

**MUNSTER PLAN COMMISSION**  
**MINUTES OF REGULAR BUSINESS MEETING**  
**Meeting Date: June 13, 2023**

The announced meeting location was Munster Town Hall and could be accessed remotely via Zoom, a video conferencing application.

**Call to Order:** 7:31pm

**Pledge of Allegiance**

**Members in Attendance:**

Steve Tulowitzki (On Zoom)  
Roland Raffin  
Bill Baker  
Lee Ann Mellon  
Brian Specht (On Zoom)  
Andy Koultourides

**Members Absent:**

Rachel Branagan

**Staff Present:**

Dustin Anderson, Town Manager  
Jill DiTommaso, PE, Deputy Town Manager  
Rachel Christianson, HWC Engineering

**Approval of Minutes:**

**a. May 9, 2023, Regular Plan Commission Meeting**

**Motion:** Mr. Raffin moved to approve the May 9, 2023, meeting minutes as presented.

**Second:** Ms. Mellon

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

**Preliminary Hearings:**

**a. PC23-012 Dave Otte/Community Foundation of NWI, Inc. is requesting approval of an amendment to Ordinance 1206: The CFNI Business Planned Unit Development to accommodate an addition to the existing Diagnostic Center Building in Block 2.**

Ms. Christianson introduced herself as the On Call Planner. She explained that this petition is an amendment to the CFNI Business Planned Unit Development to allow an addition to the existing Diagnostic Center in Block 2 of the development. This business Planned Unit Development is currently governed by Ordinance No. 1206 which established the CFNI Business PUD off Powers Drive. This parcel is approximately 4.9 acres. This ordinance was adopted in January 2003 by the Munster Town Council on the recommendation of the Plan Commission. There was a permit pulled in 2022 for an interior remodel. This remodel project placed a requirement on the site to update the landscaping to meet the Town's new landscape standards, so the Plan Commission has seen this site recently. Now we are looking at additions to the side of that Diagnostic Center building. It will accommodate an expansion to the MRI suite and the CT Scan suite for a total addition of 2000 square feet. Page 13 of the staff report illustrates a cut out version of where the improvements are taking place. This 2000 square foot addition is on the south building. It will take away 11 parking spaces from the site. There will be chiller area addition which will be fenced. The CT scan and MRI suites will be included in the interior of that addition. The requested changes are not very substantial. Some of the parking will be removed but they are putting a sidewalk around the addition. There is fencing around the chiller. As the process moves forward, staff will be

asking the petitioner for more details on the fencing. The sidewalk plans, as submitted, show some discrepancies in the width that need to be clarified. The parking space numbers also need to be considered. These all need to happen before going to the public hearing. Her staff recommendation would be to move this to a public hearing on July 11, 2023.

Dave Otte of CFNWI said this is a 2000 square foot addition on the southeast side of the building. It will be structural steel, masonry, and concrete; the material will be the same as the existing building. He said Brian had done a parking study and it looks like they are averaging 71 parking spaces available at 10:00am, 2:00pm and 4:00pm, which seem to be sufficient parking. They have, in the past, entered into an agreement with Fountain View where if they had overflow, they could take 20 parking spaces from them. They could reenter into that agreement.

**Motion:** Mr. Raffin moved to set PC Docket No.23-012 to a public hearing.

**Second:** Ms. Mellon

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

#### **Public Hearings:**

- a. PC23-010 Jay Lieser of Maple Leaf Crossing LLC requesting approval of an amendment to the Maple Leaf Crossing Planned Unit Development to add parking spaces and modify Lots 2-7 and Outlots A and B.**

Ms. Christianson outlined the changes proposed, referencing the staff report exhibits. The items that have been removed from the originally approved landscaping plan on page 3 are outlined in red. That represents the proposed changes. Most of the changes are in the northwest quadrant of the site. There are two parts to consider, the changes to the overall site development plan and the actual standards to the text part of the ordinance. There are a few discrepancies that should be cleared up. The parking is shared among all the users; the new plan has the parking increasing by 9.4% from 352 to 385 spaces. There are landscaping changes proposed in the new plan that are mainly focused on the northeast corner of the site. Originally there was much more landscaping planned. That seems to have gone away with the removal of the bike trail. She said the petitioner had been asked to add some landscaping back in but that had not been changed or revised before this meeting.

Dave Beach of 1630 Cherry Blossom Drive said when they first started on this project, Jay bought the parcel of land and there was still approximately an acre in the back that was still owned by the Town of Munster. The Town traded that in exchange for Jay designing, building, and dedicating the land for the road. Maple Leaf Boulevard, along with the bike path, comes along the north boundary of the property but not all the way back. They turn and connect to the right-of-way which will go through to Fisher Street. When that trade was done, there was still a small piece in the very northwest corner that would be west of the right-of-way where the bike path and the road connecting to Fisher would go. They proposed that that little northwest corner could have accommodated some additional parking. Last month, it was pointed out that Maple Leaf Boulevard right-of-way extends to the west corner of the property and that the Lansing Country Club had presented where they might connect through the wetlands which he believes is owned by Pepsi. They have now removed everything from that northwest corner. The Town owns it, they don't; he doesn't know if there are other uses someone may make of it. They took everything out since it is not theirs to develop at this point. The area on page 7 which is labeled "No plantings in the right-of-way", is the area they gave back to the Town when they traded the back acre for Maple Leaf Boulevard several years ago. They are proposing to increase the parking to 385

spaces at the very back of the property up against the NIPSCO easement and transmission lines. When they look at What's Up Munster, there are constant complaints about the lack of parking. Their parking experts said they would feel more comfortable having a few extra spots for employees and staff in the back. That will free up space around the restaurant, the professional building, and for people coming and going to the south buildings.

Mr. Baker opened the public hearing. Hearing no comments, Mr. Baker closed the public hearing.

The discussion continued about maximizing parking, adding landscaping to match the rest of the development, maintaining storm drainage, and facilitating the traffic flow in that northwest corner area.

**Motion:** Mr. Tulowitzki moved to approve PC 23-010 Jay Lieser of Maple Leaf Crossing LLC, granting approval of an amendment to the Maple Leaf Crossing Planned Unit Development to add parking spaces and modify Lots 2-7 and Outlots A and B with the following conditions:

- A commitment to plant future parkway trees after construction of the Maple Leaf Boulevard extension in the right-of-way labeled "No Plantings in Right-of-Way."
- Modifications to the parking and landscaping will be reflected in the approved Site Plan. The modifications include the addition of landscaping in the northwest corner of the site and the removal of 3 proposed parking spaces and associated striping south of the parking lot entrance from Maple Leaf Boulevard.
- The crosswalk in Outlot A between Lot 2 (Hyatt) and Lot 7 (cigar bar and restaurant) would be redesigned to be perpendicular with the drive lane. Crosswalks that are perpendicular to the street (or drive lane in this case) are shorter and help to move pedestrians through a street or drive lane more quickly.
- The Development Plan would show consistent square footage labeling of all structures in the development.

**Second:** Mr. Raffin

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

- b. PC23-011 Jay Lieser of Maple Leaf Crossing, LLC requesting approval of a subdivision, replatting the Maple Leaf Crossing Planned Unit Development to add Parking spaces and modify Lots 2-7 and Outlots A and B**

Ms. Christianson said, as reported in the staff report, they are looking for a recommendation for approval.

Mr. Baker opened the public hearing. Hearing no comments, Mr. Baker closed the public hearing.

**Motion:** Mr. Raffin made a motion to approve PC Docket No. 23-011, a replat of the Maple Leaf Crossing Planned Unit Development that modifies Lots 2-7 and Outlots A and B as shown on the Maple Leaf Crossing Site Plan prepared by Torrenge Engineering dated 05.19.2023. This approval is contingent upon the Plan Commission's approval of PC Docket No. 23-010 and any conditions that are part of that approval.

**Second:** Mr. Koultourides

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

**Findings of Fact:**

- a. **PC23-005 RXHST Munster, LLC requesting approval of an amendment to the Lake Business Center Planned Unit Development to revise the site signage plan for the Lake Business Center PUD at 9200 Calumet Avenue.**

**Motion:** Mr. Raffin moved to approve the Findings of Fact for PC Docket No.23-005 granting approval of an amendment to the Lake Business Center Planned Unit Development to revise the site signage plan for the Lake Business Center PUD at 9200 Calumet Avenue.

**Second:** Mr. Koultourides

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

- b. **PC23-008 Brian and Patrice Kamstra requesting approval of a preliminary plat of Kamstra's Addition to the Town of Munster consolidating two residential lots at 1550 and 1546 Park West Circle.**

**Motion:** Mr. Raffin moved to approve the Findings of Fact for PC Docket No.23-008 Brian and Patrice Kamstra granting approval of a preliminary plat of Kamstra's Addition to the Town of Munster consolidating two residential lots at 1550 and 1546 Park West Circle.

**Second:** Mr. Koultourides

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

**Additional Business/Items for Discussion:**

- a. **PC23-009 Brian J. and Patrice M. Kamstra requesting approval of a final plat for Kamstra's Addition, a minor subdivision consolidating two residential lots at 1550 and 1546 Park West Circle.**

Ms. Christianson recommended that the final plat be approved as presented.

**Motion:** Mr. Koultourides moved to approve PC Docket No.23-009 Brian J. and Patrice M. Kamstra granting approval of the final plat for Kamstra's Addition to the Town of Munster consolidating two residential lots at 1550 and 1546 Park West Circle as presented.

**Second:** Mr. Raffin

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

- b. **Request for clarification of Lake Business Center Ordinance No. 1602.**

Mr. Anderson explained that Meatheads restaurant went out of business. Ordinance No. 1602 specifically names the structure Meatheads and Noodles. The staff believes this is merely to identify the structure rather than to say the Town ordained, and made a condition of the PUD, that there shall be a ~~Meatheads restaurant~~ Meatballs restaurant. The staff did not want to take that administrative liberty. They are looking for an indication from the Plan Commission that it is an identifier.

**Motion:** Mr. Raffin moved to use the restaurant names as an identifier.

**Second:** Ms. Mellon

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries

**Next Meeting:** Mr. Baker announced that the next Regular Business Meeting will be July 11, 2023.

**Adjournment:**

**Motion:** Mr. Specht moved to adjourn.

**Second:** Ms. Mellon

**Vote:** Yes – 6 No – 0 Abstain – 0. Motion carries.

Meeting adjourned at 9:11pm



Chairman Bill Baker  
Plan Commission

7/11/23

Date of Approval



Executive Secretary Dustin Anderson  
Plan Commission

7/11/23

Date of Approval

*Jim DiTommaso*

