

## Minutes of the Plan Commission – August 18th 2014

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A meeting of the City of Prairie du Chien Plan Commission was held on Monday August 18th 2014 at 7:00 PM in City Hall. Mayor Dave Hemmer called the meeting to order.

### **GENERAL ITEMS TO BE ACTED UPON:**

**1. Call to order/Roll Call** - PRESENT – Mayor Dave Hemmer (Chairman), Tom Nelson, Linda Munson, Roger Grunow ABSENT – Ron Leys, Ross Ritchie, Dan Key CITY STAFF ALSO PRESENT – Zoning Administrator Julie Jackson, Plan Commission Attorney Mark Peterson, City Administrator Aaron Kramer

**2. Certification of the open meeting law agenda requirements and approval of the agenda** – MOTION: Nelson SECOND: Munson VOTE: 4-0

**3. APPROVAL – Minutes of the July 21st 2014 meeting** – MOTION: Munson SECOND: Hemmer VOTE: 4-0

### **ACTION ITEMS**

**4. PUBLIC HEARING - Application from Gavilon Grain, LLC, 800 N. Villa Louis Road, for a Conditional Use Permit to expand their existing conditional use (industrial use dependent upon river access) in a RF River Front Zoning District for purposes of installing a grain dryer and grain bin**

No further approval required by Council. Hemmer opened the public hearing at 7:05 PM. Jackson gave a brief overview of the proposal. Scott Sorrows (Gavilon) was present to answer questions from the Commission. No other public comments were received. Hemmer closed the public hearing at 7:09 PM.

#### **5. ACTION on aforesaid item**

ACTION: To approve the Application from Gavilon Grain, LLC, 800 N. Villa Louis Road, for a Conditional Use Permit to expand their existing conditional use (industrial use dependent upon river access) in a RF River Front Zoning District for purposes of installing a grain dryer and grain bin with the condition that Gavilon reports to the City every two months the bushels and tonnages by commodity handled MOTION: Nelson SECOND: Munson VOTE: 4-0

**6. DISCUSSION AND ACTION - Request from Wendy Smethurst, 113 W. Washington Street, to operate a baking/small event catering business (commercial kitchen) within her home as a home occupation in an R-1 Zoning District**

No further approval required by Council. This item was postponed at the July 21, 2014 Plan Commission Meeting. Smethurst answered a number of questions from the Commission. Munson said she was opposed to the request because the Fire Chief and Building Inspector had expressed opposition a commercial enterprise in a residential neighborhood, and she felt the City should review and improve its Home Occupation ordinances. ACTION: To deny the request from Wendy Smethurst, 113 W. Washington Street, to operate a baking/small event catering business (commercial kitchen) within her home as a home occupation in an R-1 Zoning District, and direct City staff to review and make recommendations on the Home Occupation ordinances to the Plan Commission MOTION: Hemmer SECOND: Grunow VOTE: 3-1 (Nelson opposed)

**7. DISCUSSION AND ACTION - Request from the Jaycees to replace the existing sign at the Old Rock School with an electronic message sign for purposes of advertising community events**

No further approval required by Council. Debikay Johnson (Southwest Region Sign Coordinator, Wisconsin DOT) and Tori Pettera (Prairie du Chien Jaycees) were both present to address the request. Pettera said the Jaycees would have to undertake a fundraising campaign, but would like to replace the current sign with an electronic message sign. The question came down to whether the sign should be owned by the City or the Jaycees. The direction of the Commission was to allow the Jaycees to own the sign and lease the space from the City, which would allow for more events to be advertised. ACTION: To approve the sign being considered an off-premise sign and to be owned by the Prairie du Chien Jaycees, subject to approval from the Public Works Committee and a lease being executed between the City of Prairie du Chien and the Jaycees. MOTION: Nelson SECOND: Hemmer VOTE: 4-0

**8. ADJOURNMENT (7:45 PM)**

MOTION: Grunow SECOND: Hemmer VOTE: 4-0

Submitted by City Administrator Aaron Kramer