

**OFFICIAL PROCEEDINGS**  
**JOINT MEETING OF THE VILLAGE OF DARIEN**  
**PLAN COMMISSION AND VILLAGE BOARD**  
**Thursday, April 25, 2024 – 6:00 PM**  
**Darien Village Hall, 24 N. Wisconsin St.**

1. **Call to Order.** Village President and Plan Commission Chairperson Jane Stiles called the meeting to order at 6:02 p.m. in the Boardroom at Darien Village Hall and via Zoom teleconference application.
2. **Roll Call – Village Board.** President Jane Stiles and Trustees Kevin Atkinson, Greg Epping, Ken Truckey and Mark Wenzel were present. Trustee Wil Volmar attended via Zoom. Trustee Elizabeth Baumann was absent.

**Roll Call – Plan Commission.** Chairperson Jane Stiles and Trustees Kevin Atkinson and Ken Truckey were present; and citizen members Dean Logterman, Steve Kastning, Jim Stirmel, and Tom Carney were present.

Administrator/Clerk-Treasurer Abby J. Zimmerman, Zoning Administrator & Code Enforcer Shannon Markley, Building Inspector T. Welsh, Public Works Superintendent Mike Veley, Village Engineer Jason Feucht and Village Planner Ben Rohr were also present. Village Attorney Brad Lochowicz attended via Zoom.

3. **Approval of minutes from February 27, 2024 Plan Commission Meeting.** Trustee Truckey made a motion to accept the minutes as presented. Seconded by Mr. Stirmel, no further discussion. Motion passed 7-0.

**ETZ Certified Survey Map – N3725 Old Highway 89**

4. **Plan Commission consideration of a recommendation for approval of a Certified Survey Map in the Village’s extraterritorial jurisdiction for N3725 Old Highway 89, Tax Key BA167500001, in the Town of Darien, to the Village Board.** Property owner Randall Wuttke presented to the Board and Plan Commission his proposal to divide his property (Tax Key BA167500001) in the Town of Darien, for the purpose of separating a single-family dwelling (lot 2) from a vacant residential lot (lot 1). Lot 1 will be a vacant 5.03-acre residential building site. Lot 2 will be 5.086 acres with the existing house. 0.316 acres will be dedicated for a public road. Chairperson Stiles made a motion to approve the Certified Survey Map for N3725 Old Highway 89, Tax ID BA167500001 in the Town of Darien. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.
5. **Plan Commission recommendation of proposed Certified Map Survey for N3725 Old Highway 89, in the Town of Darien, Tax Key BA167500001, to the Village Board.** Trustee Epping made a motion to approve the CSM from the Plan Commission. Seconded by Trustee Truckey, no further discussion. Motion carried 7-0.

#### 448 W. Madison Street

6. **Presentation of proposed Comprehensive Plan Amendments.** Overview given by the property Owner Michael Loy, via zoom, and Architects Chuck and Bob Bleck in regards to 448 W. Madison St. Objectives 1.) To amend the Villages Comprehensive Plan Future Land Use Map from split Suburban Mixed use and Suburban Industrial to all Suburban industrial. 2.) Combine the two existing parcels (QDBP2 00001 & QDBP2 00002) into one under the same ownership via Certified Survey Map (CSM). 3.) Amend the Villages Zoning Map from split Suburban Commercial and Suburban Industrial to all Suburban Industrial. 4.) Obtain a Conditional Use Permit (CUP) to increase the permitted maximum building height in the SI Zoning District from 45 feet to 58 feet. This will allow for overhead crane space needed within the building. Per Chuck Bleck, the building will be set back far enough from the road that the perception height will look shorter than 58 feet. These requests are part of a proposed building expansion for the existing 21,000 square foot building to become a 120,000 square foot building. The existing building to the south (fronting W. Madison St) will stay as is. In addition to removal of the existing outdoor storage area, enlarge the storm water retention pond, expand the shipping and receiving area north of the proposed building, add exterior lighting to proposed building and enhance the landscaping along the western and northern property lines. In regards to parking, there are currently 143 parking stalls provided, current shift count is 125, after expansion the projected shift count will be 146. During construction room will be made for the additional 3 parking stalls with fire department truck access on the east side of the building.

Mr. Stirmel raised a concern regarding parking between shifts. If the largest shift is 146 employees and each shift overlaps, there may not be adequate parking. Mr. Loy stated the shifts do not overlap; instead, there is a 30-minute gap between shifts.

Trustee Truckey brought up the noise complaints, resulting from product testing, from surrounding businesses and asked if the new addition will help suppress some of the noise. Architect Chuck Bleck stated that the design of the concrete building should mitigate most of the noise. Mr. Loy mentioned that the design team is still researching this issue as well and are trying to create a design that addresses it.

President Stiles asked the property owner, when would construction start if this project is approved.

Mr. Loy stated the plan is to start construction right away and move dirt starting in June.

Trustee Truckey asked if any issues have been identified regarding truck routing and how it will work with the new addition. Architect Chuck Bleck stated the future plans expand the driveway to the delivery doors for semi traffic and turn around space.

No other comments or questions.

7. **Public Hearing regarding the proposed Comprehensive Plan Amendment for parcel numbers QDBP2 00001 & QDBP2 00002 at 448 W. Madison Street (Village Board) (See the Public Hearing Notice which was published on March 27, 2024).** President Stiles made a motion to open the public hearing. Seconded by Trustee Epping. Motion carried 7-0. There was no public participation. President Stiles closed the public hearing. Seconded by Trustee Truckey. Motion carried 7-0.

8. **Resolution No. PC 2024-01 – Plan Commission recommends that the Village Board adopt an ordinance to adopt the 2024 amendments to the Village of Darien Comprehensive Plan.** Mr.

Logterman made a motion to approve Resolution No. PC 2024-01 recommending the Amendments to the Village of Darien Comprehensive Plan for parcels QDBP2 00001 & QDBP2 00002 to the Village Board. Seconded by Mr. Stirmel, no further discussion. Motion carried 7-0.

9. **Ordinance No. 334** – Village Board consideration of ordinance adopting the 2024 Comprehensive Plan Amendments, as recommended by the Plan Commission. Trustee Epping made a motion to adopt Ordinance No. 334, to adopt the 2024 Comprehensive Plan Amendments as recommended by the Plan Commission. Seconded by Trustee Truckey, no further discussion. Motion carried 7-0.
10. **Plan Commission consideration of recommendation for approval of a Certified Survey Map (CSM-2024-02) combining parcels QDBP2 00001 & QDBP2 00002 at 448 W. Madison St. to the Village Board (Resolution No. 2024-02).** Village Planner Ben Rohr stated Village Engineer Jason Feucht had written a letter dated March 26, 2024, Re: 448 W Madison Street Certified Map Review, listing comments for clarification or incorporation onto the CSM. The applicant has indicated that they have not made those changes yet, but intend to. As a condition for approval, the CSM should include the Engineers comments as written in the letter dated March 26, 2024, Re: 448 W Madison Street Certified Map Review. Mr. Carney made a motion to make the recommendation of approval to the Village Board (Resolution No. 2024-02), provided the Village Engineers recommendations as written on the March 26, 2024 letter are included in the CSM. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.
11. **Resolution No. 2024-02** – Review and recommendation to the Village Board regarding the approval of a Certified Survey Map (CSM-2024-02) combining parcels QDBP2 00001 & QDBP2 00002 at 448 W. Madison St to the Village Board. Trustee Truckey made a motion to approve Resolution No. 2024-02 with the conditions identified by the Village Engineer. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.
12. **Public Hearing regarding the proposed Zoning Map Amendment for parcels QDBP2 00001 & QDBP2 00002 at 448 W. Madison St (Village Board) (See the Public Hearing Notice which was published on March 27, 2024).** President Stiles made a motion to open the public hearing. Seconded by Trustee Truckey. Motion carried 7-0. There was no public participation. President Stiles closed the public hearing. Seconded by Trustee Truckey. Motion carried 7-0.
13. **Resolution No. PC 2024-02** – Plan Commission consideration of resolution recommending a Zoning Map Amendment for parcels QDBP2 00001 from the Suburban Commercial Zoning District to the Suburban Industrial Zoning District & QDBP2 00002 from split zoned Suburban Commercial Zoning District and Suburban Industrial Zoning District to the entire parcel as the Suburban Industrial Zoning District, to the Village Board. Mr. Carney made a motion to approve Resolution No. PC 2024-02 recommending the Amendments to the Village of Darien Zoning Map for combined parcels QDBP2 00001 & QDBP2 00002 to the Village Board. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.
14. **Ordinance No. 335** – Village Board consideration of ordinance adopting the Zoning Plan Amendments for parcels QDBP2 00001 from the Suburban Commercial Zoning District to the Suburban Industrial Zoning District & QDBP2 00002 from split zoned Suburban Commercial

**Zoning District and Suburban Industrial Zoning District to the entire parcel as the Suburban Industrial Zoning District, as recommended by the Plan Commission.** Trustee Truckey made a motion to adopt Ordinance No. 335. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.

15. **Public Hearing regarding the proposed Conditional Use Permit to allow the maximum height of the proposed addition to be exceeded for the property located at 448 W. Madison Street (Village Board) (See the Public Hearing Notice which was published on March 27, 2024).** President Stiles made a motion to open the public hearing. Seconded by Trustee Wenzel, no further discussion. Motion carried 7-0.

Village Planner Ben Rohr proposed that if the Board plans to move forward with potential approval, he suggests two conditions for approval of the Conditional Use Plan.

- 1) Plan Commission approval of the Site Plan
- 2) If at any time the applicant/property owner increases the amount of people on the largest shift from 146 to a greater number, that prior to that accruing, the number of offsite parking or additional parking is provided in some capacity and approved by the Village.

Mr. Carney asked for clarification of the parking situation. Village Planner Ben Rohr explained that currently the proposed parking spaces needed is 146, 3 of which are being added during this addition. If the applicant/property owner in the near future or years down the road, will need to obtain additional or offsite parking that is approved by the Village. Architect Chuck Bleck confirmed only needing 146 at this time and referred to the Proposed Site Plan map to show where potential parking would be.

President Stiles proposed to close the public hearing. A motion was made by Trustee Truckey. Seconded by Trustee Wenzel, no further discussion. Motion carried 7-0.

16. **Plan Commission consideration of resolution recommending Conditional Use Permit (CUP-2024-01), to allow the maximum height to be exceeded for the proposed addition located at 448 W. Madison Street, in the SI, Suburban Industrial District, with proposed conditions from the Village Planner, to the Village Board (Resolution No. 2024-03).** Chairperson Stiles asked the Architect what they plan to do with the sign that is near the road on a small mound. The Architect stated that it is on the site and that the mound gives it a perception of being taller than it actually is. Mr. Carney made a motion to recommend approval on the Conditional Use Permit via Resolution No. 2024-03 to the Village Board with the provision that should there be more than 146 employees on the largest shift, they have to provide off street parking that is approved by the Plan Commission and subject to the site plan approval. Seconded by Mr. Logterman, no further discussion. Motion carried 7-0.

17. **Resolution No. 2024-03 – Recommendation to the Village Board granting a Conditional Use Permit (CUP-2024-01) to allow the maximum height to be exceeded for the proposed addition located at 448 W. Madison Street, in the SI, Suburban Industrial District.** Trustee Truckey made a motion to

approve Resolution No. 2024-03 with the conditions identified by the Village Planner. Seconded by Trustee Atkinson, no further discussion. Motion carried 7-0.

18. **Adjourn – (Plan Commission & Village Board)** – At 7:00 p.m., Trustee Atkinson made a motion to adjourn the Joint Village Board and Plan Commission Meeting. Seconded by Trustee Truckey. Motion carried 7-0.

Respectfully Submitted,

Abby J. Zimmerman Administrator/Clerk Treasurer

**Date approved by Village Board:**