



Planning & Zoning Commission
Tuesday, June 23, 2020 - 6:30 PM
MINUTES

1. Swear in new Commission member Jonathon Merriman

Jonathon Merriman took the oath of office and was sworn in to the Planning and Zoning Commission by Mayor Dutcher.

2. Call to Order

Ryan Green called the Planning Commission meeting to order for June 23, 2020 at 6:33 PM.

3. Roll Call

Present - Ryan Green, Ron Danne, Benjamin Lee, Jon Merriman

Absent - Jesse Coppel

Staff present - Bailey Klimchak - Village Planner, Jim Blair - Zoning Inspector, Mayor Chip Dutcher, Teresa Monroe - Clerk of Council

Public present - Melissa Gillespie plus one, Andrew Ross

4. Pledge of Allegiance

5. Election of P&Z Leadership

a. Chairman

ACTION: Mr. Lee moved to nominate Ryan Green as Chairman; Mr. Danne seconded and the vote was as follows:

AYES: Ryan Green, Ron Danne, Benjamin Lee, Jon Merriman

NOES: None

ABSTAIN: None

Passed 4 - 0

b. Vice-Chairman

ACTION: Mr. Lee moved to nominate Ron Danne as Vice-Chairman; Mr. Green seconded and the vote was as follows:
AYES: Ryan Green, Ron Danne, Benjamin Lee, Jon Merriman
NOES: None
ABSTAIN: None

Passed 4 - 0

6. Public Comment

1. Melissa Gillespie - 449 Lakeview Drive, came to introduce herself ahead of a Home Occupation Permit she has submitted that will be heard at next meeting. Melissa would like to start grooming dogs in her home between the hours of 8:30 am and 4:30 pm Monday through Friday.

7. Approval of Minutes

a. May 26, 2020

ACTION: Ryan Green moved to Approve; Ron Danne seconded and the vote was as follows:
AYES: Ryan Green, Ron Danne, Benjamin Lee, Jon Merriman
NOES: None
ABSTAIN: None

Passed 4 - 0

8. Comprehensive Plan

a. Comprehensive Plan Draft

Bailey Klimchak said plans are generally updated every five years, this will replace previous versions. Commissioners provided comments on the current draft and action items: Ben Lee - addition of Storm Water Management program; Ron Danne - asked that chapter numbers be added to page bottoms and asked about timeline for completion; Ryan Greene said the new High School is not listed in the history timeline whereas the Elementary is, wonders why plan updates are not coordinated with the census, by the time this is done there would be new census data; there was discussion on adding an appendix or addendum when new data comes out.

Mr. Greene opened the floor for any comments from the public; there were none.

Timetable discussed by committee; work to ensure all commissioner questions, concerns and comments are deliberated and answered at the July 14th meeting then vote to forward to Council.

9. Discussion: Accessory Dwelling Units

Bailey Klimchak said Accessory Dwelling Units (ADU) have been an ongoing discussion of Planning and Zoning for some time, the village gets one or two inquiries a year and always has to say no because there is no zoning for them. The village allows accessory structures but does not allow them for dwelling purposes and at the beginning of the year the Planning and Zoning Commission made one of their goals to explore whether or not the village would like to allow ADU's. Ms. Klimchak provided a memo to the commissioners on what ADU's are and what they could give to our community; memo states an ADU is a smaller, independent residential dwelling unit located on the same lot as a stand-alone single family home, sometimes known as a "Mother-In-Law" suite. It was noted ADU's could serve as infill development referenced in the Comprehensive Plan as well as age-in-place options for older life-long residents; Commission members shared thoughts on utilities, addresses, lot size, roof pitches, zoning districts, relationship to primary homeowner, HOA's, and parking. Bailey will work to answer questions posed and work to put together a draft ordinance that can be molded by the Commission.

Mr. Green opened the floor for public comments:

1. Andrew Ross; Lives is Leafy Dell

-says some HOA's are very against sheds so things like this would likely be shot down immediately.

-concern for how this could affect parking in Rolling Meadows if allowed.

-said shipping containers could be a concern

10. Other Business

1. Ben Lee - asked if still moving forward with rezoning the new water tower property, Bailey said yes but cannot rezone until thirty days after the lot split was approved.

2. Jim Blair updated that Johnstown Pointe Nursing Home is in the process of framing and are a bit ahead of schedule.

3. Bailey Klimchak said next meeting on July 14th will be in person and if the Comprehensive Plan is not voted on that night then the meeting on July 28th will be in person; format of meetings after will be decided on a case by case basis.

11. Adjourn

There was no further business and Mr. Green moved to adjourn; Mr. Lee seconded and all were in favor.

The meeting ended at 7:35 p.m.