

**TOWN OF MUNSTER
PLAN COMMISSION
REGULAR MEETING MINUTES
TUESDAY, AUGUST 14, 2012, 7:30 PM
MAIN MEETING ROOM – TOWN HALL**

Call Meeting to Order - The meeting was called to order at approximately 7:30 p.m. by Mr. Stuart Friedman, Chairperson of the Plan Commission.

<u>Roll Call</u> -	<u>Members present:</u> William F. Baker John Edington Stuart J. Friedman Michael Mellon John Reed Joseph Simonetto	<u>Members absent:</u> Roland Raffin	<u>Staff present:</u> Clay Johnson Steve Kennedy
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Approval of Minutes – Mr. Edington made a motion to approve the June 12, 2012 meeting minutes as presented; Mr. Simonetto seconded the motion. The motion passed by a vote of 4 to 0.

Preliminary Hearing – PC 11-009 - Munster Christian Reformed Church, 214 Ridge Road – Petition to Rezone. Richard Kortenhoven, general contractor and member of the church addressed the Commission. Mr. Kortenhoven explained that the church would like to relocate their current parsonage and demolish an existing structure on their site in order to make space for a future recreational center. The parsonage would be moved from its current location and moved to a spot near the southeast corner of the lot. The church also sits on five (5) separate parcels that would be better served as a single lot. When these items were explained to the staff, they recommended a hearing in front of the Plan Commission for re-subdivision and rezoning to PUD.

Mr. Baker asked if the relocated curb cut had been reviewed by staff and if the cut met code. Mr. Johnson stated that he would have to check with the Building Department to be certain. Mr. Kortenhoven explained that the curb cut along Ridge had been moved to the east and narrowed to 36 feet in width.

Mr. Mellon questioned if the decorative lighting along Ridge was proposed to be removed or relocated. Mr. Kortenhoven said that he would check and submit a full lighting plan before the next hearing along with proposed elevations of the proposed buildings.

Mr. Simonetto asked when the applicant would like to start construction. Mr. Kortenhoven replied that he would like to begin on a rear carport immediately, but that the church does not have funds to complete the other projects at this time.

Discussion by the board questioned if there was a need to approve the proposed PUD because of the uncertainty in the construction timeframe. Mr. Kennedy suggested that the applicant may want to amend their request to include a rezoning and resubdivision of the lot as it currently exists, and at a later date, appear before the Plan Commission to amend the PUD.

Mr. Mellon moved to set this item for a public hearing and allowed the applicant to choose between which rezoning/resubdivision option they preferred with guidance from staff. Mr. Simonetto supported that motion. The motion carried 6-0.

Public Hearing – PC 11-005 – Lake Business Center, Request for subdivision approval for hotel parcel. Mike Ford, SEH Development and Mitch Simborg, Simborg Development, were present on behalf of the applicant. Mr. Ford explained that the parcel being subdivided was for the hotel portion of the Lake Business Center, located to the north of the warehousing units. The purpose of the subdivision was to allow the joint venture that has rights to the hotel to receive financing on the project. The zoning of the subdivision will not change and does not constitute a major change in the PUD in the opinion of the Town Attorney, Gene Feingold as expressed by Mr. Kennedy.

The subdivision of the hotel also amends the ingress/egress easement that bounds the subdivision to the south that runs east-west on the Lake Business Center property. The non-exclusive easement allows for traffic (including emergency vehicles) to move throughout the site. Truck traffic will be directed to the south entrance of the building and will enter the docks from the western (rear) side.

Mr. Reed asked if the hotel has moved from the previously approved PUD. Mr. Ford stated that it was moved to the east by about two hundred (200) feet.

Discussion ensued about other parcels that may be subdivided at a later date and the need to amend the Lake Business Center previously approved PUD.

Mr. Friedman opened the hearing to the public. With no one wishing to speak, the public hearing is closed. Questions arose about notification requirements by the applicant that may not be satisfactory. The Plan Commission agreed that an affidavit must be produced or re-notification must occur to ensure all property owners are informed.

Mr. Reed moved to continue this item to a special meeting on August 28th. Mr. Simonetto seconded the motion. The motion carried 5-0. Mr. Friedman abstained to avoid the appearance of a conflict of interest as Simborg Development is a client of his law firm.

Site Plan Review – NONE

Additional Items for Discussion

1. Hotel Landscape Plan – Lake Business Center – Mr. Simonetto moved to continue the hearing to the August 28th meeting. The motion was seconded by Mr. Reed. The motion carried 5-0, with Mr. Friedman abstaining.
2. Warehouse Façade Approval – Lake Business Center – Mr. Mellon moved to continue the hearing to the August 28th meeting. The motion was seconded by Mr. Reed. The motion carried 5-0, with Mr. Friedman abstaining.

Findings of Fact – NONE

Mr. Simonetto motioned to adjourn; Mr. Edington seconded the motion, and the meeting adjourned at approximately 10:00 PM.

The special meeting of the Plan Commission will take place on August 28, 2012 at 7:00 PM.

The next regular meeting of the Plan Commission will be held on September 11, 2012 at 7:30 PM.

Chairperson, Munster Plan Commission

Date