

**CITY OF LINCOLN**  
**REGULAR CITY COUNCIL MEETING**  
**AGENDA**  
**JANUARY 17, 2023**  
**7:00 PM**

- 1. Call to Order**
- 2. Roll Call**
- 3. Pledge of Allegiance**
- 4. Public Participation**
- 5. Promotions to Police Corporal Oath of Office for Collin Antoine and Cody Curry**
- 6. Consent Agenda By Omnibus Vote**

All items under the Consent Agenda are considered to be routine in nature and/or non-controversial and will be approved by one motion. If anyone wishes to have a separate vote on any item, it will be pulled from the Consent Agenda and voted on separately.

- A. Payment of Bills
- B. Approval of minutes for December 27, 2022 Special Voting Meeting, December 27, 2022 Committee of the Whole Meeting.
- 7. Ordinances and Resolutions**  
Resolution proclaiming the week of January 29, 2023 through February 4, 2023 as Catholic Schools Week in the City of Lincoln.
- 8. Bids**
- 9. Reports**
  - A. City Treasurer's Report for December, 2022
  - B. City Clerks Report for December, 2022
  - C. Department Head Reports for December, 2022
- 10. New Business/Communications**  
Approval of request from Pivotal GP Holding, LLC for construction of a Residential Planned Unit Development (PUD) at the Southwest corner of Castle Manor Drive and Stahlhut Drive.
- 11. Announcements**
- 12. Possible Executive Session**
- 13. Adjournment**

We welcome the participation of persons with disabilities at all City of Lincoln meetings. If auxiliary aid or service is required for most effective participation and communication, please notify the City Clerk's Office at 217-735-2815 or [cityclerk@lincolnil.gov](mailto:cityclerk@lincolnil.gov) no later than 48 hours prior to the meeting time.

## **SPECIAL VOTING SESSION – CITY COUNCIL MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Tuesday, December 27, 2022**

The Special Voting Session with the City Council of Lincoln was called to order by Mayor Tracy Welch at 7:58p.m., with proper notice given.

**Present:**

Alderman Steve Parrott, Ward 1  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderwoman Wanda Rohlfs, Ward 3  
Alderwoman Kathy Horn, Ward 4  
Alderman Rick Hoefle, Ward 4

**Staff Present:**

City Clerk Peggy Bateman  
Treasurer Chuck Conzo  
City Attorney John Hoblit  
Streets Superintendent Walt Landers  
Veolia Water, Andrew Bowns  
Assistant Fire Chief Darren Coffey  
Deputy Police Chief Joe Meister

**Absent:**

Alderman Rob Jones, Ward 1  
Police Chief Matt Vlahovich  
Fire Chief Bob Dunovsky

**Remote:**

Alderman Tony Zurkammer, Ward 2  
Building and Safety Officer Wes Woodhall

**Presiding:**

Mayor Tracy Welch

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**Public Participation:**

There was no one present to speak for public participation.

**New Business/Communications:**

**Approval of the Second Amendment to the Power Purchase Agreement and Easement Agreement between the City of Lincoln and Keystone Holdings, LLC.**

Alderman Parrott made the motion to approve, Alderwoman Rohlfs seconded. Mayor Welch called for discussion.

The solar company contacted Alderman Bateman to inform him that this extension will only be until June 2023.

There was discussion as to who owns the road to the entrance of Lincoln Lakes condo association. There was a permanent easement drafted in 1973 with Lincoln Sand and Gravel. There was some concern within the council that when the council voted on approving the bridge at the Sewer Plant, it was presented that the City did not own the road and the bridge was a must have. Assistant Fire Chief Darrin Coffey, who has lived in Lincoln Lakes for 31 years, stated that the City has never maintained that road in 31 years. The ownership of the road will be brought back to another meeting.

There being no other discussion, City Clerk Bateman called roll.

**Yeas:** (7) Alderman Steve Parrott, Alderman Sam Downs, Alderwoman Wanda Rohlfs, Alderman Rick Hoefle, Alderman Tony Zurkammer, Alderwoman Kathy Horn, Alderman Kevin Bateman

**Nays:** (0)

**Abstain:** (0)

**Absent:** (1) Alderman Rob Jones

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Zurkammer motioned to adjourn, seconded by Alderman Parrott. Mayor Welch adjourned the meeting at 8:19 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

## **COMMITTEE OF THE WHOLE MEETING**

Lincoln City Hall, Council Chambers  
700 Broadway Street | Lincoln, Illinois

**Tuesday, December 27, 2022**

The Committee of the Whole Meeting of the City Council of Lincoln was called to order by Mayor Tracy Welch at 7:04 p.m., with proper notice given. City Clerk Peggy Bateman called roll.

**Present:**

Alderman Steve Parrott, Ward 1  
Alderman Sam Downs, Ward 2  
Alderman Kevin Bateman, Ward 3  
Alderwoman Wanda Lee Rohlfs, Ward 3  
Alderwoman Kathy Horn, Ward 4  
Alderman Rick Hoefle, Ward 4

**Staff Present:**

Peggy Bateman, City Clerk  
Chuck Conzo, City Treasurer  
John Hoblit, City Attorney  
Walt Landers, Streets Superintendent  
Joe Meister, Deputy Police Chief  
Darren Coffey, Assist Fire Chief  
Andrew Bowns, Veolia Water, Project Manager

**Remotely:**

Alderman Tony Zurkammer, Ward 2  
Wes Woodhall, Building and Safety Officer

**Absent:**

Alderman Rob Jones, Ward 1  
Bob Dunovsky, Fire Chief  
Matt Vlahovich, Police Chief

**Presiding:**

Mayor Tracy Welch

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**Public Comment:**

There is no one present for public comment.

### **Alice Roate – Logan County Tourism 2023 Funding Agreement and 4<sup>th</sup> Quarter Report**

#### **4<sup>th</sup> Quarter Report**

Jean Ann Miller has joined the committee

H/M tax income for the 4<sup>th</sup> quarter was \$58,324.36. That is up 9% from last year's 4<sup>th</sup> quarter  
Digital marketing continues with Radio spots, Facebook and Instagram ads.

166 people visited Tourism and 31 people had the Route 66 passport.

The Mill museum is closed for the season. There were some holiday hours for shopping.

### **2023 Funding Agreement**

Agreement is the same. Tourism is asking 95% of the H/M tax.

This item will be placed on the regular agenda,

### **Economic Grant – Rio Grande 116 N. Kickapoo Street in the amount of \$7,500.00 opening brick wall outside and installation of a door.**

This will open up outdoor dining off to the side of the building. They have been operating a parklet, but it is not a safe area. Rio will lease the section of the city owned property. The City will also install a concrete pad. Cost for the pad is approx. \$3000.00. This grant will be approved contingent on the council approving a lease agreement between the City and Rio Grande.

This item will be placed on the regular agenda.

### **City Engineer – Request for Proposals**

At the direction of the council a RFP was created for City Engineer. A copy was included in the packet. This item will be placed on the regular agenda.

### **Kankakee and Harrison Drainage Line**

This began from a complaint from a resident that had water infiltration into their home. There is a private line there that the city does not own and did not install. There will be a drain line installed that runs down Harrison then down Ottawa where it will make its way into the state's ditch. There will be work done on ditches to prevent washout and road work to not cause sinkholes. Estimated cost is \$22,648.00

This item will be placed on the regular agenda.

### **Potential Sign Regulations**

Current sign regulations speak to signs that hang above business doors, not to signs out in front of businesses near the right of way. City Attorney Hoblit asked the council for direction to create or edit an ordinance.

Alderman Downs suggested a 15 feet from the property line restriction for signs.

Alderman Zurkammer suggested following the advice of Police Chief Vlahovich as use city of Swansea city code for signs.

Deputy Chief Meister stated that there also needs to be penalties added into the ordinance. The police department will also need the direction on what to do with the signs if they are confiscated due to a violation.

City Attorney Hoblit will work on drafting an ordinance. This item will be brought back to a later COW.

### **Announcements:**

- Alderman Bateman would like to suggest leaving the Christmas lights up around the square all year long. He feels it gives ambiance to the downtown area. Some of the lights run on timers, some run 24/7. Superintendent Landers doesn't recommend leaving the lights on the trees due to them leafing out and growing. Alderman Bateman will work with Superintendent Landers on this.
- Alderman Parrott has noticed that there are lengthy lists of past due trash accounts. He asked what the process was in response to the list. Building and Safety Official Woodhall explained the process. He stated that with the change over from Area to GFL there was a lot of error in billing.

- Alderwoman Rohlfs stated that she appreciated the summations for Balloons over 66.
- City Attorney Hoblit has been working with DC Meister on making changes to the cannabis ordinance. This item will be added to the next voting meeting.

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**Adjournment:**

There being no further discussion to come before the City Council of Lincoln, Alderman Hoelfe motioned to adjourn, seconded by Alderman Bateman. All were in favor. Mayor Welch adjourned the meeting at 7:53 p.m.

**Respectfully Submitted By:**

Charity Hutchison, Recording Secretary

**RESOLUTION NO. 2023-\_\_\_\_\_**

**WHEREAS, it has come to the attention of the City Council of the City of Lincoln, IL, that Catholic Schools Week is celebrated throughout the United States from January 29, 2023; to February 4, 2023; and**

**WHEREAS, the theme for 2023 is “Catholic Schools – Learn. Serve. Lead. Succeed.”; and**

**WHEREAS, through the years, Catholic Schools throughout the United States educate many thousands of children; and**

**WHEREAS, Carroll Catholic School has provided valuable and enriching education opportunities for families in Lincoln, IL, since 1961 – almost 62 years, and has prepared students to live and learn in an ever-changing and diverse world.**

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and City Council of the City of Lincoln, IL, that we recognize the sacrifices of parents sending their children to Catholic Schools and recognize the outstanding commitment of teachers and other personnel who provide outstanding educational opportunities in the Catholic School in Lincoln, and throughout Illinois and the United States; and

**BE IT FURTHER RESOLVED**, that a suitable copy of this resolution be presented to Mr. Welch, Principal of Carroll Catholic School in Lincoln, IL, on behalf of the educators and parents who support Catholic education in this city, with our best wishes.

**Adopted this 17<sup>th</sup> day of January, 2023.**

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**Peggy S. Bateman, City Clerk**

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**Tracy Welch, Mayor**

# **MEMORANDUM**

**TO: Mayor Tracy Welch and Members of the City Council**

**FROM: Wes Woodhall, Building and Safety Official**

**DATE: January 10th, 2022**

**RE: PC 2022-01. Request for Residential Planned Unit Development (PUD).**

**Background:** The Building and Safety Department received a request for the allowance of a Residential Planned Unit Development with regards to a future project to be known as Lincoln Senior Flats. This project is to be located at the SW corner of Castle Manor Dr. and Stalhut Dr. The property is currently within Logan County jurisdiction but will be annexed into the City of Lincoln at the time of sale.

**Analysis/Discussion:** A public planning commission meeting was held on January 5th, 2023 in the City Hall Council Chambers. All public notices and certified mailings were completed per statute by Building and Safety Department staff. There were no public comments on the request. The Planning Commission unanimously approved the request for the allowance of a Residential Planned Unit Development. This will allow for the construction and creation of a new housing opportunity in the City of Lincoln.

**COW Recommendation:** Place on Council agenda for discussion of request.

**Fiscal Impact:** There will be no negative financial impact to the City of Lincoln.

**Council Recommendation:** Approve PUD request per plan commission recommendation.

## AGENDA

### CITY OF LINCOLN PLANNING COMMISSION

December 22<sup>nd</sup>, 2022, January 5<sup>th</sup>, 2023

7:00 P.M.

**1. Call to Order**

**2. Roll Call**

**3. New Business**

- A. Swearing in of returning Planning Commission Members David Klug, Robert Coombs and Jim Wessbecher.
- B. Swearing in of new Planning Commission Member Molly Pickering.
- C. Approval of meeting minutes, PC 2021-03, November 04, 2021.
- D. PC 2022-01, Request for Residential Planned Unit Development

**4. Adjournment**

# MEMORANDUM

**TO:** Chairman David Klug and Members of the Plan Commission

**FROM:** Wes Woodhall, Building and Safety Official

**DATE:** December 6th, 2022

**HEARING DATE:** December 22, 2022

**SUBJECT:** Consideration of a request by Pivotal GP Holding LLC requesting consideration of an application for an R-3 District Residential Planned Unit Development, Preliminary Plat Approval and Final Plat Approval for a 60-Unit, 55 and older development known as Lincoln Senior Lofts at an as yet un-addressed location at the SW corner of Castle Manor Dr. and Stahlhut Dr.

## **SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

An application for an R-3 District Residential Planned Unit Development and preliminary and final plat approval has been submitted by Wylls Mann, representing Pivotal GP Holding LLC and Lincoln Industrial Park, Inc. for the development of a 60-unit, 55 and older development. Prior to application for funding to the Illinois Housing Development Authority it was noted that the subject property was located outside the corporate limits of the City of Lincoln. In conjunction with the Planning Commission recommendation to the Lincoln City Council a voluntary annexation of this 5-acre parcel will also be put forth for council consideration. If approved for annexation and PUD the parcel will be assigned a R-3 designation. At that time Pivotal GP Holding LLC will submit an application to the Illinois Housing Development Authority for financing for a 60-unit, 55+, rental housing development on a five-acre parcel of land located directly to the east of Plowfield Square. As outlined in Section 11-4-8 of the City Code, the residential planned unit development district is an optional zoning district which permits developers freedom in the design, layout and use of the building types on any parcel of land of five acres or more in size, where the developer agrees to develop the property in accordance with a specific site plan. A copy of the Planned Unit Development Plan for your review and consideration.

Following is other relevant information pertaining to the proposed Lincoln Senior Lofts:

**Petitioners:** Pivotal GP Holding LLC., 9100 Centre Pointe Drive, Suite 210, West Chester, OH 45069

Lincoln Industrial Park, Inc., 207 S. McLean Street, Lincoln, IL 62656  
(Current owner of the subject property)

**Name of Proposed Development:** Lincoln Senior Lofts

**Current Zoning Classification of Subject Property:** M-1, County Designation

**Previous Use of Property Subject to Annexation:** Agricultural

**Compliance with the R-3 District Residential Planned Unit Development Provisions of Section 11-4-8**

**11-4-8, (A) Permitted Uses:** The proposed 3-story development conforms to the permitted dwelling unit types.

**11-4-8, (B) General Regulations:** The proposed building layout and design provides greater building setback than a strict application of the required building setbacks. A significant distance exists between the proposed building and from the exterior property lines. Given the more than required building setback from the property lines, the proposed development does not appear to adversely affect the adjacent property. Given that a public roadway and utilities already exist in the area the development does not appear to create any greater maintenance burden to the city for streets, utilities and other necessary facilities than would be expected for a conventional development. The development site is surrounded by a wide variety of complementary uses and amenities for a 55+ development; including, parks, Lincoln Memorial Hospital, retailers, restaurants, grocery stores, and pharmacies.

**11-4-8, (C) Density Provisions:** The proposed development possesses the minimum land area of five acres and the proposed 60 living units conforms to the allowed density allowance of 20 units per acre for a high density residential planned unit development. The proposed density for the proposed development would be 12 units per acre. The proposed development will have a 3-story building that will front an interior drive. The development will contain numerous amenities including parking spaces, a community center containing the manager's office, fitness room and an outdoor picnic area. The development will provide 1 and 2 bedroom options.

**11-4-8, (D) Bulk Regulations:** The spacing and arrangement of the proposed 3-story structure and amenities make very efficient use of the available land.

**11-4-8, (E) Open Space Requirements:** Pursuant to the open space requirements, not less than 5% of the total land area of the site shall be devoted to open space. The proposed development is providing 52.2% of open space, which far exceeds the required 5% allowance.

**11-4-8, (F) Parking, Lighting, Signs and Screening Regulations:** Pursuant to Section 11-7-4 Off Street Parking, Loading, the following parking formulas would apply to the proposed development:

Residence units – 1 ½ spaces per unit: 60 units = 90 parking spaces

Total Required Parking Spaces: 90 parking spaces

Total Proposed Parking Spaces: 90 parking spaces

The design exceeds the amount of ADA parking spots required.

**Staff Recommendation:**

Given that the intent and design of the proposed Planned Unit Development makes good use of existing farm ground, does not impede on the normal function of the surrounding uses and provides a needed use to the community, City Staff would recommend approval of the request.

The design of the Planned Unit Development meets or exceeds all requirements set forth in the City of Lincoln Municipal Code and we feel it would be a welcomed addition to the city.

**Project Type/Narrative Summary (Provide a brief summary and specify project type):**

*This Planned Unit Development Application requests approval to build a multi-unit residential building, as depicted in the Site Plan attached to this application. Lincoln Sr Lofts involves new construction of 60 units in Lincoln, IL, restricted for seniors 55 years and above on approximately 5 acres of land. The proposed design includes a mix of 1BR and 2BR units in a three-story elevator building. The development will include amenities that will keep residents active, including both a fitness and community room. All units will feature universal design features, an energy efficient design, and a comprehensive list of modern amenities. The proposed project is consistent with the intent and purpose of the City's plans and comparable to that of the adjacent properties.*

- The layout design is an improvement of what would normally be allowed under R3 zoning and it will not adversely affect or interfere with the development of neighboring properties. This project meets or exceeds all of the setback, density, open space, height, and parking requirements of the R-3 zoning district. Specifically, the proposed site plans include a minimum of 20-foot setback on all sides, meeting the requirement of 20 feet for front and rear setbacks and exceeds the 5-foot required setback for the side yards. The R-3 zoning district allows up to 20 units per acre and the proposed development is less than that, at 12 units per acre. The proposed project includes 52.2% open space, more than 5% above what is required by zoning, and the height of 31 feet is also less than what is allowed by R-3 zoning. Finally, our proposed Site Plan meets the minimum required parking of the R-3 zoning. The plan will not create any additional maintenance burden on the City beyond what any development of comparable residential density at this site would require.*

*The project scope of work will include Type VA Construction (protected wood framed) with brick and siding on the exterior, sloped roofs, and the appropriate number of accessible parking stalls. The interior will be painted drywall finishes in most areas, with carpet and vinyl floors. Prefabricated cabinets, laminate countertops, wood and composite doors, residential hardware in the units and commercial in the common areas. Energy-efficient lights and HVAC equipment and water conservation type plumbing fixtures. The fit and finish will be equal to that of many market rate communities. The buildings will be designed and built to earn Enterprise Green Communities certification, including item 5.5b Moving to Zero Carbon: All Electric. All building code requirements will be met.*

**What is the purposed development schedule? Please indicate the approximate dates when construction of the PUD and its various phases are expected to be initiated and completed:**

*The proposed Development schedule is as follows:*

- Establish PUD prior to our funding application to the Illinois Housing Development Authority- Dec 2022 through Jan 2023*
- Submit Application to IHDA prior to Feb 15<sup>th</sup>, 2023*
- Receive Award of funding from IHDA – June 2023*
- Submit Final Site Plan and Architectural Drawings to the City of Lincoln – September 2023*
- Begin Construction – Late 2023 or Early 2024*
- Complete Construction – Spring 2025*

**CLEARLY EXPLAIN HOW THE PUD REQUESTED MEETS EACH OF THE FOLLOWING FINDINGS OF FACT STANDARDS:**

1. The establishment, maintenance, or operation of the PUD will not be detrimental to or endanger public health, safety, morals, comfort, or general welfare.

*The proposed residential building, its maintenance, nor its operation will be detrimental to, or endanger the public health, safety, morals, comfort, or general welfare.*

2. The PUD will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted nor substantially diminish property values within the neighborhood.

*The proposed building will not be injurious to the uses and enjoyment of other property in the immediate vicinity for the purposes already permitted, nor substantially diminish and impair property values within the neighborhood in which it is to be located. The proposed project is consistent with the uses of the adjacent property and new development is more likely to increase property values than to diminish those values.*

3. The establishment of the PUD will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.

*The proposed building will not impede the normal and orderly development and improvement of the surrounding property for uses permitted in the district.*

4. Adequate utilities, access roads, drainage or necessary facilities have been or will be provided to minimize traffic congestion in the public streets.

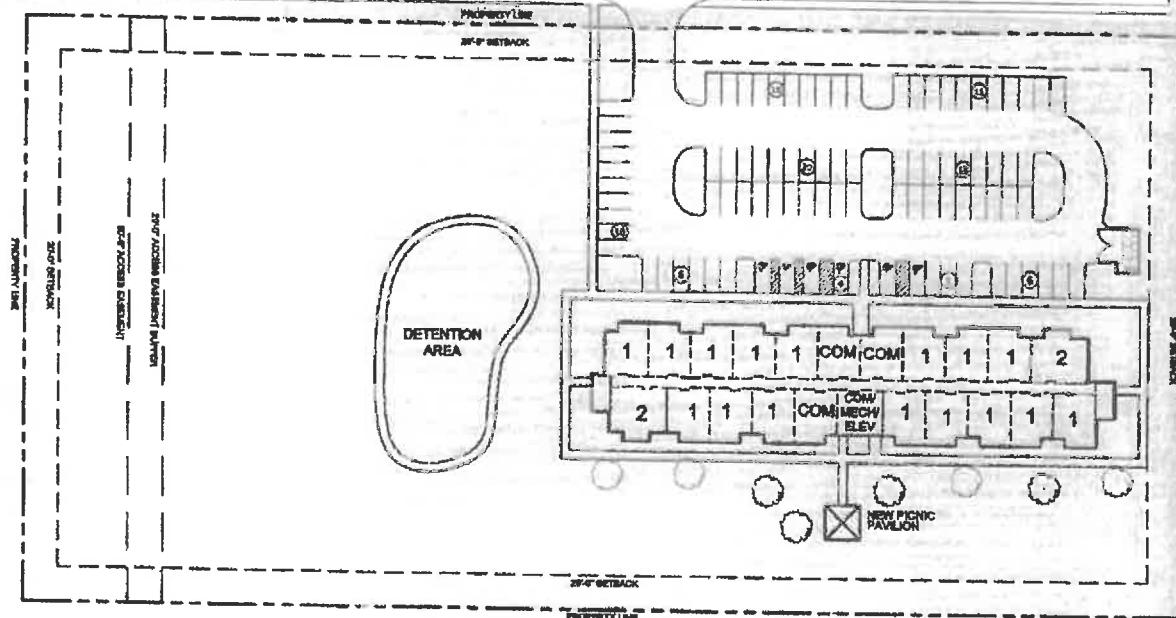
*The proposed Site Plan provides adequate access to public utilities, drainage, and all necessary facilities have been provided. No access roads are being created, but an access driveway will be provided to allow access through the property to the agricultural land to the south. This access will be the secondary access to the property to the south and will be used infrequently.*

5. Adequate measures have been or will be taken to provide ingress and egress so designed as to minimize traffic congestion in the public street

*The proposed Site Plan includes measures, including two two-way driveways, to minimize traffic in the public street. Access driveways to the property are located a sufficient distance from other existing driveway to allow for safe ingress and egress to and from the property with a minimum impact on traffic congestion..*

6. The PUD is necessary for public convenience at this location.

*The requested PUD is necessary for the public convenience because it represents an ideal location for the proposed project. This project will provide much needed senior housing for Lincoln residents to age in place. Demographic data for the Lincoln area shows us that the number of seniors is expected to increase dramatically over the next decade. Many of those seniors will need ADA accessible options, others will simply no longer want or need a single-family home. The proposed project will bring development to a site that has never been developed and this project will provide much needed housing and generate tax revenue for the City.*



**PROPOSED UNIT MIX:**  
 1 BEDROOM / 1 BATH - 54 UNITS (2 ADA / 1 S&H)  
 2 BEDROOM / 1 BATH - 6 UNITS (1 ADA / 1 S&H)

**TOTAL - 60 UNITS**

**BUILDING BREAK-DOWN:**  
 3-STORY ELEVATOR

**SITE INFO:**  
**PARKING:**

- REQUIRED PARKING 90 (1.5 SPACES PER UNIT)
- PROVIDED 90 (8 HC)

**AREA:**  
 - 5.15 ACRES FOR DEVELOPMENT

**site plan**

100' x 100'  
 0 32 64 128



**MVAH**  
 PARTNERS

## LINCOLN SENIOR FLATS

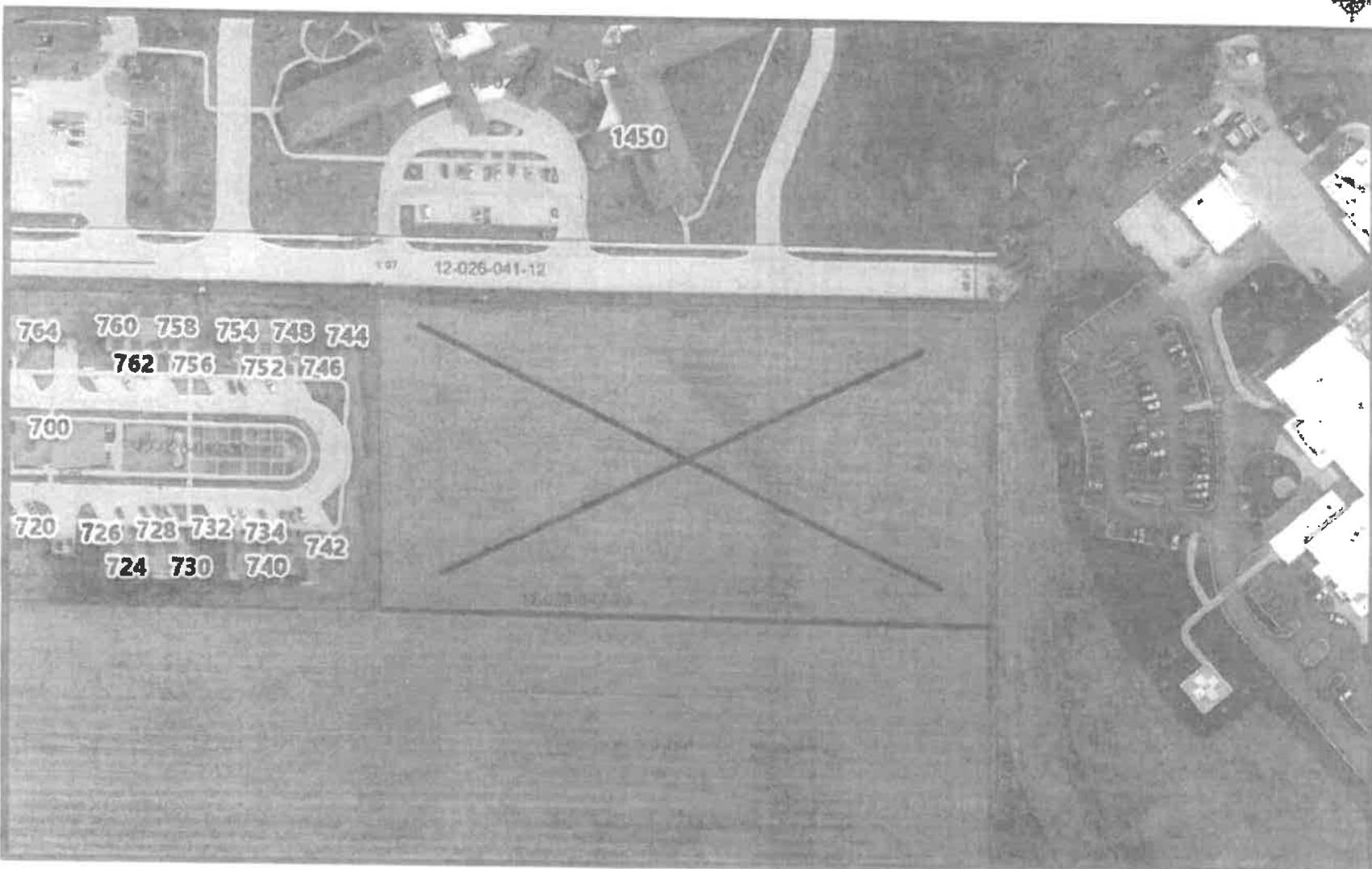
lincoln, IL

12.05.22

**preliminary site plan**

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## Logan County Illinois GIS Viewer



December 1, 2022

— County Highway Map

### — Road Centerlines

## Roads Overview

## — Interstates

### — Old Routes

#### **State Highways**

MR. WAT

1000

— River & Stream

**Resale**

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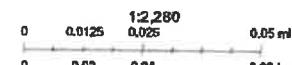
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2019 Aerial Photo © Jack Ryall

Red Band

Chapter 8

240 241



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Sect. 10. 10. 1933.

Environ Monit Assess (2009) 151:1–10