

**VILLAGE OF LAKEVIEW
PLANNING COMMISSION MINUTES
APRIL 21, 2022**

Vice-Chairman Farrell called the Planning Commission Meeting to order at 6:30 P.M.

Members Present: Craig Farrell, Michelle McElhinny, Gary Padden, Emily Griffith, Chad Lincoln and Gail Dolbee.

Members Absent: Dave Lund and Ed Winter.

Also Present: Manager Dood and Melissa King

Guests: Doug Piggott

Agenda Approval: Griffith moved and Padden seconded to approve agenda as amended. One addition was made placing “Appointments” as item A. Motion carried.

Public Comments: None

Standing Items: Griffith moved and McElhinny seconded to approve the minutes from March 15, 2022 as presented. Motion carried.

BUSINESS

Appointments

Chad Lincoln and Craig Farrell were sworn in for a three-year term on the Planning Commission.

Technical Analysis Landscaping

TA-Landscaping starts with a purpose statement and an explanation of the information that is needed on the landscaping plan. A landscaping plan will be required if a site plan is required.

Landscaping will be required for buffer zones. Requirement will be on a case-by-case basis.

Landscaping for parking lots will be required if there are greater than 20 parking spaces.

We will require right-of-way landscaping to soften the look of a commercial or industrial development.

Tree Preservation will be an incentive to preserve trees/woodlots and will go toward there landscaping requirements for the site and plant specifications. Installation and Maintenance requirements follow best practice.

Compliance with an existing site will be required in the instance an expansion would affect a residential area.

The Planning Commission will have some discretion to modify or waive landscaping requirements rather than requiring a variance based on certain components.

Technical Analysis Signs

The Village would like the sign ordinance to be a part of the zoning ordinance not as a separate police ordinance.

A purpose statement will start the article followed with the definitions for the various types of signs.

“Off premise” signs will not be permitted.

General Provisions will include a substitution clause, a provision that verifies zoning regulations and clear vision requirements. Included in this section will be a list of signs not requiring permits and prohibited signs.

Currently our sign regulations are very minimal. We will review standard requirements that most communities use at the next meeting.

The zoning administrator will handle all sign permits.

Nonconformities, variances and enforcement will stand as presented.

General Requirements

These are the items that don't fit anywhere else.

This chapter also starts with a purpose statement and a provision on how to handle pending applications.

You are not allowed to reduce the size of one lot to increase the size of another if in doing so you are creating a nonconformity.

There are general exceptions regarding side yards and lot coverage. There are certain types of structures that don't have to meet minimum height requirements. Porches and terraces and architectural features are allowed to extend into the yards as long as they don't have a roof on them.

Lots that have water frontage will be handled at the next meeting.

Corner clearance shall have no obstruction to vision above a height of 30 inches from the established street grade. No lot shall be created unless the lot fronts a public street or highway.

Water and sewer connections are required per ordinance.

In the event a building is being moved and was nonconforming on the existing lot, it will need to meet compliance at new location.

Item 4.12 allows guests to reside in RV for one week, 4 times a year. Discussion took place on the limit of recreational vehicles in a driveway. There are different approaches to take for this issue. We will revisit this issue.

Manager Dood reiterated the importance of zoning. It is to protect everyone's property value. It helps maintain properties and protect everyone around you.

Non-required fences and walls lays out the location, height & design, materials, and construction. Discussion took place on whether a survey is needed or not. It was decided to not require a survey.

Screening and lighting will stand as presented.

Facade/Design Standards is for the C1 district as presented. This keeps everything in the downtown district historically appropriate.

Transformer and Mechanical Equipment screening is required.

Protection of Natural Features - The Village of Lakeview does have Wellhead Protection area. This will be added to the Site Plan Review Requirements.

Performance Standards are common standards dealing with smoke, dust, glare, fire and explosive hazards, noise, odor and hazardous substances.

Structure Completion will be regulated in our zoning ordinance.

Government Improvements and Razing of Buildings will remain as presented.

We will hit the high points again at the next meeting.

Lincoln moved and Dolbee seconded to adjourn at 8:29 PM. Motion carried.

Respectfully submitted,

Melissa King
Village Clerk