

**JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES**  
**MONDAY, NOVEMBER 21, 2022**  
**7:00 PM**  
**BOARD ROOM**  
**MUNICIPAL BUILDING, 210 COTTONWOOD AVE.**

Present: Jeff Bierman, Jeff Pfannerstill, Chip Schneeberger, Ann Wallschlager, Tim Hallquist, and David DeCourcy-Bower

Excused: Dino Xykis

Others Present: Troy Mleziva, Ben Nelson and Deputy Clerk Bushey.

Call to Order- 7:00 pm

Roll Call taken.

Public Comments: Please be advised the Joint Architectural Board/Plan Commission will receive comments from the public related to any item(s) on the agenda for a three-minute time period per person, with time extensions per the Chairman's discretion.

The following comments were made:

- Nancy Nutterly 207 W. Capitol Dr – concerned about conceptual development on 221 Cottonwood. Stated the project is too big for the lot. Concerned about traffic, noise, property value dropping and will have a big impact on her life.

**1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from Oct. 17, 2022.**

Motion (Wallschlager/Hallquist) to approve the minutes for the October 17, 2022, meeting. Carried (6-0).

**2. Architectural Board review and consideration of an application for signage for Brookline Branch Group, 112 E. Capitol Drive.**

Representative for Brookline Branch Group said they are basically removing the BMO sign and creating a multi-use sign. He said they have split the space into 2 offices. Wallschlager asked if the color of the sign is and it was stated the color will be bronze and not red. DeCourcy-Bower commented on the spelling on the sign.

Motion (Hallquist/Wallschlager) to approve the sign application for Brookline Branch Group, 112. E. Capitol Drive. Carried (6-0).

**3. Discussion and consideration of a conceptual plan for development of a convenience store located on Hwy 83 and Vettleon Road.**

Troy Mleziva Director of Real Estate of Kwik Trip was present to explain the concept. He explained Kwik Trip had bought the Stop N Go property in the downtown area, operated it for about a year and felt a better investor could operate something there than what they could offer so they sold it. He said the proposal is to build a Kwik Trip store on the property at Hwy 83 and Vettleon Rd that the DOT put on

the market. He said their plan is to bring it back on the tax rolls and development. He said the plan is to bring the grade down on the 5-acre parcel and have 2 access points both off Capitol. He said the plan is to have northern drive align with the current street that services between the apartments and the former pit. He said the southern access would be further south on E. Capitol. Mr. Mleziva said between those to access point would be a convenience store and a 2-car carwash combined into 1 building. He said it will be approx. 12,000 sq feet. He said there will be a gas canopy and a side gas canopy for contractors, tractor trailers and longer vehicles. He said there will be parking on 2 facades of the building, a loading zone and parking for those larger vehicles. He said with the overall plan there would be full new landscaping, curb and gutter throughout the site, a storm water plan and connection to the Villages utility system. He said there will be hiring 30-40 people to staff the store and it will be approximately a 2.5 million investment. He said they will be providing the services Kwik Trip is known for fresh groceries, hot food, beverages, dairy and breakfast items.

Village manager Bailey reminded everyone this is a concept review. Wallschlager asked if there was a drawing of the actual road that shows where the 2 access points are. Hallquist asked if this would conflict with the agreement, they have with the 83 corridor. Pfannerstill said there are some things that will have to be looked into but that is further down the road, and this will be going to the Village Board. Bailey asked generally speaking what type of timeline they are looking at. Mr. Mleziva said doing the entitlement as they get into the spring and some type of work next year and starting the spring of 2024 and open mid-year of 2024.

DeCourcy-Bower said according to the comp plan the piece of property is shown as a utility piece of property and said to him is a gas station like a utility for the community, he said he didn't know. He went on to say that the uses of this particular piece of property and where it is located makes good sense. He said if it fits within that sort of intent of the comp plan then they won't have to go through an amendment type process. DeCourcy-Bower said currently that property is shown as utility, and he is a little fuzzy on what that means but it is something to note. He said it makes sense, it is near a highway, there isn't any residential nearby and it is easy access off of Hwy 83. He said the only question he has is, to maybe explore in the future, is traffic on Capitol and management of traffic flow and what that is going to look like; there could be a lot of cars coming in and do we need to control some of the traffic inflow and outflow but that's details to be worked out. He but the use or reuse of the property looks good from his perspective. Pfannerstill said he thinks the property being utility there were several things that were looked at like trains station, park and ride or something like that and he thinks that is how it ended up being utility. Pfannerstill said the next step is for this to go to the Village Board regardless so everyone can see it.

#### **4. Discussion and consideration of a conceptual plan for development of a multi-use building at 221 Cottonwood Ave.**

Pfannerstill said everyone was notified that people putting in the project felt it would be hard to get the community by them for what they were hoping for, so they asked to be pulled off the agenda. Bailey said earlier today they withdrew their conceptual and they will resubmit something at a later date.

Motion (Pfannerstill/Hallquist) to move past this item due to the fact the application was rescinded by the applicant. Carried (6-0).

**5. Plan Commission review and consideration of a land division for Longmeadow Development, LLC to define future Hwy KE alignment.**

Jim Siepman was present and briefly explained the CSM for the 40 acres and there was some concern of getting easements through it for public trails along Hwy K, for getting water through it, a well site and eventually Hwy K going through it in the future. He said since these issues were still brewing on the surface and since they have no plans at this time for it at this time, to just get the CSM done so it gets a lot of things done for the Village and them. Pfannerstill asked him to touch on a few things in there. Siepman explained that the Village owns the well site, but he said a few things were out whack getting easements to it until such time as we develop it and they have gotten through straightened away with Ruckert and Mielke with Ryan Amtmann. He said the easements along Winkleman Drive as it goes on the west side, they needed to be clarified. He said the easement along K needed to be clarified and they are doing the dedication for both Winkleman Road and K for what they need to dedicate today and dedicate the future KE extension. He said some of you have been out on the site and some have had to live through some of the construction out there. He said they have an access off of Winkleman to the west, which is all done, the water crossing is all done, the passing lanes are in and the striping is incomplete yet. He said there is a bypass road at K at Winkelman Road. He said that was not required that they develop that bypass, but he said when they did the traffic study in that study it was said a bypass was needed, so they went to the County and did a cooperative with them paying for half of the bypass with the County. He said that the Windrush sign has been knocked down multiple times from cars leaving that site and it was just a dangerous intersection. He said also 2 trees were taken down better vision site and rumble strips were put in.

Hallquist asked about the bypass lane and why didn't they just fulfill the whole lane and Siepman said that was designed by the County and it was built to their specs. Wallschlager asked if we are approving this map or our we are approving where the road is going to go. Bailey said all Siepman is trying to do on the CSM is show where the County has said where our lot is in the separation of the 2 sides on the other side of Winkleman, so if they ever decide to develop either side there is no question that this was sent to the county and dedicated. He said this right now fine tunes what the County has stated about where it will be.

Siepman said there has been a lot of engineering on this both on our end, the Village's, and the County's. He said you look at the well site, that was impacted by the future road coming from the west. What we could do with these 2 sites in the future, all that was taken into account plus they have certain speed limits they want to be able to keep so the curves were designed by them. He said we submitted to the Village staff and the County for input before they ever submitted for official approval. He said everyone has had input before we submitted it.

Bailey said the next step from here if the Plan Commission is ok with it, would be to move it up to the Village Board for approval.

DeCourcy-Bower said he thinks it is good to get it down on paper and established. He said his only comment was that there was a specific notation in there about a 12 ft wide easement for some sort of pedestrian access on the south end of the property. He said when and if it ever gets developed that the comp plan shows an additional trails within the property so he wants to make it clear that this isn't at least from his perspective the final easement for this development it could involve trails in other areas of

the property. Siepmann said you are correct and the only reason it is on here is when we did the PUD for sandhill we agreed to put it on here and we totally understand the Village trail program.

Motion (DeCourcy-Bower/ Schneeberger) to move this forward to the Village Board and recommend approval. Carried (6-0).

**6. Announcements-**

None.

**7. Adjourn**

Motion (Schneeberger/Wallschlager) to adjourn. Carried (6-0).

Adjourned at 7:31 pm.

Respectfully submitted by

Recording Secretary,  
Deidre Bush y, Deputy Clerk