

MINUTES OF THE VILLAGE OF RIVER HILLS
PLAN COMMISSION MEETING
TUESDAY, MARCH 5, 2019 AT 5:30 P.M.

1. **ROLL CALL** was answered by Chairman Anderson, Commissioners Lloyd, Costakos, Cohen, Weiss, Daugherty, and Flunker (representing Emir). Also present were Village Attorney Bill Dineen, Village Manager/Clerk/Treasurer Tammy LaBorde and Doug Brunner. The meeting was called to order at 5:30 P.M.
2. **AGENDA:** Motion by Cohen/Daugherty to approve the agenda. Motion carried unanimously.
3. **APPROVAL OF MINUTES:**
Motion by Anderson/Lloyd to approve the minutes of the November 10, 2014 meeting. Motion carried unanimously.
4. **DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED LAND DIVISION FOR 8330 N. GREEN BAY ROAD:** Property owner Doug Brunner was present for this item. Flunker noted that Brunner will have to record the easement for the road as a different instrument as it is a private driveway. He suggested that the Commission could approve the CSM contingent upon Village Engineer approval. There was a question related to the size of the driveway and if it could accommodate fire engines – Flunker will contact the Fire Chief to confirm. Cohen questioned if the PC would be concerned with the buildings. The Village Attorney noted that the Building Board and Building Inspector would approve the building plans once the CSM is approved and recorded. Brunner stated that the plans need to be changed to address the driveway. He stated that the four homeowners would appoint a manager of the drive and the four would be responsible for the maintenance of the driveway per a proposed agreement. The Village Attorney noted that the approval should also be based on his review of the agreement. Additional discussion took place regarding electricity, septic system or MMSD connection and wells. Flunker stated that sewer is not available for the lots and that septic would be governed by the DNR. He also noted that the CSM must be recorded with Milwaukee County Register of Deeds; all monuments shall be erected, corners, and other points established in the field per the CSM; access agreement for shared driveway for four property owners; ingress/egress per parcel will be needed for direct access to the driveway; and all maintenance shall be shared in perpetuity with the owners of the four lots.

Motion by Weiss/Daugherty to approve the Certified Survey Map for 8330 N. Green Bay Road contingent on the approval by the Village Engineer and Village Attorney. Motion carried unanimously.
5. **DISCUSSION AND REVIEW OF RIVER HILLS COMPREHENSIVE PLAN:** Chairman Anderson stated that the Comprehensive Plan must be updated every 10 years. He checked with Chenequa and they worked with the County to update their plan. He stated that the Commission should look at the existing plan and see if there are any changes that should be made. There are a total of nine chapters. Staff will update the tables.
6. **REVIEW PROJECT TIMELINE AND NEXT STEPS:** Chairman Anderson distributed a proposed timeline. Residents need to participate in this process and that is why the first step will be a survey for the residents. The last time there were 100 or so responses and we would like to get a better response. Staff will look at using Survey Monkey. We will also use the website and other avenues to let the residents know about the survey. Commissioner Weiss asked if the number of meetings could be shortened from the proposed six. He also stated that the 27 questions in the survey before should be used again.
7. **QUESTIONS:** None.
8. **ADJOURNMENT**
Motion by Daugherty/Lloyd to adjourn. Motion carried unanimously. The meeting adjourned at 6:20 p.m.

Respectfully submitted,
Tammy LaBorde, Village Manager/Clerk/Treasurer