

TOWN OF RIB MOUNTAIN
PLANNING COMMISSION MEETING
February 14, 2018

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

MINUTES:

Motion by Tom Steele, second by Jim Hampton to approve the minutes of the January 24, 2018 Plan Commission meeting, as presented. Motion carried 5-0.

PUBLIC HEARINGS:

- a. *REI Engineering, agent, requests Precise Implementation Plan approval for a new distribution and retail building at the property addressed 908 Cloverland Lane. Parcel #34.112807.010.020.00.00. Docket #2018-05.*

Community Development Director, Steve Kunst, stated the applicant requests Precise Implementation Plan (PIP) approval for a new light industrial / retail building to house Gustave A Larson and other unidentified tenant(s). Gustave A Larson's current location at 1301 Starling Lane, at the intersection with Rib Mountain Drive, will be demolished to make way for a new three (3) tenant building previously approved. Kunst noted the subject property was rezoned as part of this applicant's General Development Plan (GDP) approval in late 2017, and subsequently approved by the Town Board.

Kunst indicated not much changed from the GDP approval and the only other zoning standard not met by the proposal is the total landscaping points. However, the applicant did not consider exiting plants within the wetland complex which do count towards the total landscape point requirements. Kunst then asked the applicant for clarification on the number of future tenant spaces available.

Mary Volz, Gustave A Larson representative, noted the vacant portion of the building could be one or two additional tenants. She noted the market has indicated it can be easier to lease out 3000-5000 square feet, but would be happy to rent all 10,000 square feet to one tenant.

Jay Wittman, questioned whether the proposed parking was adequate given the Town does not know the other end users. Kunst indicated the parking stalls provided exceeds minimum code requirements for the use and size of the building; however, as new tenants come through for approval we could address additional parking at that time.

Jim Hampton asked for clarification on the 44-inch picket fence requirement. Kunst noted the fence is the code identified typical buffer between a suburban commercial and suburban industrial zoning

district; however, the applicant has chosen to not meet this requirement, and from staff's perspective the interaction between the two adjoining uses would not likely warrant the need for a buffer. Tom Radenz, applicant representative from REI, noted the buffer area is also a utility easement containing sewer and water lines.

Jay Wittman asked if there was a signage plan or proposed monument sign. Radenz and Volz noted there was not at this time because of the unknown tenants. Kunst noted future signage approvals could be handled as if it were a conventional zoning district. He indicated 160 square feet of signage would typically be allowed for this parcel in a suburban industrial zoning district. Steele asked the applicant if they would be allocating the total signage to the tenants and if they felt the 160 square feet was adequate. Volz stated she would be the individual responsible for allocating the signage and did not believe the signage area would be a problem.

Steele asked if the access to Red Tail Lane has been addressed. Radenz indicated a draft easement agreement is being completed by the applicant's attorney and feels both parties are in agreement though nothing has been formally signed. Kunst stated the Plan Commission should consider the signed easement agreement as a condition of any approval.

Laura McGucken asked for clarification on the building's exterior finish materials to help address neighbor's aesthetic concerns from the GDP approval meeting. Kunst indicated the façade is all metal with a mix of vertical and horizontal panels. Mary Volz also noted the addition of landscaping around the foundation of the building will make the site more attractive.

Chairman Hebbe opened the hearing to public comment at 6:47 pm.

Alex Gordon, 1001 Cloverland Rd, noted he likes the appearance of the building and the proposed sitework.

Hebbe closed the public comment period at 6:49 pm.

Steele asked if there were any conditions that should be attached to a recommendation. Kunst recommended conditions on the approval of signage and a timeframe for receipt of the signed easement agreement.

Motion by Jay Wittman, second by Laura McGucken to recommend approval of the Precise Implementation Plan for a new distribution and retail building at the property addressed 908 Cloverland Lane; conditioned upon receiving a signed easement agreement for access to Red Tail Lane prior to issuance of a building permit and staff approval of signage in conformance with the current sign ordinances and a maximum of 160 square feet of signage.

Motion Carried 5-0

Jay Wittman excused himself from the Plan Commission to represent the applicant in the following agenda item.

- b. Wausau Youth Baseball, applicant, requests conditional use approval to install sponsorship banners within the baseball diamond at Doepke Park, 2200 South Mountain Road. Parcel #34.152807.012.003.00.00. Docket #2018-06.*

Kunst indicated Wausau Youth Baseball would like to install sponsorship banners on the outfield fence at the primary baseball diamond at Doepke Park. He noted the Park Commission approved other aspects of the proposed ball diamond improvements, but the Plan Commission needs to review the signage aspect as it classifies as a unique sign within the Sign Ordinance.

Jay Wittman, applicant representative, noted the submission to the Park Commission indicated 6'x10' signs, however, based on the fence panel size, the signs will be closer to 4'x8'. Wittman indicated the signs would be green with three lines of white text to indicate the sponsors name and either a phone number or web address. He noted Little League has guidelines related to the content of any signs, for example "bar" cannot be displayed. It was also noted the longest duration the banners would be displayed is from April 15th to August 15th each year.

Commissioner Steele asked if these banners are an income source and who is responsible for putting them up and taking them down. Wittman noted they are sponsorship recognition banners intended to show appreciation for the financial contributions made to the organization and it's not intended to be an advertising mechanism. He also stated Wausau Youth Baseball is responsible for both installation and take down of the signs each year.

Harlan Hebbe, opened and closed the Public Comment period at 7:04 pm with no public comment received.

Commissioners noted they like the uniformity of the sign color, size and text; and were happy the organization is responsible for installation and maintenance of the sign.

Motion by Jim Hampton, second by Tom Steele to recommend approval of the conditional use request to install sponsorship banners within the baseball diamond at Doepke Park, 2200 South Mountain Road, as presented with 4'x8' banner size and three lines of text.

Motion Carried 4-0

Jay Wittman rejoined the Plan Commission as an acting member.

NEW BUSINESS:

- a. *Discussion and recommendation on possible creation of a short-term rental ordinance. Docket #2018-07.*

Kunst noted staff seeks direction as to whether short-term rentals like Airbnb and VRBO are an appropriate use in the Town of Rib Mountain, and if so, how to begin regulating them. For reference, he provided the Village of Ashwaubenon's short-term rental ordinance. Kunst noted the Town of Rib Mountain does not directly define this type of land use within the Zoning Ordinance; and therefore, effectively prohibits it. Renting of space intended for overnight housing is regulated through zoning as either 'Commercial Indoor Lodging' (i.e. hotels/motels) or 'Bed and Breakfasts.'

The general consensus of Plan Commissioners was the transient nature of the use in established residential neighborhoods was not something they would like to see. They cited concerns of additional neighborhood traffic and the possibility of nuisance/party houses. They were curious how often current Airbnb properties get rented and noted some consideration may be given to more rural locations with limited visibility and interaction with other residents.

CORRESPONDENCE / QUESTIONS / TOWN BOARD UPDATE:

Countywide Addressing – Kunst noted the Town received the County's reply brief and will likely meet in closed session to discuss their response.

Town Board Approvals – Kunst indicated the Town Board approved all items as recommended from the previous Plan Commission meeting, and that Denyon Homes is willing to provide an extra 10' of right-of-way along Robin Lane related to the previous approvals.

2700 Fern Lane – Kunst noted the conditional use modification request for the accessory building at 2700 Fern Lane will be reconsidered at the March 6th Town Board meeting.

PUBLIC COMMENT: None Received

ADJOURN:

Motion by Tom Steele, second by Jim Hampton to adjourn the Plan Commission Meeting.

Motion carried 5-0. Meeting adjourned at 7:22 pm.

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator