



**MEETING:** Site Review Committee  
**SUBJECT:** Maple Leaf Crossing-  
**ADDRESS:** Lot 7, 10350 Calumet  
Avenue

**LOCATION:** Main Meeting Room  
**DATE:** June 5, 2025

### PRELIMINARY SITE REVIEW – SRC25-011

**IN ATTENDANCE:**

**STAFF:**

Sergio Mendoza, Planning Director  
836.6995 – [smendoza@munster.org](mailto:smendoza@munster.org)  
Jim Marino, Town Manager  
836.6905 – [cjmarino@munster.org](mailto:cjmarino@munster.org)  
Dan Broelmann, Police Department  
836.6610 – [dbroelmann@munster.org](mailto:dbroelmann@munster.org)  
Robin Lawson, Water Billing  
836-6949 – [rlawson@munster.org](mailto:rlawson@munster.org)  
Mark Heintz, Parks and Recreation  
836.6925 – [mheinz@munster.org](mailto:mheinz@munster.org)  
Bob Valois, Public Works  
836-6975 – [rvalois@munster.org](mailto:rvalois@munster.org)  
Chris Spolnik, Public Works  
836.6972 – [spolnik@munster.org](mailto:spolnik@munster.org)  
Mark Hajduk, Fire Department  
836.6965 – [hajduk@munster.org](mailto:hajduk@munster.org)  
Mary Deering, Clerk's Office  
836-6941 – [mdeering@munster.org](mailto:mdeering@munster.org)  
836.6610 – [dbroelmann@munster.org](mailto:dbroelmann@munster.org)  
Glenn Rhodes, CD Inspector  
836-6997 – [grhodes@munster.org](mailto:grhodes@munster.org)

**PRESENTERS:**

David Beach -- [dbeach@eichhorn-law.com](mailto:dbeach@eichhorn-law.com)

The following is a summary of the discussion:

**OPENING:** The Site Review Committee convened to discuss the site review application for SPR25-011, which is the development of Maple Leaf Crossing; Mendoza stated that site review is not an approval. Rather, it is a preliminary discussion of the requirements and issues to be considered by the developer or owner. It is possible it will need to come back before site review or to seek other approvals aside from those discussed today. The Committee members introduced themselves. Mendoza acknowledged Dave Beach and said we received an email this afternoon that Jay Lieser would not be joining us but Mr. Beach would be. Mendoza made the submitted documents, the application and some plans, available on screen and invited Mr. Beach to present the project for the amendment to the PUD.

**EXPLANATION OF PROJECT:** Beach said this is dealing with Lot 7. He said the lot is unchanged; it was approved to be a three story, cigar bar and the developers for the cigar bar put the foundation in last fall. He said the developers got the bids for the project and it was going to be \$7 to \$8 million, which they felt it was just not feasible. They have the foundation in for Lot 7 and buildings 5 and 6 are well underway. Building 5 is essentially done and 6 will be done; each of those have 5 units in them. He said that based upon the response they've gotten for those 2 buildings, they think it makes sense to do another 5 units on Lot 7. Building 5 is going to be all medical and the interest they've had in building 6 is more than they have space (for). They have medical providers, dental, a golf simulator, Pilates, a bagel shop, a fast, casual Mexican, and a stationary store to name a few so instead of three stories, they are proposing a single-story; 5 units that will range from about 1000 square feet for each of the end units and 1500 square feet for the 3 middle units. They are looking for a mix of users, particularly some users that will be supportive of the professional and hotel users they have in place already. He said that is an overview and essentially this building would be the same footprint, but single-story instead of a three-story building.

#### **STAFF COMMENTS:**

**MENDOZA:** Mendoza referenced the building rendering and asked if this was the only building that would have an awning structure. Beach said the existing buildings have an awning but not one that is the size being is proposed. Mendoza noted they are proposing 5 units. Beach acknowledged and said the two end units are about 1000 square feet, plus or minus 10, and the three middle units are 1500 square feet, plus or minus 10, and the front will face north/northeast towards the hotel and the office building. The back of the building will face the railroad track and primarily be used for deliveries. Mendoza said the proposed project would require an amend the Maple Leaf PUD for Lot 7. Beach said he didn't know if the PUD needed to be amended since the lot is going to be the same. Mendoza said an amendment is required because Ordinance 1878 established standards and the change of use to Lot 7. Also, the exhibits in Ordinance 1908 support the site and landscape plans approved by the Town Council. He said proposed changes must be presented through the PUD Amendment process as well as bring any outstanding violations into compliance. Mendoza continued and said there are approved PUD Ordinances that are not in compliance and particularly cited the landscape plan and site plan that was approved as part of Ordinance 1803. He stated that he believes Jay Lieser was given a punch list of those items and this could be an opportunity to bring those items into compliance. Mendoza asked Mr. Beach if Mr. Lieser had shared that punch list with him. Beach said he is aware; they've had discussions that there were some outstanding items but he couldn't say what they are. Mendoza offered to share that list with him to use as a tool for their PUD Amendment request as an effort to bring that site into compliance. Mendoza said the change of use from multi-story, single use to potentially five different uses will raise some questions on the impact to traffic. He said they were not able to find a traffic study that was requested in the previous approvals. He asked Mr. Beach if they had one available. Beach said they did do a traffic study and that was part of their consideration in going to a single-story. He said they had a three-story restaurant which obviously has a higher parking demand than a single-story. He said they are talking about potentially having one restaurant there but they are looking at a fast casual concept. He said the traffic study they had showed that they were in compliance and that was approved at about 350 parking spots, but they want to make sure they don't have some of the concerns that other areas in the town have where people don't have a place to park.

Mendoza said that the punch list and ordinances will be forwarded for their review as they prepare a PUD Amendment. He asked Mr. Beach to share the traffic study that was performed so we may share with our engineers and a report can be presented to the Plan Commission as they can look at both the uses, hours of demand, and the standards for their recommendation to the Town Council. He said he believes the guidelines for that lot were established in Ordinance 1878 so they may want to cross reference that as part of the update to the PUD.

Mendoza said the other missing item for Lot 7 were referenced in Ordinance 1908, which is their landscape plan. He said Ordinance 1908, which identified the amendment to the PUD for Lot 7, has a different building footprint configuration than what was permitted, but earlier he stated that the foundation they propose to build on is already existing. Beach said the foundation is already there. Mendoza said so the proposed building is

not going to follow that same foundation that was approved for Lot 7 because the proposed does not match what's in the ordinance. Beach said the only difference with this footprint and Karma is the little bump out on the south side where they had a second story; there were footings to support it and open-air space underneath. He said now it will cover the same footprint but in just one story. Mendoza said we will share the ordinances that amended Lot 7 as well as other findings and previous requirements that are out of compliance so when they propose appropriate updates to the PUD and request to bring everything that's in violation back into compliance. Mendoza said he can assure them that what was approved in Exhibit B is not the same foundation footprint that is presented at today's Site Review Meeting.

Mendoza said our Building Commissioner could not attend the meeting, but he wanted to reiterate that when they are ready to move forward with this, they will need a state design release, a new permit application with digital plans, and all contractors registered as part of the permit process. The permit process will not occur until after the Plan Commission process which would include a favorable recommendation from the Plan Commission to the Town Council. Final decisions on amendments to PUDs are made by the Town Council.

**VALOIS:** Valois asked if the five individual units will have their own water service or combined. Beach said, he believes it will be a 1" water service for each.

**SPOLNIK:** Spolnik said there might be a restaurant going in and asked if there would be a grease trap. Beach said no.

**HEINTZ:** Heintz asked what it would look like. Beach said this is going to be a brick and glass building. Mendoza asked if it will be the same materials and design as the existing buildings there. Beach said they may not be identical but it's the same basic materials. Mendoza asked if the materials they're proposing comply with the standards that are identified in the PUD. Beach said it is going to be all brick and glass; nothing will be exposed but brick and glass that is in steel. Heintz asked if they were planning any green space, he saw trees, grass and flowers on the concept picture. Beach said there is a space for greenery on the backside. Heintz asked what landscape was planned around the footprint of the building and the trash enclosure. Beach said he did not know the landscape plan off the top of his head or what plants, in particular, are going to go in that space. Heintz said our codes should outline what is needed. Mendoza said the PUD standards that were adopted reference the town's landscape code, so they would just have to reference that and submit a new plan because the landscape plan that was submitted under Ordinance 1908 appears to have changed.

**LAWSON:** Lawson asked if they will have irrigation and if they are considering separate water meter units. Mendoza said if they have irrigation, the standards should be adopted as part of this PUD to reference the landscape ordinance back to the town code which requires irrigation. He said that is one of the punch list items that is missing; they don't have irrigation so that is something they might want to reference or identify as part of this amendment.

Mendoza asked Mr. Beach if he had any questions for the committee. Beach said no but he shared their timeline; they hope to have building 6 completed in the next month or two and they'd like to get going on building 7 and get the steel orders in. Mendoza asked if building 6 would be compliant under the current ordinance or was that be going to be under the proposed amendment to the PUD. Beach said it was his understanding that building 6 has already been approved and is 90% complete. Mendoza said there are still some outstanding items and some documents that need to be exchanged including the traffic study and the landscape plan. He said the next meeting of the Site Review Committee is June 19<sup>th</sup> and asked Mr. Beach if they could be ready to present updates by then. Beach said he needs to confirm with Jay (Lieser). He said he could be wrong but he thought they had submitted the traffic study as part of the original plan that was approved. Mendoza said they cannot find a record for that; they were looking for it. He said if they have it accessible, they can just resend it by the end of the day. Beach said okay. Mendoza said that they will resend the punch list and reference documents so they can start comparing where the deficiencies are within the PUD and how best to propose an amendment. Beach said okay. Mendoza said we'll send the minutes out, when available, for reference.

**ISSUES TO BE RESOLVED:**

Applicants to resend the traffic study  
Applicants to send Landscape plan  
Staff to send punch list items with outline of ordinance not in compliance  
Meet to compare punch list deficiencies and create a plan to amend them  
Resolve foundation footprint discrepancy  
Confirm a second review with Jay Lieser

**IF ADVANCED:**

Plan Commission PUD Amendment process  
Favorable recommendation by Plan Commission to Town Council  
Town Council approval of PUD amendment  
Plan Commission Development Plan approval process

**FOLLOWING TOWN COUNCIL APPROVAL:**

Construction Design Release  
Class 1 permit for commercial construction with all  
All contractors registered