

**Charleston Board of Zoning Appeals & Planning  
City of Charleston**

**City Council Chambers**

**520 Jackson Avenue**

**Thursday, September 12, 2019**

**7:00 P.M.**

**Notice is hereby given** that a regular meeting of the Charleston Board of Zoning Appeals & Planning will be held on Thursday, September 12, 2019, at 7:00 p.m. in the City Council Chambers, on the 2<sup>nd</sup> Floor of City Hall at 520 Jackson Avenue, Charleston, Illinois 61920.

**AGENDA**

**\*PLEASE NOTE:** Times are provided for audience members to ask the Petitioner questions, speak in support of the petition or speak against the petition. Anyone addressing the Board of Zoning Appeals & Planning is requested to approach the podium, provide the City Clerk with name & address, and speak into the microphone. A handheld microphone will be provided for those unable to approach the podium.

1. Call to Order
2. Roll Call
3. Approval of Minutes from the regular meetings of the Board of Zoning Appeals & Planning on May 30, 2019.
4. **The Petition of Erik Olmstead and ERBA Head Start (on behalf of the owner Wendell Adams)** for a Conditional Use Permit to allow a Day Care Center in the I-1 Light Industrial Zoning District all on a tract of land described as:

**Lot 5 and 6 of Northwest Business Center, a Commercial Subdivision,  
Charleston, Coles County, Illinois**

More commonly known as 707 Windsor Road, Charleston, IL 61920.

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**The following protocol will be observed after presentation of petition(s) at the direction of the Chair:**

- A.** \*Questions from the Board and Petitioner response.
- B.** \*Questions from the audience and Petitioner response.
- C.** \*Anyone present wishing to speak in favor of the petition.
- D.** \*Anyone present wishing to speak against the petition.
- E.** Petitioner response.
- F.** Board Discussion.
- G.** Call for a vote.

5. Old Business

6. New Business

7. Adjournment

**BZAP MEMBERS PLEASE NOTE:** Contact Deborah Muller, City Clerk, at 345-8426, as soon as possible, if you are **NOT** able to attend this meeting. Thank you.