

**PLAN COMMISSION
MEETING MINUTES
Monday, January 4, 2016**

Meeting was called to order at 7:00 p.m. by Mr. Palmer

1. Roll Call.

Present: Mr. Cashin, Mr. Higgins, Ms. Hunter, Mr. Kujawa, Mr. Long, Mr. Nelson and Mr. Palmer

Absent: None

Also Present: Mr. Griffiths, Attorney Koehnke, and applicant

2. Review and act on Plan Commission regular meeting minutes dated December 7, 2015

Ms. Hunter motioned and Mr. Nelson seconded to approve the minutes as submitted. Motion carried 7-0.

3. Review and provide recommendation regarding the Certified Survey Map pursuant to §305-8 regarding the combination of lots at 13475 Watertown Plank Road and 940 Elm Grove Road.

John Siepmann, representing the Siepmann Family Trust, the owner of the two parcels was present before the Plan Commission.

Mr. Palmer noted that there was only a minor change requested by Ruekert & Mielke. Mr. Griffiths confirmed that Mr. Siepmann had provided a corrected copy of the CSM.

Mr. Nelson asked if with this submittal the redevelopment of the lot was on track. Mr. Griffiths noted that the Plan Commission had requested in June 2015 a certified survey map be submitted by the end of the year, which was completed. The owners now have 18 to 24 months from the June 2015 date to submit a proposal for review.

Mr. Higgins asked if there was any plan to include a walking path/ sidewalk between the south lot and the north lot. Mr. Siepmann stated that there is a plan, which was reviewed by the Plan Commission, which included an addition to the existing building along with a reconfiguration of the south parking lot. This would include a sidewalk between the parking lot and building.

Mr. Nelson motioned and Mr. Kujawa seconded to recommend approval of the certified survey map to the Board of Trustees. Motion carried 7-0.

4. Other Business

None

5. Adjournment

Mr. Kujawa motioned and Mr. Nelson seconded to adjourn the meeting. Motion carried 7-0.

Meeting adjourned at 7:04 p.m.

Respectfully Submitted,

Casey Griffiths
Zoning & Planning Administrator/
Assistant to the Village Manager