



**I. CALL TO ORDER**

Chairperson Marisa Roberts called the meeting to order at 6:00pm.

**II. ROLL CALL**

Trustee Liaison: Mike Barth-excused  
Robb DeGraff

Chair: Marisa Roberts  
Members: Sandra Muchin-Kofman-excused  
John Krampf-excused  
Dan Zitzer-excused  
Tony Aiello-alternate-excused  
Liz Levins-alternate

Also Present: Administrative Specialist Cindy Baker  
There were two people in the audience

**III. APPROVAL OF MINUTES**

**A. Approval of the July 15, 2019 minutes.**

Motion by Chairperson Roberts, seconded by Trustee DeGraff, to approve the July 15, 2019 minutes. Motion carried unanimously.

**IV. BUSINESS**

**A. Shed-6 feet wide, by 10 feet long, by 8 feet high  
9005 N Fielding Rd  
021-0163-000**

This agenda item was taken out of order.

**B. Fence-37 feet in length, 4 feet high, with 2 gates.  
9030 N Fielding Rd  
021-9963-000**

Sarah Donovan, homeowner, appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes a fence, 37 feet in length, 4 feet high, with 2 gates. Trustee DeGraff questioned the reason for the fence on one side of the house. Ms. Donovan stated that neighbors have a fence alongside the other two sides of her property, and this fence will close off their yard. Chairperson Roberts questioned if the fence will be attached to the two existing fences. Ms. Donovan stated it will not be attached. Chairperson Roberts questioned if the fence will weather naturally and if the fence posts will face the interior of yard. Ms. Donovan stated the fence will weather naturally and posts will be installed to the interior of the yard.

Motion by Chairperson Roberts, seconded by Liz Levins, to approve the fence as described.  
Motion carried unanimously.

**C. Refacing existing Commercial Sign-BP Open Pantry.  
501 W Brown Deer Rd  
052-0006-001**

Bob Krause, from Bauer Sign and Lighting Company, appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes a refacing of the existing Commercial Sign at BP Open Pantry. Trustee DeGraff questioned if the Open Pantry portion of the sign will change and if the sign will increase in size. Mr. Krause stated the BP portion of the sign is changing to digital numbers, the size is not increasing, and the Open Pantry sign will remain the same. Liz Levins questioned if it will be illuminated at night. Mr. Krause stated yes.

Motion by Chairperson Roberts, seconded by Trustee DeGraff, to approve the sign as described and presented in the application. Motion carried unanimously.

**D. Discussion/recommendation on Ordinance 19\_\_\_, an Ordinance to amend Section 104-125(I) of the Municipal Code with regard to fence type.**

Chairperson Roberts stated she agreed with the clarification of open design of a fence from the top of the fence to the ground. Ms. Levins stated she did not agree that a six-foot fence should be allowed in the Village.

Motion by Chairperson Roberts, seconded by Trustee DeGraff, to recommend approval to the Board of Trustee's an ordinance to amend Section 104-125(1) of the Municipal Code with regard to fence type, with Ms. Levins in disagreement on the recommendation to the Board of Trustees.

**V. ADJOURNMENT**

Motion by Chairperson Roberts, seconded by Liz Levins, to adjourn the meeting at 6:15pm.  
Motion carried unanimously.

**VI. Motion to reconvene the meeting.**

Motion by Chairperson Roberts, seconded by Liz Levins, to reconvene the meeting at 6:20pm.  
Motion carried unanimously.

**A. Shed-6 feet wide, by 10 feet long, by 8 feet high  
9005 N Fielding Rd  
021-0163-000**

Dan Driscoll, homeowner appeared on behalf of the project. There were no neighbors in attendance.

The applicant proposes a shed, 6 feet wide by 10 feet long by 8 feet high. Trustee DeGraff questioned what type of house is on the property. Mr. Driscoll stated a one-story brick house. Chairperson Roberts questioned if the materials of the shed would be left to weather naturally. Mr. Driscoll stated yes. Trustee DeGraff questioned if the shed would be placed on a gravel base. Mr. Driscoll stated it would be on gravel for drainage. Chairperson Roberts stated the placement of the shed should be a minimum of 10 feet from the rear yard lot line. Mr. Driscoll

stated he would comply.

Motion by Trustee DeGraff, seconded by Liz Levins, to approve the shed as described. Motion carried unanimously.

**V. ADJOURNMENT**

Motion by Trustee DeGraff, seconded by Liz Levins, to adjourn the meeting at 6:24pm. Motion carried unanimously.

Respectfully submitted,

Cindy Baker  
Administrative Specialist