

PLAN COMMISSION MINUTES

October 13, 2014

CALL TO ORDER: Chairman Wolter called the meeting to order at 6:30 p.m.

ROLL CALL: Chairman Dean Wolter, Trustee Representative David Baum, Commissioners Mary Ellen Gray, Marty Peck, Tim Yokes, Bill Shadid and Dan Campbell were present. Village Planner Jeff Retzlaff and Planning Assistant Lori Johnson were also present.

PUBLIC INPUT: None

PREVIOUS MINUTES: *MOTION Baum second Shadid to Approve the minutes from 9-8-14.*

MOTION carried unanimously.

Starbucks – N96 W17950 County Line Road. Continental Properties, property owner and Starbucks, are requesting approval of wall, window and monument signs in the commercial building under construction.

MOTION Baum second Shadid to Approve the proposed wall, window and monument signs for Starbucks to be located at N96 W17950 County Line Road subject to the following conditions:

- 1. Electrical permits shall be obtained from the Building Inspection Department prior to installation.*
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to installation.*
- 3. The white background proposed for the monument sign insert needs to be opaque or a dark background color.*
- 4. Sign approval does not include the four (4) 7 sqft “Drive-Thru” wall signs.*
- 5. Sign approval includes only three (3) of the 5’ round logo wall signs; one sign on each of the south, east and north elevations.*

Planner Retzlaff explained the maximum sign area allowed for Starbucks is 36 sqft based on the width of the building frontage facing County Line Road. However, because this is an end unit they are proposing signage on the north, east and south elevations. He said the sign regulations allow the Plan Commission the latitude to approve additional signage on other elevations when deemed necessary. Starbucks is proposing 106 total sqft and the allowance is 36 sqft; the staff recommendation is to eliminate some of the signage bringing the total down to 58.5 sqft which is closer to the maximum area allowed.

MOTION carried unanimously.

Dollar Tree – N96 W19180 County Line Road. Germantown LLC, property owner of the Germantown Plaza II retail development, is requesting approval of wall signs for the Dollar Tree. Planner Retzlaff summarized the proposal. He said the signs were already installed in anticipation of the opening with the understanding they would need to apply for approval, pay a double fee and deal with the consequences of the Plan Commission.

MOTION Baum second Peck to Approve the proposed wall sign for Dollar Tree in the Germantown Plaza III retail commercial center located at N96 W19180 subject to the following conditions:

- 1. Electrical permits shall be obtained from the Building Inspection Department prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to installation.***
- 3. Monument sign insert shall contain a dark opaque background.***

MOTION carried unanimously.

Affiliated Dermatologists – N96 W17035 Division Road. Delaney Division Road Investment LLC, property owner and Affiliated Dermatologists, is requesting approval for a 67 sqft wall-mounted sign for the new tenant. Planner Retzlaff summarized the proposal.

MOTION Baum second Peck to Approve the proposed 67 sqft wall-mounted sign panel as proposed subject to the following conditions:

- 1. Building and electrical permits shall be obtained from Inspection Services prior to installation.***
- 2. All electronic components shall be labeled by a licensed lab and inspected prior to installation.***

MOTION carried unanimously.

Play Zone – W188 N11927 Maple Road. Karen Martinson, owner/operator of the Play Zone is requesting approval for wall signage for existing tenant space in the Alpine Business Center. Planner Retzlaff summarized the proposal.

MOTION Baum second Shadid to Approve the proposed wall signage on the south elevation as proposed for the Play Zone located at W188 N11927 Maple Road (Unit 10).

Commissioner Baum asked if the sign was illuminated. Ms. Martinson said she planned to put flood lights on the ground to shine up at the sign.

MOTION to Amend Peck second Baum that lighting needs to be shielded and reviewed and approved by the Planner.

Commissioner Yokes said building lighting would be better.

MOTION to Amend carried unanimously.

MOTION to Approve as Amended carried unanimously.

Jeffrey H. Gerschke – Lot 1 of CSM 6528 on Bonniwell Road. Mr. Gerschke, the property owner of a 10 acre parcel located on Bonniwell Road is requesting a consultation to discuss a potential 2-lot Certified Survey Map and Rezoning (A2 to Rs-1) in order to create two residential lots. Planner Retzlaff summarized the proposal. He said lot 2 does not have road frontage but there is an allowance in the subdivision regulations that allows a shared

driveway located within an easement. In this case the easement is located outside of the land proposed for the division in an existing easement that runs along the adjacent land. In the Village Surveyors comments, he indicates the existing easement document that was created does not refer to the easement terms and conditions and would need to be addressed if the land split was approved. An access easement agreement between property owners would also be required.

Mr. Gerschke answered questions. He said the shared driveway could be used for up to 3 parcels because his family owns both lots. Trustee Baum said that would be allowed if that was how the land was developed. Planner Retzlaff said there could be a possible land split of the adjoining property into four parcels. The easement does not specify who it's intended to serve. He said the subdivision regulations allow shared driveways for up to 3 lots in an easement or outlot and need to be at least 30 feet wide. But if the driveway easement serves 4 lots, then it would become a private driveway, need to be 40 foot wide and need to be converted to an outlot on a separate parcel. He said a permanent closure turn around would also be required, with a 30 to 60 foot radius to be determined by the Village Board with input from the Fire Department and Public Works. Trustee Baum said if Mr. Gerschke decides that the easement will only access 3 lots he won't need to have to have a cul-de-sac at the end of it.

Planner Retzlaff told Mr. Gerschke he could put the easement his property. Chairman Wolter agreed saying he could do it either way. Trustee Baum said he was OK with the 2 lot land division if the easement requirements were met. He said if there are 4 lots the easement would need to be done differently than if there are 3 lots. Planner Retzlaff said if the easement is put on Lots 1 and 2 then it would be created as part of the process to split the parcel, including the specifics of maintenance responsibilities and other requirements.

Chairman Wolter asked Mr. Gerschke where he preferred to have the easement. Mr. Gerschke indicated he thought it would be best to put the easement on his property. Chairman Wolter told him he would then need to create a 30 foot easement and designate it as access to the back lot.

This was a discussion item and no action was taken.

ANNOUNCEMENTS: Planner Retzlaff asked if Plan Commissioners were available to attend a Special Plan Commission meeting on October 27th at 6:30 p.m. All indicated they were available except for Commissioner Peck.

ADJOURNMENT: There being no further business, the meeting was adjourned at 7:30 p.m.

Respectfully submitted,

Lori Johnson
Planning Assistant