

Planning & Zoning Board Meeting Minutes  
December 4, 2023

At 7 p.m. on Monday, December 4, 2023, in the board room of the Village Hall, chairwoman Maria Lewis called to order the meeting of the Planning & Zoning Board to order. Roll call-Ayes; Walt Mahaffey, John Hawkinson, Richard Crotteau, Jill Breneman, Cody Krug and Maria Lewis. Also in attendance were Kyle Watson, deputy building inspector, Trustee Bill Mincey and Matt Fritz, village administrator. Absent; Amanda Burns.

The minutes of the November 6, 2023 meeting were reviewed. Crotteau moved to approve the minutes as written second by Hawkinson. Roll call-Ayes; Mahaffey, Hawkinson, Crotteau, Breneman, Krug and Lewis. Nays; none. Absent; Burns. Motion carried.

There was no public comment at this meeting.

PRESENTATION #1

910 E. Jesse Court – Chris Collier  
Fence Variance

Mr. Fritz explained Collier resides on a through lot in which his home faces Jesse Court, however, his rear yard is on Richard's Street. Collier would like a variance to set his fence 12 ½ feet from the rear property line versus the standard 25' setback. The fence will be a 6' cedar solid fence. The houses on Richards Street across from Collier's property will not face his fence directly. The public hearing is scheduled for January 2, 2023.

PRESENTATION #2

Map Amendment and Variances  
833/835/837/839 E. First Street – Craig Van Duyne

Lewis explained the property on First Street is behind O'Reilly's Auto at 860 E. Division. The Board discussed several items listed below:

Breneman – how large will each unit be? Van Duyne stated the size could be adjusted however, currently about 835' to 900 sq. feet per unit with 2 bedrooms and ADA compliant.

Crotteau – closeness to railroad crossing? Between the railroad easement and Village easement the building will be over 50' away from the tracks.

Hawkinson – questioned the ADA compliance; door widths, ramps etc. as well as the parking area. – Van Duyne stated everything will be to code for ADA and the parking area allowing a resident to get in and off load wheel chairs will be concrete to a ramp. Questioned the density on such a small lot which would create the back of the condo to be 7' away from the property line. Van Duyne explained that he discussed the possibility of purchasing some of the back lot property from two of the adjoining neighbors at 830 E. Division (Doris Harrison) and 840 E. Division (Cheryl Beverly) but was turned down at this time. Also, the water main is currently within the 20' easement of the front of this property.

Mahaffey – indicated that the square footage of each unit is very small and would like to see

those meet our minimum requirements and he does not like the gravel area in the front of the unit. Mahaffey shared several alternatives for Van Duyne. Hawkinson also questioned the paving of the road when the proposed consolidation of lots meets the requirements of a subdivision.

Fritz asked how much the units could be stretched north to south. Van Duyne indicated there is a lot of area left at the north which could give more square footage.

Lewis indicated the gravel front is an issue and would prefer it to be blacktopped.

The board discussed there are multiple variances necessary and there are several other options that could be done on the property. They also discussed the extension of the current east/west alley adjacent to the south side of the property and its potential.

Lewis requested Fritz come up with a complete list of all variances needed for the upcoming public hearing on January 2, 2024.

Lewis thanked the board for working so diligently on the changes that were very fastidiously passed through in the last 60 days because they were seriously needed currently and for upcoming projects.

Remaining work items will be discussed after the new year.

Mr. Hawkinson moved to adjourn the meeting, second by Crotteau. All were in favor and no one opposed. Meeting adjourned at 7:48 p.m.



Linda Sula, Deputy Clerk