th, 2026.

Discussion: None

Roll Call: The Motion was carried by voice vote.

UNFINISHED BUSINESS

26V-03: FINDING OF FACT: Applicant: Adam Johnson, 211 Fourth St, Galena IL, 61036 and Owner: Matthew Knautz, 511 Mars Ave, Galena IL, 61036. Location: Parcel: 22-100-819-00, Martin's Sub. of Lot 3 Block 20 E 50' Lots 5 & 7, Galena, Jo Daviess County, Illinois. Common Address is 511 Mars Ave, Galena, IL 61036. Request for a reduction in

the rear (Northeast) setback from 30' to 15' to allow for an addition to the rear of the principal structure.

Rosenthal read the conclusion, determination, and decision regarding agenda item 26V-03

CONCLUSIONS

In applying the regulations and pertinent performance standards of the Zoning Ordinance to this particular case, the following conclusions are reached:

1. The subject property is located in the Low Density Residential Zoning District on Mars Ave.
2. The applicant seeks a variance to request for a reduction in the rear (Northeast) setback from 30' to 15' to allow for an addition to the rear of the principal structure.

DETERMINATIONS

26V-03

Based upon the facts in this case, the Zoning Board of Appeals does find and conclude that the request by Applicant Adam Johnson and Property Owner Matthew Knautz for a variance to request for a reduction in the rear (Northeast) setback from 30' to 15' to allow for an addition to the rear of the principal structure to be approved for the following reasons**.**

A variance is not a right. It may be granted to an applicant only if the applicant establishes that strict adherence to this code will result in practical difficulties or undue hardships because of site characteristics that are not applicable to most properties in the same zoning district. Such variances shall be granted only when the applicant establishes that all of the following criteria, as applicable, are satisfied:

Approval Criteria and Recommendation:.
1. *Hardship unique to property, not self-inflicted*. There are exceptional conditions creating an undue hardship, applicable only to the property involved or the intended use thereof, which do not apply generally to the other land areas or uses within the same zone district, and such exceptional conditions or undue hardship was not created by the action or inaction of the applicant or owner of the property; *Hardship is not self-inflicted*

2. *Special privilege*. The variance will not confer on the applicant any special privilege that is denied to other lands or structures in the same zoning district; *Request does not confer special privilege*

3. *Literal interpretation*. The literal interpretation of the provisions of the regulations would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district and would work unnecessary and undue hardship on the applicant; *Does not apply*

4. *Reasonable use*. The applicant and the owner of the property cannot derive a reasonable use of the property without the requested variance; *The applicant cannot derive a reasonable use without the requested variance*

5. *Minimum necessary*. The variance is the minimum necessary to make possible the reasonable use of land or structures; *Yes*

6. *Compatible with adjacent properties*. The variance will not be injurious to, or reduce the value of, the adjacent properties or improvements or be detrimental to the public health, safety or welfare. In granting a variance, the decision-maker may impose conditions deemed necessary to protect affected property owners and to protect the intent of this code; *Yes, the request is compatible*

7. *Conformance with the purposes of this code*. The granting of a variance will not conflict with the purposes and intents expressed or implied in this Code; and *Yes, the request is in conformance*

8. *Conformance with the Comprehensive Plan*. The granting of a variance will not conflict with the goals and principles in the adopted Comprehensive Plan. *Yes, the request is in conformance with the Comprehensive Plan*

DECISIONS

Cal. No. 26V-03

NOW, THEREFORE BE IT RESOLVED, that this Zoning Board of Appeals has determined that this request by Applicant Adam Johnson and Property Owner Matthew Knautz for a variance to request for a reduction in the rear (Northeast) setback from 30' to 15' to allow for an addition to the rear of the principal structure be approved.

Motion: A motion was made by Monahan and seconded by Baranski to approve agenda Item 26V-03: Request for a reduction in the rear (Northeast) setback from 30' to 15' to allow for an addition to the rear of the principal structure.

Discussion: None.

Roll Call: AYES: Baranski, Monahan, Tonne, Einsweiler, Rosenthal
NAYES: none
ABSTAIN: none
ABSENT: Spivey, Behlke

PASSED AND APPROVED this 9th day of September, A.D. 2026, by the Galena Zoning Board of Appeals by a vote of 5 ayes, 0 nays, 2 absent, 0 abstain, 0 recused.

OTHER BUSINESS

26Z-2006: Adjournment

Motion: A motion was made by Einsweiler and seconded by Baranski to adjourn the September 9th, 2026 regular Zoning Board of Appeals Meeting.

Roll Call: The motion was carried by voice vote.

PLANNING COMMISION

Joint Meeting of the Zoning Board of Appeals and Planning Commission Meeting for September 9th, 2026 was called to order by Rosenthal in the Board Chambers at 101 Green Street

Motion: A motion was made by Tonne and seconded by Einsweiler to open the Joint Meeting of the Zoning Board of Appeals and Planning Commission Meeting for September 9th, 2026

Discussion: None

Roll Call: The motion was carried by voice vote.

APPROVAL OF THE MINUTES

26CP-01: Approval of the Minutes of the Planning Commission Meeting of October 28, 2025 & November 4, 2025.

Motion: A motion was made by Monahan and seconded by Einsweiler to approve the Minutes of the Planning Commission Meeting of October 28, 2025 & November 4, 2025.

Discussion: None

Roll Call: The motion was carried by voice vote.

Roll Call

Roll Call for Planning Commission: AYES: Holland, Heim, Monahan, and Einsweiler.
ABSENT: Blaum
Also Present were Samuel White and Joe Nack.

NEW BUSINESS

26PC-02: PUBLIC PRESENTATION: Presentation of Zoning Code Audit. Houseal Lavigne Associates will present the findings and recommendations of the Zoning Code Audit to a joint session of the Planning Commission and Zoning Board of Appeals (ZBA). The audit was prepared as part of the implementation of the recently adopted City of Galena Comprehensive Plan.

Summary: Carrie Palaban, representing Houseal Lavigne Associates, presented a slide show consisting of the following topics:

1: Correlation to the Comprehensive Plan

2: Chapter 4: Land Use and Development

3: Chapter 5: Economic Development

4: Chapter 6: Housing and Neighborhoods

5: Chapter 7: Transportation and Mobility

Discussion:

Baranski:

-Sought clarification regarding setbacks and "nodal" development
-Recommended considering population density updates per acreage.
-Advised many recommendations seemed like the next logical steps for Galena.
-Noted that the topography of Galena will make a unique impact on the recommendations.

Monahan:

-Sought clarification regarding how much enforcement the zoning board has in regard to the code of ordinance: section 154.812.
-Thanked the presenter for their time and advised work sessions would need to take place for the continuation of discussions and planning next steps.

Tonne:

-Noted concerns regarding ordinance updates in residential zones.
-Noted that it would take many boards to implement changes to the Code of Ordinance.

Rosenthal:

-Advised some recommendations would need to be re-evaluated to consider the impact to historical districts.

OTHER BUSINESS

Adjournment

Motion: A motion was made by Holland and seconded by Monahan to adjourn the Joint Meeting of the Zoning Board of Appeals and Planning Commission Meeting for September 9th, 2026.

Roll Call: The motion was carried by voice vote.

Respectfully Submitted,

Samantha Hoftender
Administrative Assistant and Receptionist