

Village of Poplar Grove
Planning and Zoning Commission Minutes
*****Approved*****
Tuesday, June 1, 2010
7:00 p.m.

6.0 Call to Order: 7:19 pm.

6.1 Roll: Present: Don Bawden Paul DeBruyne Jake Dykstra
Steve Mundy Jessica Roberts Don Sattler
Absent: Ed Wethington
Guests: Adam Tegen, Dan Lane, Nathan Noble, Jim
Schaid, Roger Gerstad, Kathy Miller, & Gina Del Rose

6.2 Approval of May 4, 2010 Minutes:

Motion to approve: (Paul DeBruyne/Jake Dykstra)
Vote: 6 – 0 Motion Passed

6.3 New Business:

A. Public Hearing: Special Use Permit Request – Temporary Use – Village Ordinance 8-5-10, Green House Construction, and Signage.

Requested by Lane’s Produce Stand: Dan Lane, owner /
Nathan Noble, attorney
Current Zoning: C - 3

Hearing Opened: 7:20 pm

- Nathan Noble presented all necessary documentation indicating publication standards for a public hearing have been met.
- Don Bawden noted the Power of Attorney for this property needed to be renewed before going before the Board for a vote.
- After discussion, it was determined this request was for Special Use under P.G. Ordinance 8-5-10 (C) with a requested variance regarding time (length / in-season) and removal (partial vs. complete) of emplacement.
- No one from the public spoke regarding this request.
- Discussion topics: 1.) The current structure is not acceptable, 2.) The pictures and sketch originally submitted with the application do not provide sufficient information on which to base a decision, 3.) The submitted site plan needs to be to scale (graph paper is sufficient) showing building location, parking, sign location, greenhouse location, as well as set backs, 4.) Elevation drawings or pictures need to be submitted, 5.) Proposed structure will need to meet the standards stated in the IBC, Section 107.2, 6.) Discussion regarding requested variances is carried over to the July meeting, and 7.) Initial discussion of permit “review criteria” would indicate concerns with at least numbers 1,6, & 9.

Motion: Move to postpone the public hearing to July 6, 2010, 7:00 pm.
The applicant is to resubmit a scaled site plan, elevation drawings/pictures,
and information (pictures/cutouts/narrative) of proposed building.

Motion to Approve: (Jake Dykstra/Paul DeBruyne)

Vote: 6 – 0

Hearing postponed: 8:23 pm

B. Harris Property – Preliminary Plat Revision - Jim Schaid / Roger Gerstad

Mr. Jim Schaid and Mr. Roger Gerstad presented a proposed revision of a preliminary plat for the Harris property. The revision proposes a multi-unit building and duplexes (approximately 1185 –1500 sq.ft. / \$135,000 – \$160,000.)

Discussion:

- Zoning: The Harris property is zoned (1995) D-1. After discussion and reviewing information provided by the Village Clerk, Adam Tegen determined this zoning permitted duplexes. The multi-unit building will require a Special Use request.
- Engineering: It is noted Batterman, the village engineer, did the revised preliminary plat. If Batterman does the final plat, the village will need to hire an independent firm for review to avoid a conflict of interest.
- Mr. Schaid indicated the preliminary plat for the Harris property has been renewed annually with the Village Board.
- Discussion topics included: water hook-up, sewer, storm water run off, Dawson Lake Road, bike path, asphalt path, sidewalks, development in phases, and market research indicating a need for a managed community.
- The purpose of this agenda item is to ask the PZC to “recommend approval” of the revised concept of land use for this development.

Motion: Move to recommend approval of the revised preliminary plat of the Harris Farm dated May 11, 2010.

Motion to Approve: (Paul DeBruyne/Steve Mundy)

Vote: 6 – 0

Item moves to the Administration Committee, June 28, 2010.

C. Village Planner – needs of the PZC

A brief discussion was held regarding the needs of the PZC as related to the village planner. At this time, the PZC would ask that the following priorities be considered:

- Provide written documentation when requested referencing future agenda items.
- Attend meetings on an “as needed” basis.

- Review the village ordinances, emphasis in the area of commercial development, and identify voids, which currently exist and work with the PZC to eliminate existing voids.

6.4 Round Table: Dispensed

6.5 Adjournment:

Meeting adjourned: (Steve Mundy/Jake Dykstra)

Time: 9:18 pm