

MINUTES
February 1, 2023
Plan Commission
City of Batavia

PLEASE NOTE: These minutes are not a word-for-word transcription of the statements made at the meeting, nor intended to be a comprehensive review of all discussions. They are intended to make an official record of the actions taken by the Commission/Committee/City Council, and to include some description of discussion points as understood by the minute-taker. They may not reference some of the individual attendee's comments, nor the complete comments if referenced.

1. Meeting Called to Order for the Plan Commission Meeting

Vice-Chair Moore called the meeting to order at 7:00pm.

2. Roll Call:

Members Present: Vice-Chair Moore; Commissioners Harms, Joseph, and Peterson

Members Absent: Chair Gosselin; Commissioner LaLonde

Also Present: Drew Rackow, Planning & Zoning Officer; Jeff Albertson, Building Commissioner; Zach Ewoldt, Planner; and Jennifer Austin-Smith, Recording Secretary (remote)

3. Items to be Removed, Added or Changed

There were no items to be removed, added or changed.

4. Approval of Minutes

- January 4, 2023
- January 18, 2023

Motion: To approve the minutes from January 4, 2023 and January 18, 2023

Maker: Joseph

Second: Peterson

Voice Vote: 4 Ayes, 0 Nays, 2 Absent
Motion carried.

5. Continuation of a Design Review: Alice Gustafson Elementary School, 905 Carlisle Road DLR Group, applicant
Administrative Design Review referred to Plan Commission for an Electronic Changeable Message Sign

Rackow reported that at the January 4th Plan Commission (PC) meeting the PC reviewed a number of aspects for the Alice Gustafson Elementary School. There was an approval for the signage, proposed canopy and landscaping. The remaining item of the access driveway and fencing site improvements remained open for continuation tonight. Rackow stated that staff discussed these items with the School District and the result is the revised plans in front of the PC tonight.

Rackow reported on the fencing. He stated the applicant has revised the site plan to show removal of the fencing right along the parking lot and new access point. A revised fencing detail is provided for a three-foot fence aluminum fence along the remaining portion of the two access points as shown on the plans. Staff does believe the proposed is consistent with what is recommended in regards to the change of the fence.

Rackow discussed the curbing. At this point, staff is recommending the PC act without requiring the curb. The benefits of the site changes here address a number of items of traffic flow and traffic management on the site so staff believes all of the access points can be approved.

Vice-Chair Moore asked if the applicant had anything further to present the Commission, Keri Van Sant of the DLR Group noted there was nothing to add about the changes to the plan.

Vice-Chair Moore asked if there were any comments from the public. There were no comments from the public.

Motion: To approve the Administrative Design Review for Alice Gustafson Elementary School

Maker: Peterson

Second: Joseph

Roll Call Vote: **Aye:** Peterson, Harms, Joseph, Moore

Nay: None

4-0 Vote, 2 Absent, Motion carried.

6. Matters from the Public (for items not on the agenda)

There were no matters from the public for items not on the agenda.

7. Other Business

Rackow announced that there was a good turnout for the Downtown Visioning Plan meeting. Approximately 50 people were in attendance. The consultant will be providing a summary to staff and staff will be posting the summary onto the City's website.

Dave's Hot Chicken will be on the next PC agenda. Rackow stated that at a future PC meeting the School District is requesting rezoning a property that is part of the HC Storm School Campus that is presently zoned single-family residential to PFI, Public Facilities and Institutional to make it consistent with the rest of the site.

8. Adjournment

There being no other business to discuss, Vice-Chair Moore asked for a motion to adjourn the Plan Commission. Harms moved to adjourn the meeting, Joseph seconded. All were in favor. The meeting was adjourned at 7:12pm.

Minutes respectfully submitted by Jennifer Austin-Smith, Recording Secretary