

**Village of Sturtevant**  
Planning Commission Meeting Minutes  
**Thursday, February 13, 2014**

**Regular Meeting**

**Members present:** Tim Hastings, Steve Jansen, Gary Johnson, Daryl Lynaugh, Jason Matelski, Mark Soine.  
**Absent:** Bernetta Hutchinson. Also attending: Mary Cole, Village Administrator.

Meeting called to order by Steve Jansen at 6:00 p.m.

- **Public Comments**

No public comments.

- **Acceptance of Prior Meeting Minutes**

Motion Daryl Lynaugh, Second Gary Johnson to accept the minutes for the regular meeting of the Planning Commission from December 12, 2013. No questions or comments. All ayes. Motion carried.

- **Bains Insurance Agency – 8700 Durand Avenue, Suite #500**

- **Conditional Use Permit to Operate an Insurance Agency - Conceptual / Preliminary / Possible**

**Final Approval**

Bains Insurance Agency would like to open an insurance business on Durand Avenue with office hours from 9 to 5 M-F, 8 to 4 on Saturdays with some late evening appointments. Three to five people will be working the office. Mr. Bains has been before the DRC with no issues identified as the business fits with the current zoning. Parking appears to be adequate and proposed signage is appropriate. A copy of the Terms and Conditions for Conditional Use was acknowledged by Bains.

Motion Daryl Lynaugh, Second Gary Johnson to grant conditional use to Bains Insurance Agency doing business at 8700 Durand Avenue per the Terms & Conditions of Conditional Use. All ayes. Motion carried.

- **Milwaukee Coffee Brewing Company – D/B/A- Dunkin’ Donuts – 9209 Durand Avenue**

- **Conditional Use Permit to Operate a Restaurant/Coffee Shop – Conceptual / Preliminary, Possible**

**Final Approval**

- **Building Remodel/Addition - Conceptual / Preliminary, Possible Final Approval**

- **Sign Permit - Conceptual / Preliminary, Possible Final Approval (may grant a special exception for directional signage)**

MCBC is requesting to open for business as a Dunkin’ Donuts shop at 9209 Durand Avenue. Hours will be 5am to 10pm Sunday thru Saturday. Staffing levels will reach up to 20 employees with a maximum of 9 on any given shift. The restaurant food services are a heat and serve operation with a strong emphasis on donuts and coffee. Asphalt will be repaired and the building will be upgraded with the Dunkin’ Donut façade. A concrete pad will be poured for the dumpster and the dumpster area will be enclosed. A fence and a landscape buffer will be placed on the south edge of the lot and the existing patio in the front of the building will be utilized as such.

Milwaukee Coffee Brewing has been before the DRC with no issues cited and the Terms and Conditions for Conditional Use have been received by MCBC. Parking is adequate, but the DRC recommended the two parking slots adjacent to Durand Avenue be eliminated due to their close proximity to the roadway. MCBC agreed to look at changing the slots to bike parking or some change to discourage vehicle parking, but has not ruled out the complete elimination of the two slots. Staff to review.

Motion Gary Johnson, Second Daryl Lynaugh to grant conditional use, building remodel, and sign permit to Milwaukee Coffee Brewing Company for a Dunkin’ Donuts shop at 9209 Durand Avenue per the per the Terms & Conditions of Conditional Use. All ayes. Motion carried.

- **Acupuncture & Chinese Herbal Remedy, LLC – 9133 Chickory Creek Drive**
  - **Conditional Use Permit to Operate a Private Practice to Provide Acupuncture Services - Conceptual / Preliminary / Possible Final Approval**

For the initial review of this new business requested for the Chickory Creek subdivision, it appeared that it is a permissible use based on current zoning. However, it was noted that per the current zoning, if this was labeled as a healthcare business, it would be prohibited, that the selling of herbal remedies is not allowed, and acupuncture as a physical therapy business would also not be allowed. In addition, the signage the new business requested would be a violation of the covenants of the subdivision. It was decided that more research was needed for further review. As no representative was present, the request was put off until the next meeting when more detail will be available.

- **Future Meetings / Referrals from the Village Board**

The second reading of the zoning ordinance change for the parcels just east of CTH-H is to take place at next Tuesday's Village Board meeting.

For the ordinance update, a memo explaining some of the major changes will be issued to the Village Board and Planning Commission members.

**Adjournment** – Motion Gary Johnson, Second Daryl Lynaugh, to adjourn. All ayes. Motion carried. Meeting adjourned at 6:53 p.m.

Respectfully submitted,

*Mark Soine*

Mark Soine

Secretary - Planning Commission