

Regular Plan Commission Meeting

Meeting Minutes

Village of Cross Plains

2417 Brewery Road, PO Box 97

Cross Plains, WI 53528

(608) 798-3241

Monday, August 4, 2014

7:00 pm

I. Call to Order, Pledge of Allegiance, and Roll Call

President Andreoni called the regular Plan Commission meeting to order at 7:00 pm.

Present: Commissioners Doug Brunner (7:25), Randy Case, Todd Duquette, Ron Hilmanowski, Mitch Hogan, Judy Ketelboeter, and President Pat Andreoni.

Also Present: Nick Hughes, Dave Halberslaben, David Brill, Lisa Brill and Chuck Law.

II. Public Comment – None.

III. Consent Agenda

A motion was made by Commissioner Duquette, seconded by Commissioner Case, and unanimously carried by the Plan Commission to approve the consent agenda as follows:

1. Minutes of the regular meeting held July 7, 2014.

2. Recommendation of approval to the Village Board regarding a Certified Survey Map request from West Gateway Inc. for 1200-1310 Main Street in the Village of Cross Plains.

IV. General Business

1. A petition to rezone 2014 Main Street from General Business (BG) with a Central Business Overlay District (BC(O)) to Planned Development District-Commercial (PDD-C) – Staff provided a summary of the request to split the property into 2 parcels and rezone the area in question to a Planned Development District-Commercial.

a. Public Hearing

- A motion was made by Commissioner Ketelboeter, seconded by Commissioner Duquette, for the Plan Commission to open the Public Hearing at 7:05 pm. A roll call vote was requested. Yes – Andreoni, Case, Duquette, Hilmanowski, Hogan, and Ketelboeter. Motion carried 6-0.
- No public comments were received.
- A motion was made by Commissioner Duquette, seconded by Commissioner Ketelboeter, and unanimously carried by the Plan Commission to close the Public Hearing at 7:06 pm.

b. Discussion and action to make a recommendation to the Village Board – Following discussion, a motion was made by Commissioner DuQuette, seconded by Commissioner Hilmanowski, and unanimously carried by the Plan Commission to approve the petition to rezone 2014 Main Street from General Business (BG) with a Central Business Overlay District (BC(O)) to Planned Development District–Commercial (PDD-C).

2. A request from Nicholas & Kimberly Hughes located at 2708 Birchwood Pass for a Conditional Use Permit to construct a new single family home – Staff provided an overview of the request and code requirements.

a. Public Hearing

- A motion was made by Commissioner Ketelboeter, seconded by Commissioner Case, for the Plan Commission to open the Public Hearing at 7:13 pm. A roll call vote was requested. Yes – Andreoni, Case, DuQuette, Hilmanowski, Hogan, and Ketelboeter. Motion carried 6-0.
- No public comments were received.
- A motion was made by Commissioner Case, seconded by Commissioner Hilmanowski to close the Public Hearing at 7:14 pm.

b. Discussion and action to make a recommendation to the Village Board – A motion was made by Commissioner Case, seconded by Commissioner Ketelboeter, and unanimously carried by the Plan Commission to approve the conditional use permit to construct a new single family home with the following conditions:

- The project will use the site plan that was submitted.
- The requirements for EMS and Fire access must be met.
- The project construct no larger than a 3 car garage.

3. Consideration of an Ordinance to repeal current Floodplain Zoning (Chapter 24) and enact new Floodplain Zoning (Chapter 85) – Staff provided a summary of the changes in the new floodplain zoning chapter.

a. Public Hearing

- A motion was made by Commissioner DuQuette, seconded by Commissioner Hogan, for the Plan Commission to open the Public Hearing at 7:21 pm. A roll call vote was requested. Yes – Andreoni, Case, DuQuette, Hilmanowski, Hogan, and Ketelboeter. Motion carried 6-0.
- No public comments were received.
- A motion was made by Commissioner Case, seconded by Commissioner Hilmanowski to close the Public Hearing at 7:22 pm.

b. Discussion and action to make a recommendation to the Village Board – A motion was made by Commissioner DuQuette, seconded by Commissioner Case, and unanimously carried by the Plan Commission to approve the ordinance to repeal the current Floodplain Zoning (Chapter 24) and enact Floodplain Zoning (Chapter 85).

4. Consideration of an Ordinance to repeal the current Sign Code (Section 4.27) and enact new Signage Regulations (Chapter 87) – Mike Slavney of Vandewalle and Associates provided an overview of the proposed sign regulations.

a. Public Hearing – A motion was made by Commissioner Brunner, seconded by Commissioner Hogan, for the Plan Commission to open the Public Hearing at 7:31 pm. A roll call vote was requested. Yes – Andreoni, Brunner, Case, Duquette, Hilmanowski, Hogan, and Ketelboeter. Motion carried 7-0.

1. Chuck Law residing at 2221 Wilson Street requested revisions and clarification on Section 87.01(1)(c), 87.07, and 87.08(20). He further commented that the Village should consider creating a sign grant program to encourage businesses that will have non-compliant signs to update their signage.

2. David Brill residing at 4096 Barlow Road inquired about the proposed sign regulations.

A motion was made by Commissioner Brunner, seconded by Commissioner Case to close the Public Hearing at 7:59 pm.

b. Discussion and action to make a recommendation to the Village Board - A motion was made by Commissioner Case, seconded by Commissioner Brunner and unanimously carried by the Plan Commission to recommend the Village Board repeal the current sign code (Section 4.27) and enact new Signage Regulations (Chapter 87) with the items discussed in the public hearing to be researched and discussed further.

V. Adjournment

A motion was made by Commissioner Ketelboeter, seconded by Commissioner Hogan, and unanimously carried by the Plan Commission to adjourn the meeting at 8:05 pm.

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,

Thomas E. Malone
Assistant Village Administrator