

## **Minutes of the Plan Commission – March 19th 2012**

A meeting of the Plan Commission of the City of Prairie du Chien was held on Monday March 19<sup>th</sup> 2012 at 7:00 PM in the Council Chambers of City Hall. Mayor Dave Hemmer called the meeting to order.

### **1. CALL TO ORDER/ROLL CALL**

PRESENT – Dave Hemmer (Chairperson), Linda Munson, Dan Key, Roger Grunow, Ross Ritchie, Tom Nelson ABSENT - Curt Kramer

ALSO PRESENT – Zoning Administrator Julie Jackson, Attorney Mark Peterson, City Administrator Aaron Kramer

### **2. CERTIFICATION OF THE OPEN MEETING LAW AGENDA REQUIREMENTS AND APPROVAL OF AGENDA**

MOTION: Munson SECOND: Grunow VOTE: 6-0

### **3. APPROVAL – Minutes of the February 27th 2012 meeting**

ACTION: To approve MOTION: Nelson SECOND: Hemmer VOTE: 6-0

### **4. DISCUSSION AND ACTION - Recommendation on Certified Survey Map located in the NE<sup>1</sup>/<sub>4</sub> of the NE<sup>1</sup>/<sub>4</sub> and the SE<sup>1</sup>/<sub>4</sub> of the NE<sup>1</sup>/<sub>4</sub>, Section 9, and the NW<sup>1</sup>/<sub>4</sub> of the NW<sup>1</sup>/<sub>4</sub> and the SW<sup>1</sup>/<sub>4</sub> of the NW<sup>1</sup>/<sub>4</sub>, Section 10, T6N, R6W, Town of Bridgeport, which is in the extraterritorial limits of the City of Prairie du Chien, Crawford County, Wisconsin – brought by Connie Hein**

Considerable discussion was held on the lack of master plan covering extraterritorial areas around the City. It was suggested this be placed on a future agenda. ACTION: To recommend that Council approve the CSM at its March 20th meeting MOTION: Munson SECOND: Grunow VOTE: 5-1 (Nelson opposed)

### **5. UPDATE – Digital Signage Ordinance**

Staff provided a short update on the most recent developments involving a proposed digital sign ordinance and recommend the Plan Commission rescind its recommendation to the Council at its last meeting, citing a March 14<sup>th</sup> email from the Department of Transportation. Mary Niemeyer (Vice President – General Manager) and Keith Carson (Real Estate Manager) were present from Olympus Media, and disputed the DOT's position. They asked the Commission to give them additional time to research and report back. ACTION: To rescind the February 27<sup>th</sup> motion by the Plan Commission, which was to recommend to the Common Council that they consider, at one of their April meetings, an ordinance approving the installation of digital billboard signs as a conditional use permit, pending the official ruling from the WDOT MOTION: Munson SECOND: Nelson VOTE: 6-0  
ACTION: To table this issue indefinitely MOTION: Nelson SECOND: Key VOTE: 6-0

### **6. DISCUSSION AND ACTION – Proposed changes to the temporary event signs and banners ordinances**

A memo, with ordinance change recommendations, was reviewed and discussed. If the proposed changes are approved, staff recommended that an ordinance be drafted, official notices be published on March 26 and April 2, with a public hearing and action on the proposed ordinance change at the April 17th Council meeting. ACTION: To recommend the Council approve the recommended changes to the temporary signs and banners ordinances and hold a public hearing at the April 17<sup>th</sup> Council meeting MOTION: Hemmer SECOND: Key VOTE: 6-0

**7. DISCUSSION AND ACTION - Review and recommendation on vacating a portion of Twenty-Third (23rd) Street abutting Blocks 33 and 35 of Parish Addition**

Jackson provided background on the city's actions in 2001 to vacate the street, which were never finalized. If the Commission approves the recommendation to move forward, this item will be taken to the April 4th Common Council, with a public hearing at the May 15th Council meeting. ACTION: To recommend to the Common Council that they approve vacating a portion of Twenty-Third (23rd) Street abutting Blocks 33 and 35 of Parish Addition MOTION: Ritchie SECOND: Key VOTE: 6-0

**8. ADJOURNMENT (8:00 PM)**

MOTION: Hemmer SECOND: Nelson VOTE: 6-0

Submitted by City Administrator Aaron Kramer