



Meeting Date: 7/16/12
Agenda Item: #12

Mission Statement

Delivering quality services in a modern, courteous and cost-efficient manner.

PLAN COMMISSION STAFF REPORT

REPORT TO: President Burt McIntyre and Village Plan Commission

REPORT FROM: Dave Wiese, Director of Community Development

AGENDA ITEM: Review and take action on the site plan for Maplewood Meats to add a parking lot addition at 4663 and 4631 Milltown Road.
THE PLAN COMMISSION HAS FINAL REVIEW AUTHORITY FOR THIS MATTER

OWNER/APPLICANT: Maplewood Meats

POLICY ISSUE

Is the plan consistent with the trend of development in the neighborhood and with the desires of the Village for development at this location?

RECOMMENDED ACTION BY PLAN COMMISSION

Approve the applicant's plan with any conditions as may be necessary to improve aesthetics, preserve the integrity of the neighborhood, and address concerns of staff and Commission members.

POLICY ALTERNATIVE(S)

The Plan Commission could take the following action:

- Approve the request without conditions.
- Approve the request with conditions.
- Deny the request
- Table the request until a later meeting date

BACKGROUND INFORMATION

Within the last few years the ownership of Maplewood Meats purchased adjacent property to the east. Maplewood is requesting to expand their employee and delivery parking lot in order to create additional parking space for the overall site.

ZONING CODE REQUIREMENT

No building or any improvement shall be erected, placed, or altered on any building site until the plans for such building or improvement, including the site plan, landscape plan, building plan and specifications, have been submitted for review to the village plan commission. The village plan commission shall approve, conditionally approve or disapprove such plans with respect to conformity with this section and other applicable codes and ordinances of the village and with respect to harmony of external design and land use as it affects property within and adjacent. Failure on the part of the village plan commission to act within 60 days of submission shall constitute approval of such plans.

EXECUTIVE ANALYSIS

1. **Zoning:** The property is properly zoned for the existing use. The property is zoned B-2.
2. **Setbacks:** The proposed buildings meet the minimum setback requirements of the Zoning Ordinance.
3. **Parking:** N/A.
4. **Floodplain, Shoreland Zoning & Stormwater Management:** N/A.
5. **Land Division:** N/A.
6. **Lighting:** Lighting should be similar to existing
7. **Lot and Width Area:** N/A.
8. **Driveway Locations:** Existing shared driveway
9. **Signage:** Existing
10. **Garbage:** N/A.
11. **Landscape:**

STAFF RECOMMENDED CONDITIONS

Staff would recommend approval of the parking lot addition with the following conditions:

1. Stormwater approval from the Village of Howard Engineering Department
2. The fence extension matches the existing fence on the property. Deciduous trees should be planted in front of the fence.

ATTACHMENTS

- I** Location Map
- II** New Site Plan

ATTACHMENT I



