

MINUTES

PLAN COMMISSION MEETING

Tuesday, November 14, 2023 at 6:30 PM

Plan Commission Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:47 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Kruepke, Ryan Ganshow, Jon Molkentin, and Dan Reik.

Members Excused: None

Members Absent: Doug Wilcox

Staff Present: Administrator Jen Keller, Building Inspector Collin Johnson, Treasurer Darlene Smith, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, Fire Chief Aaron Swaney, Lt. Todd Fristed, and Clerk Anastasia Gonstead.

Trustees Present in Audience: None

2. Approval of Minutes for the Plan Commission Meeting of September 21, 2023

The motion to approve the minutes of the September 21, 2023 Plan Commission meeting was made by Tr. Emmrich and seconded by J. Molkentin.

Vote: 6 ayes, 0 nays. Motion carried.

3. Approval of Minutes for the Plan Commission Meeting of October 19, 2023

The motion to approve the minutes of the October 19, 2023 Plan Commission Meeting was made by Tr. Emmrich and seconded by R. Ganshow.

Vote: 6 ayes, 0 nays. Motion carried.

4. Development Agreement - Laurel Springs Villas Subdivision - Bielinski Homes, Inc.

The background was provided by Director Johnson.

The motion to recommend the Village Board approve the development agreement for Laurel Springs Villas Subdivision by Bielinski Homes, Inc. was made by Pres. Heckendorf and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

5. Ordinance #23-16 - Establishing Zoning District PUD-06 - Laurel Springs Villas Subdivision - Bielinski Homes, Inc.

The motion to recommend the Village Board approve Ordinance #23-16 Establishing Zoning District PUD-06 for Laurel Springs Villas Subdivision by Bielinski Homes, Inc. was made

by Tr. Emmrich and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

6. Development Agreement - Cedar Creek Townhomes - James Kupfer

The background was provided by Director Johnson.

The motion to recommend the Village Board approve the development agreement for Cedar Creek Townhomes by James Kupfer was made by Tr. Kruepke and seconded by Pres. Heckendorf.

Vote: 6 ayes, 0 nays. Motion carried.

7. Conditional Use and Site Plan Review - Cedar Creek Townhomes - James Kupfer

The motion to recommend the Village Board approve the conditional use and site plan review for Cedar Creek Homes by James Kupfer, subject to the provided conditions, was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

8. Ordinance #23-17 - Establishing R-1 Zoning for Parcel V3_052200A - Just Two Neighbors, LLC

The motion to recommend the Village Board approve Ordinance #23-17 - Establishing R-1 Zoning for Parcel V3_052200A for Just Two Neighbors, LLC was made by Tr. Kruepke and seconded by J. Molkentin.

Vote: 6 ayes, 0 nays. Motion carried.

Editor's Note: At the Village Board meeting on November 14, 2023 it was determined the legal name of the owner is Just Neighbors 2 LLC.

9. Conditional Use and Site Plan Review - N173W11843 Northwest Passage - Manzoor Enterprises, LLC - Design 2 Construct

Director Johnson introduced the representative with Design 2 Construct, who answered questions for the body.

The motion to recommend the Village Board approve the conditional use and site plan review for N173W11843 Northwest Passage by Manzoor Enterprises, LLC and applicant Design 2 Construct, subject to the provided conditions, was made by Pres. Heckendorf and seconded by R. Ganshow.

Vote: 6 ayes, 0 nays. Motion carried.

10. Extraterritorial Plat Review for a Two-Lot Certified Survey Map (CSM) - 2028 Hwy 60 - John and Debra Goll

The background was provided by Director Johnson.

The motion to recommend the Village Board approve the extraterritorial plan review for a two-lot certified survey map for the property located at 2028 Hwy 60 for John and Debra Goll was made by Pres. Heckendorf and seconded by J. Molkentin.

Vote: 6 ayes, 0 nays. Motion carried.

11. Citizens/Village Staff to Address the Plan Commission

Director Johnson informed the Commission that the regularly scheduled meeting for Thursday, November 16, 2023 was canceled due to the current Special Plan Commission meeting containing all actionable items needing review.

12. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:00 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk