

MINUTES OF THE PLANNING COMMISSION

MEETING OF October 8, 2019

1. Chairman Hall called the meeting to order at 6:30 PM.
2. Roll Call – Commission Members Gene Westerberg, Dave DeCraene, Rich Kell, Bill Littlebrant, and Chairman Bill Hall were present. Commission Members Frank Moran and Doug Scheidecker were absent.
3. Meeting Minutes for August 12, 2019 – Chairman Hall asked for motion for approval. Commissioner Kell motioned for approval with Commissioner Westerberg seconding. All commissioners in attendance voted in favor. **MOTION CARRIED on a vote of 5-0.**
4. Chairman Hall opened **Public Hearing: PC 2019-03** for the request for approval to allow a contractor's shop in the M-2 Zoning district without requiring it to be a special use.
5. City of Sandwich Alderman Les Redden was sworn in by Chairman Hall.
6. Chairman Hall asked Building Official Todd Steffens to cover the details of the request. Mr. Steffens stated that the request for text amendments had been applied for by Alderman Redden as a proposal to simplify the requirements for a common application need and that there were no objections from his view point.
7. Chairman Hall asked that attorney Kevin Buick give the Commissioners some input regarding the procedure for text amendment requests. Attorney Buick explained that proposals for text amendments are required by law to be presented before the Plan Commission with prior public notice allowing for debate and input from the commissioners and the general public. From there, it is left to the Plan Commissions good sense and judgement to make their recommendation to the City Council.
8. Chairman Hall asked Mr. Redden to explain his request for text amendments to the M-2 zoning district.
9. Alderman Redden gave a brief description of his intention in requesting approval for text amendments for M-2 zoning district. Mr. Redden explained that he felt that the current requirement of a "special use" permit to allow for a contractor's shop in M-2 was unnecessarily restrictive in the category. He further explained that removing the "special use" permit requirement would not change the fact that applicants for businesses would still need to meet all of the zoning requirements for such businesses.
10. Chairman Hall asked each commissioner if they had any questions. Commissioner Westerberg asked if the changes might actually bring more contractor businesses into Sandwich. Mr. Redden indicated that fewer "special-use" requirements would certainly make the decision to open in Sandwich an easier one to make. He felt this was particularly true in the M-2 Zoning district where one would expect such contractor business to be placed. Building Official Steffens explained that businesses could just pile materials inside their fence but had to get a special-use permit to have a "shop".
11. Commissioner DeCraene asked if it was intended that "cement" shops be included and not "concrete" shops which are different business types. Some discussion regarding the different business types was had and Attorney Buick stated that it was likely best to be inclusive, short of real concerns over specific business types not wished to be in the district. Alderman Redden agreed that he would add "concrete" to the list of allowable shops.
12. There were no other questions from the Commissioners and there were no members of the public in attendance.
13. Chairman Hall and Attorney Buick discussed the options for Motion requests. Chairman Hall stated that we would hold Motion requests for each of the separate text amendment requests until the end unless there was an objection from the Commissioners. There were no objections to this.

14. Chairman Hall asked Building Official Todd Steffens to give details regarding Public Hearing: PC 2019-04 for the recommendation of approval to allow a drive-up window in the B-1, B-2, and B-3 zoning districts without requiring it to be a special use. Mr. Steffens explained that the B-2 and B-3 districts both referred back to B-1 and allowed for the use of a drive-up window only as a "special-use". The request would be to amend the text to allow for drive-up windows in each of these districts as an "allowable use" moving forward. He stated that public notice had been made and the fee for the request had been waived for this text amendment.
15. Chairman Hall asked if there were any questions from the Commissioners. Commissioner DeCraene stated that he didn't care for the current verbiage that states goods purchased at the drive-up were not to be "consumed on premises". Chairman Hall agreed, stating that he had done this himself. Attorney Buick indicated again, that clarification of the intended permissible use is sensible. It was agreed that this particular verbiage would be revised. Chairman Hall stated that drive-up windows may have been an issue in years past, but were now considered commonplace for many business models allowed in B-1, B-2, and B-3 zoning districts.
16. Chairman Hall asked if there were any other questions from the Commissioners. Building Official Steffens stated that he was happy to see these outdated special-use requirements being reviewed.
17. As there was nothing further from the commissioners and no public audience in attendance, Chairman Hall closed the public hearing.
18. Chairman Hall called for a motion. Commissioner DeCraene motioned for approval of both text amendments with Commissioner Kell seconding the motion. All commissioner present voted in favor. MOTION CARRIED on a vote of 5-0.
19. Chairman Hall asked if there was any other business. There was none suggested.
20. Chairman Hall called for a motion to adjourn. After a brief delay, Chairman Hall motioned to adjourn with a second by Commissioner DeCraene. All members in attendance voted in favor. MOTION CARRIED in a vote of 5-0. Meeting was adjourned at 7:01 PM.

Respectfully Submitted,



Bill Littlebrant

Secretary