

Minutes of the Plan Commission Meeting
March 20, 2023 at 5:30 p.m.
Village Hall Board Room

1. **Call to order:** B. McIntyre called the meeting to order at 5:30 p.m.
2. **Roll call**
Present in person: Plan Commission members Burt R. McIntyre, Randy Smith, Mark Semrau, Ellery Gulbrand, Dan Kussow, Jamila Seaton

Excused: Michael Soletski, Natasha Gwidt

Staff: Dave Wiese, Geoff Farr
3. **Pledge of Allegiance:** The pledge was recited by all in attendance.
4. **Approval of the agenda**
E. Gulbrand moved to approve the agenda. D. Kussow seconded. **The motion carried unanimously.**
5. **Approval of the Feb. 27, 2023 meeting minutes**
R. Smith moved to approve the minutes of the Feb. 27, 2023 Plan Commission meeting. M. Semrau seconded. **The motion carried unanimously.**
6. **Review and take action on the site plan for ISCP properties for a 5,300-square-foot building at 645 Cardinal Lane, VH-447-2 and part of VH-447-B**
D. Wiese reviewed the site plan and elevations for a new 5,300-square-foot medical building at 645 Cardinal Lane. He said access will be off Olive Tree Drive. Joel Ehrfurth of Mach IV explained the difficulty with creating access to Cardinal Lane due to the retaining wall and difference in height from the site to the roadway. He said the retaining wall will stay, drainage will be to the swale and catch basin, and signage will only be on the building.

The Plan Commission suspended the rules to hear from the audience, and the following people spoke:

- Thomas Burzinski, 676 Olive Tree Drive, said supports the new building, but he wants to make sure the project won't cause drainage to the adjoining residential properties. He said he also would like the dumpsters relocated to a different area of the site because the enclosure is shown to abut the neighboring residential property.
- Paul Ford, 646 Olive Tree Drive, asked for clarification of what type of medical facility will be located there and the hours of business.

The Plan Commission returned to regular order of business and discussed the project.

R. Smith moved to approve the site plan for JSCP properties for a 5,300-square-foot building with the following conditions:

1. A stormwater management plan and grading plan are approved by the Village of Howard Engineering Department.
2. All lighting is 90-degree cutoff or box style.
3. Any new garbage or recycling areas are constructed per the B-1 requirements.
4. The building materials meet the requirements of the B-1 district

5. Applicant shall work with the Village of Howard Engineering Department to investigate the possible removal of the retaining wall on Cardinal Lane.
M. Semrau seconded. **The motion carried unanimously.**
- 7. Review, discuss and make recommendations on the draft Comprehensive Outdoor Recreation Plan**
D. Wiese summarized some of the highlights, changes, and additions to the draft Comprehensive Outdoor Recreation Plan. He discussed the number of existing parks and green spaces and the goal to identify the areas of the village that are underserved. The CORP is intended to be a plan to address those needs and other concerns expressed by residents during the process. The commission reviewed the maps that were available at the meeting and discussed the plan in depth, including the future trail connections that residents have requested and will be included as part of other future developments. **No action was taken.**
- 8. FUTURE AGENDA ITEMS – None**
- 9. ADJOURN THE MEETING:** E. Gulbrand moved to adjourn. J. Seaton seconded. **The motion carried unanimously, and the meeting adjourned at 6:37 p.m.**

**Leigh Ann Wagner Kroening
Administrative Assistant**