



## MINUTES OF PLAN COMMISSION MEETING

**DATE:** Wednesday, July 8, 2020

**TIME:** 6:00

**LOCATION:** Van Zeeland Park Shelter  
237 Darboy Road

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### MINUTES

- A. Call to order:** Meeting called to order by Chairman Al Leicht at 6:00pm
- B. Present:** Plan Commission members present – Leicht, Mulry, Menting, Weyenberg, and Vander Zanden. Plan Commission member absent – Maynard. Village staff present – Village Administrator Shampo-Giese. Also present – Trevor Frank of SEH and residents Rodney Jansen, Celia and Chris Davenport, and Annabelle Hanson.
- 1. Review and consider approval of minutes from June meeting:** T. Mulry made a motion to approve the minutes as presented. K. Menting seconded the motion, and it passed unanimously.
  - 2. Review options for new shelter at Van Zeeland Park and consider recommendation to Village Board:** Chairman Leicht recapped the previous discussions regarding shifting this project's focus to Van Zeeland Park, and specifically starting with a plan for a new shelter. Mr. Frank then led the discussion to identify the residents' and commission members' thoughts on how the shelter should function, what amenities it needs and how it will aesthetically fit into the neighborhood. Commission members and residents identified these priorities for the shelter: flexible use (indoor and outdoor), small kitchen area with counterspace and sink, accommodations for 60 to 150, low maintenance, and one building with bathrooms located to allow public use without interruption of any organized/rented event. Using these guidelines, Mr. Frank asked about the idea to use full-size or half-size window garage doors to meet the flexible use priority. Commission members and residents were open to that idea. Other park development discussion included security, rain gardens, fenced playground areas, and potential for 3-seasons use/activities.
  - 3. Schedule next meeting:** The next meeting was tentatively scheduled for 08/12/2020 at Van Zeeland Park, if the weather cooperates. As a backup, the meeting will be held in the Council Chambers at the Combined Locks Civic Center. Discussion will be focused on park shelter concept plans that Mr. Frank presents.
  - 4. Adjourn:** T. Mulry made a motion to adjourn the meeting at 7:35pm. C. Vander Zanden seconded the motion, and it passed unanimously.