

**PLANNING AND ZONING COMMISSION**  
**MEETING MINUTES**  
October 22, 2012

The regular meeting of the Planning and Zoning commission of the Village of Brooklyn was called to order in the Brooklyn Village Hall at 6:37pm by Chairperson Nadine Walsten. Commissioners present were John McNaughton, Dale Arndt, Dorothy Frandy, Todd Klahn and Nissin Rodriguez. Also present was Deputy Clerk Kim Brewer, and Errin Welty of Vierbicher and Associates. Sue McCallum was also present for the Public Hearing.

**Public Hearing** was called to order at 6:37pm regarding revisions to the Chapter 48 – Zoning Code. Brewer reported that no written comments were received in the Clerk’s office. Sue McCallum was present to express her concern over one particular change in the zoning ordinance. She pointed out that pretty much everything referring to the Zoning Administrator had been struck out and wanted to know why. She indicated that this should not be removed from the zoning ordinance as the Zoning Administrator has played a very important role over the years and by removing this from the ordinance, it would be putting a lot of extra burden on the Clerk’s office. Walsten pointed out that it was not the intent of the Commission to remove the Zoning Administrator role from the Ordinance, but rather to allow more flexibility on when the Village decided to pursue the help of the Zoning Administrator.

**Motion:** Frandy/Rodriguez to close Public Hearing at 6:48pm. Carried.

**Minutes:** Motion by Frandy/McNaughton to approve the minutes from 9/24/12. Carried.

**Recommendation from Public Hearing: Motion:** Frandy/Rodriguez to postpone approval of Chapter 48 until the Commission can take a better look at the way the Zoning Administrator role should be incorporated. Motion carried.

**Building Inspector** monthly report was reviewed.

**Presentation by Errin Welty of Vierbicher and Associates on TID #2 budget, boundary and project plan:**

This is an industrial TIF which is a 20 year TIF. 50% has to be industrial. Costs were reviewed for the TID #2 creation some of which included infrastructure, site development, land acquisition, administrative costs, etc. This would include the entire 50 acres of the proposed business park. Time line was reviewed. Joint Review Board is meeting next week, then Public Hearing, Village Board review and then final Joint Review Board meeting.

**Public Hearing for TID #2:** Motion: Frandy/McNaughton to set Public Hearing date for November 28, 2012.

**Goals for 2013:** Walsten typed up memo on goals for 2013 that was passed out to Commission members. They were as follows: 1) Initiate the process of creation of a Downtown Rehabilitation Plan with University student planning projects. 2) Initiate implementation of Comprehensive Plan through creation of citizen focus groups, targeting elemental areas in need of further plan development 3)

Explore the intersect between Safe Routes to School Planning and creation of a community pathways plan. Motion: Frandy/McNaughton to accept as presented.

**November meeting date:** Deputy Clerk Brewer will not be available on the normal meeting date so the date was moved to November 28<sup>th</sup>.

**Adjourn:** Rodriguez/McNaughton at 7:53pm.