

Minutes
Village of East Troy Plan Commission
2015 Energy Drive
June 13, 2022
6:30 p.m.

1. **Call to order**- Acting President Johnson called the meeting to order at 6:30 p.m.
2. **Pledge of Allegiance**
3. **Verification of open meeting notice** – Clerk Alexander verified the meeting had been posted according to open meetings laws.
4. **Roll call**
Present: Acting President Johnson, Trustee Renucci, Commissioners Edward Arendt, Chris Bottoni, Roger Hayes, Jacob Lederhaus, and John Merath
Excused: Scott Seager
Others: Zoning Administrator Schwecke, Administrator Suhm, Clerk Alexander
5. **Citizen participation**
None
6. **Approve Plan Commission minutes of May 9, 2022**
Motion by Trustee Renucci, second by Commissioner Hayes, to approve minutes as presented.
Motion carried.
7. **Sign permit for a wall sign for Sammy’s Place located at 2079 Division Street (ROP 00065) in the downtown design district; Sam Besler, applicant (application 2021-23)**

A. Possible action by Plan Commission

Zoning Administrator Schwecke reviewed his staff report stating that this application is for a sign in the downtown design district and explained the application request to replace the existing sign on the front of the building with a sign of the same size and placement, retain the current gooseneck lights and to remove the projecting sign. These changes are permitted by current code for this building with a 25’ front wall.

The application also requests replacing the prior sign on the south side of the building and to add gooseneck lights and Zoning Administrator Schwecke explained that current code does not allow for either new signs on the side wall of a business or lighting. The proposed signs are not lighted internally. The applicant, Sam Bresler, was present and explained his proposed signage to the Commission. Zoning Administrator Schwecke explained that should the Commission determine that the prior sign has always been in place as a sign it could be considered a legal non-conforming sign and the applicant would be allowed by code to replace the sign face, but not move the location, change the size, or add lights.

The applicant, Sam Bresler, was present and explained his proposed signage to the Commission and explained that he would prefer the side wall sign be allowed to be made a bit larger with lights as he feels this is a perfect opportunity to advertise his business. After discussion Mr. Bresler agreed to accept a legal non-conforming determination for the side wall sign.

Discussion included the process required to change the current ordinance to allow for side wall signage and/or lighting with a text amendment application, how this would change would affect all businesses and that the side wall sign has been in place for a very long time.

Motion by Commission Hayes, second by Commissioner Arendt, to approve the wall sign on the front of the building as specified in the documents. Motion carried.

Motion by Commissioner Bottoni, second by Commissioner Hayes, to approve the sign replacement on the south side of the building in the exact same space and size as currently is grandfathered in (legal non-conforming) without any lighting or other changes. Motion carried.

8. Site plan amendment for new lumber storage building (9,000 sf) for property located at 2624 Corporate Circle (A400300001); Accurate Housing Systems, applicant (Fred Carlson, agent) (application 2022-19)

A. Possible action by Plan Commission

Applicant was not present. Zoning Administrator Schwecke explained this is an existing business and the application meets all restrictions.

Motion by Trustee Renucci, second by Commissioner Arendt, to approve the site plan/plan of operation for the project consisting of the 9,000-square-foot building as set forth in the submittal documents, provided 1) The Village engineer verifies that the stormwater management plan approved in 2016 is in place and operational and 2) The petitioner obtains a zoning permit from the zoning administrator prior to any land-disturbing activity related to this project. Motion carried.

9. Amend conditional use to include outdoor events and a pavilion for property located at 2511 Main Street (RA270200001) LD's BBQ (Leon Davis, owner) (application 2022-17)

A. Public hearing

B. Possible recommendation by Plan Commission to Village Board

Applicant was not present, and item was tabled until later in the meeting.

Item was taken up at 7:23 pm.

President Johnson opened the public hearing at 7:23 pm.

Zoning Administrator Schwecke provided an overview of the two items as the conditional use amendment and site plan/plan of operation. The applicant is proposing an open-sided pavilion, additional parking for special events, the space to be used for events, live music and for people to gather. The applicant currently has a conditional use that approves music in front of the building, and this would be in addition to that. The current plan for the pavilion is a 3-sided open pavilion with the back side closed to be used for storage and food service. He has presented a concept drawing however the parking needs to be redesigned, the plan is to relocate the two sheds on the property to accommodate a better traffic flow and the updated site plan is about half done. Placement of the pavilion needs to be finalized with consideration of Fire Department access as well as more specific placement of other items and motorcycle parking. The understanding is that the southeast driveway will be abandoned for safety, leaving the other three access points which is sufficient. Zoning Administrator Schwecke reiterated that this would be an amendment to the existing conditional use.

President Johnson closed the public hearing at 7:30 pm.

Motion by Commissioner Bottoni, second by Commissioner Arendt, to recommend to the Village Board approval of the conditional use subject to the terms in the draft conditional use order dated June 7, 2022. Motion carried.

10. Amend site plan/plan of operation based on pending conditional use application for outdoor events and a pavilion for property located at 2511 Main Street (RA270200001) LD's BBQ (Leon Davis, owner) (application 2022-18)

A. Possible action by Plan Commission

Motion by President Johnson, second by Trustee Renucci, to table consideration of the site

plan/plan of operation until the applicant has a more complete site plan. Motion carried.

11. **Amend the Village's comprehensive plan by changing the land use classification of two properties (RLC 00002; RLC 00003) from General Commercial to General Industrial; applicant (John Theisen, agent) (application 2022-22)**

A. Possible recommendation by Plan Commission to Village Board

The applicant, John Theisen was present.

Zoning Administrator Schwecke explained the background of the properties and the intent to build a light industrial building on the property. Currently this property is shown as commercial zoning on the comprehensive plan, so this is the process needed to do this. Prior to submitting a request for rezoning a change to the comprehensive plan would need to be made. This will be accomplished by recommending the change to the Village Board, who would hold a public hearing, The proposed timeline is that the Village Board would hold that public hearing at their July meeting and then at the July Plan Commission meeting the applicant would present more details for the project to combine the parcels and present the site plan for the light industrial building.

Motion by Commissioner Arendt, second by Trustee Renucci, to recommend to the Village Board the approval of the resolution, dated June 6, 2022, based on the findings contained in the draft resolution. Motion carried.

12. **Amend the zoning code to establish a Central Business Transition (CBT) district and related matters (Application 2022-15)**

A. Public hearing

B. Possible recommendation by Plan Commission to Village Board

President Johnson opened the public hearing at 6:53 pm. There were no comments. President Johnson closed the public hearing at 6:54 pm.

Zoning Administrator Schwecke reviewed comments from the last Plan Commission meeting, discussed how the ordinance has been developed, that letters were sent out previously in the development of the ordinance to the public, the public hearing notice was published, public comments were considered in developing the ordinance and an overview of the differences of the CB (Central Business) and the CBT (Central Business Transition) districts. CBT vs CB will allow for more flexibility. It also adjusts the properties included in CB that are subject to the downtown district design review which will focus on properties that front the Square. It was confirmed that this change will not affect property taxes.

Motion by Commissioner Lederhaus, second by Commissioner Hayes, to recommend to the Village Board approval of the proposed ordinance as drafted, 2022-07. Motion carried, with Trustee Renucci abstaining.

13. **Amend the zoning code to establish a Mixed Business/Light Industrial design overlay district and related matters (application 2022-16)**

A. Public hearing

B. Possible recommendation by Plan Commission to Village Board

President Johnson opened public hearing at 6:59 pm. There were no comments. President Johnson closed the public hearing at 7:00 pm.

Zoning Administrator Schwecke reviewed the draft ordinance that has been developed to reach this version.

Motion by President Johnson, second by Commissioner Arendt, recommend to the Village Board the approval of the proposed ordinance as drafted (2022-08), application 2022-16. Motion carried.

14. Discussion related to potential revisions to the Village zoning code (chapter 510) with regard to residential driveway standards and parking lot design

Zoning Administrator Schwecke reviewed his staff report and that he has drafted the ordinance to include comments/ideas from the last Plan Commission meeting. Discussion included the best allowable angle for driveways, that the drawing will be revised based on the decision of the angle proposed for the code, define right-of-way and that it should also be identified in the drawing, confirmation of the elimination of the 8' set back for driveway tapers, the recommendation outlined in Section 3 regarding off-street parking design which came from the Fire Chief and that this ordinance will still require a public hearing at the next meeting and minor changes can also be made at that time if needed.

Motion by President Johnson, second by Trustee Renucci, to direct staff to set the public hearing date for the proposed ordinance with the reflected changes for the July 11 meeting and to include a maximum angle for a driveway taper at 135 degrees. Motion carried.

15. Recommendations for future agendas (no packet materials)

- **Revise application requirements for rezoning petitions**
- **General discussion to limit franchises in the downtown district**

16. Next meeting: July 11, 2022, at 6:30 pm, if needed (potential special meeting for June 20, 2022, at 5:30 or 6:00 pm) Zoning Administrator Schwecke explained the potential special meeting regarding concerns from EPC on the Square and their desire to close up the currently exposed north side of their building due to the demolition of the Cobblestone building and may need to seek approvals prior to the July meeting. They currently have an exposed side wall and are considering the need to pour concrete on the side to fortify the sidewalk. Consensus was to wait until application materials are received and then to schedule a meeting.

17. Adjourn

Motion by Commissioner Arendt, second by President Johnson, to adjourn. Motion carried at 7:31 pm.

Respectfully submitted by

Lorri Alexander
Clerk

Note: Recordings of the meeting may be found on our YouTube Channel - Link:

<https://www.youtube.com/channel/UCGPfzVwLzE2Pqt4-g450Klg>