

**CITY PLAN COMMISSION
MARSHFIELD, WISCONSIN
MINUTES OF MAY 17, 2016**

Meeting called to order by Secretary Knoeck at 7:00 PM in the Council Chambers of City Hall Plaza.

PRESENT: Mayor Meyer (arrived at 7:15 PM); Ed Wager, John Kaprelian, Bill Penker, & Ken Wood

EXCUSED: Joe Gustafson

ABSENT: None

ALSO PRESENT: Director of Public Works Knoeck; Development Services Director Angell; City Planner Miller; Zoning Administrator Schroeder; Joe Dolezal – The Boson Company; the media and others.

PC16-17 Motion by Wood, second by Wagner to recommend approval of the minutes of the April 19, 2016 City Plan Commission meeting.

Motion Carried

Commissioner Penker nominated Commissioner Wagner for Vice-Chairman of the City Plan Commission.

PC16-18 Motion by Wood, second by Penker to close nominations and elect Commissioner Wagner as Vice-Chairman of the City Plan Commission.

Motion Carried

Commissioner Wagner took the chair.

Citizen Comments: None

PUBLIC HEARING - Conditional Use Request by Marcus Zettler, on behalf of Our Lady of Peace Parish Columbus High School, amending the site plan of a “Large Scale Indoor Institutional Use” in the “SR-2” Single Family Residential district, to allow a new addition on the south end of the existing high school building, including a reconfiguration of the existing parking lot and adding an access driveway on to West 8th Street, located at 710 South Columbus Avenue (Parcel 33-03354A).

COMMENTS: None

PC16-19 Motion by Penker, second by Wood to recommend approval of the Conditional Use Request by Marcus Zettler, on behalf of Our Lady of Peace Parish Columbus High School, amending the site plan of a “Large Scale Indoor Institutional Use” in the “SR-2” Single Family Residential district, to allow a new addition on the south end of the existing high school building, including a reconfiguration of the existing parking lot and adding an access driveway on to West 8th Street, located at 710 South Columbus Avenue (Parcel 33-03354A), subject to the following:

1. The site plan for the building, parking and outdoor classroom are approved, allowing minor modifications to be approved administratively.
2. If exterior lighting is proposed for the project, a lighting plan, in compliance with the Zoning Code, shall be submitted to the City for staff to review and approve administratively.

Motion Carried

The Conditional Use Request by Shannon Schnitzler, on behalf of Christopher and Lindsey Bishop, to permit a 4-bed Adult Family Home, “Community Living Arrangement” use in the “SR-2” Single Family Residential district, with plans to construct an addition in the backyard and expand to an 8-bed Community Based Residential Facility in the future was withdrawn prior to the meeting.

Ryan Roberts, representing Kwik Trip, 1626 Oak Street, LaCrosse, WI, wanted to point out that the site is geared toward highway traffic which is professional drivers, tractor trailer, etc. Their sign package is geared to guide the truck traffic to their site and on the site. Because of geographic location of the site to the highway, they feel a high-rise sign is needed to bring in highway traffic. The current code is pretty restrictive. The highway sign is of significant importance to the site. He is asking the Plan Commission to consider the full sign package that has been requested, including the highway sign.

PC16-20 Motion by Wood, to recommend approval of the Master Sign Plan Request by Cindy Bluske, representing Kwik Trip for new signage for their proposed new site at 4000 South Draxler Drive zoned “CMU” Community Mixed Use with exceptions as follows (Parcel 33-07393):

1. All of proposed signage, excluding the highway sign is allowed as presented with exceptions to:
 - a. Draxler Drive Pylon Sign #12 – exceeding the maximum sign area and exceeding the maximum size allowance for individual fuel signs.
 - b. CAT Scale Sign #14 – second freestanding sign, exceeding the maximum sign area and no landscape area.
 - c. DEF “Fuel” sign #6 – exceeding maximum size allowance for individual fuel sign.
2. A third freestanding sign is permitted to replace the highway sign provided this sign is monument style sign and meets all of the monument sign requirements found under Section 24-03(13).
3. Minor site changes may be administratively approved provided no additional exceptions are needed including the option to swap the two freestanding “Kwik Trip” signs.

Motion Dies for Lack of Second

PC16-21 Motion by Wagner, second by Penker to recommend approval of the Master Sign Plan Request by Cindy Bluske, representing Kwik Trip with high rise signs for their proposed new site at 4000 South Draxler Drive zoned “CMU” Community Mixed Use with exceptions as follows (Parcel 33-07393) and direct staff to come back with possible changes to the Sign Code that would allow highway signs in this area.

1. All of proposed signage, including the highway sign is allowed as presented with exceptions to:
 - a. Draxler Drive Pylon Sign #12 – exceeding the maximum sign area and exceeding the maximum size allowance for individual fuel signs.
 - b. CAT Scale Sign #14 – second freestanding sign, exceeding the maximum sign area and no landscape area.
 - c. DEF “Fuel” Sign #6 – exceeding maximum size allowance for individual fuel sign.
 - d. Highway Sign #13 – exceeding the maximum sign area, exceeding the maximum sign height allowance, within the minimum required setback and exceeding the maximum size allowance for individual fuel signs.
2. A third freestanding sign is permitted to replace the highway sign provided this sign is monument style sign and meets all of the monument sign requirements found under Section 24-03(13).
3. Minor site changes may be administratively approved provided no additional exceptions are needed.

Motion Carried

PUBLIC HEARING - Municipal Code Amendment Request to update the City of Marshfield Fence Standards throughout Section 18-106.

COMMENTS: None

PC16-22 Motion by Wood, second by Penker to recommend approval of Municipal Code Amendment Request to update Section 18-106, Fencing Standards in Chapter 18, General Zoning Ordinance, to prevent the creation of further nuisances and to promote the general safety and welfare of the public, and request an ordinance be drafted for Common Council consideration.

Motion Carried

Zoning Administrator Schroeder reviewed the City's draft Mission and Vision Statement which is being developed as part of the Common Council Strategic Planning Process. Penker had concerns about the definition of "sustainable growth" – are we looking at growth sustainable by the finite ability of the taxpayers to support that, the finite resources of the City or in terms of an environmental context? Penker also questioned intent of heritage and culture – how is this defined and how will all this be communicated to the public? Communication is not addressed in either the vision or mission statement.

Kaprelian is concerned with the phrase "heritage and culture of region" and feels that the way it is written, it could be construed as a hindrance to achieving some of the other goals outlined, which was not likely the intent.

Commissioner Wagner nominated Commissioner Penker to the Historic Preservation Committee.

PC16-23 Motion by Meyer, second by Wagner to recommend the appointment of Commissioner Penker to the Historic Preservation Committee.

Motion Carried

Commissioner Wagner nominated Commissioner Kaprelian to serve on the City of Marshfield – Town of McMillan Joint Plan Commission.

PC16-24 Motion by Meyer, second by Wagner to recommend the appointment of Commissioner Kaprelian to serve on the City of Marshfield – Town of McMillan Joint Plan Commission.

Motion Carried

Items for Future Agendas:

- Possible sign code change for highway signs.

Staff Updates:

- City Planner Miller gave an update on the Comprehensive Plan process.

There being no objections, the Mayor adjourned the meeting at 8:03 PM

Daniel G. Knoeck, Secretary
CITY PLAN COMMISSION