CITY PLAN COMMISSION MARSHFIELD, WISCONSIN Minutes of January 15, 2013

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

PRESENT: Mayor Meyer, Dan Knoeck, John Beck, Chris Jockheck, Ken Wood, Ed

Wagner and Karen Woodford

EXCUSED: None **ABSENT:** None

ALSO PRESENT: City Administrator Barg; Planner/Zoning Administrator Miller; and others.

<u>PC13-01</u> Motion by Beck, second by Wagner to recommend approval of the minutes of the December 18, 2012 City Plan Commission meeting.

All 'Ayes' Motion Carried

<u>PUBLIC HEARING</u> - Conditional Use Request by Alanna Feddick-Goodwin to allow "Residential Accessory Buildings" of up to 1,860 square feet on one lot, exceeding 1,200 square feet and the footprint of the ground floor area of the principal building located at 3020 Popp Avenue, zoned "SR-2" Single Family Residential District.

COMMENTS: None

<u>PC13-02</u> Motion by Wood, second by Beck to recommend approval of the Conditional Use Request by Alanna Feddick-Goodwin to allow "Residential Accessory Buildings" of up to 1,860 square feet on one lot, exceeding 1,200 square feet and the footprint of the ground floor area of the principal building located at 3020 Popp Avenue, zoned "SR-2" Single Family Residential District, subject to the following condition:

- 1. A Certified Survey Map will be completed and recorded to combine the adjacent half lot.
- 2. The closing date of the accessory structure and adjacent property must occur within 24 months of the approved resolution date.

All 'Ayes' Motion Carried

<u>PUBLIC HEARING</u> - Conditional Use Request by Humberto Ojeda for an exception to reduce the minimum parking requirement for a proposed grocery store/taco stand, located at 1705 South Central Avenue, zoned "CMU" Community Mixed Use District.

COMMENTS: None

<u>PC13-03</u> Motion by Wood, second by Woodford to recommend approval of the Conditional Use Request by Humberto Ojeda for an exception to reduce the minimum parking requirement for a proposed grocery store/taco stand, located at 1705 South Central Avenue, zoned "CMU" Community Mixed Use District, subject to the following conditions:

- 1. Directional signage shall be installed to direct customers to the back parking lot.
- 2. Any change in use will require a review of the Conditional Use Permit.

<u>PC13-04</u> Motion by Jockheck, second by Wagner to amend Motion PC13-03 to add a condition that requires review of the Conditional Use Permit after 12 months of operation, specifically with regard to parking.

Jockheck voted 'Aye', the rest 'No' - Motion Failed

Vote on original Motion PC13-03 All Ayes Motion Carried <u>PC13-05</u> Motion by Wagner, second by Beck to recommend approval of the Master Sign Plan Amendment – Request by Community Plaza (Financial Investors of Wisconsin, Inc., and Citizens State Bank) located at 101 and 103 West McMillan Street, with an exception to exceed the total maximum sign allowance for the site and to add an off-premises electronic message center to a nonconforming pylon sign, subject to the following conditions:

- 1. A 68 square foot exception is granted to allow the Applicant to exceed the allowable total site square foot limitation of 160 square feet (total of 228 square feet) for 101 West McMillan Street.
- 2. Existing signs may be modified and changed out to accommodate future tenant needs, but the total signage for the property may not exceed 228 square feet for 101 West McMillan Street.
- 3. The electronic message center on the existing pylon sign must comply with Section 24-12(2)(a) of the Municipal Sign Code and may not flash or be animated.
- 4. The pylon sign at 101 West McMillan Street may continue to be used as an off-premise sign for 103 West McMillan Street, provided no new additional free standing signs are placed at 103 West McMillan Street.
- 5. Future wall signs for both sites may be permitted on any façade not facing the right-of-way provided they are not internally illuminated and do not exceed 20 total square feet in area per façade.

<u>PC13-06</u> Motion by Jockheck, to amend motion PC13-05 to delay approval for the electronic message center until the sign code review and update has taken place.

Motion Dies for Lack of Second

Vote on original Motion PC13-05 Jockheck voted 'No' the rest 'Aye' Motion Carried

The City Plan Commission discussed the Municipal Sign Code rewrite. Planner/Zoning Administrator Miller reviewed several discussion questions to provide guidance to staff on key issues for the new code. Staff is planning a stakeholder meeting for February 19th which may include a work session for the Plan Commission ahead of the regularly scheduled meeting for that evening.

<u>PC13-07</u> Motion by Jockheck, second by Beck to appoint Ken Wood as the non-elected Plan Commissioner to the CIP Administrative Committee.

All 'Ayes' Motion Carried

Motion by Jockheck, second by Beck that the meeting be adjourned at 8:39 PM.

All 'Ayes' Motion Carried

Daniel G. Knoeck, Secretary CITY PLAN COMMISSION