

Tuesday, June 7, 2022 (Plan Commission Meeting)

**PLAN COMMISSION MEETING
TUESDAY, JUNE 7, 2022
4:30 P.M., DENMARK VILLAGE HALL**

CALL TO ORDER

Chairperson Selner called the meeting to order at 4:30 p.m.

ROLL CALL

Present: Mary Jo Bielinski, Melissa Konop, Dale Schlies, Robert Sekora,
Susan Selner

Other staff present: Deputy Clerk-Treasurer Roxanne Olson, Public Works Director Erika
Thronson, Zoning Administrator Jeffrey Sanders

APPROVAL OF MINUTES FROM APRIL 18, 2022

Schlies/Konop moved to approve the minutes from April 18, 2022, as presented. Motion carried.

**Selner amended the agenda and added item
13. Sign Permit Amendment**

DISCUSSION/ACTION ON A CSM APPLICATION TO DIVIDE TAX PARCEL NUMBER VD-754 LOCATED AT 815
WOODROW STREET AND TO COMBINE THE RESULTING LOT WITH VD-753 AND VD-755 LOCATED AT 817
WOODROW STREET AND 813 WOODROW STREET

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Discussion

- Is the property buildable for a home?
- Is it in the best interest of the Village?

Sanders suggested to table the discussion to have the Plan Commission receive answers to their questions.

**Schlies/Sekora moved to table on a CSM Application to divide Tax Parcel Number VD-754
located at 815 Woodrow Street and to combine the resulting lot with VD-753 and VD-755
located at 817 Woodrow Street and 813 Woodrow Street. Motion carried**

DISCUSSION/ACTION ON A CSM APPLICATION SUBMITTED TO COMBINE TAX PARCEL NUMBER VD-205
AND TAX PARCEL NUMBER VD-206 BOTH LOCATED ON MAPLE STREET

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Sanders stated owner wants to make more space for parking, as their employees are parking on the street.

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Sanders recommends approval of the combining of the two lots.

Schlies/Bielinski moved to approve the CSM Application submitted to combine Tax Parcel Number VD-205 and Tax Parcel Number VD-206 both located on Maple Street. Motion carried.

DISCUSSION/ACTION ON A CSM REQUEST TO COMBINE TAX PARCEL NUMBER VD-21-1 LOCATED AT 500 DIAMOND RIDGE CIRCLE WITH TAX PARCEL NUMBER VD-21-13

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Discussion

- The reason for combining parcels is to provide a parking lot for Highridge Ball Diamond.
- A driveway and lighting will be needed.
- Could lighting be placed on the back side of existing ball diamond light poles?
- Soil borings and survey work have been completed.
- Engineers will be providing a conceptual design and estimated cost.

Sanders recommends the lots to be combined as a parking structure at the Highridge Ball Diamond.

Konop/Schlies moved to approve on CSM request to combine Tax Parcel Number VD-21-1 Located at 500 Diamond Ridge Circle with Tax Parcel Number VD-21-13. Motion carried.

DISCUSSION/ACTION ON RECOMMENDATION TO THE VILLAGE BOARD TO SCHEDULE A CLASS II PUBLIC HEARING FOR A PROPOSED ZONING CHANGE FOR TAX PARCEL NUMBER VD-97-31 LOCATED BETWEEN BOHEMIA DRIVE AND I-43 FROM B-2 GENERAL COMMERCIAL DISTRICT TO B-3 HIGHWAY COMMERCIAL DISTRICT

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Sanders proposed rezoning parcel VD-97-31, as B3 will be the better option.
Sanders recommends rezoning.

Sekora/Bielinski moved to make a recommendation to the Village Board to Schedule a Class II Public Hearing for a proposed zoning change for Tax Parcel Number VD-97-31 located between Bohemia Drive and I-43 from B-2 General Commercial District to B-3 Highway Commercial District. Motion carried.

DISCUSSION/ACTION ON RECOMMENDATION TO THE VILLAGE BOARD TO SCHEDULE A CLASS II PUBLIC HEARING FOR A PROPOSED ZONING CHANGE FOR TAX PARCEL NUMBER VD 135-4 ON BOHEMIA DRIVE FROM B-2 GENERAL COMMERCIAL DISTRICT TO R-4 MULTI-FAMILY RESIDENTIAL DISTRICT

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Sanders recommends approval of the proposed zoning change contingent on the amendment to the Comprehensive Plan approval to R-4 multi-family.

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Bielinski/Konop moved to make a recommendation to the Village Board to Schedule a Class II Public Hearing for a proposed zoning change for tax parcel number VD 135-4 on Bohemia Drive from B-2 General Commercial to R-4 Multi-Family.

DISCUSSION/ACTION ON A SUBMITTED SITE PLAN REVIEW APPLICATION FOR TAX KEY NUMBER VD-900 LOCATED AT 813 MORNING STAR LANE PROPOSING A MULTI-FAMILY STRUCTURE CONDOMINIUM DEVELOPMENT COMPRISED OF A THREE-UNIT MULTI-FAMILY STRUCTURE AND SIX DUPLEXES

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Sanders described the proposed multi-family development based on the site plan application. He discussed his review of the plan and explained that although there are some noncompliant sections of the application, he recommends approval of the plan contingent upon the Zoning Administrator's approval of an amended site plan.

Thronson provided a report describing the review of the water, sanitary sewer and storm sewer from both McMahon and Village staff. There are several items that need to be addressed that were discussed with the owner of the development and his engineer. A staff report was provided to the Commission and was read during the meeting describing the items to be addressed. Thronson recommended approval of the site plan application contingent upon Director of Public Works approval of amended site plan.

Schlies/Sekora moved to approve the Site Plan Review application for Tax Key Number VD-900 located at 813 Morning Star Lane proposing a Multi-Family structure Condominium development comprised of a Three-Unit Multi-Family Structure and Six Duplexes contingent on Zoning Administrator and Department of Public Works approval of amended site plan. Motion carried.

DISCUSSION/ACTION ON A SUBMITTED SITE PLAN REVIEW APPLICATION FOR TAX KEY NUMBER VD-205 AND VD-206 LOCATED AT 231 MAPLE STREET PROPOSING LAND USE FOR A PARKING LOT

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Sanders explained the proposed site plan is non-compliant and recommended denial of the application.

Sanders recommended to deny site plan and to enforce the violations

Discussion

- Needs ADA spaces/closest to the door
- Size of parking spaces
- Safe areas to walk
- Same Site Plan was submitted previously
- Selner suggested to make change to zoning code
- Make a temporary use of parking lot with contingencies

Konop/Sekora moved to deny submitted Site Plan Review Application for Tax Key Number VD-205 and VD-206 located at 231 Maple Street proposing land use for a parking lot. Motion carried. 5 Ayes 0 Nays.

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DISCUSSION ON DRAFT UPDATES FOR CHAPTER 315 ZONING OF THE VILLAGE CODE OF ORDINANCES

Chairperson Selner turned the floor over to Zoning Administrator, Jeffrey Sanders.

Discussion

- Sanders continues the update of the Draft of Zoning Regulations. He suggests at least a 2-hour meeting to review.
- Substantive changes to existing regulations are presented in bold font throughout document.
- Bold, italicized font indicates question for Plan Commission
- Sign Regulations and definitions will be updated upon Plan Commission approval of draft update

REVIEW OF SITE PLAN FOR POTENTIAL DEVELOPMENT

No discussion. Item not needed

SIGN PERMIT AMENDMENT

Discussion

- Strawberry picking signs attached to trailers
- Off premise signs/needs special permissions
- Vehicle and trailer signage that is parked
- Maximum time is 30 days/will require a permit

Konop/Bielinski moved to recommend to the Village Board to schedule a Class II Public Hearing to consider a change to the Zoning Code regarding Temporary Signs. Motion carried

ADJOURN

Schlies/Sekora moved to adjourn at 6:26 p.m. Motion carried.

Minutes submitted by Roxanne Olson, Village Deputy Clerk-Treasurer