

Minutes of the Plan Commission Meeting
June 21, 2021 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: Plan Commission members Burt R. McIntyre, Mark Semrau, Daniel Kussow, Natasha Gwidt, Randy Smith, Mike Soletski, Jamila Seaton (alternate)

Excused: Ellery Gulbrand

Staff: Dave Wiese, Geoff Farr, Leigh Ann Wagner Kroening
3. **Pledge of Allegiance:** The pledge was recited by all in attendance.
4. **Approval of the agenda**

M. Soletski moved to approve the agenda. D. Kussow seconded. **The motion carried unanimously.**
5. **Approval of the May 21, 2021 meeting minutes**

M. Semrau moved to approve the minutes of the May 21, 2021 Plan Commission meeting. N. Gwidt seconded. **The motion carried unanimously.**
6. **5:30 P.M. PUBLIC HEARING to consider a request from Bayland Buildings to rezone Parcel VH- 228 from A-1 Exclusive Agriculture to B-1 Business and also consider a request for Conditional Use Approval for a convenience store/gas station with rental units, fuel island and car wash**

D. Wiese reviewed the project, including the location, proposed uses, and staff-recommended conditions of approval. David O'Brien of Bayland Buildings came forward to explain the project in detail. He discussed the request to rezone to B-1 to build a convenience store and gas station with additional space for other business tenants and also reviewed the design elements for the building and plans for the driveways. Chuck Panure, the applicant, explained the features of the car wash, including the location of the dryers inside the building to reduce noise.

B. McIntyre opened the public hearing. The following people spoke:

 - John Hodkiewicz, 3711 Woodland Road, said he objects to the project because the entire surrounding area is residential.
 - Kim Martens and Rick Zwaschka, 880 Sherwood St., said they have concerns about the project's impact to safety, noise, traffic, and property values to the neighboring residential area.
 - Terry Manlick, 3736 Shawano Ave., said he opposes the project because he doesn't agree with dropping a business right into the middle of a residential area.
 - Debbie Devillers, 3757 Woodland Road, said she believes the property should remain agricultural, and she has concerns with traffic and safety if the property is rezoned to business.

B. McIntyre closed the public hearing. The applicants came forward to address the concerns that were mentioned during the public hearing,

including the safety features of the underground gas tanks, the traffic concerns with the locations of the driveways, landscaping options to reduce noise and provide more privacy to the neighbors, and the location and type of lighting. The Plan Commission discussed.

7. Action on the request to rezone Parcel VH-228 from A-1 Exclusive Agriculture to B-1 Business and on the request for Conditional Use Approval for a convenience store/gas station with rental units, fuel island and car wash

B. McIntyre moved to approve rezoning Parcel VH-228 from A-1 Exclusive Agriculture to B-1 Business. R. Smith seconded. **The motion to rezone the property carried unanimously.**

B. McIntyre moved to table the request for conditional use approval for a convenience store/gas station with rental units, a fuel island and car wash on VH-228. D. Kussow seconded. **The motion to table the conditional use request carried unanimously.**

8. 5:45 P.M. PUBLIC HEARING to consider a request from Velp Avenue Storage, LLC to rezone from B-2 Highway Commercial to Preliminary Planned Development District to construct a new retail/office building and mini-warehouse/storage units at 1745 and 1751 Velp Ave., VH-576 and VH-578-1

D. Wiese discussed the request to rezone VH-576 and VH-578-1 from B-2 to a Preliminary Planned Development District. Amy and Andy Cote and Steve Van Straten, the applicants for the project, came forward to explain their request in detail, including the plans to rehabilitate the site, build a 14,000-square-foot commercial business with office front, and construct storage units on the rear part of the property to align with the neighboring properties and uses on that part of Velp Avenue. They said the commercial building will house their fire and security business, and the storage units will incorporate that business by providing fire protection and monitored security for each of the units. The Plan Commission discussed.

9. Action on the request to rezone from B-2 Highway Commercial to Preliminary Planned Development District to construct a new retail/office building, mini-warehouse/storage units at 1745 and 1751 Velp Ave., VH-576 and VH-578-1

M. Soletski moved to approve the request from Velp Avenue Storage LLC for a Preliminary Development District at 1745 and 1751 Velp Ave., VH-576 and VH-578-1, with the following conditions:

- Stormwater shall be approved by the Village of Howard Engineering Department.
- The mini-warehousing development standards are incorporated into the development.

D. Kussow seconded. **The motion carried unanimously.**

10. 6:00 P.M. PUBLIC HEARING to consider a proposal from the Village of Howard to amend Sec. 50-453 (10) regarding the setback regulation for single-family homes in the R-5 Rural Estate Residential Zoning District to coincide with the setbacks of the R-1 Residential Single-Family Zoning District

D. Wiese reviewed the existing setbacks for single-family homes in the R-5 Zoning District and explained issues that have arisen with non-conforming properties, as well as potential impacts the existing setbacks could have to the development of rural roadways. The commission discussed. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.

11. ACTION on the proposal to amend Sec. 50-453 (10) regarding the setback regulation for single-family homes in the R-5 Zoning District

R. Smith moved to approve the ordinance changing the setbacks for single-family homes in the R-5 Rural Estate Residential District to match the front, rear, and side setbacks in the R-1 Residential Single-Family District. M. Soletski seconded. The Plan Commission discussed, and there was some confusion regarding (10) b. regarding the distance from the road centerline. R. Smith withdrew his motion to approve and made a new motion to table the item for clarification and more information. M. Soletski seconded. **The motion to table carried unanimously.**

12. 6:05 P.M. PUBLIC HEARING to consider a proposal from the Village of Howard to amend Sec. 50-952 (3) regarding the height of fences in the front or corner side yard to allow for a height of 4 feet

D. Wiese discussed the discrepancy between the requirement for a 4-foot-high fence around a pool and the existing ordinance that only allows a 3-foot-high fence in the front or corner side yard. B. McIntyre opened the public hearing. Randy Petrouske, 3210 Windover Road, came forward to speak in support of the code amendment. He said he lives on a corner lot and experienced the issue with the fencing and pool fencing height discrepancies last summer. Nobody else spoke. B. McIntyre closed the public hearing.

13. ACTION to consider a proposal to amend Sec. 50-952 (3) regarding the height of fences in the front or corner side yard

D. Kussow moved to approve the ordinance allowing for a 4-foot fence height in the front or corner side yard. M. Semrau seconded. **The motion carried unanimously.**

14. 6:10 P.M. PUBLIC HEARING to consider a proposal from the Village of Howard to amend Sec. 50-506 – Building height regulations. Buildings and structures in the business (B-1) Zoning District shall not exceed 40 feet in height.

D. Wiese explained that the Village of Howard continues to promote building density in both residential and commercial areas. Since building up creates efficient land use patterns and use of properties, staff is recommending the maximum building height in the B-1 Zoning District be increased. B. McIntyre opened the public hearing. Nobody spoke. B. McIntyre closed the public hearing.

15. ACTION on the proposal to amend Sec. 50-506 regarding building height regulations in the B-1 Zoning District

D. Kussow moved to approve the ordinance allowing buildings and structures in the business (B-1) zoning district to have a maximum height of 80 feet. R. Smith seconded. **The motion carried unanimously.**

16. Review and take action on a site plan for the Bank of Luxemburg to construct a branch office at Cardinal Lane and Hillsdale Court, VH-461

D. Wiese explained that the site plan for the Bank of Luxemburg was previously approved; however, it is being brought back due to substantial changes to the building plans. Weston Zueleger of Keller Incorporation explained the changes that were made to

the building footprint and external materials. N. Gwidt moved to approve the site plan for the Bank of Luxemburg to construct a branch office at Cardinal Lane and Hillsdale Court, VH-461, with the following conditions:

- A stormwater management plan is approved by the Village of Howard Engineering Department.
- Trash dumpsters, recycling containers and other exterior refuse storage are effectively screened from public view by opaque fences, walls or enclosures constructed of materials matching that of the principal structure on the property.
- Driveway locations are approved by the Village of Howard Public Works Department.

R. Smith seconded. **The motion carried unanimously.**

17. Review and take action on Resolution 2021-18, renaming a portion of Shawano Avenue to Elmhurst Avenue

G. Farr explained the need to rename a portion of Shawano Avenue because it discontinues and is confusing for delivery services and public safety personnel. M. Soletski moved to approve Resolution 2021-18, renaming a portion of Shawano Avenue to Elmhurst Avenue. M. Semrau seconded. **The motion carried unanimously.**

18. FUTURE AGENDA ITEMS

None.

19. ADJOURN THE MEETING: R. Smith moved to adjourn. J. Seaton seconded. **The motion carried unanimously, and the meeting adjourned at 7:10 p.m.**

Respectfully submitted,

**Leigh Ann Wagner Kroening
Administrative Assistant**