



## **Minutes**

### **Planning & Zoning Commission Meeting**

**Location: Zoom Dial: 1 312 626 6799 US (Chicago) Meeting ID: 834 8435 4017 Passcode: 850202**

**December 9, 2020 7:00 pm**

#### **CALL MEETING TO ORDER**

M. Willcoxon called the meeting to order at 7:09 pm

**Members Present:** Chair M. Willcoxon, Vice Chair P. Carlson, J. Johnson, D. Milles, B. Schule

**Members Absent:** S. Brooks

**Others Present:** Planner K. Moen, Supervisor B. Seekon, Clerk K. Wood, Deputy Clerk B. Schule, 7 members of the public (signed in)

#### **PUBLIC COMMENTS** *(ITEMS NOT ON THE AGENDA)*

None

#### **ADOPT THE AGENDA**

**P. Carlson made a motion to adopt the agenda. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

#### **APPROVE THE MINUTES** OF THE NOVEMBER 10, 2020 PLANNING COMMISSION MEETING

**P. Carlson made a motion to adopt the agenda. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

#### **NEW BUSINESS**

##### **Interim Use Permit Application - Cornillie 1 Solar**

##### **Public Hearing**

K. Moen shared the Cornillie 1 solar application along with the location map. It is located in the RRA and the owner is Cornillie Holdings. It is a 35 year, 1 megawatt solar on approximately nine acres surrounded by existing solar arrays. She explained the zoning requirements and the south side yard setback is not currently met. They have submitted a variance application that will be considered next month. All of the other zoning requirements are met besides that. They are proposing a 15 foot setback instead of the required 50 foot. J. Johnson confirmed that they do not need any screening on the south side because there is a solar array on the south. They have to put in a double row of trees on the northwest side. She went over the CUP criteria and all of the criterion has been met. It is more than 1000' from the public row, the applicant will get a variance on the southern side, it is a reasonable use, it will not cause a traffic hazard, the intent and use has been met, it satisfies the use and will not cause glare, noise, or general unsightliness.



K. Moen said she recommends to table the topic until the variance is approved. It will require a public hearing. B. Schule said he does not feel that a wooden fence would hold up for 35 years. M. Willcoxon said they would still have to maintain the fence for the life of the array. **D. Milles made a motion to table the public hearing until the January meeting. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

M. Willcoxon said we will not be having a public hearing this evening because it is tabled.

#### **Land Use Application - Cliff Falcons View Addition Public Hearing**

K. Moen shared her screen for the rezoning request at 33003 Falcon Ave. Sherco is the applicant and Pam Hughes owns the property. The property is currently RRA and the comp plan guides it for residential use. There are 3 parcels totaling 64 acres. It is RR2 to the south and west of the property. It would allow for the land to be subdivided into 12 parcels ranging from 2-12 acres. The average lot size would be 5.33 acres. K. Moen said it meets all of the criteria and engineering considerations. She stated she recommends approving the zoning amendment and sketch plan. After discussion, M. Willcoxon said people are allowed to bring in fill so that it meets the modeled soil requirements. M. Willcoxon said he and P. Carlson looked at it and cannot see anything negative about it and feel it should be approved.

M. Willcoxon opened the public hearing at 7:37pm

**D. Milles made a motion to accept all previous discussion into the public hearing. Second by P. Carlson. By a roll call vote, motion carried 5-0.**

J. Willeck (32925 Fenway Ave.) confirmed that they are only going to discuss the rezoning and not lot sizes this evening. M. Willcoxon said that is correct. D. Milles said they will have to go through a full subdivision procedure and there will be another public notice.

C. Kratzke (32850 Fenway Ave.) said they did not receive a notice. Notices are mailed to the 10 nearest properties to the applicant property, it is published in the newspaper and is on the website.

**P. Carlson made a motion to close the public hearing at 7:42 pm. B. Schule seconded. Votes via roll call Ayes 5, Nays 0. Motion carried.**

M. Willcoxon said the current CUP on the property will have to be vacated.

**D. Milles made a motion to recommend approval of the rezoning subject to them vacating the CUP and approval of the sketch plan to the Town Board. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.**





### **31890 Frontier Ave Complaint**

M. Willcoxon said that he and P. Carlson went out to the property and the yard was in nice condition. It has a portable outhouse located by the pole building and a washer/dryer ready to go to the dump located by the dumpster. There is no valid violation and they recommend no action be taken. D. Milles said the Township has portable bathrooms at its parks. **D. Milles made a motion to dismiss the complaint and take no action. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.** Complaint Closed.

### **Comprehensive Plan Update**

K. Moen said she had a schedule update and plans on sharing some surveys on the Township Facebook page. She would like to get housing data in January, land use in February and land use goals/general feedback in March and April is implementation. She is going to add the big themes from the mail-in survey first and get housing data. She said we have to figure out a way to fund the recreational opportunities that residents said they wanted in the mail survey. She is going to ask what people are willing to do to come up with the funding. 98 mailed surveys were returned. M. Willcoxon said there is some interest in pursuing more intense land development on the south side and it seems to be important that it be initiated as soon as possible. We still want a rural setting and also need to understand that this option is available. K. Moen said that we could talk about the land use and housing at the same time in January. B. Schule asked if the questions will be on the website as well as Facebook. K. Moen said we can do that. K. Moen explained that an online survey will reach another demographic. There was discussion regarding how Facebook and Survey Monkey works. **P. Carlson made a motion to move forward with the online surveys. Second by J. Johnson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

### **OLD BUSINESS**

#### **Countryview Marine Update**

K. Moen said she sent Dustin from Countryview an email stating that the purpose of the fence was for screening and told him that he is going to have to do something additional. If he intends on keeping it the same, he will have to move the boats to get them out of sight. Slats could be put in the fence to screen what is behind it. It was stated that the fence is too short and if slats were added, they would have to add a couple feet to the height. B. Schule said he has moved boats and trailers into the swamps. K. Moen said she did not get any more information from E. Maass or by going through his emails on this and said that she could reach out to him again. M. Willcoxon said E. Maass had some conversations with Dustin and there should have been an agreement and she should find out what it was for the next meeting. D. Milles said we should advise the County because we know there are boats in the wetlands. He told K. Moen that the person she should talk to is J. Fertig. K. Moen and is going to contact M. Willcoxon after she talks to E. Maass.

#### **5265 318th Street Complaint**

M. Willcoxon said he and P. Carlson looked at the property and took photos (sent to the Planning Commission). There are a bunch of cars and piles of other items scattered around the yard. P. Carlson said the property owner has made no attempt to clean up. K. Moen said a third notice



was sent on November 12<sup>th</sup> and the 4<sup>th</sup> letter will be sent with the fine. **D. Milles made a motion to send the 4<sup>th</sup> letter with the fine. J. Johnson seconded. Votes via roll call Ayes 5, Nays 0. Motion carried.**

### **32050 Elk Lane Complaint**

M. Willcoxon said he and P. Carlson went to the property and took photos (sent to the Planning Commission). Both Elk Lane complaints had previously been cleared and now the issues are back. Enforcement codes have been adopted and they had until now to clean them up. As of last Friday, they were not cleaned up. This property is back to where it was prior to them cleaning up this past summer. K. Moen said the 4<sup>th</sup> letter was sent after the approval of the ordinance. **D. Milles made a motion to send the 5th violation notice and citation. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

J. Johnson said if we get a commercial zone violation, it may be easier for them just to pay the fine. M. Willcoxon said we should talk about that at the next meeting.

### **32301 Elk Lane Complaint**

M. Willcoxon said he has cleaned up quite a bit, but two large piles remain that include such items as a freezer. P. Carlson said to send out the 5<sup>th</sup> notice and the next fine.


### **COMMISSIONER/TOWN BOARD REPORT**

B. Seekon talked about the new pole barn going in at the maintenance shop and the COVID storage pod. Maintenance has been brushing and has not had the opportunity to use the new plow truck much. They are talking about purchasing a bucket truck for trimming trees; possibly a lull but they have to buy a man basket. They have been getting quotes. J. Johnson asked about a tree trimming company because of the liability and it may be cost effective. B. Seekon said that is a good idea and he will bring that up to the Board. Touchless faucets and toilets were purchased. J. Eischens is going to go to the County meetings.

**NEXT REGULAR PLANNING COMMISSION MEETING IS WEDNESDAY, JANUARY 13, 2021 AT 7:00 PM.**

### **ADJOURN**

**D. Milles made a motion to adjourn the meeting at 8:35 pm. Second by P. Carlson. Votes via roll call Ayes 5, Nays 0. Motion carried.**

  
Mike Willcoxon, Planning Chair

  
Kelly Wood, Clerk