

City of Charleston  
Notice of Hearing

The Corridor Review Committee of the cities of Charleston and Mattoon will conduct a public pre-application meeting and a plan review hearing at the Charleston City Council Chambers (2<sup>nd</sup> floor of City Hall) located at 520 Jackson Avenue, Charleston, Illinois, at 10:00 AM Thursday, January 25, 2024. The hearing is to consider the merits of a development proposal for All Paws Inn (canine and feline animal boarding facility) and its compliance with the standards of the C/D District of a proposed development to be built on property located at 1591 Beech Tree Road (P.I.N. 02-1-00763-000) for Kennels for Breeding and/or Boarding of Animals business use.

Members of the public may be heard at the public hearing.

1. Submission of written comments before the public hearing:

Written comments may be emailed to City Clerk Deborah Muller at [cityclerk@co.coles.il.us](mailto:cityclerk@co.coles.il.us)

2. Participation during the public hearing:

Individuals who do not wish to speak during the public hearing may simply indicate whether they support or are opposed to the application. The individual's name and their position on the application will be read aloud into the record at the hearing. Any written comments submitted by an individual in conjunction with their position will also be read into the record, subject to compliance with the City's public comment and public hearing rules and procedures.

3. Other methods of participation: Any individual who would like to listen to the meeting by telephone or who may require an accommodation to listen to or participate in the meeting, should contact the City Clerk Deborah Muller at 217-345-5650 and/or email [cityclerk@co.coles.il.us](mailto:cityclerk@co.coles.il.us) as soon as possible.

/s/ Deborah Muller  
City Clerk

# City of Charleston

Section 1-2

## APPLICATION TO APPEAR BEFORE THE

Corridor Review Committee

### 1. APPLICANT INFORMATION:

APPLICANT:

Christine m. stone *Christine Stone*  
(print name) (signed)

DATE:

12/4/23

ADDRESS:

1591 Beech Tree Rd

PHONE No.: (217) 345-5844

CITY / STATE / ZIP:

Charleston IL 61920

### 2. TYPE OF APPLICATION:

(Check applicable box(es) and provide responses to corresponding exhibits attached herein. Please refer to the Charleston City Code for required information for sections that do not have specific exhibits included in this packet.)

Zoning Variance (exhibit 1)

☐

Planned Unit Development

☐

Conditional Use Permit (exhibit 2)

☐

Major Subdivision

☐

Zoning Map Amendment (exhibit 3)

☐

Appeal of Code Official's Decision

☐

Zoning Text Amendment (exhibit 3)

☐

Other (Please Describe):

X Corridor Review Committee

Brief Project Description:

Canine + feline Boarding Facility

Zoning Classification:

### 3. REQUIRED DOCUMENTS (TO BE PROVIDED BY THE APPLICANT):

A. Street Address of the Subject Property: 1591 Beech Tree Rd Charleston IL 61920

B. Subject Property Legal Description (to be provided to the City in electronic format as a Microsoft Word Document / email the subject property's legal description to: [cityplanner@co.coles.il.us](mailto:cityplanner@co.coles.il.us))

C. Letter of Intent (a one page description of the project and the why the request is necessary)

D. Plans ("blueprints" or similar plan sheets showing as applicable: site plan, elevations, floor plan)

E. Provide any additional information as required and detailed in the Charleston City Code or as requested by the Charleston Code Official

#### FOR OFFICE USE ONLY

Application Number:

Submitted Date:	Sent to Publish:	Published Date:	Hearing Date:	To Council Date:	Affected Zoning:

January 2015

**4. OWNER INFORMATION:**

A. Do you own this property fee simple (if yes, check yes and skip to #5)?

YES:



NO:



B. If the applicant is not the owner of this property please provide the following:

OWNER \*:

(print name)

(signed)

DATE:

ADDRESS:

PHONE No.:

CITY / STATE / ZIP:

C. If the property is owned by a land trust, who has beneficial interest in this property?

TRUST NAME \*:

DATE:

ADDRESS:

PHONE No.:

CITY / STATE / ZIP:

TRUST'S REPRESENTATIVE:

(print name)

(signed)

DATE:

TRUST'S REPRESENTATIVE:

(print name)

(signed)

DATE:

TRUST'S REPRESENTATIVE:

(print name)

(signed)

DATE:

\* If Owner(s) is different than the Applicant, please attach a letter from the Owner(s) authorizing submittal of this Application to the **Corridor Review Committee**

**5. APPLICANT'S REPRESENTATIVE:**

If the applicant is planning to be represented by a third party for purposes of this application and to appear on behalf of the applicant at the **Corridor Review Committee** meetings, please provide the Representative's contact information below:

REPRESENTATIVE:

Christine Stone

(print name)



(signed)

DATE:

12/4/23

REPRESENTATIVE'S FIRM NAME (IF APPLICABLE)

ADDRESS:

1591 Beech tree Rd

PHONE No.:

(217) 345-5844

CITY / STATE / ZIP:

Charleston FL 61920

Property Legal Description

1591 Beech Tree Rd

Charleston il, 61920

FIPS County Code 17029

APN 02-1-00763-000

PT NW1/4 SE1/4 SEC 17 T12N R09E VET OFFICE CONTRACT BUYER CHRISTINE STONE

Latitude 39.48345

Longitude -88.222281



## Letter of Intent for Boarding Facility

Christine M Stone.  
Morgan L. Pinkerton  
1591 Beech Tree Rd  
Charleston Il, 61920

Date: 12/04/23

Dear Committee Members,

This letter is intended to introduce you to our idea of building a successful Animal Boarding facility, All Paws inn. With the Committee's approval, we plan to build and run an operational boarding facility where our goal will be to serve our community of pet parents by providing a safe and trustworthy environment for their pets.

Our Boarding facility main service will be to provide a temporary home for dogs while their owners are away. This includes nightly boarding, day boarding, and other add on services like nail trims and baths.

We are planning for our building to be approximately 24x60, this includes a 12x20 lobby and sixteen kennels where canines will have access to a 5x6 exterior runs and 4x5 interior box. Surrounding the kennel, we are planning to have an at least six-foot-tall privacy fence with sound proofing rubber barriers. Even though we have limited neighboring businesses or houses in our area, we will plan to keep the noise to a minimum.

We have worked with the company Horizon Structures, known for USDA approved dog housing, to build and customize our dream kennel. Like a manufactured home, our kennel will be built before being delivered to our prepared foundation site.

Attached to this letter I have provided a detailed copy of the features that the kennel we have designed will entail.

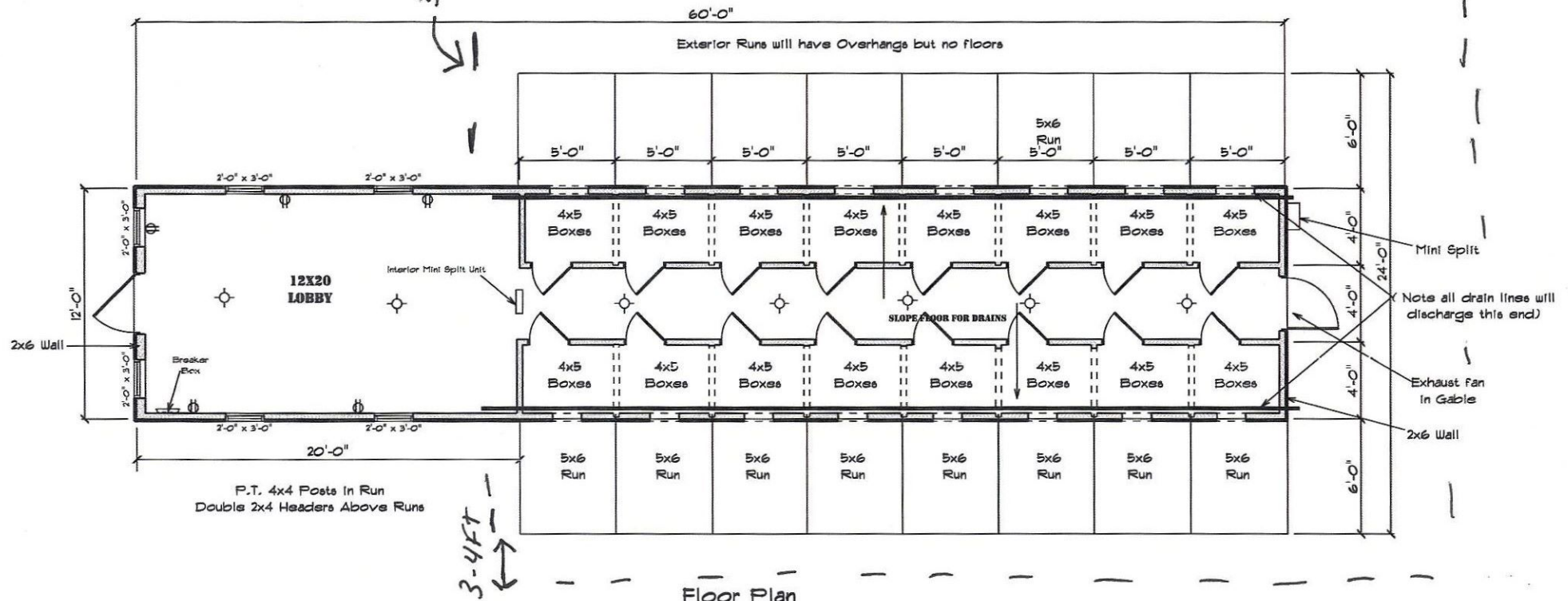
We hope that that you find this project to be a positive addition for our community.

Thank you.

Christine Stone  
Morgan Pinkerton

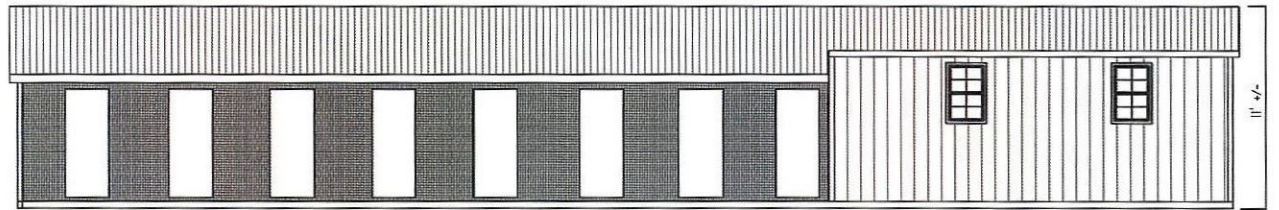
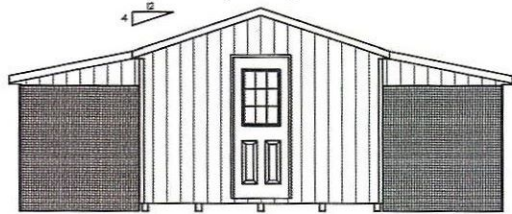
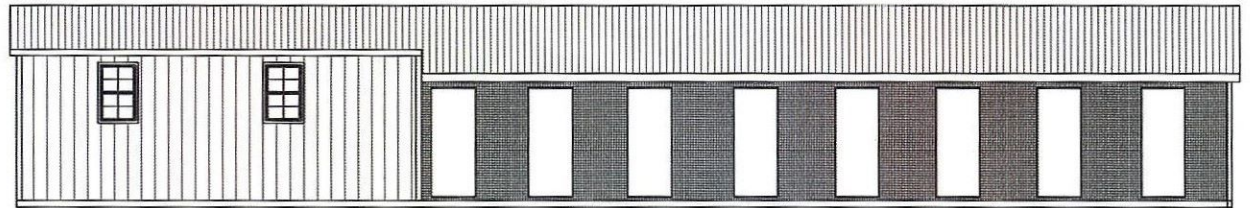
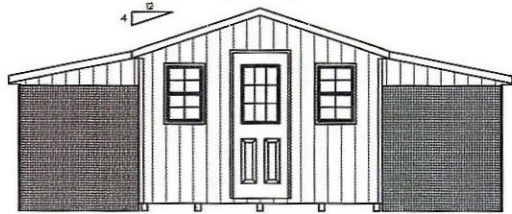


3-4ft width of  
ish  
6 Foot Privacy  
Sound Proof  
fence Around  
Runs



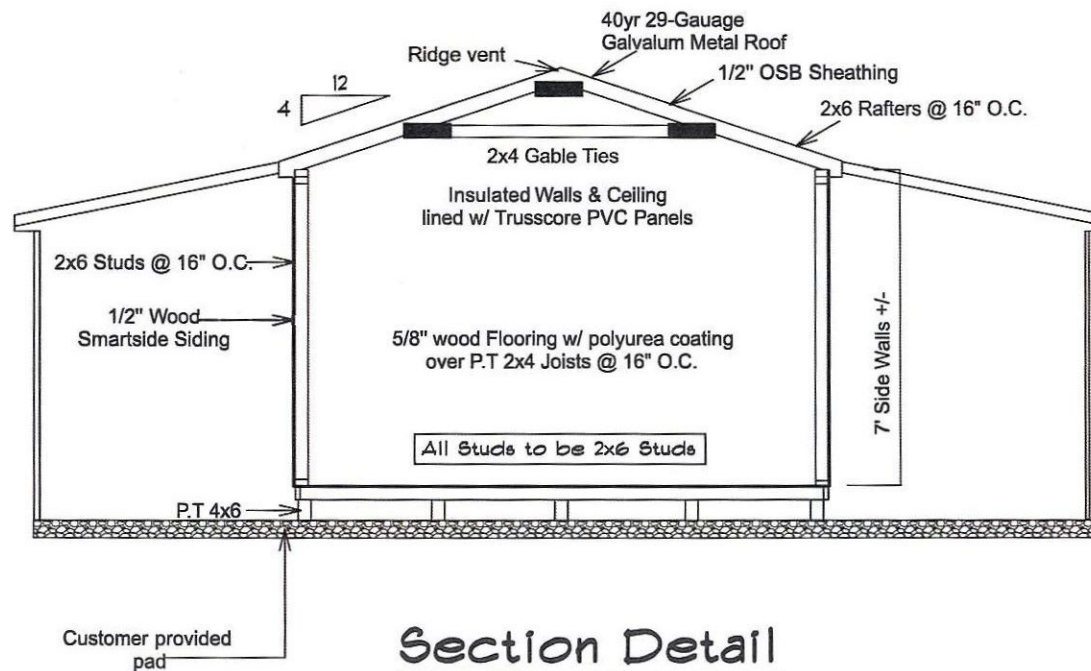
Floor Plan

Job Name:	Dimensions:	Drawn By: Juan Lopez
	24x60	
		Revisions: 1



### Elevations

Job Name:	Dimensions:	Drawn By: Juan Lopez
	24x60	Revisions: 1



## Section Detail

Construction Notes:	Job Name:	Dimensions:	Drawn By: Juan Lopez
		24x60	
			Revisions: 1



## Site Preparation Guidelines for Storage Sheds / Gazebos / Kennels



We recommend that your storage shed or prefab kennel foundation be a level pad of  $\frac{3}{4}$ " crushed stone, 3" – 4" deep, 1' larger than the size of the shed (for example, a 10' x 14' building would require a pad at least 11' x 15'). This will allow for better drainage around the perimeter of the shed for rain/snow melt dripping off the eaves – especially, if you are not planning on installing rain gutters on the shed or dog kennel. Water splashing directly onto the ground will, eventually, create a muddy area and splash up onto the shed or kennel walls. The gravel shed foundation prevents this to extend the life of the building.

- To prepare a storage shed or pre-built dog kennel base, remove the sod from an area slightly larger than the pad, level the site by removing dirt where necessary, and spread the gravel to a depth of about three or four inches. Tamp the shed or kennel base gravel down with a piece of 4-by-4 or metal tamper until it is evenly distributed and the site is flat and level.
- A "frame" of pressure-treated 4x4's or cement block will help keep the stone in place and create a neater appearance; however, it is not required.

Cement pillars, with or without tie-downs, are required by some municipalities. Check local regulations for quantity and recommended placement.



NOT FOR CONSTRUCTION  
CITY REVIEW ONLY

FRONT 50'  
CORRIDOR OPEN SPACE  
LANDSCAPE ONLY

REAR 50'  
CORRIDOR OPEN SPACE  
LANDSCAPE ONLY

NOT FOR CONSTRUCTION  
CITY REVIEW ONLY

1" = 40'

CD

1591  
Beech Tree  
Road

50' TRANSITION YARD  
EDGE SETBACK

25' SETBACK

NOT FOR CONSTRUCTION  
CITY REVIEW ONLY

50' TRANSITION YARD  
EDGE SETBACK

Proposed  
Kiosk

60'

14' 6" 51'

25'

25' VARIANCE  
REQUEST

AC



