

**PLAN COMMISSION MEETING MINUTES
VILLAGE OF NORTH PRAIRIE
SEPTEMBER 10, 2024 at 6:30 PM
NORTH PRAIRIE VILLAGE HALL -130 N HARRISON STREET**

- The meeting was called to order by Chair Deborah Hall at 6:31 p.m. in the Municipal Center.
- Roll was taken with the following were present: Chair Deborah Hall, Mike Schreiber, Dave Stellpflug, and Al Mull.
Excused Tim Paulson and Mike Radomski.
- Also present: Deputy Clerk Pauline Wigderson, Russ and Kim Jahn 137 N Main Street, Dean Buchholz 509 Karin Drive, Chad Sivers 226 Industrial Drive, Katie Mickelberg S55 W32043 County RD ZZ, Rob Handsh S55 W32075 Hwy ZZ, Sandy Mueller and RC Laue, and Dave & Carol Schroeder.
- Pledge of Allegiance was recited.
- It was noted that proper notice of this meeting had been posted in accordance with the open meeting laws of the State of Wisconsin.
- Approval of August 6, 2024, Plan Commission Minutes:
Motion by Al Mull, second by Mike Schreiber to approve the Plan Commission minutes of August 6, 2024 and waived reading thereof, motion carried.
- Public Comment
Motion by Deb Hall, second by Mike Schreiber to open the public comment. Motion carried.
No public comment.
Motion by Deb Hall, second by Mike Schreiber to close the public comment. Motion carried.
- 1. Discussion and/or Action as Necessary: Addition of a 30' x 32' Storage Building at 509 Karin Drive, Dean Buchholz: The lot is 1.06 acres and there is a detached building on the lot. The height of the requested new building is 18' 10" and per Section 7.4 Accessory Use Regulations A(1), the building can exceed the 15' requirement as long as it does not exceed the height of the primary structure. The house height is 20 feet. The existing shed must come down within 60 days of the completed new storage building.
 - **Motion by Deb Hall, second by Al Mull to approve the 18.10' height for the new storage building and the removal of the existing shed within 60 days after the completion of the new storage building. Motion carried.**
- 2. Discussion and Action as Necessary: Building Mounted Signage, Alpha Heating & Cooling LLC, 137 Main Street, Russell and Kim Jahn. They would like to install window signage and the code allows for no more than 30% of the window to be covered, and they will be using the entire 30%, which will have their business name and telephone number. The building mounted projecting sign will be 42" long by 30" wide and will be 8 ½ feet above the sidewalk. The sign will not be illuminated. It will have their logo and contact information. The letting will be black with half blue half red background to match the window signage.

- **Motion by Deb Hall, second by Dave Stellflug to approve the building mounted projection sign for Alpha Heating & Cooling, 137 Main Street, as submitted. Motion carried.**
3. Discussion and/or Action as Necessary: Building Mounted Signage for Midwest Tainting & Epoxy, 226 Industrial Drive, Chad Sievers. The signage will be “Midwest” 22 inches tall and 156 inches long and the letters will be blue. The “Painting & Epoxy Pros” will be 12” tall and 156 inches long and the letters will be white. The sign will be internally illuminated and must be turned off by 10:00 p.m.
 - **Motion by Deb Hall, second by Mike Schreiber to approve the building mounted signage for Midwest Painting & Epoxy, 226 Industrial Drive with the sign being turned off by 10:00 p.m. Motion carried.**
 4. Discussion and/or Action as Necessary: Temporary Signage and Temporary Lighting for Laue’s Landscape and Design solutions, Inc for the property located at Hwy ZZ & the Railroad Tracks in North Prairie, Tax Key Number NPV 1565999001. They are requesting temporary signage and one temporary light pole. The monument sign will have a base of three layers of flat rocks and the sign will have a brown border, with a silver insert that has their logo on it. The logo is green lettering with orange triangle. There is nothing in the Conditional Use Permit or the Zoning Code that would not allow the use of a temporary sign or light pole. The monument sign will be 200” east of the driveway and must be out of the vision triangle of the driveway; once they have permanent driveway access, they will request new signage with a new location. Section 8.2 allows for a temporary sign, but does not state a time frame, “A sign erected or displayed for a limited period of time.” The light pole will be 15 feet tall as it requested for the security of the property. They will be installing cameras as well, to help prevent any problems at the site. One of the neighbors has stated that he does not want any light on his property, and the location of the light pole should not allow that to happen, but if it is a problem, it can be addressed at a later time. The light fixture is a full cutoff type, with LED lights.
 - **Motion by Deb Hall, second by Al Mull to approve the request for temporary signage and lighting for Laue’s Landscape and Design Solutions located at Hwy ZZ and the Railroad tracks, Tax Key Number NPV 1565999001, as submitted, and the motion was amended by Deb Hall, second by Al Mull to include that we find out if there is a time limit on the temporary sign and lighting and to not exceed that time limit if there is one. Motion carried.**
 5. Discussion and Action as Necessary: Amendment to Chapter 46-5 & 46-31 Street Sidewalks and Other Public Places §26-6 Litter, mud, dirt, stone and debris control. To include grass clippings and trimming of tree branches. This item will be reworked for both Sections 46-5 & 46-31 to include not to be placed on sidewalks, streets or other properties. This will be on the next Plan Commission agenda.
 - **No Motion at this time, discussion only.**

6. Discussion: Zoning Code Review Section 4.10. Deb Hall has stated that the Village has a company reviewing the Municipal Code for the Village, so at this time the Plan Commission will not have to go through the Code until the Company submits revisions for the Plan Commission to review. For the next Plan Commission meeting there should be new wording for Section 4.10(10) to remove “located in the Village” in the sentence – “All outside storage areas shall be at least 600 feet from residential, park, and institutional districts located in the Village.” This will return to the Plan Commission meeting next month to set a Public Hearing to received comment on the possible change.

- **No Motion at this time, discussion only.**

Motion by Deb Hall second by Dave Stellpflug adjourn at 7:19 p.m. Motion carried.

Respectfully Submitted,

Pauline Wigderson