

TOWN OF RIB MOUNTAIN
PLANNING COMMISSION MEETING
January 27, 2016

Chairman Kevin Mataczynski called the meeting to order at 6:30 pm. Other Plan Commission members present included Jim Hampton, Laura McGucken, Tom Steele, Christine Nykiel and Ryan Burnett. Also present were Community Development Director, Steve Kunst, and Building Inspector / Assistant Zoning Administrator, Paul Kufahl. Commissioner Harlan Hebbe was excused.

MINUTES:

Motion by Tom Steele, seconded by Jim Hampton to approve the minutes of the December 9, 2015 Plan Commission meeting, as presented. Motion carried 6-0.

Prior to the commencement of New Business, Commissioner Steele indicated that he would like the Plan Commission to discuss Monument Signage Standards for UDD Zoning in light of recent height increase requests from a number of local businesses. Chairman Mataczynski noted that it can be addressed as part of the Correspondence and Questions portion of the meeting as time permits, or may be added as an agenda item for a future Plan Commission Meeting.

NEW BUSINESS:

- a. Tim Vreeland, agent, Final Plat review for Woodlawn Pines Plantation 1st Addition, for the property addressed 2101 Snowflake Lane, parcel #34.940.000.026.02.00, Docket #2016-01*

Community Development Director Kunst noted he received a request from Tim Vreeland, agent for Woodlawn Pines, to move this agenda item to a later portion of the meeting to allow for a representative from Marathon Technical Services (MTS) to be present in his absence. The request was granted, and what follows is Plan Commissions discussion and recommendation as presented after item B of the New Business.

Chairman Mataczynski asked Steve Kunst to provide the commission with a brief narrative of the preliminary plat and the course of action required for the final plat review. Mr. Kunst noted the preliminary plat was recommended for approval by the Plan Commission in October of 2015 conditioned upon SAFER's approval. Since the preliminary approval by the Town, the plat has received approval from SAFER, Rib Mountain Sanitary, the Department of Administration and the Marathon County Planning and Zoning Committee. Kunst also indicated Rib Mountain Sanitary and Marathon County had a number of conditions to be addressed, and that those items were revised as part of the final plat, as presented.

Commission members expressed concern about the Stormwater Management Plan and other conditions of approval set by Marathon County. Mr. Kunst indicated most items were common among similar projects and that the Town Staff and their Engineering Consultant would work with the projects Representatives to establish an appropriate Stormwater Plan which would be approved separately by

Town. Nick Bancuk, agent, Marathon Technical Services was present and addressed some of the Commissions Stormwater Management concerns.

The final plat was deemed to be consistent with the preliminary plat, as reviewed by staff, and Kunst suggested the next step would be to recommend approval of the final plat for Town Board consideration. Steve also noted the "Items to be finalized", as presented in the meeting informational packet, should be considered as potential conditions of the plats approval.

Motion by Tom Steele, seconded by Christine Nykiel to recommend approval of the Final Plat for Woodlawn Pines Plantation 1st Addition with the following conditions as noted by the "Items To Be Finalized" section of the Plan Commission meeting agenda and informational packet. Motion carried 6-0.

- **Finalized Stormwater Management Plan approved by Town Engineer**
- **Finalized Stormwater Maintenance Agreement (see attached sample)**
- **A signed developer's agreement covering all public improvements (street, utilities, etc.) and financial sureties**
- **Finalized Street Plans approved by the Town Engineer**
- **Up-to-Date subdivision covenants containing primary contact person for the Homeowners Association**

b. Discussion of potential zoning text amendments to Rib Mountain Municipal Code Section 17.190-Fencing Standards. Docket #2016-05

Kunst opened discussion with an explanation of events triggering the proposed amendment. He noted current consumer fencing panels can range from 5'9" or 6'0" in height and when properly installed would typically result in non-compliant fences. Although they still meet the intent of the codes 6'0" height restriction, Kunst noted the actual code language was pretty clear. As a result, it is likely many residential fences throughout the Town are technically non-compliant. A previous dispute between residents and the need for clarification on the maximum height of fencing was also noted as prompting the discussion of the zoning text amendment.

Commissioner Hampton clarified the purpose of the text amendment was to establish a maximum height for fences, and Mr. Kunst noted that it was the intent. Chairman Mataczynski requested that the illustration, as presented in the agenda, be part of the future text amendment. Additionally, Commissioners established the definition of vinyl fencing, so that it would refer specially to vinyl prefabricated panels, and Christine Nykiel suggested a number of edits to the proposed text.

Upon completion of the fencing discussion, a proposed amendment related to the Fee Schedule was also introduced by Kunst. This amendment would remove the fee schedule from the zoning code and specifically reference the annually adopted fee schedule as approved by Town Board. Commission members agreed that this would be beneficial and suggested moving forward with both proposed amendments.

c. Discussion on potential zoning text amendments to Rib Mountain Municipal Code Subchapter X – Signage Regulations – related to Electronic Message Signs. Docket #2016-06

Kunst began discussion with a brief review of previous conversations regarding Electronic Message Signs and presented a few potential definitions and example ordinance alternatives from other municipalities and the United States Sign Council. Kunst noted the intent is to establish a clear definition of Electronic Message Signs and create specific parameters by which Staff, Plan Commission, and Town Board can make consistent decisions.

Plan Commission members debated how a decision to prohibit or regulate this signage may impact the character of the Town and how the Town compares to the example municipalities. The majority of Commissioners felt that prohibiting Electronic Message Signs would be in the best interest of the Town, and they would like to consider a future Design Standard Overlay District to help control the future appearance of the Rib Mountain Drive corridor. The Commission suggested that staff move forward with draft ordinance language prohibiting Electronic Message Signs.

d. Video Training Session – ‘Role of Plan Commission’ presented by the UW-Extension Center for Land Use Education

Commissioners discussed information provided in their meeting packet from the Center for Land Use Education related to the role of the Plan Commission and noted future training opportunities would be beneficial for all members. Kunst indicated that he would contact the Center for Land Use Education to establish future training opportunities as well as document a regular Plan Commission training regimen.

CORRESPONDENCE/QUESTIONS:

a. Future consideration of conditions for Monument Signage Standards for UDD Zoning Districts

Tom Steele indicated he would like to see some parameters set on monument signage for UDD zoning districts so that Plan Commission has a basis for establishing future decisions. Commissioners agreed this would be a good idea and that it should be added to the agenda for a future Plan Commission meeting.

PUBLIC COMMENT: None

ADJOURN:

Motion by Tom Steele, seconded by Jim Hampton to Adjourn. Motion carried 6-0. Meeting adjourned at 7:54 pm.

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator