



**COMMISSION MEMBERS PRESENT:** D. Driver, J. Maier, J. Hewitt, J. Kis, R. Bhatia, T. VanBeckum, and F. Leonard.

**COMMISSION MEMBERS EXCUSED:** None

**STAFF:** S. Schultz, R. Palm

**1. Call to Order**

D. Driver called the Plan Commission meeting to order at 1:03 pm.

**2. Roll Call**

S. Schultz performed the roll call.

**3. Meeting Minutes**

**a. November 18, 2020**

R. Bhatia moved to approve the November 18, 2020 meeting minutes as presented. J. Hewitt seconded the motion. On voice vote, motion carried unanimously with one correction to item 1 to read D. Driver called the meeting to order.

**4. Old Business**

**a. None**

**5. New Business**

**a. International Drive (Zenner Farm) Certified Survey Map Application (CSM-19-20)**

S. Schultz provided detail of the applicant's plans to create a single 45.7779-acre lot for sale purposes. The applicant spoke. It was moved by J. Kis, seconded by J. Hewitt to approve subject to staff recommended conditions and also a provision that the CSM be updated prior to Village Board approval. On a voice vote, motion carried.

**b. Biannual Updates to Chapter 74 and Chapter 90 Permit Fee Schedules**

R. Palm provided a summary of proposed changes to the Community Development & Planning Fee Schedule to be implemented in 2021. Nancy Washburn spoke. It was moved by R. Bhatia, seconded by J. Hewitt to approve subject to staff recommended conditions. On a voice vote, motion carried unanimously.

**6. Commissioner & Staff Reports**

**a. Robin Palm, Planner II**

**i. 2020 Year End Permit Report**

R. Palm reported 37 Sign Applications, 19 Site Plans, 19 CSM Applications, 15 Zoning Request Letters, 3 Conditional Uses, and 3 Variance Requests.

**b. Samuel Schultz, Community Development Director**

**i. 2020 Strategic Goals Report**

S. Schultz reported 10 goals of the Strategic Plan have been completed in 2020.

**ii. 2021 Strategic Goals Report**

S. Schultz outline which 6 goals will be focused on in 2021.

**iii. 2020 Housing Affordability Analysis**

S. Schultz gave an update regarding the cost reductions options of the affordability analysis.

**7. Adjournment**

It was moved by J. Hewitt, seconded by J. Kis to adjourn the Plan Commission meeting at 2:13 pm. On a voice vote, motion carried.



**Plan Commission  
Meeting Minutes**

**Meeting of: December 16, 2020**