

Sherwood Plan Commission Meeting Minutes

Monday August 5, 2024

1) *Chairperson Summers called the meeting to order at 6:30 with roll call:*

Present:

*Roger Kaas
David Miller
Kathy Salo
Scott Sheppard
Steve Summers
Tom Herrmann*

Absent:

Brad Schmidt

Others Present:

*Padrick Dunn, Administrator
Sadie Slotke, Clerk/Treasurer
Diane Wessel, Interim-Administrator (Virtual)*

2) Pledge of Allegiance—*Recited.*

3) Approval of the Agenda.

Salo moved to approve the agenda. Sheppard seconded. Motion carried without dissent.

4) Approval of Minutes: July 1.

Herrman moved to approve the minutes. Miller seconded. Motion carried 5-0-1 with Sheppard abstaining.

5) Citizen comments on agenda items.

Tony Genisot, W489 Robinhood Drive, will defer comments until item 8c. is up for discussion.

6) Officer's Report.

a. Plan Commission – Chair.

Chairperson Summers requested the 2025 budget discussion is on the September agenda. Herrmann requested a report showing historical spending for the last 3 years.

b. Zoning Administrator.—*None.*

7) Old Business:

a. *Ordinance #2024-07 Amending the Definition of a Subdivision in Chapter 24.*

Wessel explained the background of this item, that state statutes had been updated and Sherwood didn't update to follow, making Sherwood more restrictive. The Plan Commission would like the ordinance to follow state statutes.

Salo moved to recommend the proposed ordinance be approved by the Village Board. Miller seconded. Motion carried without dissent.

8) New Business:

- a. *Environmental Protection Agency—Brownfield Assessment Grant.*

Jason Pausma from Calumet County and Harris Byers from Stantec Environmental Engineering Consulting Firm were present to provide information about the Brownfield Assessment Grant Program. Calumet County Coalition received a million dollar grant. Municipalities can apply for funds to pay for market studies and/or revitalization planning on brownfield sites that may be used for future development. This grant is only for planning, not remediation.

After the presentation concluded, discussion ensued regarding what properties in Sherwood may benefit from this grant.

Herrmann moved to recommend that Village staff apply for funding of remediation and certification for W410 Veterans Avenue and N303 Military road as well as apply for funding for a downtown redevelopment plan update with a market study. Kaas seconded. Motion carried without dissent.

- b. *Ordinance #2024-08 Repealing Chapter 22-74 Noise.*

As previously discussed, noise regulation should be removed from the zoning chapter of Village Code of Ordinances. Wessel provided language for an ordinance amendment to eliminate noise regulation from Chapter 22.

Sheppard moved to recommend striking noise regulation from chapter 22. Kaas seconded. Motion carried without dissent.

- c. *Chapters 21 Shoreland-Wetland Zoning District and 22 Zoning Review.*

Wessel explained that during her time as interim-administrator, she noticed a lot of areas where the zoning code should be updated. She began a log of areas of concern to assist with a code audit/re-write.

Discussion continued about estimated cost of a zoning code audit and re-write. Herrmann mentioned Cedar Corp. can provide services at \$125/hour and will work with a “not to exceed” contract. Wessel said Sherwood needs a comprehensive zoning code update. It is hard to estimate the total cost, but a code audit would be cheaper way to evaluate the extent of update needed along with a price estimate to complete the updates. Wessel also mentioned that Planning/Zoning is a profession, and the code update should be completed by a professional, not village staff.

Tony Genisot of N489 Robinhood Drive voiced concern on the potential of rezoning the land he owns, which previously was a golf course and is zoned IR2. He noted that other properties that aren't adjacent to a golf course are also zoned IR2, and he doesn't want his property re-zoned. Wessel suggested adding this specific item to a future agenda.

d. *CSM #2024-05; Cottage Lane.*

Jesse Troestler was present to explain that due to the location of the Cottage Lane house on parcel 45654 has been hit numerous times by errant golf balls, causing damage to patio doors and siding. The homeowner would like to move the lot line 30' into the out lot so they can build a large berm and plant trees to protect the house.

Sheppard moved to recommend approval of CSM #2024-05. Salo seconded. Motion carried without dissent.

9) Adjourn.

Sheppard moved to adjourn at 7:45 pm. Salo seconded. Motion carried without dissent.

Respectfully submitted for review and approval by Sadie Slotke, Clerk/Treasurer.