

**OCTOBER 24, 2016 PLANNING COMMISSION MEETING MINUTES (filed as OCTOBER 27)**

5:15 p.m. Council Chamber. Members present: A. Christianson 2, C. Goin, B. Groothusen, C. Huiras, A. Kaiser, C. Ostenso, M. Reynolds, D. Willingham. Others present: A. Christianson 1, R. Flohr, K. Gorsegener, A. Kenyon, D. Parker, M. Platteter, R. Steckel.

**Call to Order:**

Commission Chair Goin called the meeting to order.

**Hearings/Actions:**

Three hearings and actions were taken one after the other, as follows.

100 W. 2nd St. N.

A request from the owners of the old Pioneer Bank, Dr. R. Romeis and K. Gouze, was reviewed, wherein they seek a Conditional Use Permit to allow residential use of all or a portion of the upper floor of that building, which was used for offices for years, and was again recently. The subject space would be occupied by folks who will lease it to operate a furniture and antique shop there. It was noted that the upper floor is served by two stairwells. And that upper floors without elevators may be used if the same good and services are available there as on the ground floor level. Although the property doesn't offer any off-street parking the City eliminated that requirement for the downtown area some years back. Public parking is available within 100 feet from each door. After this hearing was closed at 5:22 p.m., motion was made by Reynolds, seconded by Huiras and carried by voice vote to approve this Conditional Use Permit to allow residential use of the upper floor at this address.

1007 Menasha Ave. E.

Rodney Flohr appeared to explain his request for a permit to install a 14" x 24" sign to advertise his home occupation, small engine repair, at 1007 Menasha Ave. E. This is larger than his current 1 sq. ft. Mr. Gorsegener responded to Mrs. Ostenso's question by advising that up to 50% of a garage or a dwelling may be used for a home business. While 1 sq. ft. signs may be used with home businesses, larger ones may be approved by Conditional Permit. There was mention of possibly increasing what is allowed from 1 sq. ft. to 4 sq. ft. across the board. It was also pointed out that a couple larger home occupation signs have previously been approved along Menasha Ave. to the west of the subject location. Mrs. Ostenso questioned why the Commission would allow a larger sign than is being requested, which Mr. Flohr feels will be sufficient. After this hearing was closed by unanimous consent at 5:34 p.m., motion was made by Willingham, seconded by Reynolds and carried by voice vote to approve a Conditional Use Permit to allow up to a 4 sq. ft. advertising sign at this address.

110 W. 9<sup>th</sup> St. N.

Rick Steckel appeared on behalf of Rands Trucking to answer any questions that might arise from Quality Quick Lube owner Dana Franson's request to have an oversized off-premises Rands Trucking advertising sign on the north side of the Quick Lube building. The sign, which was previously approved by WisDOT, advertises that Rands is seeking drivers to work for the firm. Mr. Steckel explained that location is desirable as it is readily visible from Kwik Trip, where most drivers routinely fill their tanks. That takes enough time that they are able to look around. It was pointed out that, if this was an on-premises sign advertising Quick Lube, it would not require such a permit. After the hearing was closed at 5:40 p.m. by unanimous consent, motion was made by Reynolds, seconded by Huiras and carried by voice vote to approve the requested Conditional Use Permit for this off-premises advertising sign provided, however, that the term "maintained" in the draft permit be changed to the phrase "obtained and maintained" in reference to the WisDOT permit.

**Adjourn:**

Upon motion by Huiras, which was seconded by Christianson 2 and carried by voice vote, to adjourn at 5:44 p.m.