

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY APRIL 17, 2023
7:00 PM
BOARD ROOM
MUNICIPAL BUILDING, 210 COTTONWOOD AVE.

Present: Jeff Bierman, Ann Wallschlager, David de Courcy Bower Tim Hallquist and Chip Schneeberger.
Others Present: Ben Nelson, Scott Hussinger and Deputy Clerk Bushey.
Call to Order- 7:00 pm

Roll Call taken.

Public Comments: Please be advised the Joint Architectural Board/Plan Commission will receive comments from the public related to any item(s) on the agenda for a three-minute time period per person, with time extensions per the Chairman's discretion.

No Public comments.

Motion (Wallschlager/Schneeberger) to nominate Tim Hallquist to act as Plan Commission Chairman for the meeting in Chairman Pfannerstill absence.

1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from 3-20-23-

Motion (Wallschlager/Schneeberger) to approve the minutes for the March 20, 2023, meeting. Carried (5-0).

2. Plan Commission review and consideration of an addition, façade improvements and signage for Petcoff Foundation, Inc., 139 Cottonwood Ave.

The building inspector said there are no issues, and the setback is not a problem. He said the addition is towards the back of the building and there will be an enclosed dumpster. There will be some changes and updates to the façade. Hussinger said they may be losing 2 parking spaces on the end, so there will be 5 instead of 7. There will be no internally illuminated signage and they applied to the BID for signage approval. Bierman asked about an area on the sidewalk, and Hussinger commented he thinks that is a canopy. Brief discussion regarding that area. Hussinger said it needs to be clarified in the Villages best interest.

DeCourcy-Bower commented he thinks the façade looks great. He commented on the sidewalk on the side of the building and would like the walkway to be designated as a pedestrian walkway. Hussinger said the walkway cannot be raised.

Motion (DeCourcy-Bower/Hallquist) to approve an addition, façade improvement and signage for Petcoff Foundation, Inc at 139 Cottonwood Ave, and to look into the lot line and ways to highlight pedestrian walkway. Carried (5-0).

3. Plan Commission review and consideration of a request to renew a Conditional Use Permit for operation of a temporary greenhouse to be located at Biebel's True Value, 580 Hartbrook Drive.
a. Consideration of a motion to set a Public Hearing

Wallschlager asked if this is a renewal. Building Inspector Hussinger said it is a 5-year renewal. He said they are changing what they were approved for, and they will have this change for 5 years.

Wallschlager asked who is responsible for following up and Hussinger said there is a list, and he thinks the clerk follows up on the Conditional Uses. Wallschlager asked if they are using it and don't have approval yet. Hussinger said they have the authority to use a single temporary 20x40 structure. He said it used to be renewed every year, so we said let's do it every 5 years.

Bailey commented that if a Public Hearing is set, it does not mean action has to be taken.

Motion (DeCourcy-Bower/Schneeberger) to set a Public Hearing to be held at the next meeting. Carried (5-0).

DeCourcy-Bower asked how many parking spaces are being used as storage. Brief discussion on handicap spaces.

4. Announcements-

Pfannerstill reminded everyone of in person absentee voting starts on Tuesday.

5. Adjourn

Motion (Schneeberger/Wallschlager) to adjourn. Carried (5-0).

Adjourned at 7:21 pm.

Respectfully submitted by

Recording Secretary,
Deidre Bush y, Deputy Clerk