

Minutes of the Plan Commission Meeting
Nov. 15, 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, Randy Smith, Mark Semrau, Ellery Gulbrand, Jamila Seaton

Excused: Daniel Kussow, Natasha Gwidt, Mike Soletski

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**

E. Gulbrand moved to approve the agenda. M. Semrau seconded. **The motion carried unanimously.**
5. **Approval of the Sept. 20, 2021 meeting minutes**

R. Smith moved to approve the minutes of the Sept. 20, 2021 Plan Commission meeting. E. Gulbrand seconded. **The motion carried unanimously.**
6. **5:35 P.M. PUBLIC HEARING to consider a request from Mike Coppens for Final Planned Development District approval for a development featuring one 78-unit, three-story apartment building with 1,800 square feet of commercial/flex space and 4 two-story apartment buildings that include two 18-unit buildings and two 14-unit buildings at 2450 Duck Creek Parkway, VH-664**

D. Wiese reviewed the application and summarized recent discussions between village staff and the developer to improve the site plan. Steve Bieda of Mau & Associates came forward to explain the project in detail, including changes to the site layout and building plans since the preliminary approval. He also reviewed the plans for parking, the proposed trail connection, and other requested land dedication.

B. McIntyre opened the public hearing. Norbert Verhaagh, 180 View Point Road, said he believes the project is planned on an old landfill and wonders about the quality of the site. Steve Bieda said the site isn't an old landfill but was a dumping ground for organic material (leaves, branches, etc.) and concrete, which had to be removed and will continue to present some challenges of which they are aware. B. McIntyre closed the public hearing.

The Plan Commission discussed in detail, including concerns about the external HVAC units and the appearance of the building on the corner, which is highly visible from the roundabout.
7. **Action on the request for Final Planned Development District approval for a development at 2450 Duck Creek Parkway, VH-664**

R. Smith moved to approve the Final Planned Development District for a development featuring one 78-unit, three-story apartment building with 1,800 square feet of commercial/flex space and 4 two-story apartment buildings that include two 18-unit

buildings and two 14-unit buildings at 2450 Duck Creek Parkway, VH-6641, with the condition that the necessary land is dedicated to the village for the lower trail connection. E. Gulbrand seconded. **The motion carried unanimously.**

8. Review and take action on the Preliminary and Final Plats of Lancaster Creek Business Park 1st Addition

D. Wiese reviewed the plats of the Lancaster Creek Business Park 1st Addition. E. Gulbrand moved to approve the preliminary and final plats. M. Semrau seconded. **The motion carried unanimously.**

9. Review and take action on a site plan for Green Bay Pallet to add a silo at 2330 Pamperin Road, VH-747-B-763-1 and VH-747-B-763

D. Wiese reviewed the site plan for Green Bay Pallet to add a silo to be used to start a small animal feed business. E. Gulbrand moved to approve the site plan for Green Bay Pallet to add a silo at 2330 Pamperin Road, VH-747-B-763-1 and VH-747-B-763, with the following conditions:

- The Village of Howard Engineering Department approves a stormwater management plan if necessary.
- All lighting fixtures are 90-degree cut-off box style.
- Installation of asphalt or concrete in the parking lot and driveway area for the front yard setback.
- Any recycling and dumpster areas are screened from public view.

B. McIntyre seconded. **The motion carried unanimously.**

10. Review and take action on the site plan for Gary Jacobs for a building addition at 1341 Russett Court, Parcel VH-160-7

D. Wiese reviewed the site plan for 1341 Russett Court. The applicant Gary Jacobs came forward to explain his plan to build an addition to store his vehicles and other equipment to protect them from the weather. J. Seaton moved to approve the site plan for Gary Jacobs for a building addition at 1341 Russett Court, Parcel VH-160-7, with the following condition:

- The Village of Howard Engineering Department approves a stormwater management plan if necessary.
- All lighting fixtures are 90-degree cut-off box style.
- Installation of asphalt or concrete in the parking lot and driveway area for the front yard setback.
- Any recycling and dumpster areas are screened from public view.

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

11. FUTURE AGENDA ITEMS - D. Wiese updated that the village has hired a consultant to work on the Comprehensive Land Use Plan and Comprehensive Outdoor Recreation Plan.

12. ADJOURN THE MEETING: M. Semrau moved to adjourn. E. Gulbrand seconded. **The motion carried unanimously, and the meeting adjourned at 6:15 p.m.**

**Leigh Ann Wagner Kroening
Administrative Assistant**