



# **TOWN OF RIB MOUNTAIN**

Where Nature, Family & Sport Come Together

[www.townofribmountain.org](http://www.townofribmountain.org)

3700 North Mountain Road  
Wausau, Wisconsin 54401  
(715) 842-0983  
Fax(715) 848-0186

## **PLAN COMMISSION**

### **OFFICIAL NOTICE & AGENDA**

A meeting of the Town of Rib Mountain Plan Commission will be held on **Wednesday, March 22<sup>nd</sup>, 2017; 6:30 P.M. at 3700 North Mountain Road, Town of Rib Mountain Municipal Center.** The Town Board may attend for purposes of gathering information. Subject matter for consideration and possible action follows:

- 1.) Call to Order
- 2.) Roll Call
- 3.) Minutes
  - a. **Approval of minutes from the 2-22-2017 Plan Commission / Town Board meeting.**
- 4.) New Business:
  - a. **John P Remington, owner, pre-application conference regarding electronic message signs for the property addressed 4601 Rib Mountain Drive. Per RMMC Section 17.214(3) – Electronic Message Sign Requirements. Parcel #34.142807.006.018.00.00. Docket #2017-07.**
  - b. **Discussion and recommendation regarding waiver request to RMMC Section 17.059(1)(g) - Minimum Garage Area, for Habitat for Humanity houses at the properties addressed 1502 Daffodil Lane and 4700 Hummingbird Lane. Parcel #34.152807.002.054.00.00 and #34.152807.002.047.00.00. Docket #2017-08.**
- 5.) Old Business
  - a. **Town of Rib Mountain, applicant, pre-application discussion regarding a potential dog park at the property addressed 2201 Oriole Lane. Parcel #34.102807.006.006.00.00 and #34.102807.008.013.00.00. Docket #2016-30.**
- 6.) Correspondence/ Questions/Town Board Update:
- 7.) Public Comment
- 8.) Adjourn

TOWN OF RIB MOUNTAIN  
JOINT TOWN BOARD AND PLANNING COMMISSION MEETING  
February 22, 2017

Town Board Chairman, Allen Opall, called the meeting of the Town of Rib Mountain Board of Supervisors to order at 6:30 pm. Other Supervisors present included Fred Schafer, Gerry Klein, and Pete Kachel. Jim Legner was excused. Also present was Town Administrator, Gaylene Rhoden.

Chairman Harlan Hebbe, called the meeting of the Plan Commission to order at 6:30 pm. Other Plan Commission members present included Tom Steele, Jim Hampton, Ann Lucas, Jay Wittman, Ryan Burnett, and Laura McGucken. Also present were Community Development Director, Steve Kunst, and Building Inspector / Assistant Zoning Administrator, Paul Kufahl.

MINUTES:

**Motion by Tom Steele, second by Ann Lucas to approve the minutes of the February 8, 2017 Plan Commission meeting. Motion carried 7-0.**

NEW BUSINESS:

*a. Discussion on the Rib Mountain Comprehensive Plan Update Project. Docket #2017-05*

Community Development Director, Steve Kunst, opened by establishing the purpose of the meeting indicating the intent is to provide a general overview of the planning process, identify key planning items to be addressed in the Comprehensive Plan, an initial discussion on basic demographic data, and to introduce the Public Participation Plan.

Dennis Lawrence, Executive Director of the Northcentral Regional Planning Commission, noted that while it is required by State Statute to update the Comprehensive Plan every 10 years, it is more important to update the plan to help guide future community decisions. He also noted the process will review the previous comprehensive plan document and identify relevant goals and objectives while incorporating any current planning issues and future development concepts, as well as, update any Town specific maps.

Lawrence asked attendees how they use the current plan, to which Commissioner McGucken and Supervisor Schaefer indicated it is primarily used for review of future land uses when they conflict with current land uses. Administrator Rhoden stated it is also used for grant applications. Commissioner Lucas asked if there was a review process for the plan. Lawrence indicated they recommend reviewing the future land use maps annually and the internal data and policies every three to five years.

Megan Will, Planner for the Regional Planning Commission, presented a variety of demographic data including population estimates, number of households and their incomes, education levels, poverty levels, and worker distribution. Lawrence then introduced the typical chapters of the comprehensive plan and asked if there were any specific planning related issues or concerns that the Board or Plan Commission would like to address.

The following is a list of items discussed:

- Multiple individuals addressed independent senior housing facilities with a priority on high value, low density, and private ownership.
- Cost of development (infrastructure & utilities)
- Redevelopment of the commercial corridor and traffic accessibility
- Where is TIF acceptable? The old industrial area behind Kwik Trip was discussed.
- Address the future of the residential neighborhood between Rib Mountain Drive and Hwy 51/29
- What can be done to attract office or professional businesses along County Road R?
- Establish an acceptable commercial development area and address how development will occur along South Mountain Road.
- Consider a Design Overlay District for the Rib Mountain Drive corridor
- Review past residential development to understand how the Town developed
- Have a proactive discussion with local developers
- Discuss how far to extend sewer and water services
- Address areas of commercial and residential interaction. What types of uses are acceptable?
- The future of recreational development, namely trail connections and the addition of trails/multi-use paths in new developments.
- Address future interactions between Rothschild and Rib Mountain. Military Ave bridge connection to Foxglove was discussed.
- Discuss how to create a balance between tax base development, family life, and the impact on nature.
- Establish an understanding that the Town is part of an economic development area and the Town does not stand on its own. What is good for Wausau, Weston, Schofield etc., will potentially benefit the Town.
- Take opinion on Mass Transit and identify what factors need to consideration.
- Are there financial projections that can be used to help guide some decision making?

*b. Discussion and possible action on the Public Participation Plan for the Rib Mountain Comprehensive Plan Update Project. Docket #2017-06*

Paula Priebe, Planner for the Regional Planning Commission, introduced the Public Participation Plan as the mechanism used to ensure the public knows the plan is taking place, that they have an opportunity to engage if they wish, and there will be a review period prior to implementation. It was noted any related maps or documents available for public review will be posted on the RPC's website as well as the Town's website. Additionally, Priebe noted the Public Participation Plan should be adopted by resolution by the Town Board early in the process to serve as a guiding document for the comprehensive plan process. Kunst noted this item will be on the March 7<sup>th</sup> Town Board agenda.

CORRESPONDENCE / QUESTIONS / TOWN BOARD UPDATE: None

PUBLIC COMMENT: None

ADJOURN:

**Motion by Fred Schaefer, second by Gerry Klein, to adjourn the Town of Rib Mountain Board of Supervisors meeting. Motion carried 4-0. Meeting adjourned at 8:22 pm.**

**Motion by Ann Lucas, second by Jay Wittman, to adjourn the Plan Commission Meeting. Motion carried 7-0. Meeting adjourned at 8:22 pm.**

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator

DRAFT

**REPORT TO PLANNING COMMISSION**

**FROM:** Steve Kunst, Community Development Director  
**DATE:** March 16, 2017  
**SUBJECT:** Electronic Message Sign – Fuel Prices

**REQUEST:** Pre-application conference for an electronic fuel price sign

**PROPERTY OWNER:** John P Remington  
**PROPERTY ADDRESS(S):** 4601 Rib Mountain Drive  
**PARCEL #(S):** 34.142807.006.018.00.00  
**CURRENT ZONING:** Urban Commercial (UC)

**NARRATIVE:**

The applicant seeks to replace the manually changeable fuel price portion of a legally nonconforming pylon sign with an electronic version. The Rib Mountain Petro Mart pylon sign is 25 feet in height; whereas the Zoning Ordinance only permits monument and pylon signs up to 10 feet. The Zoning Ordinance is clear when dealing with nonconforming signs.; however, staff felt this instance to be unique enough to seek Plan Commission feedback.

Although the request is for a sign falling within the confines of the Zoning Ordinances definition of an electronic message sign, the electronic portion of this sign is not full message center. The intent is use the electronic capabilities solely to display fuel prices, which are only permitted to change once per day. Considering the extent of the proposed electronic message area, attempts to display something other than fuel prices is quite limited. Any and all electronic message sign requests are handled as a conditional use, but the question before the Plan Commission is whether a conditional use application is allowable, considering the nonconforming status of the existing sign. Per RRMC Section 17.219 – Nonconforming Sign:

*(1) Signs existing as of the effective date of this Chapter (see Section 17.011) which does not conform to the provisions of this Chapter, shall be nonconforming signs and may be maintained subject to the provisions of this Section. No alteration of a nonconforming sign may be made nor may a nonconforming sign be moved to a new location unless the sign is brought into compliance with the requirements of this Chapter. For the purpose of this section of this Chapter, alteration of a sign is considered to be:*

*(a) Any change to the exterior appearance of any part of the sign, its frame, its supporting structure, or its lighting;*

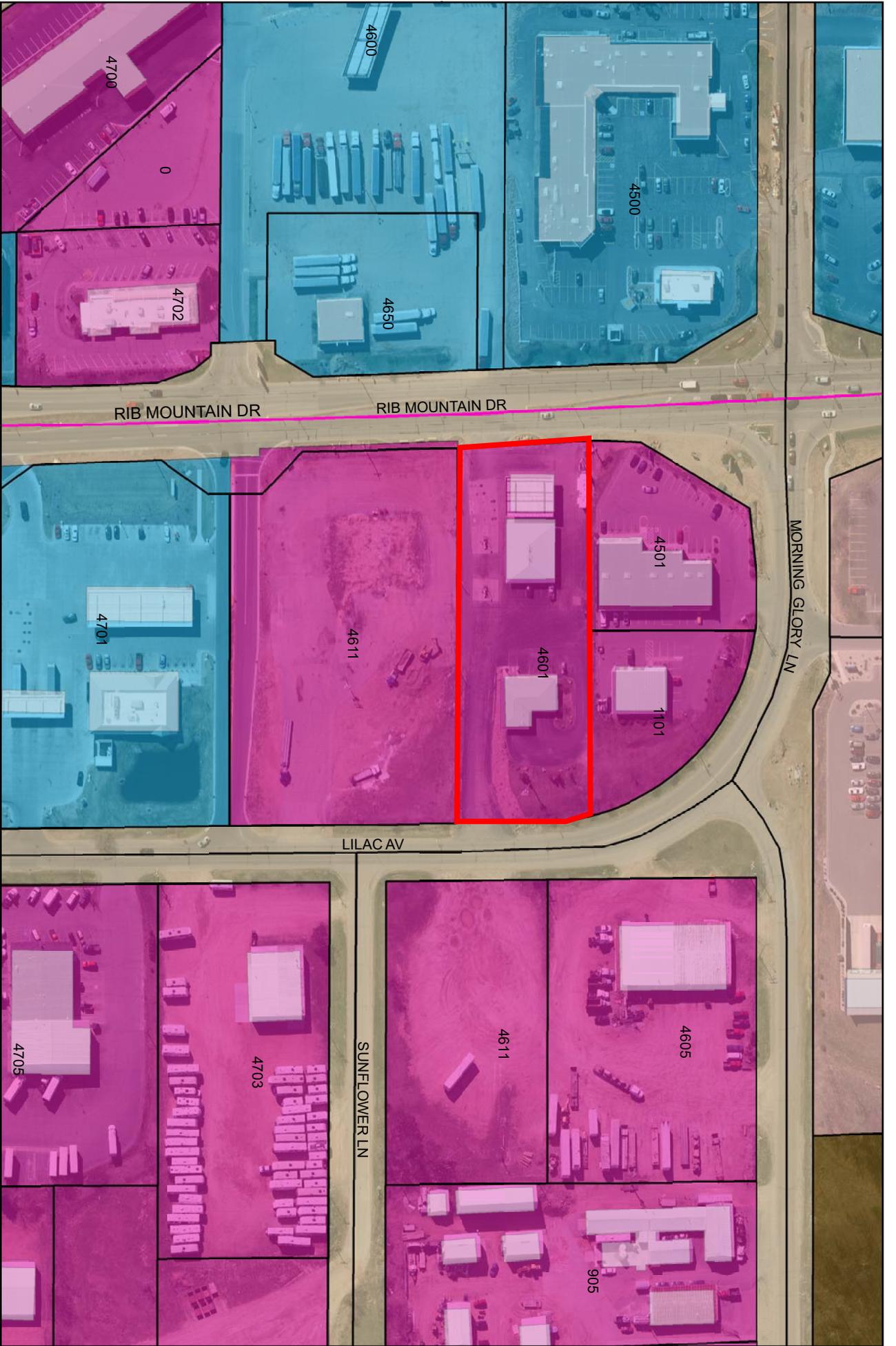
*(b) Changing the symbols, color, material, height, or location of the sign; or*

*(c) Changing the message on a nonconforming sign, except for marquee signs and except for changes in the name of the business operating on the premises where the sign is located. For example, changing only the sign message from "ABC Motel" to "XYZ Motel" is not considered to be an alteration because the type of business operating at the site has not changed. This type of message change in the nonconforming sign is permitted. Changing the sign message from "ABC Motel" to "XYZ Service Station" or "ABC Restaurant" is considered to be an alteration and such a change in a nonconforming sign is not permitted. This provision is intended to mitigate the possibility of a hardship arising from the sale of a business from one party to another and the need for the business purchaser to change the name of the business as a result of the change in ownership of the business; or*

*(d) Any other change as determined by the Zoning Administrator.*

*Alteration of a sign does not include maintaining the existing appearance of the sign or replacing the sign face or the supporting structure with identical materials, colors, and sign messages nor changing the message of a marquee sign.*

**POSSIBLE ACTION:** No formal action to be taken. Item is for review and comment.



**Rib Mountain:**  
 "Where Nature,  
 Family, and  
 Sport Come  
 Together!"

Map Printed:  
 3/16/2017

Developed by:  
**M-TECH**  
 www.m-tech.us

<input type="checkbox"/> Parcel Outline	<input type="checkbox"/> County Forest	<input type="checkbox"/> CR-5ac Countryside	<input type="checkbox"/> NC Neighborhood	<input type="checkbox"/> ROW	<input type="checkbox"/> SO Suburban Office
<input type="checkbox"/> Building Outline	<input type="checkbox"/> Local	<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	<input type="checkbox"/> RR Rural	<input type="checkbox"/> SR-2 Suburban
<b>Road Type</b>	<input type="checkbox"/> Private	<input type="checkbox"/> EO Estate Office	<input type="checkbox"/> Recreation	<input type="checkbox"/> RR-1 Rural	<input type="checkbox"/> SR-3 Suburban
<input type="checkbox"/> US Interstate	<input type="checkbox"/> Water Feature	<input type="checkbox"/> ER-1 Estate	<input type="checkbox"/> RA-1 Rural	<input type="checkbox"/> SC Suburban	<input type="checkbox"/> Residential
<input type="checkbox"/> State Hwy	<input type="checkbox"/> Zoning Districts	<input type="checkbox"/> Residential	<input type="checkbox"/> Agricultural	<input type="checkbox"/> Commercial	<input type="checkbox"/> SR-3 Suburban
<input type="checkbox"/> State Park	<input type="checkbox"/> Unzoned	<input type="checkbox"/> MR-4 Mixed	<input type="checkbox"/> RA-2 Rural	<input type="checkbox"/> Industrial	<input type="checkbox"/> Residential
<input type="checkbox"/> County Hwy	<input type="checkbox"/> Residential	<input type="checkbox"/> Residential	<input type="checkbox"/> Agricultural	<input type="checkbox"/> SI Suburban	<input type="checkbox"/> UC Urban
				<input type="checkbox"/> Commercial	<input type="checkbox"/> Commercial
				<input type="checkbox"/> UDD Unified	<input type="checkbox"/> UDD Unified
				<input type="checkbox"/> Development	<input type="checkbox"/> Development
				<input type="checkbox"/> UR-8 Urban	<input type="checkbox"/> UR-8 Urban
				<input type="checkbox"/> Residential	<input type="checkbox"/> Residential

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Acceptance of Sheet: \_\_\_\_\_ Date: \_\_\_\_\_

**Description:**

Client: U.S. Oil  
 Contact: Scott Timm  
 Salesperson: Designer: TK  
 Date: November 23rd, 2004  
 File Name: rfo mountain

1011 Gshwaubenan street • green bay, wisconsin • p: 800.236.1321 • f: 920.337.9175 • www.colortechwi.com • sales@colortechwi.com

**REPORT TO PLANNING COMMISSION**

**FROM:** Steve Kunst, Community Development Director  
**DATE:** March 16, 2017  
**SUBJECT:** Waiver of Minimum Garage Area Requirement

**REQUEST:** Pre-application conference regarding waiver request to the Town's 400 ft.<sup>2</sup> minimum garage area standard.

**PROPERTY ADDRESS(S):** 1502 Daffodil Lane & 4700 Hummingbird Road  
**PARCEL #(S):** 34.152807.002.054.00.00 & 34.152807.002.047.00.00

**NARRATIVE:**

Habitat for Humanity is partnering with two local high schools in constructing single family homes within the Town (see attached map). The homes are being constructed at DC Everest and Mosinee high schools. In September of 2016, the Plan Commission and Town Board agreed to waive the building permit fees for the project.

Habitat for Humanity is a global nonprofit organization with design standards being set at the national level. Habitat's standard garage size is a single stall, 14' x 22' structure totaling 308 square feet. The Town's minimum garage area standard is 400 square feet. The request is to allow for the standard 308 square foot structure. Conditional use approval is required to permit a request of this nature, but staff felt it appropriate to get the Plan Commission's input prior to scheduling a public hearing.

**POSSIBLE ACTION:** No formal action to be taken. Item is for review and comment. Formal conditional use approval is required to permit this scenario.



- Zoning Districts (July 2014)**
- OR Outdoor Recreation
  - RA-1 Rural Agricultural
  - RA-2 Rural Agricultural
  - RR Rural Residential
  - RR Rural Countryside
  - Residential
  - SR-2 Suburban Residential
  - SR-3 Suburban Residential
  - UR-8 Urban Residential
  - ER-1 Estate Residential
  - MR-4 Mixed Residential
  - SC Suburban Commercial
  - NC Neighborhood Commercial
  - UC Urban Commercial
  - UDD Unified Development
  - EO Estate Office
  - SO Suburban Office
  - SI Suburban Industrial
  - ROW
  - Unzoned
  - Parcel Outline
  - Water Feature
  - Road Centerline

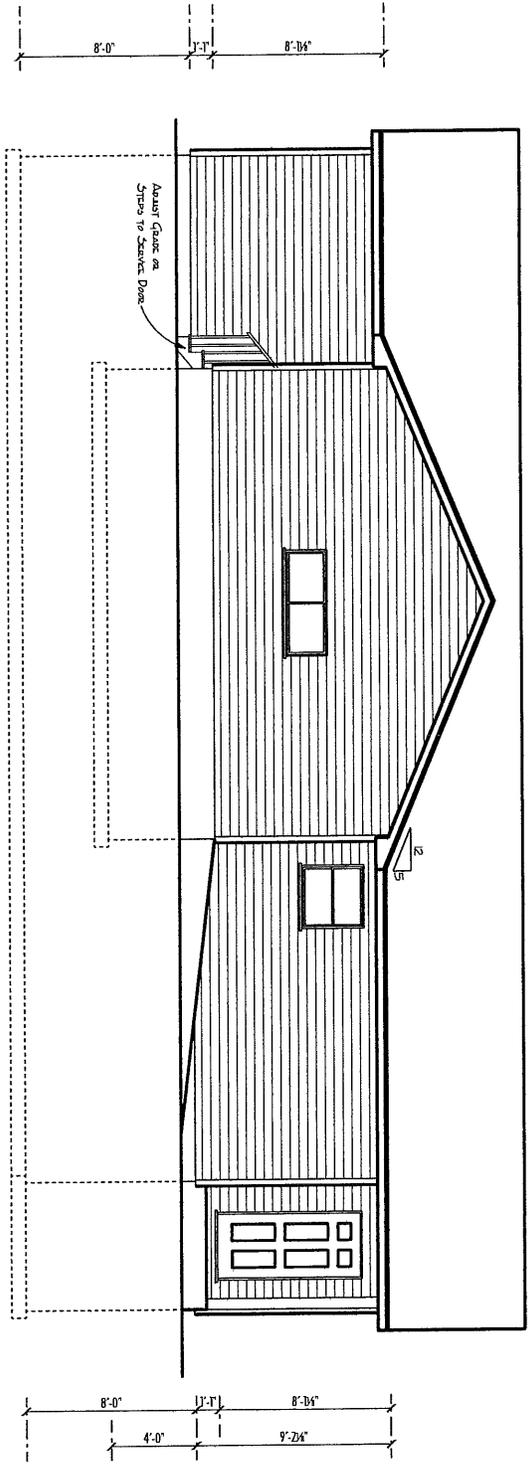
Prepared by: **CWE** COMMUNITY WATER ENGINEERS  
 800 Mountain View Avenue  
 Family and Support  
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 10000

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 Map Printed: 9/9/2016  
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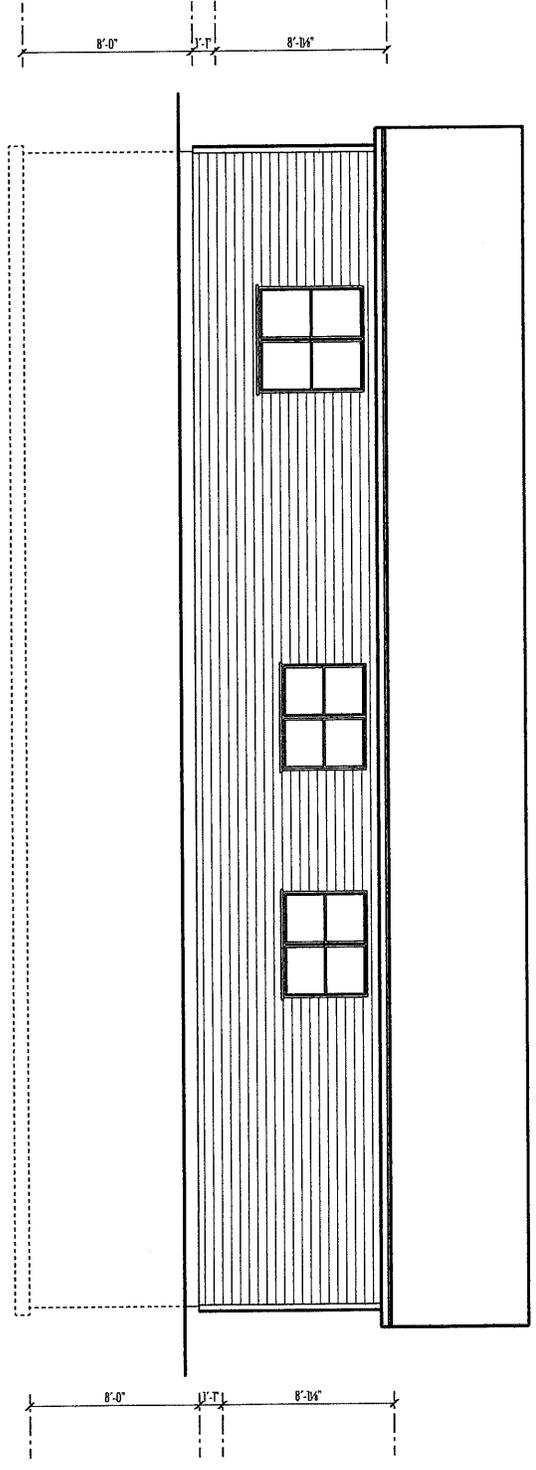
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**LEFT ELEVATION**  
1/2" = 1'-0"



**RIGHT ELEVATION**  
1/2" = 1'-0"







**REPORT TO PLAN COMMISSION**

**FROM:** Steve Kunst, Community Development Director  
**DATE:** March 16, 2017  
**SUBJECT:** Pre-Application Discussion for potential Town Dog Park

**APPLICANT:** Town of Rib Mountain

**PROPERTY ADDRESS:** 2201 Oriole Lane  
**PARCEL #(S):** 34.102807.008.006.00.00 & #34. 102807.008.013.00.00

**REQUEST:** Pre-application discussion for possible development of a Town Dog Park

**CURRENT ZONING:** Suburban Office (SO)  
**FUTURE LAND USE DESIGNATION:** Barron (north parcel) & Office (south parcel)  
**ADJACENT ZONING:** UDD (North); SO (South); Right-of-Way (East); SR-3 (West)

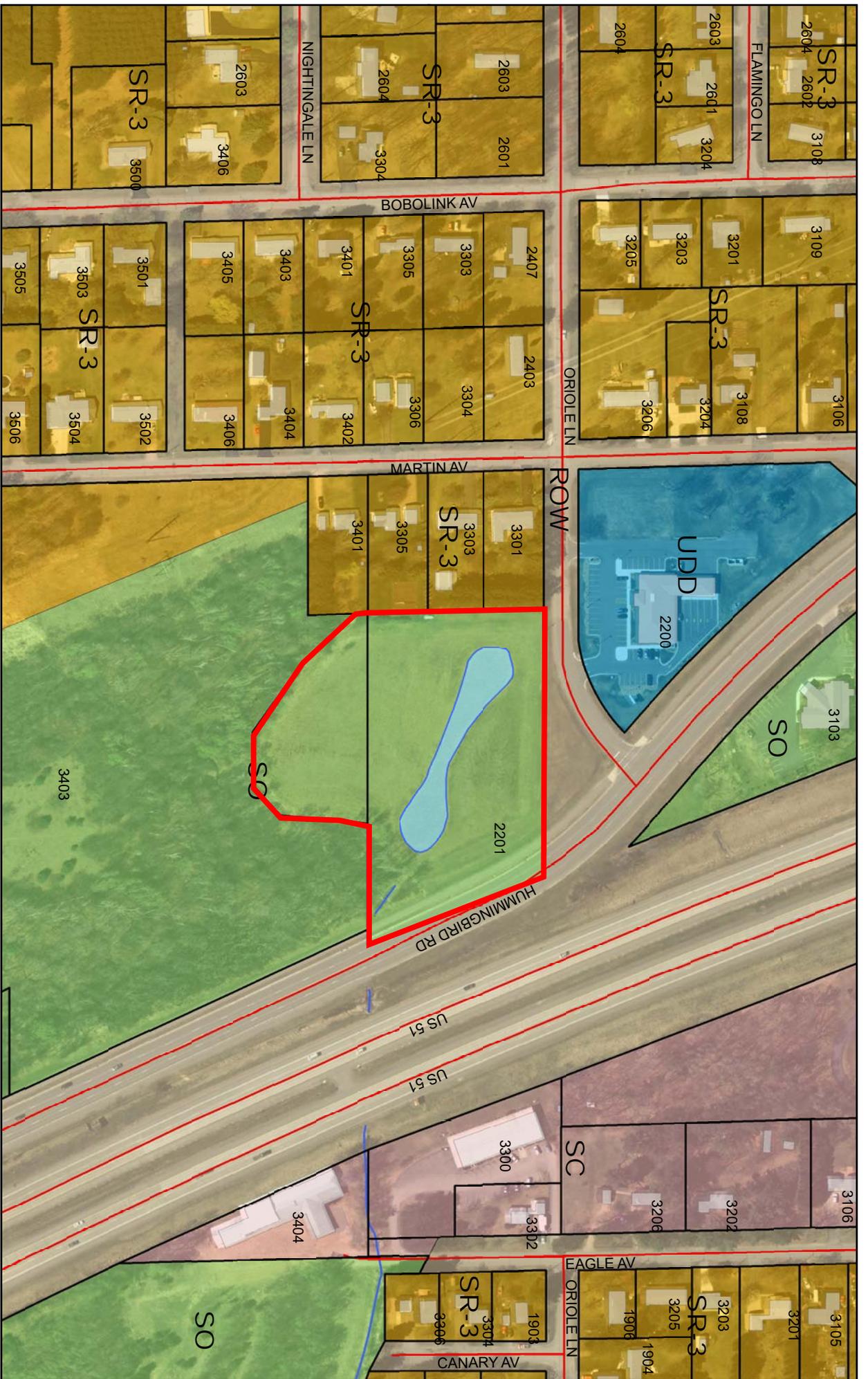
**NARRATIVE:**

The Town has been working with Marathon County on acquiring the property addressed 2201 Oriole Lane and the parcel immediately to its south for the potential of developing a Town Dog Park. Dog and other animal parks are considered ‘Active Outdoor Public Recreation Uses’ within the Zoning Ordinance. A dog park is considered either low or high intensity depending on the percentage of the property being used for the activity, but both require conditional use approval, at a minimum.

The Plan Commission first discussed this project in July of 2016 (see attached minutes). Since that time, Town staff and Supervisor Klein have worked with the County and are near the point of formally transferring the properties to Town ownership. In addition, the Town held a neighborhood meeting on January 11<sup>th</sup> to listen to comments from residents near the proposed park and developed conceptual plans.

Conceptual plans call for a minimum six (6) foot tall privacy fence and landscaping along the west property lines where the property abuts residential uses and six (6) foot vinyl coated chain-link around the remainder of the perimeter of the park. Further, the Town is working with the County on easement language to allow the Highway Department to maintain the stormwater facility. The stormwater area is also planned to be fenced off with the vinyl coated fencing. Preliminary costs estimates are also included in the packet. The Town Board has expressed its intention to pay for the project through a fundraising campaign.

**POSSIBLE ACTION:** No action to be taken. Item is for informal discussion purposes only.



- Zoning Districts (July 2014)**
- OR Outdoor Recreation
  - RA-1 Rural Agricultural
  - RA-2 Rural Agricultural
  - RR Rural Residential
  - RR-5ac Countryside Residential
  - SR-2 Suburban Residential
  - SR-3 Suburban Residential
  - UDD Unified Development
  - EO Estate Office
  - SO Suburban Office
  - SI Suburban Industrial
  - ROW
  - Unzoned
  - Water Feature
  - Building (2010)

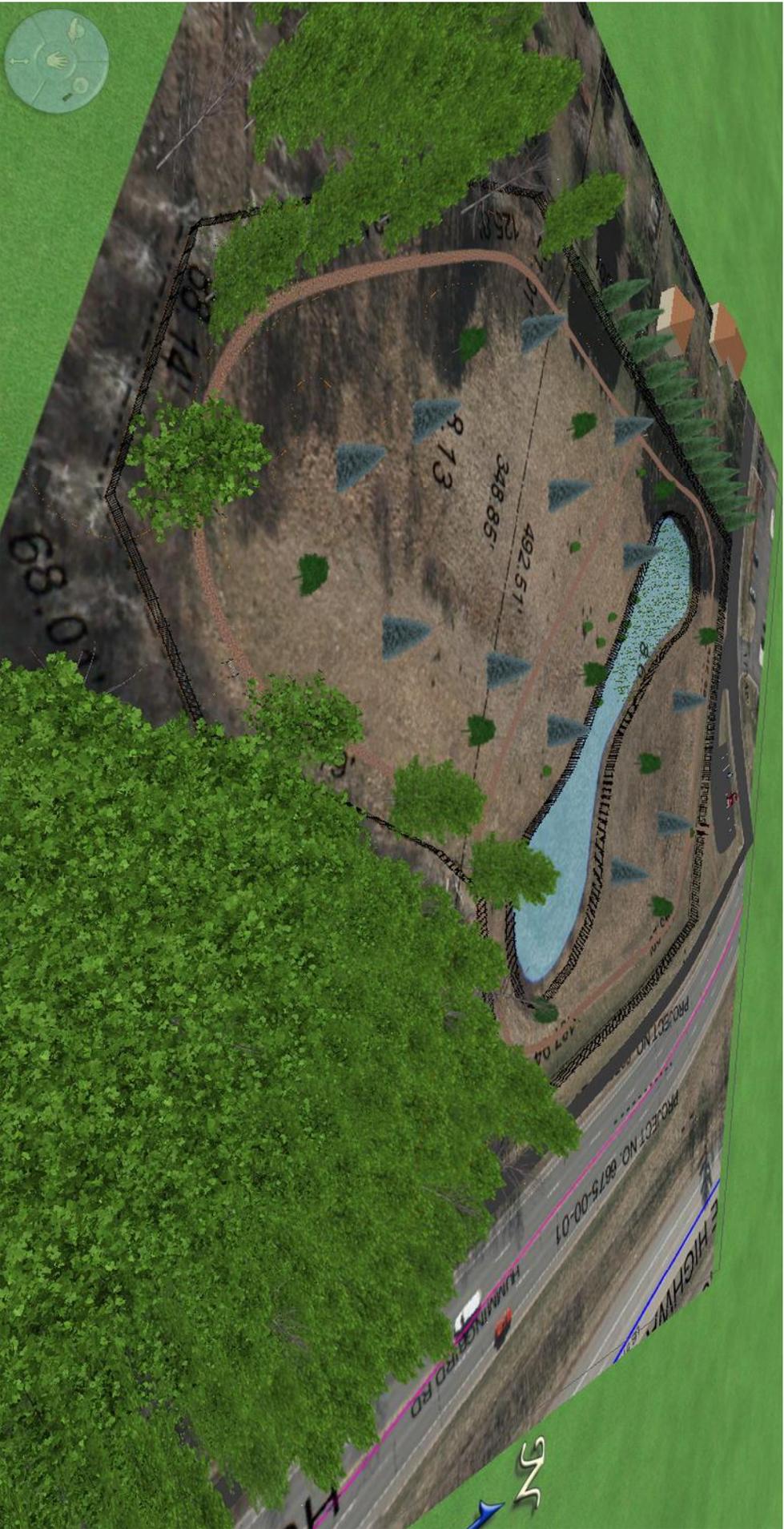
**Map Printed: 7/7/2016**

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feet

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5a-3 Dog Park Concept Rendering Plan View 2-16-2017



Dog Park Concept Rendering North 2-16-2017



Dog Park Concept Rendering West 2-16-2017



Dog Park Concept Rendering Southeast 2-16-2017



Preliminary Opinion of Probable Costs  
 Dog Park - Concept 3 (10/5/16)  
 February 15, 2017  
 Town of Rib Mountain

Phase 1					
Item No.	Item	Unit	Estimated Quantity	Unit Cost	Estimated Cost
1	6 ft Privacy Fence	L.F.	300	\$27.00	\$8,100.00
2	6 ft Vinyl Coated Fence	L.F.	1,000	\$22.00	\$22,000.00
<b>Sub Total</b>					<b>\$30,100.00</b>
3	Parking Area Base Course	S.F.	6,750	\$3.00	\$20,250.00
4	Parking Area Asphalt Paving	S.F.	6,750	\$2.00	\$13,500.00
5	Landscaping	L.S	1	\$5,000.00	\$5,000.00
<b>Sub Total</b>					<b>\$38,750.00</b>
Sub Total Phase I					\$68,850.00
10 % Contingency					\$6,885.00
<b>Estimated Phase I Total</b>					<b>\$75,735.00</b>

Phase II					
Item No.	Item	Unit	Estimated Quantity	Unit Cost	Estimated Cost
1	6 ft Vinyl fence	L.F.	1,300	\$22.00	\$28,600.00
Sub Total Phase II					\$28,600.00
10 % Contingency					\$2,860.00
<b>Estimated Phase II Total</b>					<b>\$31,460.00</b>

<b>Estimated Phase 1 &amp; Phase II Total</b>	<b>\$107,195.00</b>
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TOWN OF RIB MOUNTAIN  
PLANNING COMMISSION MEETING  
July 13, 2016

Chairman Harlan Hebbe called the meeting to order at 6:30 pm. Other Plan Commission members present included Jim Hampton, Christine Nykiel, Jay Wittman, Laura McGucken and Tom Steele. Ryan Burnett was excused. Also present was Building Inspector / Assistant Zoning Administrator, Paul Kufahl.

MINUTES:

**Motion by Tom Steele, seconded by Laura McGucken to approve the minutes of the June 22, 2016 Plan Commission meeting, as presented. Motion carried 6-0.**

New Business:

- a. *TRS Development LLC, agent, requests special use approval for an Off-Site Parking Lot on Parcel # 34.142807.006.034.00.00, per RMMC Section 17.056(6)(a) – Off-Site Parking Lot. Docket #2016-32.*

This item was removed from the agenda and will be scheduled for a later date.

- b. *Pre-application discussion regarding potential future Town Dog Park at the property addressed 2201 Oriole Lane. Parcel #34.102807.008.006.00.00 and Parcel #34.102807.008.013.00.00. Docket #2016-30.*

Chairman Hebbe introduced the item and Mr. Kufahl gave a brief description of the property, its ownership and noted previous discussions with Park Commission and Town Board

Gerry Klein, Town Board Supervisor, began the presentation by addressing the potential ownership transition, current drainage/retention use of the property, his proposed plan and the additional steps needed to complete the plan. Mr. Klein indicated that the property was given to Marathon County by the State of Wisconsin DOT and that the County would likely give the northern parcel to the Town, but that the Town would probably need to purchase the southern parcel. Klein stated that he was given approval by the Town Board to draft the deed documents needed for the acquisition of the property should they choose to pursue this location.

He noted that the current use of the property is to manage the flow of water through a drainageway to the east of HWY 51 and that there is rarely standing water on the property aside from the oblong area of cattails in the middle of the northern parcel. Aside from the previously mentioned area of cattails, Mr. Klein stated that the plan would be to utilize much of the remaining area of the property for the dog park by installing an 8' tall privacy fence along the western edge and a 4' tall cyclone/chainlink fence in two phases for the remaining area.

Plan Commission members stated concerns about parking location/quantity and additional traffic on residential streets, residential property buffer requirements, Town's liability, future maintenance of the retention design, cost of the project, impact on other native animals and zoning standards.

Mr. Klein responded to those concerns with the following statements. The parking location would likely be along Oriole Rd across from CoVantage Credit Union and would include 8-12 parking spaces. There was some consideration given to future pedestrian access from Martin Lane. The proposed privacy fence would act as the buffer from both the activity in the park and traffic noise for neighboring residents, but discussions with neighbors would be needed in the future to best address their concerns. Municipalities often have a limited amount of liability for recreational areas, but in addition to that, best practice signage would be implemented to make users aware of their roles and responsibilities. Marathon County would need an easement or access to portions of the property, but the Town's responsibility for its maintenance would likely not change much from its current capacity. The project cost was estimated at \$100,000 and would likely be achieved through a fundraising campaign. The proposed dog park should not impact local wildlife, as deer are able to jump into and out of the area easily. And finally, Mr. Klein indicated he was work with staff on some of the zoning items addressed during the meeting.

Plan Commission members were generally approving of the park, whether people or dog, in that area as long as the concerns noted earlier were addressed and the cost of the project was not the responsibility of Rib Mountain residents.

- c. Pre-application discussion regarding potential outdoor display and indoor maintenance service at the property addressed 3300 Eagle Avenue, Parcel #34.102807.008.011.00.00. Docket #2016-33.*

Paul Kufahl opened discussion by identifying the location as the current Wausau Health and Fitness building and noting that the applicant has an implement and small equipment dealership that would require the outdoor display and indoor servicing of tractors and other equipment.

Nate Lang, applicant, noted that they are looking for a location where they can sell, display and service their equipment (compact tractors, weed trimmers, lawn mowers, etc) and that they would like to display their new product between the current building and the highway to maximize visibility. They would also likely display some items in front of the building to the east or south. He noted that the indoor maintenance would be limited to oil changes and other small-scale repairs. All major repair items would be moved to their Marshfield location.

Gene Davis, applicant representative, noted that the applicant's new equipment vendor is requiring them to have highway frontage and outdoor displays, which is why they have targeted this location.

Plan Commission members asked the following questions. What type and size of signage would be required? What are the hours of operation? What is typical customer traffic? Do you plan to make any updates to the building or property? What is the plan for the current rental home located on the subject property? What size of equipment would be displayed and serviced?