

JOINT ARCHITECTURAL BOARD/PLAN COMMISSION MINUTES
MONDAY MAY 15, 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, Ryan Amtman 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.

1. Consideration of a motion to approve the Architectural Board/Plan Commission minutes from 4-17-23-

Motion (Wallschlager/Schneeberger) to approve the minutes for the April 17, 2023, meeting. Carried (6-0) with 1 abstention, Pfannerstill.

2. Architectural Board review and consideration of an addition, and alterations to the Saffron residence, 1132 E. Capitol Drive-

The building inspector said the addition meets all the zoning requirements.

Motion (Hallquist/Schneeberger) to approve an addition, and alterations to the Saffron residence, 1132 E. Capitol Drive. Carried (7-0).

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. Public Hearing-

Public Hearing opened at 7:02 pm.

Sue Biebel N92 W31010 Hoff Rd - explained they have been doing this for the last 24 years and they have a permit for this year for the greenhouse they have had and didn't know why it came up a year early.

Public Hearing closed at 7:05 pm.

b. Consideration of a motion to recommend approval of Conditional Use Permit-

Building Inspector Hussinger said this is a 5-year Conditional Use and this is the 4th year of the 5 years except, you replaced the single temporary structure with 2 wood frame more permanent structures, and you should have come to us prior to that to at least acknowledge that.

Sue Biebel said the greenhouse that we had before the company that made the greenhouse went out of business. What they replaced them with, they will be up all the time but not there all the time, they will be in the enclosed gated area on the west side of the building to cover the rentals in the winter.

Pfannerstill asked what the size of the structures in the original CU was. Sue Biebel said the original structure was 20 x 40, the current 2 structures are 10 x 20. She said they did it that way because they thought it looked better that way. Wallschlager asked what the metal structure in the front was for and Ms. Biebel said to shade the plants.

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.

Discussion on the back area where the 2 structures will go in the winter. Hallquist said he was just by there and he doesn't think there is enough room for the 2 structures. Sue Biebel said one would go by the building and one would go in the dock which they don't use. She said they will fit. Hallquist asked who owned the area where they have everything stored and Sue Biebel said Waukesha state bank and they have an agreement with them. Schneeberger commented on his concern for handicap parking and Hussinger said he was there on Saturday, and it was fine. Wallschlager asked what they would do with the pallets, Sue Biebel said when they are switched out when pallets of dirt come and any pallets, they don't use they have a company remove them. Wallschlager commented on the amount of rental equipment they have and what is listed in the Conditional Use. She said there seems to be a lot of clutter in the back. Brief discussion on the rental equipment.

Hussinger said there are 2 issues, their proof of operation is not up for action tonight from 15 years ago so it's the Conditional Use that needs to be amended to include these 2 wooden structures to be used on site for a hand full of times and then to be onsite the rest of the year.

Pfannerstill commented because of all the other things that could have issues with, those need to be addressed along with help of the Building Inspector, but tonight we are just looking at the greenhouses.

Wallschlager asked if there is a picture of the metal structure and Sue Biebel said no, but she took a picture of it. Wallschlager said she would also like to know where it will be stored in the wintertime.

Xykis said what is on the agenda is what we should be discussing not where it is stored. Hussinger said it is important where the structures will be stored. Brief discussion on the structures. Hussinger said if there is approval tonight, it should expire next year when it originally was supposed to expire and, in a year, if everyone is happy with it, then it could be extended another five years.

Bierman said he would like to see it stored on the west side of the building in the gated area of the building and part of the approval should be where they are stored. Sue Biebel said they are also having someone make a canvas cover for the wintertime to cover them.

DeCourcy-Bower said aesthetically they do look nice and thinks there is a bit of disconnect with the POO what is currently presented and what is happening. He said in their plan of operation it does say that they notify the village if they do something that goes outside of the plan of operation. He said he feels they should work with the Village on what works for.

Motion (DeCourcy-Bower/Xykis) to approve the Conditional Use of 2 structures contingent on coming to agreement with the Village where the winter storage will be and with a 1-year review. Carried (7-0).

4. Plan Commission review and consideration of construction of a gazebo shelter for playground area, 1280 Bristlecone Drive-

The petitioner said there is a canopy structure that is there now with a canvas top that is worn away. He said they would like to put up a gazebo with all 4 sides open, there will be no lights or electric just a shelter type of structure.

Motion (Hallquist/Wallschlager) to approve the gazebo shelter for the playground area at 1280 Bristlecone Drive. Carried (7-0).

5. Plan Commission review of proposed modifications to Article IV Conditional Uses to create Division 7 (Sec. 46-909) "Hotel/Motel Uses" to allow hotels in the B-2, B-3, and B-4 Districts as Conditional Uses-

Bailey said there is nothing in current ordinance for Hotels or Motels. He said they worked with the Attorney to come up with standards for a Hotel/Motel to fit in the Industrial Park, Hartbrook or downtown and this would be considered a Conditional Use through a PUD. He said this will go to the June 19th Plan Commission meeting and then to the Village Board and then a Public Hearing would be set. He said the Village Attorney will be at the next meeting if they have any questions. He said there is no action on this. Pfannerstill said since the Attorney will be here next time, just send the questions to the Village Hall for him.

6. Announcements -

Pfannerstill informed everyone that Sue Loppnow passed away and to keep her family in your thoughts.

Xykis commented that he would like a time change to go on next Plan Commission agenda to change the time from 7:00pm to 6:30pm.

7. Adjourn

Motion (Schneeberger/Hallquist) to adjourn. Carried (7-0).

Adjourned at 7:36 pm.

Respectfully submitted by

Recording Secretary,

Joint Architectural Board/Plan Commission Minutes

Monday May 15, 2023

Page 4

Deidre Bushéy, Deputy Clerk