

**PLAN COMMISSION  
MEETING MINUTES  
Monday, May 13, 2021**

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Meeting was called to order at 6:00 p.m. by President Palmer

**1. Roll Call.**

Present: (In person) Mr. Michalski, Mr. Long, Mr. Kujawa, Mr. Cashin

Absent: President Palmer, Mr. Jodie, Mr. Reineke

Also: Thomas Harrigan - Zoning and Planning Administrator/Assistant to the Village Manager - David De Angelis, Village Manager and Hector de la Mora – Village Attorney and Applicants.

In absence of President Palmer. Mr. Michalski was appointed Chair Pro Tem.

**2. Review and act on meeting minutes dated 5/3/21.**

Mr. Long motioned to approve the minutes as submitted, Mr. Cashin seconded. Motion carried 4-0.

**3. Continued review and discussion on the request for approval of a Certified Survey Map, Comprehensive Plan Amendment, Rezoning and Redevelopment Plan for the School Sister of Notre Dame Campus, pursuant to §305-7, §335-92.1 and §335-30. More specifically, Emergency Services Impact Review, School Impact Analysis and Amended Certified Survey Map Proposal.**

Mr. Michalski explained that the purpose of this meeting is to review the potential impacts of the SSND redevelopment on emergency services, the school district and to review an amended Certified Survey Map.

Mr. Michalski noted that the Commission has received responses to the EMS, Fire and Police reports from the Mandel Group, and the response document has been distributed to the Commission.

Mr. Michalski suggested the Commission begin with reviewing the EMS Directors report related to potential impacts from the SSND redevelopment.

**EMS REPORT**

Mr. De Angelis noted the EMS and Fire departments are staffed with volunteers. Additionally, it is becoming increasingly difficult to recruit volunteers for these departments. However, the EMS department is also facing a reality of aging staff. Key personnel may leave the department in the next 5-7 years, whether the SSND campus is redeveloped or not.

Mr. Kujawa asked if EMS staff is stationed at Village, waiting for calls to come in.

Mr. De Angelis clarified the volunteers have response pagers and respond to calls from home.

Mr. De Angelis noted the EMS report highlights the need for larger elevator sizes in order to accommodate stretchers.

Mr. Jodie asked if there is a code requirement for this.

Mr. De Angelis stated there is a code requirement, which actually requires smaller elevators than those which are being proposed by the Mandel Group. In total, 8 elevators are being proposed in the redevelopment.

Mr. Kujawa asked if the Notre Dame and Maria Hall will be serviced with elevators.

Mr. Aiello of the Mandel Group indicated there will be two elevators servicing these buildings.

Mr. Ponto of Engberg Anderson stated there is a code for minimum width of corridors in multi-family developments, which is four feet, and this will be exceeded in the redevelopment.

### FIRE REPORT

Mr. De Angelis noted according the Fire Chief's report, there will need to be reasonable access to the underground parking garage.

Mr. Ponto stated a conversation was held with the Fire Chief regarding hose reach from the stand pipes in the stairwells.

Mr. Long asked if the secondary access road for emergency vehicles will be locked.

Mr. Aiello indicated he is amenable to anything the Commission would feel is appropriate there.

Fire Chief, David Kastenholtz was before the Commission.

The Commission asked is Chief Kastenholtz has any concerns related to access points in the rear of building one and two.

Chief Kastenholtz noted the buildings will be sprinkled, which will mitigate much of the risk. If the sprinklers do their job, we Fire department would primarily be checking for fire extensions within the Building.

The proposed access points on the rear of the rear of building one and two will make for a more physical and labor intensive response for the department, but it can be done.

Mr. Cashin asked if there will be a gate at the secondary emergency access point, or some kind of treatment.

Mr. De Angelis stated that if it can remain unlocked that would remain ideal.

Mr. Aiello indicated the "gate" would be located just on the other side of the property boundary from the right-of-way.

Mr. Kujawa asked where the snow will be plowed.

Mr. Aiello stated the current plan is to pile it into the green space court yard.

### POLICE REPORT

It was noted the police report raised the same concerns as the EMS and Fire reports, and those have largely been resolved.

Mr. Long asked if the secondary emergency access would have curb and gutter.

Mr. Aiello stated it would be flat, but delineated in some fashion. Again, Mr. Aiello stated his is open to working with the Commission to make this secondary access mutually acceptable.

Mr. Ponto stated there several options for paver block, he would like to speak to the Fire chief to determine what the apparatus load calculations are.

AMENDED CERTIFIED SURVEY MAP (CSM)

Mr. Aiello indicated the CSM has been amended in order to make Lot 4 larger and Lot 3 smaller. This is being done in order to accommodate the storm water management facilities into one lot.

Mr. de la Mora asked who is going to have responsibility for the storm water collected in each of the proposed lots.

Mr. Aiello indicated he would like to respond to this question at a later time as much discussion has taken place on this topic recently, and he would like to make sure the correct response is provided.

Mr. Aiello asked if the intention is to have the single-family home developer, Miller Marriott, sign off on the Development Agreement.

Mr. Aiello indicated this was not the original intention. Mr. Aiello requested an opportunity to have a discussion with Mr. de la Mora in order to outline what the expectations of the CSM and Development Agreement will be for the redevelopment.

Mr. de la Mora agreed.

School Impact Analysis

Trustee Domaszek was present before the Commission.

Mr. Domaszek stated that he is the Trustee liaison for the Village to the Elmbrook School Board. Mr. Domaszek stated that the school district provided data related to the projected attendance levels of the elementary and middle schools. Based on this and other data collected by Mr. Domaszek, a presentation on potential impacts the Elmbrook school district was created.

Mr. Domaszek presented these findings.

After the presentation Mr. De Angelis stated the questions becomes, if there will be more school age children in Elm Gove as a result of the SSND redevelopment, does the district map become reapportioned, and if so, how do we keep Elm Grove Children in Elm Grove.

**7. Other Business**

None.

**8. Adjournment**

Mr. Kujawa motioned to adjourn, seconded by Mr. Cashin, Motion carried 4-0.  
Meeting adjourned at 7:45 P.M.

Respectfully Submitted,

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