

PLANNING AND ZONING COMMISSION
MINUTES OF **TUESDAY, FEBRUARY 06, 2024**

Pursuant to notice duly given, the regular meeting of the Planning and Zoning Commission, also sitting as the Board of Zoning Appeals, was called and held on **Tuesday, February 06, 2024 at 5:00 PM** in the Council Chambers of the Town Hall.

Members present: Craig Steinbrink; Chair, Scott Broome, Jim Deacon, Emily Hamilton, Christine Riley, and Jeannine Voinovich.

Members absent: None.

Also present: Steven Siemborski, Mayor
Chris Courtney, Village Engineer
Todd Hunt, Village Law Director

1. Roll call.
2. The minutes of **Tuesday, November 07, 2023** regular meeting of the Planning and Zoning Commission were submitted for approval.

A motion was made to approve the minutes as *amended*.

Motion by: S. Broome 2nd: C. Riley

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

3. A boundary realignment request for the **COCHRAN** residence at **7151 Old Mill Road** and a lot size variance request for the **RANASINGHE** residence at **1425 Cardinal Lane** was heard. Notice has been provided to adjoining property owners.
Donald Cochran, Owner and Gerard Ranasinghe, Owner were present.

Mr. Cochran reviewed the proposed boundary realignment and lot size variance request for the Commission. He stated the current drive for their property coming off Settlers Ridge Road is located on the neighbor's property currently accessed and used by an easement agreement. He is purchasing .3459 acres from the neighbor and adding into his existing parcel, hence the boundary realignment. This additional acreage will put the drive on the correct parcel and the easement will not be necessary.

He continued by saying the purchase of the additional property is less than the cost to relocate the drive onto their property and also will protect the existing trees and existing stormwater drainage and retention pond.

Mr. Broome reviewed the *Variance Worksheet* for the Commission.

After further discussion, a motion was made to approve the lot consolidation as submitted and as shown on the consolidation plat dated 12/18/23 pending the approval of the lot size variance request to follow.

Motion by: S. Broome 2nd: J. Deacon

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

Mr. Steinbrink asked the Commission members if they had any additional questions or comments regarding the lot size variance request for the neighboring property which will be reduced to 2.2814 acres after the .3459 acres are added onto the Cochran property.

After further discussion, a motion was made to approve the lot size variance request as submitted and as shown on the lot split plat dated 12/18/23.

Motion by: S. Broome 2nd: E. Hamilton

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

4. Motion to adjourn the regular meeting of the Planning and Zoning Commission and convene the regular meeting of the **Board of Zoning Appeals**.

Motion by: S. Broome 2nd: C. Riley

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

5. A fence height variance request for the **YOUNG** residence at **7510 Old Mill Road** was heard. Notice has been provided to adjoining property owners. David Young, Owner was present.

Mr. Young reviewed the proposed fence height variance request for the Board. He indicated the existing 8' high shared fence between his property and Mrs. Oppmann needs replacement. The proposed new fence will look similar to the existing in design but will be white and an all vinyl material. He understands the current regulation limits a fence on along the side yard to six feet. The additional two feet is needed to provide the necessary screening between the two houses.

Mr. Hunt explained a litigation case the Village is current involved in between two neighbors regarding the "shine" or "glare" that comes from the white vinyl material. He recommended a large sample of the material be viewed on site by the neighbor and approved before the fence installation is started.

Mr. Steinbrink asked if the shared fence is currently located on Mr. Young's property.

Mr. Young stated he was not sure which property the fence is currently located on.

Mr. Steinbrink explained the correct location of the new fence is extremely important. The Board can only grant a variance for the property the fence will be located on.

Mr. Courtney recommended a boundary survey be completed and the property line between the two houses marked so the exact location of the new fence can be determined.

Mr. Steinbrink stated without knowing the exact location of the existing property line and the location of the new fence, he does not feel the Board has the ability to approve the variance request.

Mr. Young stated he understood and will have the property line located by a surveyor.

After further discussion, a motion was made to continue the discussion at a later meeting once a boundary survey can be completed and the property line in question located.

Motion by: C. Riley 2nd: J. Deacon

Roll Call: Ayes: All.
 Nays: None.

Motion Approved

Refer to audio recording for additional detail.

There being no further business the meeting was adjourned at **5:23 P.M.**

Craig Steinbrink, Chair

David Biggert, Secretary