

1 PLAN COMMISSION MEETING MINUTES
2 TUESDAY, SEPTEMBER 23, 2014
3 Sister Bay-Liberty Grove Fire Station – 2258 Mill Road
4

5 The September 23, 2014 meeting of the Plan Commission was called to order by Chairperson
6 Dave Lienau at 5:30 P.M.

7
8 **Present:** Chairperson Lienau, and members Scott Baker, Shane Solomon, Marge Grutzmacher,
9 and Don Howard.

10
11 **Excused:** Eric Lundquist and Nate Bell

12
13 **Others:** Lee and Ruth Telfer, Curt and Roxie Wiltse, and Greg Casperson.

14
15 **Staff Members:** Village Administrator Zeke Jackson, and Administrative Assistant Janal
16 Suppanz.

17
18 **Comments, correspondence and concerns from the public:**

19 Jackson noted that no correspondence related to a non-agenda item had been received, and
20 Lienau then asked if anyone wished to comment regarding a non-agenda item. No one
21 responded.

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23 **Approval of the agenda:**

24 *A motion was made by Baker, seconded by Solomon that the Agenda for the September 23,*
25 *2014 meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

26
27 **Approval of minutes as published:**

28 **As to the minutes for the August 26, 2014 meeting of the Plan Commission:**

29 *A motion was made by Solomon, seconded by Baker that the minutes for the August 26, 2014*
30 *meeting of the Plan Commission be approved as presented. Motion carried – All ayes.*

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32 **Business Items:**

33 **Item No. 1. Discussion regarding amendment and recreation of §66.0323 of the Zoning Code**
34 **– Grandfathering in the B-3 Zoning District, and consider a motion to direct staff to develop**
35 **changes for a public hearing:**

36 Two drafts of proposed amendments to §66.0323 of the Zoning Code – Grandfathering in the
37 B-3 Zoning District, were included in the meeting packets and the Commission members jointly
38 reviewed those documents.

39
40 The drafts contain “Option A” which reads,

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42 “Option A”: “(10) Lots in existence on or before May 31, 2015 shall be deemed
43 conforming for lot size, width, and lot coverage if said lot and improvements
44 thereon were conforming as of May 31, 2015 and had rights-of-way
45 purchased by the WISDOT for the Bayshore Drive Resurfacing Project of
46 2015. Land owners must produce a Certified Survey Map dated on or before
47 May 31, 2015 of property lines and all improvements located thereon to be
48 considered under (10)”;

49
50 and “Option B”, which reads:

1 included in the meeting packets are compliant with Village regulations. Work is ongoing on a
2 revised Development Agreement.

3
4 *A motion was made by Solomon, seconded by Howard that the recommendation is made to*
5 *the Village Board that the revised plans for the Stony Ridge Development Expansion Project be*
6 *approved as presented. Motion carried – All ayes.*

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8 **Item No. 5. Report by the Zoning Administrator regarding development activities, various**
9 **enforcement actions, and issuance of Sign and Zoning Permits:**

10 Jackson gave the following oral report:

- 11 1. The new wind energy tower siting regulation amendments as well as the amendments to
12 §66.0501(2)(h) of the Zoning Code which pertain to deliveries for home based
13 businesses in residential neighborhoods were approved by the Village Board.
- 14 2. Long Duration Special Event Permits have been issued to Tea Thyme and the Cookbook,
15 and their banners are displayed on the Country Walk sign on S. Bay Shore Drive at this
16 time. The tenants at the Country Walk Shops have agreed to alternate their business'
17 banners on the Country Walk Shops sign so that the traveling public knows what
18 businesses are located within that development.
- 19 3. No Zoning Permits were issued for new construction projects last month.
- 20 4. He intends to contact a local business owner regarding a mowing violation in the near
21 future.

22
23 **Item No. 6. Discussion regarding matters to be placed on a future agenda or referred**
24 **to a committee, Village official or employee:**

25 *It was the consensus that:*

- 26
27 1. *Discussion regarding 2014 updates to the Village's Wetland Survey Map and*
28 *consideration of a motion to direct staff to schedule a public hearing will be*
29 *addressed at the next meeting of the Plan Commission.*
- 30 2. *Review of §66.0504 of the Zoning Code – Wireless Telecommunication Towers,*
31 *and consider a motion to direct staff to develop changes for a public hearing will*
32 *be tabled until such time as County officials have completed their review of the*
33 *wireless telecommunication tower siting regulations.*

34
35 **Adjournment:**

36 *A motion was made by Grutzmacher, seconded by Solomon to adjourn the meeting of the Plan*
37 *Commission at 6:38 P.M. Motion carried – All ayes.*

38
39 Respectfully submitted,

40 

41 Janal Suppanz,
42 Administrative Assistant