

TOWN OF RIB MOUNTAIN  
PLANNING COMMISSION MEETING  
April 26, 2017

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

MINUTES:

Community Development Director, Steve Kunst, asked that the heading of the minutes be amended to correct an error.

**Motion by Tom Steele, second by Ann Lucas to approve the minutes of the March 22, 2017 Plan Commission meeting as amended. Motion carried 7-0.**

PUBLIC HEARING:

- a. Finishing Touch Signs, agent, requests after-the-fact conditional use approval for an electronic message sign at the property addressed 5507 Lilac Avenue. Per RMMC Section 17.214(3) – Electronic Message Sign Regulations. Parcel #34.142807.0GL.004.34.00. Docket #2017-09.*

Kunst introduced the request, stating numerous factors on the sign companies end led to them not getting the correct approvals for the sign. He also noted the after-the-fact sign request is subject to double meeting fees and double permit fees, should it be approved.

Jim Hampton asked if the sign meets the Electronic Message Sign criteria, to which Kunst indicated it meets the majority of the Town's electronic message sign criteria and verification was needed on its ability to adjust its brightness based on ambient light levels and whether it can be programmed to turn dark in the case of a malfunction. Laura McGucken noted he Commission should review the proposal as if the sign were not currently installed to establish any other necessary conditions.

Ann Lucas noted a follow-up with the sign company about following the correct procedures may help them better understand the importance of the process. Kunst indicated staff has already held a conversation with Finishing Touch and the recourse for their actions is double meeting and permit fees.

McGucken and Ryan Burnett verified the Town's Electronic Message Sign Requirements were met by the proposed sign. Kunst indicated the proposed sign does meet the majority of the requirements and the above noted items still need to be verified and should be listed as a condition of approval.

**Motion by Ann Lucas, seconded by Jim Hampton to recommend approval of the conditional use request for an Electronic Message Sign at the property addressed 5507 Lilac Ave, conditioned upon**

**verification of the automatic adjustment of brightness levels and the signs ability to turn dark upon malfunction.**

CERTIFIED SURVEY MAP(S):

- a. *Johnathan Lang, owner, requests Certified Survey Map review for a potential land division at the property addressed 206 Sunrise Drive. Parcel #34.232807.013.011.00.00. Docket #2017-10.*

Kunst noted the request is to split an existing residential lot with the intent of constructing a new single family residence on proposed Lot 2. Kunst indicated the existing residence is legally nonconforming to the west side yard setback, but the proposal does not increase the nonconformity.

Hampton questioned the location of the accessory building visible on the aerial image provided, to which Kunst noted the accessory building has since been removed, making it a new clean parcel. Additionally, Kunst stated both lots meet the necessary bulk requirements and no additional right-of-way dedication is necessary.

Chairman Hebbe questioned whether the existing mature pine trees are part of the newly created lot. Johnathan Lang, owner, noted they are part of the property. McGucken asked for verification of permitted land uses. Kunst noted the subject property is zoned for single family residential and the applicant indicated they intend to build a new single family residence on the new lot.

**Motion by Ann Lucas, seconded by Jim Hampton to recommend approval of the Certified Survey Map as presented. Motion carried 7-0.**

CORRESPONDENCE / QUESTIONS / TOWN BOARD UPDATE:

*Hilton Garden Inn, Tesla Supercharging Station* –Kunst noted the Hilton Garden Inn would like to install an eight (8) unit Tesla Supercharging Station in the parking lot and would like Plan Commission direction as to approving it as a minor site plan modification or if they believe the idea needs a public hearing as part of a Precise Implementation Plan amendment. Plan Commission Members identified the following questions to be answered before prior to providing specific direction. Why the proposed location, specifically? Who is the intended customer/user? Does the system emit noise or EMF? Why use a super charging station vs the standard charging station? What impact will it have on traffic to, from, and through the site? Will there be sufficient parking on the site with eight parking spaces designated as charging sites?

*ServiceMaster Parking Lot* – Staff stated ServiceMaster would like to seven (7) to eight (8) additional parking stalls in a newly paved area and were seeking direction from Plan Commission whether to consider the request as a minor site plan modification or an amendment to the sites Precise Implementation Plan requiring a public hearing. Staff noted the location of the proposed parking area

and Plan Commission indicated they see no issue with staff handling the request as a minor site plan modification.

*Accessory Buildings* – Staff indicated they are working on some general guidelines to help address size and neighborhood fit of accessory building requests, and the Plan Commission will be seeing this item in a future meeting.

*Keller Signage* – Chairman Hebbe asked staff if the Keller Electronic Message Sign is required to meet the new EMS requirements, because it malfunctioned last week and did not automatically turn dark, leaving only two thirds of the north face operable. Staff noted this requirement is new and that existing signs may not be equipped with that function, but they will reach out to the business to discuss the sign malfunction.

*Lift Parking* – Chairman Hebbe mentioned concerned about the parking at Lift Gym, noting vehicles are parked on the Robin Lane side of the building, which was not approved. Staff noted they have yet to complete the additional parking lot area, which may alleviate the problem, but they will reach out to the owner about installing no parking signs along Robin Lane and verify a timeline for completion of the additional parking area.

*Bone & Joint Signage* –Hampton asked staff if Bone & Joint had received a letter regarding the temporary signage on the corner of Hummingbird and Park Rd. Building Inspector, Paul Kufahl, noted they have received a letter and have responded. At this time staff is working with them to find a way to add the signage they want to the current monument sign.

*Countywide Addressing* –Hampton asked if the Plan Commission needs to formally express support of the Town Boards decision to challenge the Countywide Addressing project. Kunst noted Plan Commission could do that if they wish, but at this point in the process we are waiting for the judge’s decision, which should be made before September.

*Comprehensive Plan Meeting* –Kunst noted the next Plan Commission Meeting will be a Comprehensive Plan working meeting with one conditional use application for a six (6) foot tall fence within a required street yard.

*State Park Road Parking* – Plan Commission members expressed concern about the parking situation on Park Road and suggested the Town consider adding parking to support the increased use of the area.

PUBLIC COMMENT: None

ADJOURN:

**Motion by Jay Wittman, second by Jim Hampton to adjourn the Plan Commission Meeting. Motion carried 7-0. Meeting adjourned at 7:18 pm.**

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator