

MUNSTER PLAN COMMISSION
MINUTES OF REGULAR BUSINESS MEETING
Meeting Date: June 11, 2024

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

Call to Order: 7:44 pm by Vice President Raffin

Pledge of Allegiance

Members in Attendance:

Rachel Branagan
Joseph Hofferth
Jonathan Petersen
George Shinkan
Roland Raffin

Members Absent:

Bill Baker
Jennifer Johns

Staff Present:

Sergio Mendoza, Planning Director
David Wickland, Attorney
Jennifer Barclay, HWC Planner

Approval of Minutes:

a. May 14, 2024, Draft Minutes

Motion: Mr. Petersen moved approve the May 14, 2024, minutes.

Second: Mr. Shinkan

Vote: Yes – 5 No – 0 Abstain – 0. Motion carries

Preliminary Hearings: None

Public Hearings: None

Findings of Fact:

- a. PC24-005 PUD AMENDMENT:** Jay Lieser with Maple Leaf Crossing, LLC, representing Maple Leaf Crossing Development, was given a favorable recommendation to the Town Council to amend the Maple Leaf Crossing Planned Unit Development to modify the Signage Design Criteria of Lot 1, located at 9410 Calumet Avenue.

Motion: Mr. Petersen moved to approve the Findings of Fact for PC Docket No. 24-005.

Second: Mr. Shinkan

Vote: Yes –5 No – 0 Abstain – 0. Motion carries

Other Items/ Additional Items for Discussion:

a. PC24-006 Plan Commission Member Training Materials

Mr. Mendoza said that this is a file number that was assigned to the Plan Commission with regards to June 1st training. In that file, you will have the materials that were issued and the memos that led up to

the June 1st development training for the Board of Zoning, Plan Commission, elected officials, and staff. He wanted to memorialize those documents in that file.

Next Meeting: Mr. Raffin announced that the next Regular Business Meeting will be July 9, 2024.

Adjournment:

Motion: Mr. Shinkan moved to adjourn.

Second: Ms. Branagan

Vote: Yes – 5 No – 0 Abstain – 0. Motion carries.

Meeting adjourned at 7:55pm

Mr. Mendoza introduced Jennifer Barclay as our on call planner. He explained that she has been helping out with the staff reports and some of the administrative tasks of the Planning Director. He said his capacity has been limited temporarily. He has been focused on zoning updates and the Council acknowledged that additional capacity was needed. Ms. Barclay, attending on line, introduced herself. She said she works with HWC Engineering based out of Indianapolis but is actually on the other side of the state in Angola, IN. She has about 15 years in the public sector doing what Mr. Mendoza does. She said she is glad to work with him but is also glad she jumped over to the private side for now. Mr. Raffin welcomed her aboard.

President Bill Baker/Vice President Roland Raffin
Plan Commission

Date of Approval

Executive Secretary Sergio Mendoza
Plan Commission

Date of Approval