

**PLAN COMMISSION  
MEETING MINUTES  
Monday, February 6<sup>th</sup>, 2023**

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Meeting was called to order at 6:03 P.M. by President Palmer.

**1. Roll Call**

**Present:**

President Palmer

Mr. Michalski

Mr. Cashin

Mr. Reineke

Mrs. Schneider

David De Angelis, Village Manager

Katherine Gehl, Assistant Village Manager/Zoning & Planning Administrator

Hector de la Mora, Village Attorney

**Absent:**

Mr. Kujawa

Mrs. Wynia-Smith

**2. Review and act on meeting minutes dated January 10, 2023**

**MRS. SCHNEIDER MOTIONED TO APPROVE THE MINUTES AS PRESENTED. MR. REINEKE SECONDED. MOTION CARRIED 5-0.**

**3. Review and act on a request for an amended Plan of Operation pursuant to §335-85 for Jilly's Car Wash, Car Wash Establishments pursuant to §335-22(C)(8), located in the B-1 Local Business District at 15340 Bluemound Road**

Ms. Caitlyn LaJoie was present to represent Jilly's Car Wash.

The application for an amended Plan of Operation is related to the addition of an employee booth at the entrance of the car washing lines to solve congestion issues during heavy traffic times. The proposal is to build a facility with its design and materials to match the gas station building.

Mrs. Schneider stated her concern about the structure sticking out into parking lot area and stated that the applicant could provide a truck turn radius to staff to review.

During the design process, options were reviewed to try to modify the trash coral or the entrance to the actual car wash; however, the current proposal was found to be the best option. The intent of the employee booth made the current proposal the best option due to impervious surface issues.

Mr. Cashin noted that customers are currently making very sharp turns from just along the building to enter into the car wash lanes but it's possible that the extension of the curb could potentially prevent this from happening.

Attorney de la Mora noted the unlimited car wash membership and if a limit to new memberships could solve the congestion issues.

Ms. LaJoie stated the employee booth isn't increasing wash bays so she does not believe it would increase membership.

Mr. Palmer stated that he thinks the backups come from people not knowing how to use the machine.

Ms. LaJoie stated the first time people purchase an unlimited membership they have to go into the store to get a window sticker and have an employee in an outdoor employee booth would eliminate some of that delay. It would also allow an employee to be outside to assist customers.

Mrs. Schneider believes the queuing is better protected with this proposal and Mr. Cashin believes the efficiency gained with this proposal is important to consider.

Ms. LaJoie stated new striping could be done to more clearly mark lanes.

Mr. Reineke questioned the fuel truck situation and asked that information be provided about when the fuel trucks come and what the required turn radius is.

**MR. CASHIN MOTIONED TO APPROVE THE REQUESTED CHANGE IN PLAN OF OPERATION FOR THE ADDITION OF AN EMPLOYEE BOOTH. MRS. SCHNEIDER SECONDED. MOTION CARRIED 5-0.**

Mr. Palmer asked Ms. LaJoie to provide information about fuel deliveries.

**4. Review and act on a request by Ethos Properties LLC, 1745 Westmoor Terrace, for approval of a Certified Survey Map (CSM) pursuant to §305-8**

Mr. Jason Hennen was present to represent proposed Certified Survey Map.

This item was before the Commission in September as a preliminary review. The property is currently 2 lots that are 0.59 acres each. There is a house on one of the lots.

The current lot line delineation is north/south and the applicant desires an east/west divide which would be consistent with other lots in the area. The applicant stated that neither lot is conforming currently. The applicant also clarified that legally, a second house could be built on the western lot as situated currently and it could end up being closer to neighboring homes than if homes were to be built on both lots following the approval of the Certified Survey Map.

Mr. De Angelis stated the property would look and act like a flag lot but is not a flag lot. Currently, the property owner of the two lots would be able to give themselves an easement to the western lot and build on it.

Mr. Palmer believes the proposed orientation will allow for the lots to best fit into the neighborhood.

Mr. Michalski believes it's better for the village to have the lots arranged as proposed.

Mrs. Schneider believes that access is better in proposed design and if the lots remained as is, the easement that would be created could cause an issue if trying to sell in the future.

Mr. Cashin notes that the lot areas comply with code requirements but lot frontage is the only issue.

Attorney de la Mora recommends that if the proposal is approved, the motion be made conditioned on the removal of the existing home.

Mr. Palmer asked if demolition before the end of 2023 would be reasonable. Mr. Hennen agreed.

Staff will verify the amount of time allowed to record the Certified Survey Map after approval.

**MR. PALMER MOTIONED TO RECOMMEND APPROVAL TO THE VILLAGE BOARD OF THE CERTIFIED SURVEY MAP CONDITIONED ON THE DEMOLITION AND REMOVAL OF THE EXISTING HOME BEFORE THE CERTIFIED SURVEY MAP BE FILED. MR. MICHALSKI SECONDED.**

Mr. Palmer asked if there was anyone in the audience who would like to comment.

Mr. Michael Sobczak, 1835 Westmoor Terrace

Mr. Sobczak stated that he would like a more aggressive timeline for the removal of the house as it has been an eyesore to the neighborhood for a long time.

Mr. Matt Gray, 1765 Westmoor Terrace

Mr. Gray stated he would like the existing home to be demolished as soon as possible as the current home is affecting property values.

Mr. James Lange, 1760 Brojan Drive

Mr. Lange stated that he has a concern about the large lots on Westmoor Terrace and how two smaller properties will look as you drive down the street. Mr. Lange believes the smallest frontage currently is about 140'. Mr. Lange also stated that there's flooding along the back property line and worries about drainage issues that could be created.

Mr. Palmer stated that issues could happen with current configuration if two homes were to be built and clarified that anything being built has to comply with very stringent storm water management requirements. Mr. Palmer does not believe the character of the home will hurt the neighborhood. There can be very expensive homes being built on smaller lots.

Mr. Hennen told the Commission that he would have to speak to the ownership of the property first about when demolition can happen.

Mr. De Angelis said that the motion could be tabled until applicant comes back with the demolition permit application or the Commission could recommend approval of the CSM to the Board and the applicant can begin preparing the demolition permit application for Plan Commission consideration at their next meeting.

**MR. PALMER REQUESTED TO AMEND THE MOTION TO RECOMMEND APPROVAL TO THE VILLAGE BOARD OF THE CERTIFIED SURVEY MAP WITH THE CONDITION THAT THE CERTIFIED SURVEY MAP WILL NOT BE FILED UNTIL THE EXISTING HOME IS DEMOLISHED AND WE EXPECT THIS TO BE DONE BEFORE THE END OF 2023. MICHALSKI SECONDED. MOTION CARRIED 5-0.**

Mr. Michalski exited the meeting.

**5. Review and act on a request for a demolition permit for a building located at 13405 Watertown Plank Road, pursuant to §106-11 to §106-14**

Mr. De Angelis is representing the Village on behalf of this request.

Mr. De Angelis stated that the Department of Natural Resources (DNR) does not see any issues with scraping the site and leaving the foundation until excavation of the site is done for the daylighting project and requested that the Village to abandon the well and cap it. The Village will not be excavating any sanitary to cap it the well so that soils are not disturbed.

Mr. De Angelis stated it is the intention for the village Department of Public Works to take down the building and the fire department has put in a request to drive a car in the building to practice building car extraction. The Public Works Director would like to get this done before May 1<sup>st</sup>.

Mr. De Angelis stated that the solid waste division of the DNR have not gotten back to staff about any specific requirements they have because seeing as it's a contaminated site. Mr. De Angelis said there's nothing on the inside that would suggest there could be contamination but could test a section to make sure.

Mr. Reineke stated that an inspection should be done for lights that could contain mercury, to test for asbestos, and to test for lead paint.

Mr. De Angelis also requesting a waiver of the bond.

**MR. PALMER MOTIONED APPROVE THE REQUEST FOR DEMOLITION CONTINGENT ON TESTS BEING DONE TO TEST FOR HAZARDOUS MATERIALS AND WITH RECOGNITION THAT THIS IS A VILLAGE PROJECT AND THE BOND BE WAIVED. MR. CASHIN SECONDED. MOTION CARRIED 4-0.**

**6. Other Business**

None.

**6. Adjournment**

**MRS. SCHNEIDER MOTIONED TO ADJOURN. MR. REINEKE SECONDED. MOTION CARRIED 4-0.**

Meeting adjourned at 7:31P.M.

Respectfully Submitted,

Katherine Gehl  
Assistant Village Manager/Zoning & Planning Administrator