

Plan Commission Study Group Minutes  
Feb. 9<sup>th</sup> 2010 at 2:30pm  
Paul J. Bertschinger Community Center  
7860 Hwy 42, Egg Harbor, WI

Present: Kim Jensen-Chair, Gail Hill, Bill Cammack –by phone, Richard Wegner, Karen Peterson, Chris Anderson, Josh Van Lieshout  
Absent: Orren “Brad” Bradley, Kevin Vonck-UWGB Planning Consultant  
Also Present: Clarence and Mary Anne Scherer, Kaaren Northrop

1. Call The Meeting to Order

Chair- Jensen called the meeting to order at 2:41pm

2. Pledge of Allegiance

3. Approval of Agenda

Chair-Jensen moved to approve the agenda as presented. Peterson seconded. Motion carried.

4. Approval of Plan Commission Study Group Meeting Minutes for February 3<sup>rd</sup>, 2010

Kaaren Northrop corrected two spelling errors and Peterson motioned to approve the corrected minutes. Wegner seconded. Motion carried.

5. Open Session

Jensen opened the meeting with a comment on the procedure of the meeting for open session. Jensen requested that the public make all comments during the open session and hold comments and questions during the item six of the agenda. At the end of the study groups discussion the public would then be encouraged to make comments.

Comments were made on the temporary open flags and the problems with its color. The question of grandfathering of businesses was discussed and Van Lieshout commented that currently grandfathering was not automatic, and that if there was no change of use, and the business did not have the physical room to comply with certain ordinances then the village has extended grandfathering. Van Lieshout commented that this did inhibit certain businesses from opening something new in their buildings and thus changing their use. Van Lieshout also commented that the current parking ordinance is a barrier for someone thinking of coming into and doing business in the Village. It was stated that the discussion must factor in that current businesses that have ample parking must be considered and any changes to the parking ordinance must be kept fair for these businesses. The municipal parking lots were discussed at length with ideas of how to best use these spaces to help deal the parking issues. Possible solutions included: having business employees use the PAC lot rather than their own lots, impact fees for businesses that are deficient in their parking in order to help develop either a current municipal lot or to help create a new one, and additional Village signage for the municipal parking was suggested. The issue of not making changes to the ordinance due to economic reasons was commented on. The overall issue of parking was discussed to address where the real issues are with parking in the village. Comments were made on certain wording of the parking ordinance that are not clear such as employees versus Full Time Equivalents. Proposed wording was suggested for changes to the current parking ordinance.

6. Sign and Zoning code review and discussion

The off street parking and the zoning code ordinance 152.048 was discussed at great length. Jensen opened the discussion to everyone in attendance. The PC study group discussed the schedule of minimum parking requirements starting with the section pertaining to the requirements for employees. The PC group concluded that this should be changed to require parking for only shift averages during peak seasons and not every employee. The PC group

discussed the requirements for meeting room spaces and the possibility to recommend changing the requirements to one space for every six seats rather than five. The PC group discussed the requirements for office space and the possibility to recommend changing to one space for every four employees rather than three. The PC group discussed ways in which business could comply with a parking ordinance when they did not have the room to provide ample parking: shared use agreements with another business that has extra parking, impact fees per space to help develop a municipal lot, or the business can direct their employees to park in municipal lots. Other details of the requirements were discussed by the PC group. Discussion of how parking spots were allowed to be used during Pumpkin Patch was brought by the PC group.

The PC group discussed the Village directional signs and how these can be improved or added to help deal with parking issues.

Jensen showed examples of proposed open signs that were made of wood from Merrell Runquist. The PC group was pleased with the examples and discussed how these could be used in place of or in combination with the current open flags.

The PC group discussed the sign ordinance 155, Jensen stated that the PC group was waiting for Kevin Vonck to make a recommendation for sign requirements based on Highway frontage.

Van Lieshout updated the group on his most recent sign compliance audit for the Village which included his finding 20 violations on 13 properties.

7. Next Meeting

The next meeting was scheduled for Thursday, February 18<sup>th</sup>, 2010 at 11:00am at the Paul J. Bertschinger Community Center.

8. Adjourn

Jensen moved to adjourn the meeting at 4:38pm. Seconded by Peterson. Motion carried.

Reported by,  
Chris Anderson  
Plan Commission Chairman