

## **DRAFT MINUTES: TOWN OF WILSON PLANNING COMMISSION MEETING**

**Town of Wilson: 5935 South Business Drive, Sheboygan, WI**

**Meeting Date: April 12, 2021**

**Meeting Time: 6:30 p.m.**

**CALL TO ORDER & DECLARATION OF OPEN MEETING** by Chair Roger Miller, John Ehmann, Fritz Goebel, David Schleicher, Rich Ternes, Emily Stewart, present; Guy Jones, and Mandy Tran excused absence

### **NEW BUSINESS:**

1. **Approval of Draft Minutes from the March 8, 2021 meeting** – Mr. Goebel stated that his name was misspelled and that in the fifth line of item #3, the correct spelling is “signs.” Motion to approve the March 8, 2021 minutes as amended made by Mr. Goebel. Mr. Ternes seconded. Motion carried unanimously.
2. **The Plan Commission will make a recommendation on the pre-application meeting for the conditional use request from Kelly J. Hatton of Sheboygan for property located at 4331 Moenning Road, Sheboygan, WI 53081, for tax parcel #59030451670. This request is to allow a kennel use of A-3 zoning.** – The applicant was in attendance and provided two letters of support from others. Mr. Miller opened the conversation and explained the process to the applicant. Mr. Ehmann asked if there are State licensing requirements that apply since this is not a business. The applicant stated that no, there are not. He breeds dogs (1-2 litters per year) and shows at the dog shows. Usually they are his own dogs, but occasionally they are other peoples’ dogs. Mr. Miller asked about the threshold for a State license. The applicant stated that he caps his number of dogs at ten. Mr. Ehmann stated that he would like to look into State requirements. Mr. Ternes asked if the City has jurisdiction; Mr. Miller stated that property notifications should be sent to neighbors. Discussion carried as to whether this should be moved to a future agenda upon deeper review of State statutes and licensing. No action was made at this time.
3. **Sign permit application: Kunes RV Sheboygan Properties, LLC, 8120 Frontage Rd., Sheboygan, WI 53081, in the Town of Wilson, Sheboygan County, WI for tax parcel #59030462390.** – Mr. Miller asked if anyone present had any questions. Paul Radermacher present for the applicant. Mr. Radermacher provided a brief overview of the application. Mr. Goebel motioned that the Plan Commission recommend approval of the sign permit application. Motion seconded by Mr. Schleicher. No further discussion. Motion carried unanimously.
4. **Sign Permit Application: Ten Pas Sign Co. Inc., Ray Ten Pas, W2312 Wilson Lima Rd., Oostburg, WI 53070 for 9027 Frontage Rd., Oostburg, WI 53070.** - Mr. Miller stated this topic should be a pre-application meeting because the applicant needs to submit a structural plan. Mr. Miller explained that going through the process is a good exercise for everyone to have a better understanding of what is allowed statutorily. Mr. Miller stated that he performed an inventory of existing off-premise signage and the consensus between him and Ms. Tran is that the current ordinance violates the law as is it written. Mr. Miller stated that based on prior PC meetings and PC member research, the group consensus is that there should be a minimum distance between signs, and not a cap on signage. He suggested that on Page 9 of the Zoning Ordinance, under Section 29, the following subsection should be stricken from the Ordinance: Sec. 29.10(4)(b). This allows the Town to be in conformance, also useful since there are limited lineal footages remaining in the Town of Wilson. Mr. Miller asked for suggestions from those present. The applicant stated he did not have any further input. Mr. Miller provided a synopsis of a legal summary based on his 2008 notes, which confirmed that billboards cannot be prevented in industrial and commercial use areas. Ms. Stewart motioned that the Plan Commission recommend to the Town Board that Section 29.10(4)(b) of the existing Zoning Ordinance be removed and the Ordinance updated accordingly so that it accurately reflects State and Federal standards. Mr. Goebel seconded the motion. Mr. Miller stated that in the meantime, the applicant must have an engineer perform a structural design and ensure position requirements are correct in his proposal. Motion carried unanimously.
5. **Sign permit application: Crossroads Community Church of Sheboygan for property located at 4321 County Road A, Sheboygan, WI 53081.** – The applicant was in attendance. Mr. Miller asked for clarification about the pylon sign facing the highway and asked the applicant to confirm that they are A-2. It was confirmed these are all

"on premise" signs. Mr. Ehmann noted that per Section 29.12(2), flexibility in regards to signage is very limited. He explained that if the property was zoned Highway Commercial, they would be within the square footage requirements and would be permitted to have the number of signs that they are requesting. He added that the proposed free standing sign meets the height requirement of thirty feet. Mr. Ehmann suggested that the applicant rezone to Highway Commercial. The applicant asked whether they would be permitted to have the signage that they are requesting if they were to rezone, and Mr. Ehmann stated that yes, they would. Mr. Miller explained that the applicant still needs to submit a structural foundation plan. Mr. Miller motioned that the Plan Commission recommend approval of the sign permit application to the Town Board contingent upon the applicant submitting a structural engineering plan prior to the meeting, and also that the Plan Commission recommend that the Town Board proceed with issuing a public hearing to rezone the property to Highway Commercial. Discussion carried as to whether a fee would be required; Mr. Ehmann and Mr. Miller stated that a fee would not be required due to the nature of this rezone request. Mr. Schleicher seconded the motion. Motion carried unanimously.

6. **Consideration of Zoning Ordinance Updates for Conservancy & Parks District** - Ms. Stewart asked whether "stand of trees" was necessary to include as a separate use, and the consensus of the Commission was that it should remain. Mr. Ehmann stated that addressing hunting as a use should be a topic that is considered. Discussion carried as to where and in what situations it should be permitted and not allowed. The decision was made to make Hunting and Trapping a Conditional Use in both C-1 and C-2 uses. Ms. Stewart asked whether "fraternal organizations" should be redefined to incorporate non-profits. Discussion carried that the framework of P-2 aligns with churches, lodges, and fraternal organizations, so this would remain. Ms. Stewart suggested consolidating "neighborhood center" and "community center" into "neighborhood and community centers." The Commission consensus was to proceed with this change.

**OLD BUSINESS:** None

#### **CORRESPONDENCE**

1. Approved Plan Commission Minutes – No discussion.
2. Approved Town Board Minutes – No discussion.
3. Correspondence – Mr. Ehmann explained the CUP process and procedures checklist that was shared with the Committee. He explained that there has been an ongoing project to improve the process for applicants and Town staff. He added that the preferred method moving forward is to assign someone on PC as a liaison between the Town Clerk and the applicant. Mr. Miller distributed and provided an overview of a UW Extension document that offers a clear explanation of the CUP process.

**ADJOURN:** Motion by Ms. Stewart, seconded by Mr. Schleicher, to adjourn the meeting at 7:43 PM. All present voted aye, motion carried.

Minutes Respectfully Submitted by Emily Stewart, Plan Commission Member