

**VILLAGE OF WAUNAKEE/TOWN OF WESTPORT
JOINT PLAN COMMISSION MEETING
Town of Westport Community Room
5387 Mary Lake Road, Town of Westport
July 9, 2019 6:00 PM**

Meeting Minutes

CALL TO ORDER

The meeting was called to order at 6:00 p.m.

ROLL CALL:

Present: Ken Sipsma, Dean Grosskopf, , Brad Zeman, Brian Malich, Brian Wallace

Absent: Eileen Bruskewitz

Also Present: Tom Wilson, Kevin Even, Tracy Meinholz, Jerry Tierney, Mike Lawton, Don Tierney, Gerald Schutz, Aaron Aspenson, Jimmy Lang.

MINUTES

1 June 11, 2019

Motion Malich, second by Zeman, to approve the minutes from the June 11, 2019 Joint Plan Commission meeting as presented. Motion carried 5-0.

PUBLIC COMMENT ON ITEMS NOT ON THE AGENDA: None

NEW BUSINESS

1 Public Hearing and Discussion/Action on a Rezone Request, Schutz, 5540 Gerend Road, Town of Westport

The public hearing was opened at 6:03 p.m. Mr. Wilson gave an update on the action taken at the Town Plan Commission meeting the previous evening. He stated that the Town recommended approval conditioned that the setback from Gerend Road be 28', River Edge be 25', and all other setbacks remain as county R-1 setbacks. The public hearing was then closed at 6:06 p.m. Motion Grosskopf, second by Wallace, to recommend approval of the rezone from County R-1 to Village R-1 to the Village and Town boards as recommended by the Town Plan Commission. Motion carried.

2 Public Hearing and Discussion/Action on a Request for Conditional Use Permit to Allow Outdoor Patio Service, Boston's Pizza, 1370 Water Wheel Drive, Village of Waunakee

Chairperson Sipsma opened the public hearing at 6:11 p.m. Mr. Even went over the conditions of the CUP document and answered questions from the members. No one from the public wished to speak. The public hearing was closed at 6:13 p.m. Motion Zeman, second by Wallace, to approve the conditional use permit as presented. Motion carried 5-0.

3 Discuss and Take Action on Proposed Signage Plan, Festival Foods, Corner of Woodland Drive and CTH Q

Mr. Even stated that Festival has withdrawn the retaining wall sign from the submittal after concerns brought up at the Village Plan Commission meeting the previous evening. Motion Wallace, second Grosskopf, to approve the building signage as presented with the withdrawal of the retaining wall sign by the applicant. Motion carried 5-0.

4 Discussion/Recommendation on Proposed Changes to the Village Zoning Code of Ordinances Related to Signs

Mr. Even gave background on the proposed changes. These changes would also apply to the Town as part of the zoning code. The Commission members directed staff to work on the language to comply with the court case, but to make the changes as minimal as possible. No formal action taken.

ADJOURN

Motion Zeman, second Grosskopf, to adjourn the meeting at 6:35 p.m. Motion carried.

Respectfully Submitted:

Tracy Meinholz, Joint Plan Commission Secretary