

**PLAN COMMISSION  
MEETING MINUTES  
Monday, November 12, 2020**

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Meeting was called to order at 12:00 p.m. by President Palmer

**1. Roll Call.**

Present: (In person) President Palmer, Mr. Kujawa (virtual attendance), Mr. Jodie (via telephone), Trustee Michalski (virtual attendance).

Absent: Mr. Long, Mr. Cashin, Mr. Reineke

Also: Thomas Harrigan, Zoning and Planning Administrator/Assistant to the Village Manager, and Applicant.

**2. Review and act on a request for an amendment to a previously approved Plan of Operation and site plan pursuant to §335-85 and §335-88B, for an order fulfillment accessory structure to be located at 15280 W. Bluemound Road.**

Brian Shecterle, owner of Culvers, was present before the Commission.

Mr. Shecterle explained that Culvers has been operating the “dual” drive-thru since summer. Now that winter is approaching, the business is in need of a more substantial shelter for the cashiering station. This sheltered cashiering station will have no cash on hand, all orders will be purchased with a debit or credit card due to the pandemic. This is being proposed in order to reduce the number of cars in que for the drive-thru, as the indoor dining room is closed. The parking lot has been restriped to accommodate the new site plan and drive-thru configuration.

President Palmer confirmed the proposed shelter structure will be placed on the upcoming Building Board agenda.

Mr. Jodie suggested that staff determine if the Village Emergency apparatus will still be able to access the northern portion of the parking lot with this new drive thru configuration.

Mr. Kujawa motioned to approve as submitted. Mr. Michalski seconded. Motion carried 4-0.

**5. Other Business**

None.

**6. Adjournment**

Mr. Kujawa motioned to adjourn, seconded by Mr. Michalski, Motion carried 4-0.  
Meeting adjourned at 12:35 P.M.

Respectfully Submitted,

Thomas Harrigan  
Zoning and Planning Administrator/  
Assistant to the Village Manager