

TOWN OF RIB MOUNTAIN
PLANNING COMMISSION MEETING
June 28, 2017

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

MINUTES:

Plan Commission Members agreed to Table action on the Minutes from the June 14, 2017 meeting to allow for additional members to be present.

NEW BUSINESS:

- a. *People's State Bank, owner, requests Site Plan approval for parking lot improvements at the property addressed 2904 Rib Mountain Drive. Parcel #34.102807.002.013.00.00. Docket #2017-19.*

Community Development Director Kunst noted that the proposed project will coincide with the Town's next phase of Rib Mountain Drive improvements and more specifically the ingress/egress locations along the corridor. Kunst stated that proposal meets our zoning code requirements for parking, landscaping and lighting within the parking area. He noted that some lighting does spill onto Rib Mountain Drive and onto an adjacent vacant property owned by People's State Bank, but should not cause any nuisances. It was also noted that the right of way acquisitions and improvements made to Rib Mountain Drive will create the need for a shared access point with the IGA.

Plan Commission members asked for clarification on ingress and egress locations to the site and questioned the process of right of way acquisition and. Kunst indicated that People's will be losing one of their current access points, but will have a shared access on Rib Mountain Drive to the north of their parcel and their current southern access will remain, with a right out only turn option due to a new raised median being installed as part of the Rib Mountain Drive improvement project. Kunst also explained the notification and informational meeting process that was used to inform property owners of the right of way acquisitions and Rib Mountain Drive modifications.

Commissioners discussed the extra parking spaces available and the current "handshake agreement" with Quality Foods IGA to share that parking. They considered making a formal signed agreement for the shared parking and access a condition of approval. Additionally they questioned the dumpster location and its current screening and whether any additional updates

to the lighting would be made. Dan Detert, agent from REI, indicated that the current dumpster location is within the detached shed on the south side of the parking lot and it will remain in place and there was no plan to update the lighting locations.

Commissioners expressed some concern for the right out only access after the bank's drive thru, to which Kunst indicated that there may be some additional discussion with Streets and Park Superintendent Scott Turner and the property owner about modifications to the raised median to allow for a left turn.

Commission Members then verified that other existing items like their signage location and drop-box would remain and Detert confirmed they would. Kunst noted that approval could be conditioned up any necessary State or County approvals.

Motion by Tom Steele, seconded by Laura McGucken to approve the Site Plan application for parking lot improvements addressed 2904 Rib Mountain Drive, as presented. Motion carried 4-0

- b. *Quality Foods IGA, owner, requests Site Plan approval for parking lot improvements at the property addressed 2900 Rib Mountain Drive. Parcel #34.102807.002.001.00.00. Docket #2017-20.*

Kunst opened by comparing the proposal with our typical zoning standards, noting that the proposal will make the pavement setback along Rib Mountain Drive conforming and that while IGA does not have enough parking on their own site, the shared parking arrangement with People's provides more than enough parking spaces for both businesses. Additionally, Kunst noted that while the proposed landscaping plan does not meet our requirements, it is a considerable improvement to the current site conditions.

Plan Commission members felt that the landscaping improvement was adequate and continued discussion related to the shared parking and Rib Mountain Drive access. Commissioners applauded the fact that the property owners are able to work together informally to share site features, however, they generally felt it necessary to have a formal agreement in place to protect that cooperation in the future. Kunst indicated that if an agreement cannot be made, staff would consider a no fee site plan review in the future to allow for approval without the condition of a signed agreement.

Commissioners verified dumpster, can collection, signage and card board collection locations with the applicants agent. Detert indicated there would be no changes to their current locations. It was also noted that there would be no improvements to the lighting or building appearance as part of this project.

Motion by Tom Steele, seconded by Laura McGucken to approve the Site Plan application for parking lot improvements addressed 2900 Rib Mountain Drive, conditioned upon a signed shared access and parking agreement between People's State Bank and Quality Foods IGA. Motion carried 4-0

c. *Discussion and recommendation on canopy/tent-like structures. Docket #2017-21.*

Staff asked for clarification related to metal carport structures. It was noted that under the Town's detached accessory buildings code section, carports are allowed. However, rigid metal frames and siding are included in the prohibition of Canopy/Tent accessory structures. After some discussion about the codes adoption in 2007, it was determined that metal carport structures were intended to be prohibited, however, site built wood carport structures are acceptable, provided that they meet the minimum design standards.

CORRESPONDENCE / QUESTIONS / TOWN BOARD UPDATE:

Mobilite – Kunst updated Plan Commission members on Mobilite's discussion with the Public Works Committee and noted that a State Assembly Bill may limit a municipalities authority over these structures.

PUBLIC COMMENT: None

ADJOURN:

Motion by Tom Steele, second by Laura McGucken to adjourn the Plan Commission Meeting. Motion carried 4-0. Meeting 7:37 pm.

Respectfully Submitted,

Paul Kufahl, Building Inspector / Assistant Zoning Administrator