

**Plan Commission Meeting  
July 27, 2020**

Present: Ed Bohte, Scott Breneman, Rochelle Frank, Mario Meverden, Wes Schoepke, Mark Stubbe, Steve Zahn

Also present: Attorney Frokjer, Clerk Cindy Bailey, PC Chair Betty Hoenisch, Zoning Administrator Rich Grefe, and PC Secretary Merriebeth Russ

**Agenda Item 1: Village President Betty Hoenisch called the Plan Commission to order at 7:00 p.m.**

President Hoenisch introduced the new Planning Commission Secretary Merriebeth Russ, recently approved by the Board of Trustees.

**Agenda Item 2: Motion to dispense of the reading of the March 3, 2020 and May 6, 2020 Plan Commission Meeting minutes and approval of the minutes.**

The minutes of the May 6, 2020 Plan Commission meeting were reviewed by members. No changes were made. Review of the minutes of the March 3, 2020 was tabled.

Steve Zahn made a motion to approve the May 6, 2020 Plan Commission Meeting minutes. Rochelle Frank seconded. Motion Carried.

**Agenda Item 3: Village President's Report**

President Betty Hoenisch told the Plan Commission the Village staff has been busy with summer work, culverts, washouts from the excessive rain. The municipal office has been extremely busy due to five elections in 2020, the number of absentee ballots and COVID-19 related tasks.

**Agenda Item 4: Zoning Administrator's Report and Zoning Enforcement Report**

Zoning Administrator Rich Grefe updated the Plan Commission reporting that 61 permits were issued to date. He has been writing enforcement letters which will go out by the end of the month.

**Agenda Item 5: Call the Public Hearing to order**

President Betty Hoenisch called the Public Hearing to order at 7:15 p.m.

**A. Discussion regarding Carl Theorin's Petition to Amend the Conditional Use Permit for Wausau Sales Corporation. This amendment would allow a new building to be built at 4510 County Road L to clean and detail equipment.**

No neighbors of Wausau Sales Corporation were present at the public hearing to offer input. President Hoenisch said that she has talked to a couple of the neighbors when she dropped off their landowner packets and they are pleased with the business.

President Hoenisch began the discussion providing a review of the original conditional use permit issued to Wausau Sales Corporation. They would now like to build a new building to provide additional capacity to clean up equipment and ready it for auction. The building will be constructed on the property at the site of the old barn. They have 2 to 3 auctions per year.

Attorney Frokjer asked about the parking. Mr. Theorin explained that until several years ago auction parking was on County Road k. Approximately 7 or 8 years ago, they received permission from Marathon County to add a new driveway to allow vehicles to enter the auction property from County Road L. Now all parking for auctions is on the property not on County Road K or County Road L.

Attorney Frokjer also asked about the lighting set up and if there were any potential issues. Mr. Theorin said only the walkways and doorways are lighted with nothing shining outwards that might bother neighbors.

Wes Schoepke made a motion to adjourn the Public Hearing at 7:23pm. Ed Bohte seconded. Motion carried.

**Agenda Item 6: Other Business:**

**A. Discussion and possible action on Carl Theorin's Petition to Amend the Conditional Use Permit for Wausau Sales Corporation which would allow a new building to be built to clean and detail equipment for auction.**

Zoning Administrator Rich Grefe asked Mr. Theorin about the state approval status and sanitary approval. Mr. Grefe said that he would need the approvals when he issues the building permits. Mr. Theorin stated that the approvals were in process.

It was noted that the original conditional use permit limits the amount of time equipment can be stored outside to 3 weeks before and 3 weeks after an auction.

The suggestion was made that the permit be amended to remove the limitation since equipment is consistently stored outside.

Attorney Frokjer suggested the words “as they relate to agriculture auctions” be deleted from the first condition of the conditional use permit. He also suggested deleting conditions #2 and #3. Since trucks and trailers are included in the equipment handled by Wausau Sales Corporation it was recommended that “trucking” be added to condition #1.

President Hoenisch asked if the lighting should be addressed as a condition. Attorney Frokjer suggested that it be added as a second condition and worded as “Exterior lights shall be directed downward.”

Wes Schoepke made a motion to recommend that the Board of Trustees approve an Amendment to the Conditional Use Permit for Wausau Sales Corporation which would allow a new building to be built to clean and detail equipment for auction with the same conditions and with the addition of exterior lighting directed downward. Steve Zahn seconded. Motion carried.

#### **B. Discussion and possible action on Wausau Sales Corporation's business plan for a new building at 4510 County Road L**

Steve Zahn made a motion to recommend to the Board of Trustees to approve Wausau Sales Corporation's business plan for a new building at 4510 County Road L. Rochelle Frank seconded. Motion carried.

#### **C. Discussion and possible action on Mike Kilinski's (MSK Holdings) business plan for a building on lot two of CSM No. 18605**

President Hoenisch explained that Mike Kilinski was at the May 6, 2020 Plan Commission meeting to present business plans for Brian's Flatwork on behalf of Brian Messerschmidt. Mr. Messerschmidt wanted to build a building of 3600 – 7200 square feet for his business. The square footage would depend on the financing Mr. Messerschmidt could obtain.

President Hoenisch asked Mr. Kilinski to explain what has transpired with the project. Mr. Kilinski stated that Mr. Messerschmidt's situation has changed so I am now planning to build the building and rent the space to Mr. Messerschmidt. All plans for the building would be the same as presented at the May 6, 2020 meeting, but the size would be set at 3,600 square feet. If Mr. Messerschmidt was not able to rent the space, Mr. Kilinski stated that he understood he might have to return to the plan commission for a conditional use permit, depending on

what business rented the space. He also stated that he was aware that he would need to return to the Plan Commission if he did want to increase the square footage of the building in the future.

Ed Bohte made a motion to recommend to the Board of Trustees the approval of Mike Kilinski's (MSK Holdings) business plan for a building on lot two of CSM No. 18605. Wes Schoepke seconded. Motion Carried.

**D. Discussion and possible action on Dan Brandenburg's (Forward Properties) business plan for an additional storage building at 4801 N. 32nd Avenue**

Dan Brandenburg explained that he (Forward Properties) would like to build an additional 40'x40' building based on the approval he received in 2008 to construct 5 buildings on the property. At that time Mr. Brandenburg explained that he was only able to build one of the planned buildings. Now he would like to build another.

President Hoenisch said Attorney Frokjer was not at the 2008 meeting where approval was given but asked if there was a time limit associated with the permit. Attorney Frokjer suggested that in the future the Village add a time limit on the use of the approval.

Mr. Brandenburg said that he had no problem with coming to the Plan Commission again in the future if he decided to construct the additional building(s). Mr. Brandenburg said that the site plan has changed slightly. Based on feedback from neighbors who like the landscaping, he is trying to keep the landscaping so it hides as much of the buildings as possible.

President Hoenisch asked about DNR studies and if there are wetlands on his property. Mr. Brandenburg said that he still has the original impact studies and Phase 2 from REI that show there is no wetland on the property except for the farthest corner.

Zoning Administrator Rich Grefe said that the Village is fine with the original building plans that were approved by the state even though a different company based in Fort Atkinson is actually manufacturing the buildings.

Regarding lighting, Mr. Brandenburg indicated that there will be wall packs. In the future there may be additional measures needed since recently there have been issues with unlawful access to Joe Rader's property. He felt that in the future they may need to have a gate so no one can access the property without a time stamp at the gate.

Steve Zahn made a motion to recommend that the Board of Trustees approve Dan Brandenburg's (Forward Properties) business plan for an additional storage building at 4801 N. 32<sup>nd</sup> Avenue with the condition that any new buildings must come back before the Plan Commission for approval. Mark Stubbe seconded the motion. Motion Carried.

**Agenda Item 7: Schedule the next Plan Commission meeting**

President Hoenisch said that, with the coming Labor Day holiday, Plan Commission members should watch their e-mails for notification of the next Plan Commission Meeting.

**Agenda Item 8: Adjournment**

President Hoenisch said that a motion to adjourn was in order.

Ed Bohte made a motion to adjourn the Plan Commission meeting at 7:54 pm. Seconded by Mario Meverden. Motion carried.

Respectfully submitted by:



Merriebeth Russ, Plan Commission Secretary

Minutes Approved: March 8, 2021