

**VILLAGE OF THIENSVILLE
PLAN COMMISSION
MINUTES**

DATE: Tuesday, July 13, 2021

LOCATION: Village of Thiensville
Fire Department Training Room
250 Elm Street

TIME: 6:00 PM

I. CALL TO ORDER

Chair Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

Chair:	Van Mobley	
Commissioners:	Douglas Chimenti	Carol Gengler
	Mike Dyer	Sarah Hughes
	Rick Gattoni (excused)	Ken Kucharski
Planner:	Jon Censky	
Director of Community Services/Public Works:	Andy LaFond	

III. CITIZENS TO BE HEARD

Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you **must** pre-register by emailing the Village Clerk at alanglois@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

Deborah Michalski - 111 Ellenbecker Road: Ms. Michalski noted the minutes from the November 2020 Committee of the Whole meeting state that Ellenbecker Road needs repair due to recent construction; this will be a mill-and-overlay project within a year. Ms. Michalski stated that she was told the work would occur in the next three years. Construction and parking from the cheel have put wear and tear on the street and provided photos of the road and potholes. Another reason the roads are bad is because it is a no-thru-street and there is nowhere to turn around.

Chair Mobley thanked Ms. Michalski for bringing the issue to his attention and encouraged her to attend the budget workshop in October.

Ms. Michalski mentioned drainage in the backyards that abut the new development on Orchard Street and hopes steps are taken so runoff does not flow into the yards of homes on Ellenbecker Road.

Commissioner Chimenti shared that when he was campaigning, the condition of the road was the top concern he heard from residents on Ellenbecker Road.

IV. BUSINESS

All applicants or their contractors must be present for any approvals.

- A. Approval of Minutes
1. June 8, 2021

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Dyer to approve the June 8, 2021, Minutes. **MOTION CARRIED UNANIMOUSLY.**

Item F. was taken up first.

- B. Review and action regarding 30' x 40' Temporary Tent, Shully's Across the Street, Scott and Beth Shully, 143 Green Bay Road

Scott Shully was in attendance. The Shully's are seeking permission for a tent to be put at the back end of Shully's Across the Street, 143 Green Bay Road. Plans are to keep the tent up until the end of October or early November.

Planner Censky noted that tents and similar requests had been approved at the staff level for the past year due to COVID. Starting next year, they will be processed as a Conditional Use which will require a public hearing. Commissioner Chimenti noted that an October 31, 2021 deadline was set for removal of the tents at Glaze and Daily Taco.

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Dyer to approve 30' x 40' Temporary Tent, Shully's Across the Street, Scott and Beth Shully, 143 Green Bay Road, to be Removed by October 31, 2021. **MOTION CARRIED UNANIMOUSLY.**

- C. Review and action regarding Pole Sign, Cousins Subs, John Stewart, 253 North Main Street

John Stewart, Cousins Subs, 253 North Main Street, is seeking approval for a new street sign. The sign will be lowered to comply with the Sign Code. Cousins' corporate office had asked if the sign could be back-lit. Planner Censky stated that having the face back-lit complies with the Sign Code if the background is opaque or dark and also confirmed that the sign complies with the Sign Code.

Commissioner Hughes was under the impression there was going to be a broader discussion with the property owner about making the entire area look nicer. Director LaFond shared that the Village Board saw a presentation at its June 2021 meeting with landscape designs and renderings for the Tax Incremental District. This includes greening of the area and creating a small plaza on the corner. Some of this is on private property and would take the cooperation of the owner. Commissioner Kucharski noted a more immediate step would be for the property owner to trim some of the bushes on the property. Mr. Stewart noted such a step could occur after the sign is installed.

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Dyer to approve Pole Sign, Cousins Subs, John Stewart, 253 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

Plan Commission Minutes

July 13, 2021

Page three of four

D. Review and action regarding New Single-Family Home, Lot 4, Orchard Street, Hillcrest Builders

Fred Bersch was in attendance representing Bonnilake Orchard Street and Hillcrest Builders and presented plans for a new spec house on Lot 4, Orchard Street. This will be the sixth of ten planned new homes on the Orchard Street site.

Mr. Bersch indicated that the developer is allowing full customization, and home buyers can choose paint colors. Commissioner Gengler inquired about landscaping in the back yards. Mr. Bersch shared the transition house is on Lot 6; everything above that will have no exposure. There will be full exposure on the lots closer to the church.

Chair Mobley inquired about drainage in the back toward the properties on Ellenbecker Road. Mr. Bersch noted there is significantly less impervious area than previously on the site with the school building. The water was collected through the storm sewer system which has been retained for the homes. This was televised to ensure that it was in good long-term condition.

At their request, the developers left in a sliver of asphalt behind the shed on the Michalski property. There is no water that drains from the Orchard Street development to the east. There also is wood-chip mulch along the east property line. There is a significant grade differential. There is more than adequate storm sewer drainage according to Mr. Bersch. Director LaFond added that the temporary erosion control and permanent drainage plan were approved by the Village engineer. When the site is completed, the inspector will compare the site conditions with the permanent plan. This will occur at the final close-out after grading all of the lots.

John Grau was in attendance. Mr. Grau is building a home on Lot 10 of the Orchard Street development. The proposed house on Lot 4 is going to be 14½ inches higher than the home now being built next door to it and stated the change in elevation is going to deprive homes of fill on the lower end of the project.

Planner Censky noted that from a zoning standpoint, the homes meet the height limitations and setbacks.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Dyer to approve New Single-Family Home, Lot 4, Orchard Street, Hillcrest Builders. **MOTION CARRIED UNANIMOUSLY.**

E. Review and action regarding Architectural Changes, Addition of Vestibule, Windows, Dog-Run, Parking, Landscaping, NVA Thiensville, Thiensville-Mequon Small Animal Clinic, Pete Schneider, 425 North Main Street

Mr. Schneider's firm has been working with the Thiensville-Mequon Small Animal Clinic since the summer of 2020 on this project. The clinic engaged the firm to look at options for a building that has been added onto multiple times. One motivation for the project is to adapt the building to changing business needs i.e. the business no longer offers boarding. The new entry/reception area will be on the south side where grooming facilities had been. A need for additional parking also is being addressed as well as enhanced landscaping and lighting.

Planner Censky stated that the exterior changes are cosmetic and improve the look of the building's exterior. The back parking lot is changing to a one-way traffic pattern and all proposed changes comply with zoning.

Plan Commission Minutes
July 13, 2021
Page four of four

Commissioner Gengler inquired about the dog run. This will be in the back with artificial grass specially designed for this purpose.

Assistant Fire Chief Joel Deutsch was in attendance and noted there will be fire alarm implications related to the project. Mr. Schneider stated they have not completed their full code compliance review. Mr. Schneider obtained contact information for Assistant Chief Deutsch so plans can be shown to him before they are submitted to the state.

MOTION by Commissioner Hughes, **SECONDED** by Commissioner Gengler to approve Architectural Changes, Addition of Vestibule, Windows, Dog-Run, Parking, Landscaping, NVA Thiensville, Thiensville-Mequon Small Animal Clinic, Pete Schneider, 425 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

F. Review and action regarding Shed, Maxwell Udell, 200 Madero Drive

Maxwell Udell, 200 Madero Drive presented plans for a shed. The shed is a 7.5' x 7.5' plastic shed with a floor purchased from Costco. The shed will be placed 3' from the lot line. The shed is gray in color and will be erected on concrete blocks with wood framing.

Planner Censky noted the shed is fully compliant with Village Code.

MOTION by Commissioner Chimenti, **SECONDED** by Commissioner Kucharski to approve Shed, Maxwell Udell, 200 Madero Drive. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

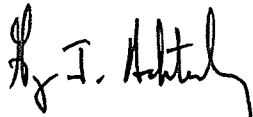
The staff report was presented by Director LaFond.

Commissioner Hughes expressed concerns regarding arbor vitae along the sidewalk on Green Bay Road, use of tape on sidewalks, uniform street signs, tree maintenance and the status of the development at Green Bay Road and Riverview Drive. Chair Mobley discussed the need to have garbage cans and recycling bins removed from public view. Commissioner Kucharski discussed yard signs. He noted a resident contacted him with concerns about the number in the Village. Director LaFond noted there is an ordinance that covers the timely removal of political signs after an election. Commissioner Gengler inquired about plans for the Jenior Tire Property. Director LaFond reported he has heard the property has been purchased by Boucher Automotive and added that activity with the property had been held up due to environmental issues.

VI. ADJOURNMENT

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Hughes to adjourn the Meeting at 6:58 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



Gary Achterberg
Administrative Assistant

Approved by,



Amy L. Langlois
Village Clerk/Deputy Treasurer

TERRY LEONARDELLI SHED

To: Village of Thiensville, Plan Commission

Prepared by: Jon Censky, Village Planner

Date: August 10, 2021

General Information

Applicant:	Terry and Patty Leonardelli
Status of Applicant:	Owner
Requested Action:	Backyard Shed
Zoning	R-1 Single Family Residential District
Proposed Zoning:	No Change
Location:	217 Luisita Road
Land Use Plan Designation:	Residential
Existing Land Use:	Single Family

Report:

The applicant is requesting approval of a backyard shed to be located at the southwest corner of their backyard, 10' from the south property line and 5' from the west line. The shed will measure 10' x 10' for 100 square feet in size and will stand 6' feet tall. This will be a wood shed painted to match the color of their home and will be covered with Autumn Brown asphalt shingles. The front side of the shed will include a double set of brown hinged doors.

As Commissioners are aware **Section 17.0603. E.** of the zoning code states: **Accessory structures, such as garden or utility sheds, shall be placed or erected in the rear yard provided, cannot exceed 150 square feet and shall not be closer than 5 feet to the principal structure, shall not exceed 12 feet in height and shall be located no closer than 3 feet to any property line.**

Staff Comments:

Staff's review indicates full compliance with the R-1 requirements and, therefore, approval is recommended subject to the following:

- The applicant securing a building permit prior to construction.



Village of Thiensville

Plan Commission Application

Property Address: 217 Luisita Rd., Thiensville WI 53092

Tax Key # 120700309000

Current Zoning

Property Owner

Applicant ☒ Same as owner

Name Perry/Patty Leonardelli

Name

Address 217 Luisita Rd

Address

Phone 262-242-0945

Phone

Email address tdelli123@hotmail.com

Email address

Project description

Please describe your project in detail. Include details about height and dimensions, color, materials used and setbacks from the street and property lines. Provide any information that you believe will assist staff in reviewing and approving your request.

Storage Shed, to BE constructed
in back yard Southwest corner.
10ft x 10ft (Dimensions provided)
wood shed see

Patty Leonardelli
Applicant's Signature

7/22/21
Date

A complete application along with the appropriate fees shall be submitted by the deadline stated on the meeting schedule to the Village Clerk. In order for an application to be considered complete, the application shall include the required number of site plans/maps, and all of the necessary supporting information as indicated on the Project Review Checklist. The applicant is responsible to pay planner charges after a first half hour of planner time. Owner, architect, builder or owner's representative must attend the Plan Commission meeting for action to be taken. Work cannot begin until Plan Commission approval and paid and approved building permit.

Planner Fee Schedule: The Village provides the first half hour of the Village Planner's services. Any additional plan review time is billed at \$50.00/hr

Application Checklist: *Two Paper Copies and an electronic copy with files in PDF format (plan size 11X17) must be submitted for all applicable items below for planner review and the Plan Commission packet.*

- ☐ Submit scaled site plan with proposed location and setbacks with accurate dimensions indicating the property size, its relationship to surrounding properties, existing topography, key natural features and show the location of all existing and proposed:

A. Structures, showing all entrances	K. Dumpster location and screening
B. Driveways & street access	L. Location, color, message, dimensions and materials of all signs
C. Parking areas	M. Location, size and character of dedicated or private open space
D. Walkways	N. Location of sanitary sewer, storm sewer, water mains and services and storm water detention facilities
E. Existing landscaping	O. Floor plan of building or addition
F. Abutting public and private streets	
G. Public easements	
H. Surrounding land uses and zoning	
I. Retaining walls	
J. Decorative accessories	

- ☐ Storm water management plan.
- ☐ Completed building permit application (including two full size plan sets with state stamp for commercial and multi-family).
- ☐ Grading plan showing existing and finished grades.
- ☐ Professionally prepared landscape plan.
- ☐ Lighting plan; photometric plan, type of fixtures, wattage and location and height of lighting structures.
- ☐ Topographic data or pertinent grade elevations, if necessary, for proper remodeling of existing buildings showing finished exterior treatment.
- ☐ Colored elevations of proposed buildings, structures and fencing, or of proposed remodeling of existing buildings, showing finished exterior treatment and a listing of building materials.

Is property in Thiensville's Historic District? ☐ Yes ☒ No

If yes, you must apply for a Certificate of Appropriateness with the Historic Preservation Commission. Complete the COA application. Attendance at HPC meeting is required

***All Commercial and Multi-Family projects including any change of occupancy, change of use, or construction/alteration must be submitted to the Thiensville Fire Department for review, approval, and inspections.**

=====

VILLAGE STAFF REVIEW

☒ Application Complete. Items needed: _____

Submitted to Village Planner on 7/23/21 Planner Staff Report Completed on 8/4/21

Plan Commission Meeting Date 8/10/21

☒ Historic Preservation Approval (if needed) on n/a

ADDITIONAL REMARKS/CONDITIONS:

A. Dangleis
Village Staff

Village Clerk
Title

7/23/2021
Date

262-346-4577 SAFEbuilt.		WI UNIFORM PERMIT APPLICATION hartfordinspections@safebuilt.com Inspections need to be called in by 4 pm for next business day inspections.				PERMIT NO. TAXKEY# 120700309001	
ISSUING MUNICIPALITY		☐ TOWN ☒ VILLAGE ☐ CITY OF <u>Thiensville</u> COUNTY: <u>Ozaukee</u>		PROJECT LOCATION (Building Address) <u>217 Luisita Road</u>		PROJECT DESCRIPTION <u>Shed</u>	
Owner's Name <u>Terry Leonardelli</u>		Mailing Address - Include City & Zip <u>217 Luisita Rd Thiensville 53092</u>		Telephone - Include Area Code <u>414 429 0945</u>		☐ COMMERCIAL ☒ ONE & TWO FAMILY	
Construction Contractor (DC Lic No.) <u>Homeowner</u>		Dwelling Contractor Qualifier shall be an owner, CEO, COB, or employee of Dwelling Contractor		Telephone - Include Area Code			
Plumbing Contractor (Lic No.)		Mailing Address - Include City & Zip		Telephone - Include Area Code			
Electrical Contractor (Lic No.)		Mailing Address - Include City & Zip		Telephone - Include Area Code			
HVAC Contractor (Lic No.)		Mailing Address - Include City & Zip		Telephone - Include Area Code			
PROJECT INFORMATION		Subdivision Name <u>BLK 3 RIO VISTA</u>		Lot No. <u>682/17</u>		Block No. <u>9</u>	
Zoning District		Lot Area Sq. Ft.		N.S.E.W. Front <u>130.99'</u> Ft.		Rear <u>126.71'</u> Ft.	
1a. PROJECT		3. TYPE		6. STORIES		9. HVAC EQUIPMENT	
☐ New ☐ Addition ☐ Raze ☐ Alteration ☐ Repair ☐ Move ☒ Other <u>Shed 10'x10'</u>		☒ Single Family ☐ Two Family ☐ Multi ☐ Commercial		☒ 1-Story ☐ 2-Story ☐ Other		☒ Forced Air Furnace ☐ Radiant Baseboard or Panel ☐ Heat Pump ☐ Boiler ☒ Central Air Conditioning ☐ Other	
1b. GARAGE		4. CONST. TYPE		7. FOUNDATION		10. PLUMBING	
☒ Attached ☐ Detached		☐ Site Constructed ☐ Mfd. UDC ☐ Mfd. HUD		☐ Concrete ☒ Masonry ☐ Treated Wood ☐ ICF ☐ Other		Sewer ☒ Municipal ☐ Septic No.	
2. AREA		5. ELECTRICAL		8. USE		11. WATER	
Basement _____ Sq. Ft. Living Area _____ Sq. Ft. Garage _____ Sq. Ft. Other _____ Sq. Ft. TOTAL _____		Entrance Panel Size: _____ amp Service: _____ New _____ Rewire Phase _____ Volts _____ Underground _____ Overhead Power Company:		☐ Seasonal ☐ Permanent ☐ Other		☐ Municipal Utility ☒ Private On-Site Well	
						12. ENERGY SOURCE	
						Fuel Nat. L.P. Oil Elec. Solid Solar Gas * Space Htg ☒ ☐ ☐ ☐ ☐ ☐ Water Htg ☐ ☐ ☐ ☒ ☐ ☐	
						* ☐ Dwelling unit will have 3 kilowatt or more installed electric space heater equipment capacity.	
						13. HEAT LOSS (Calculated)	
						Total _____ BTU/HR	
						14. ESTIMATED COST	
						\$ <u>2,400</u> Deliv. Home owner	
I understand that I: am subject to all applicable codes, laws, statutes and ordinances, including those described on the Notice to Permit Applicants form; am subject to any conditions of this permit; understand that the issuance of this permit creates no legal liability, express or implied, on the state or municipality; and certify that all the above information is accurate. If one acre or more of soil will be disturbed, I understand that this project is subject to ch. NR 151 regarding additional erosion control and stormwater management and the owner shall sign the statement on the Notice to Permit Applicants form. I expressly grant the building inspector, or the inspector's authorized agent, permission to enter the premises for which this permit is sought at all reasonable hours and for any proper purpose to inspect the work which is being done. ☒ I vouch that I am or will be an owner-occupant of this dwelling for which I am applying for an erosion control or construction permit without a Dwelling Contractor Certification and have read the cautionary statement regarding contractor responsibility on the Notice to Permit Applicants form.							
APPLICANT (PRINT): <u>TERRY LEONARDELLI</u> SIGN: <u>Terry Leonardelli</u> DATE: <u>7-23-21</u>							
APPROVAL CONDITIONS This permit is issued pursuant to the attached conditions. Failure to comply may result in suspension or revocation of this permit or other penalty. Owner/Builder solely responsible for compliance with all applicable State & Local Building and Zoning codes.							
INSPECTIONS NEEDED Building ☐ Footing ☐ Foundation ☐ Rough ☐ Insulation ☐ Bsmt. F.I. ☐ Final Electric ☐ Rough ☐ Service ☐ Final Plumbing ☐ Rough ☐ Underfloor ☐ Final HVAC ☐ Rough ☐ Final							
FEES:		PERMIT(S) ISSUED		SEAL NO. _____ Municipality No. _____			
Building Fee _____ Zoning Fee _____ WI Seal _____ Electric Fee _____ Plumbing Fee _____ HVAC Fee _____ Adm. Fee _____ Other _____ Total _____		Bldg. # At top of form Zoning # _____ Elec. # _____ Plmb. # _____ HVAC # _____		RECEIPT CK # _____ Amount \$ _____ Date _____ From _____ Rec By. _____		PERMIT EXPIRATION: Permit expires two years from date issued unless municipal ordinance is more restrictive.	
						PERMIT ISSUED BY MUNICIPAL AGENT: Name _____ Date _____ Certification No. _____	

5' From Lot Line

5' From Lot Line

2

126.77'

136.39'

2-0-10-03-09-000

120.99'

217

9



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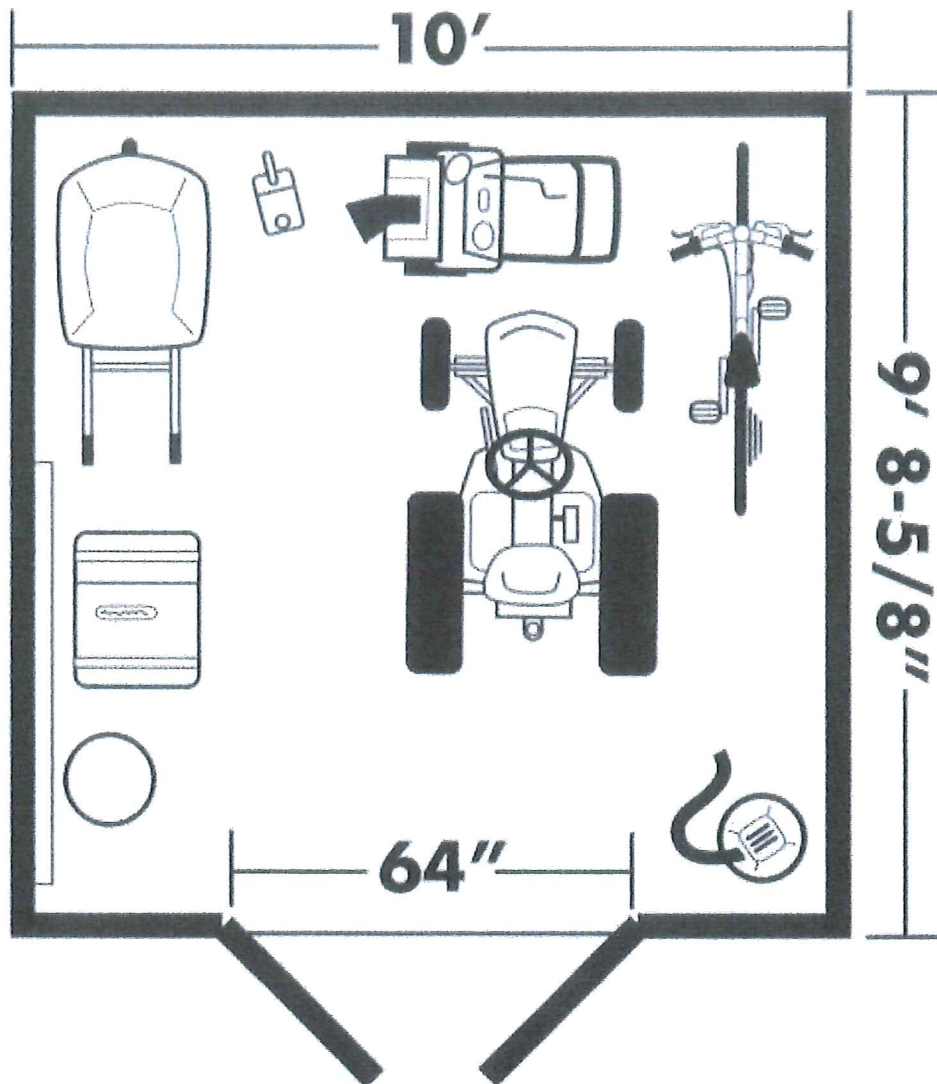
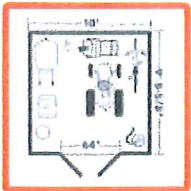
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Feedback

Top Rated

Installed Princeton 10 ft. x 10 ft. Wood Storage Shed with Autumn Brown Shingles

408

Door Opening Width (In.)	64
Exact Width x Depth	10 ft 9 in x 10 ft 4 in
Sidewall Height (in.)	72

Details

Assembly Required	No
Capacity (cu. ft.) - Total	688
Color Family	Multi
Door Type	Double
Features	Door Latch, Double Door, Lockable Door
Floor Options	With Floor and Runners
Foundation	Foundation Not Included
Included	Floor, Shingles
Manufacturers Recommended Assembly Time (hours)	0
Manufacturers Recommended Tools needed for Assembly	None
Maximum Roof Load	30
Maximum Wind Resistance	110
Number of People Recommended by Manufacturer to Assemble	0
Number of Windows	0
Product Weight (lb.)	921 lb
Returnable	Non-Returnable
Roof Color Family	Brown
Roof Material	Shingle
Roof Material	Asphalt
Roof Pitch	4/12

Block



	t. x 10 ft. Wood Storage e Shed with Driftwood Shingles	10 ft. x 10 ft. Wood Storage Shed with Autumn Brown Shin gles	ries Tall Ranch 8 ft. x 1 0 ft. x 8 ft. 6 in. Painte d Wood Storage Buildi ng Shed and Sidewall Door	t. Wood Storage She Kit
Price	\$2199⁰⁰	\$2249 ⁰⁰	\$3899⁰⁰	\$4299⁰⁰
Ratings	★★★★★ (596)	★★★★★ (596)	★★★★★ (30)	★★★★★ (10)
Floor Options				
Features				
Roof Shape				
Approximate Depth (ft.)				
	View Product	View Product	View Product	View Product

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Feedback

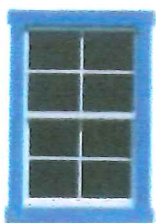
Specifications

Dimensions

Approximate Depth (ft.)	10
Approximate Width (ft.)	11
Assembled Depth (in.)	124.00 in
Assembled Height (in.)	98.5 in
Assembled Width (in.)	129 in
Coverage Area (sq. ft.)	100
Door Opening Height (In.)	72
Door Opening Width (ft.)	5



+



+



Price for all three:

\$2351⁸⁷

Add all three to cart

- ✓ **This item:** Installed Princeton 10 ft. x 10 ft. Wood Storage Shed with Autumn Brown Shingles
\$2249.00
- ✓ ~~Handy Home Products Large Square Window
\$99.89~~
- ✓ ~~Grip-Rite #11 x 1 in. Electro-Galvanized Steel Roofing Nails (1 lb.-Pack)
\$2.98~~

Live Chat

Feedback

Product Overview

Customize this 10 ft. x 10 ft. Handy Home Products wood storage shed to match your home. Its pre-primed treated siding is ready to paint, while resisting decay, rot and termites. It features autumn brown shingles, a treated wood floor frame that is ready for decking and a 5/8 in. OSB included with installation. Upon purchase, this shed will be delivered and installed by a professional. The shed provides 705 cu. ft. storage capacity. Ideal for storing large lawn and garden equipment, this shed has 64-in. wide double doors with full-length hinges and swivel hasps for easy access. Its sturdy construction stands up to inclement weather. It must be installed on a flat surface.

Info & Guides

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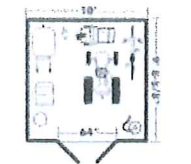


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Top Rated

Installed Princeton 10 ft. x 10 ft. Wood Storage Shed with Autumn Brown Shingles

Thiensville Plan Commission Staff Report

Code Compliance Staff Report

Police Department Activity

Date	Address	Violation	Disposition/Notes
7/11/2021	301 Crescent Lane	Utility trailer parked on lawn	Warning
7/13/2021	224 Heidel Road	Long grass	Grass had been cut as of 7/22
7/20/2021	600 Oakwood Drive	Dead trees, brush and branches	Warning: Given until 8/6/21

NOTE: The Board of Trustees will conduct public hearings on two proposed ordinances. They will take place at **6:00 PM Monday, August 16, 2021** in the Village Board Room. The proposed ordinances are as follows:

1. Allow for limited residential use on the ground floor space of buildings in the B-1 Central Business District.
2. Allow for ordinary maintenance, repairs and alterations of non-conforming structures to be permitted provided dimensional requirements of the Zoning Code are followed.

