

**Plan Commission Meeting Minutes
May 6, 2020**

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

Also in attendance: PC Chair Betty Hoenisch, Attorney Frokjer, Zoning Administrator Rich Grefe and Secretary Cindy Bailey.

Agenda Item 1: Call the Plan Commission to Order

Village President Hoenisch called the Plan Commission to order at 7:08 p.m.

Agenda Item 2: Village President's Report

After opening the Plan Commission meeting, President Betty Hoenisch moved directly to Zoning Administrator Rich Grefe's report.

Agenda Item 3: Zoning Administrator's Report and Zoning Enforcement Report

Administrator Grefe reported that in April two zoning permits were issued, one wrecking permit was issued and three building permits were issued for sheds.

One violation for a conditional use sign was addressed in April. Zoning Administrator Grefe made a phone call to the person holding the Conditional Use Permit and the sign was removed. In the future the Board may wish to address conditional use signage when ordinances are reviewed.

Agenda Item 4: Call the Public Hearing to Order

Village President Hoenisch called the Public Hearing to Order at 7:10 p.m.

- A. Amendment to Zoning Ordinance – the Village of Maine is proposing to amend lot definition in Chapter 17.01-08 relative to access to a public road for business districts.

Attorney Frokjer explained why Maine is proposing to make this amendment to Maine's business districts B2, B2, M1. Businesses need an option for a shared driveway and access to roads. This is encouraged by Marathon County to limit the number of access points to county roads and create safer accessibility. The shared driveway amendment would be similar to the shared private way option available for residential lots and would be dependent on the filing of a shared driveway and maintenance agreement.

- B. Amendment to Zoning Ordinance – the Village of Maine is proposing to amend interior irregular shaped lots in Chapter 17.08-4(3)(c) relative to width measurement for business districts.

Attorney Frokjer explained the B & R Seamless and Brian’s Flatwork lot configuration and how this amendment would work for Mr. Kilinski’s clients. This type of ordinance is common in other municipalities and would allow measurement of irregular lots at the widest point.

Ed Bohte made a motion to adjourn the Public Hearing at 7:10 p.m. Seconded by Wes Schoepke. Motion Carried.

Agenda Item 5: Other Business

- A. Discussion and possible action on an Amendment to Maine’s Zoning Ordinance regarding lot definition in Chapter 17.01-08 relative to access to a public road for business districts.

Scott Breneman made a motion to recommend to Board of Trustees to approve amendment of Chapter 17.01-08. Seconded by Mark Stubbe. Motion Carried

- B. Discussion and possible action on an Amendment to Maine’s Zoning Ordinance regarding interior irregular shaped lots in Chapter 17.08-4(3)(c) relative to width measurement for business districts.

Wes Schoepke made a motion to recommend to Board of Trustees to approve amendment of Chapter 17.08-4(3)(c). Seconded by Rochelle Frank. Motion Carried.

- C. Discussion and possible action on B & R Seamless proposed facility and business plan.

Andy Differt stated he lives on N. 28th Avenue in Maine and he would also like to move his business to the Village of Maine. Mr. Differt has two job crews. The building will have an equipment storage area, an office and a bathroom. Attorney Frokjer asked about outside storage and Mr. Differt stated he will have no outside storage.

Mike Kilinski from Urban Construction explained the revisions to the CSM and that there will be a permanent shared driveway agreement.

Wes Schoepke made a motion to approve B & R Seamless proposed facility and business plan. Seconded by Mario Meverden. Motion Carried.

D. Discussion and possible action on Brian's Flatwork proposed facility and business plan.

Brian Messerschmidt was not in attendance. Mr. Kilinski from Urban Construction presented on his behalf of his client. Brian's Flatwork will be moving to the Village of Maine and is waiting for financing approval that will determine the square feet of the building. The building will be somewhere between 3600 sq. ft. and 7200 sq. ft. depending on what the bank approves. Mr. Messerschmidt is requesting that the proposal and business plan reflect that range of possible square footage. There will be no outside storage per Mr. Kilinski.

Wes Schoepke made a motion to approve Brian's Flatwork building plan from 3,600 sq. ft. to 7,200 sq. ft. Seconded by Ed Bohte. Motion Carried.

E. Discussion and possible action on Woodcraft Renew A Kitchen proposed new facility and business plan.

Jeff Plautz explained that he and his son manufacture custom kitchen, bath and entertainment cabinets. A fire in December of 2019 necessitates building a new facility. The original structure was built in 1950 then added onto several times. Per Mr. Plautz his insurance company is requiring him to install a sprinkler system utilizing underground tanks. Mr. Plautz's insurance stepped up to the plate to help with the cost of that system.

Administrator Rich Grefe stated that according to the site plan submitted with the building permit application it appears that the proposed building has been moved back (east) a bit. Mr. Plautz agreed. Administrator Grefe asked about a showroom and Mr. Plautz indicated that they will have a show room in the new building. Mr. Grefe asked about the number of parking stalls and the number of employees that will be on the premise. Mr. Plautz indicated they usually employ six to eight people, so they will need parking for the employees, an installation vehicle and a delivery vehicle. It was noted that there are requirements for the number of parking spaces based on number of employees and building sized. A discussion followed with the Plan Commission members and Zoning Administrator Grefe giving Mr. Plautz advice and suggestions on ways to meet the ordinance requirements.

President Hoenisch asked about neighbors and noise issues. Mr. Plautz indicated they have not had a neighbor that complained, however they operate when the neighbors are working and they never work on weekends.

Ed Bohte made a motion to approve Woodcraft Renew A Kitchen new facility and business.
Seconded by Mark Stubbe. Motion Carried.

Agenda Item 6: Motion to dispense of the reading of the previous Plan Commission meeting minutes and approval of minutes.

Motion Tabled

Agenda Item 7: The next Plan Commission meeting is scheduled for June 1, 2020.

Agenda Item 8: Adjournment:

Wes Schoepke made a motion to adjourn at 8:08 p.m. Seconded by Mario Meverden. Motion Carried.

Respectfully submitted,

Merriebeth Russ

Approved on: _____