

## **APPROVED MINUTES FOR THE VILLAGE OF SHOREWOOD HILLS PLAN COMMISSION**

The Tuesday, March 10, 2020 meeting of the Plan Commission was called to order at 7:00 pm by Chair Dave Benforado. Members present were: Mr. Benforado, Deb Remington, Jim Etmanczyk, Karl Wellensiek, Earl Munson, Brauna Hartzell and John Imes. Also present was Karl Frantz, Village Administrator, Matt Frater and Jason Valerius of MSA, and David Sykes, Administrative Services Manager/Deputy Clerk. Three guests were in the audience.

Mr. Frantz confirmed the meeting had been properly posted and noticed.

### **Public hearing on special exception permit concerning roof height and conditional use permit for a deck and stairway that would extend beyond the lake front setback line at 3334 Lake Mendota Drive**

Mr. Benforado called the public hearing to order at 7:02 pm. Dan Wanke of Michael F. Simon Builders reviewed the proposed remodeling project. The home has an existing flat roof. They would prefer a gabled roof for the interior height and to install insulation. The top of the roof extends above the 30' limit in the zoning code but it is on the side facing McKenna Park and should not impact any neighbors. In addition, they would like to install a raised deck from the main living space with stairs extending beyond the lake setback line. Their neighbors at 3330 Lake Mendota Drive submitted a letter of support indicating they felt the deck would not impact them. Even with the deck extending beyond the lake setback line, it is still 115' for the lake's ordinary high water mark. An existing deck at ground level is much larger and extends beyond the lake setback line and into the McKenna Park lot. The old deck will be removed including any portion that is not on their property.

Homeowners David Frances and Jackie Youde spoke about the remodeling plan. They want to maintain the original character of the home but update the interior with a plan that makes it livable for the long term. There is currently no insulation that makes that portion of the house difficult to use in the winter. A raised deck off the main living area would be more useable than the existing deck.

Ms. Hartzell asked about the slope of the lot. The grade of the lot slopes significantly from the front to the back of the house.

The public hearing was closed at 7:39 pm.

### **Plan Commission findings and action on special exception permit application for a roof height exception and conditional use permit application for a deck and stairway at 3334 Lake Mendota Drive**

Mr. Wellensiek felt the special exception for the roof height was inconsequential because it is below the full roof height of the existing home. Also, he is generally not in favor of anything protruding north of the lake setback line but in this case McKenna Park is on one side and the neighbors on the other side support the project.

Mr. Munson was concerned about the impact of this decision on future similarly proposed projects. Will the Zoning Board of Appeals (ZBA) use the Plan Commission's prior approvals as a precedent? Mr. Frantz explained that the ZBA has a different standard for approval and may be stricter than the Plan Commission has been. Each case is unique and does not set a precedent.

Mr. Wellensiek echoed Mr. Frantz comment that applications are considered on a case-by-case basis and do not set precedent.

Mr. Benforado indicated he was OK with the special exception for the roof height. With respect to the deck, he feels that homeowners should be able to enjoy their property within the Zoning

Code but they will be removing a non-conforming deck for a smaller less intrusive deck, so he supports the conditional use permit.

Mr. Etmanczyk moved and Mr. Imes seconded a motion to approve the special exception permit for a roof height exception and a conditional use permit for a deck and stairway extending beyond the lake setback line at 3334 Lake Mendota Drive.

The Commission members agreed to vote on these motions separately.

Vote on special exception permit for a roof height exception: Approved 7-0.

Vote on conditional use permit for a deck and stairway that extends beyond the lake setback line: Approved 5-2 (Mr. Munson, Ms. Remington voting no).

### **Initiate Comprehensive Plan update with MSA Professional Services**

Matt Frater and Jason Valerius, Planners with MSA, introduced themselves and reviewed their proposal to update the Village's Comprehensive Plan.

They will review the existing land use map and provide any needed adjustments/clarifications.

They discussed the timeline and work plan for the update process.

They discussed public input with community surveys. They suggested breaking up it up into two shorter surveys including specific elements of the Plan.

They discussed some optional features in the proposal and considerations related to the potential pandemic restrictions to allow for participation remotely.

They will distribute a stakeholders questionnaire to see where the Village has been and where it is headed in the next 10-20 years.

The Commission members answered some additional high-level questions that will help focus the Comprehensive Plan update.

Mr. Benforado recused himself at 9:45 pm and joined the audience.

Mr. Imes reminded the Commission that they previously established a joint meeting with the Village Board for a public hearing on the Garden Homes amendment to the Comprehensive Plan on April 14. However, that meeting would be during the lame duck timeframe. Therefore, the Board is considering an alternate date after Trustees take office on April 21, 2020. The Plan Commission members are not required to be at the public hearing.

Mr. Benforado rejoined the meeting at 9:49 pm.

### **Minutes: February 11, 2020**

Mr. Munson moved and Mr. Wellensiek seconded a motion to approve the February 11, 2020 minutes as proposed.

Vote: 7-0 approved.

### **Adjourn**

The meeting was adjourned at 9:49 pm.

Respectfully submitted,

David Sykes  
Administrative Services Manager/Deputy Clerk