1. Call to Order, Pledge of Allegiance, Moment of Silence and Roll Call
President Knutson called the meeting to order at approximately 7:01 p.m. The Pledge of Allegiance was recited and a moment of silence followed.

Roll Call was taken with the following Plan Commission members present: Comm. Eric Rogers, Comm. Jim Grabowski, Comm. Joe Zompa, Comm. Ryan Lange, Trustee Craig Roberts, and President Jeff Knutson. Excused: Comm. Cheryl Mantz

Also Present: Scott Gosse, Village Administrator; Mary Censky, Village Planner; Mark Blum, Village Attorney; Cassie Smith, Village Clerk; Jackie Schuh, Deputy Clerk-Treasurer.

2. PUBLIC HEARING – No public hearings.

3. Citizen Comments
   a. Paul Evert – 327 Lookout Dr – Mr. Evert is disappointed with the lack of uniformity of the set-backs of the buildings downtown. He is not happy with the new building, its placement or how it looks. Dissatisfied that the sidewalk is closed and that it is being cleaned with a snowplow truck, that money is being spent to clear the bridge but snow not being cleared from sidewalk ramps. He believes it can be easily taken care of with one pass. He is also wondering about monument signs on north side of Capitol Dr. There is not one business on the sign in 20 years, per Mr. Evert.

4. Approval of Minutes
   a. January 10, 2019
Comm. Rogers moved, seconded by Comm. Grabowski to approve the January 10, 2019 minutes with no changes. Motion carried 6-0.

5. OLD BUSINESS – This item was moved for discussion after Item 6c.
   a. Review, discussion and possible recommendation to add the use, “Contractors business offices with accessory outdoor storage yard”, to the list of possible conditional uses in the B-5 Light Industrial District.

Planner Mary Censky stated that the current wording of Section 40.312 and 40.313 does not provide for outdoor storage areas for contractors in the B-5 Zoning District. She would like to be proactive in addressing potential storage areas, defining certain terms in the code and ascertaining what grounds must be met before said areas can be utilized by contractors. She would like the commission to discuss and give feedback to her on how they would like to proceed.

Discussion followed. The Commissioners were generally satisfied with the proposed draft language as presented but requested that the definition of “accessory use or structure” in the Code and the language of proposed Section 40.316(16)b.8. be modified as discussed and the item returned to the Commission for a follow-up review/discussion and possible action.

6. NEW BUSINESS –
   a. Discussion and possible action on a Sign Code waiver request to install a 52 square foot, exterior wall (window mullion) mounted sign on the multi-tenant commercial/business building located at 1099 Quail Court. The applicant is Robert Hacker of Bauer Sign Company on behalf of the business occupant Designs in Marble. The property owner is 1099 Quail LLC.

Planner Censky stated this item is for a Sign Code waiver to install a 52 square foot sign via a window mullion on the exterior wall of the multi-tenant building. The sign will be lit internally and will hang over the window where a banner currently hangs. Attaching to the window is not explicitly prohibited in the code, per Censky. She has reservations regarding the sign as other tenants may request the same treatment. She feels architecturally that the sign is not conducive to the look and feel of the building. She recognizes that the 30 square feet usually allotted for a sign may not be ample enough for a building set back so far. Planner Censky is looking for feedback from the commission.
Discussion followed regarding the types of signs explored, how signs are mounted, costs of alternatives and how to handle future requests from other tenants.

Comm. Grabowski stated that he is fine with the proposed sign as long as the method of attachment is acceptable to the Village Building Inspector and the owner is open to no other signage on this north facing building elevation for tenants.

Comm. Grabowski moved, seconded by Comm. Lange to Approve with the planner recommendations as well as adding that no future wall signage on this north building elevation will be granted for other tenants.

Motion carried 6-0.

b. Discussion and possible action on a Sign Code waiver request to install 4 small (i.e. 2.75 sq.ft. x 3.8 ft. tall) freestanding signs within the entry/parking area of the lot. The property owner is Meadow Ridge Shops LLC. The applicant is David Rodatz, Project Manager with Hilton Displays, as agent on behalf of Starbucks. The property is located at Lot #1, Building #1 in the Shoppes at Meadow Ridge (i.e. 1440 Capitol Dr.) and it is zoned B-1 Community Business District with a PUD Planned Unit Development District Overlay.

Planner Censky stated the applicant is seeking a sign code waiver to install 4 small free-standing signs in the parking and drive areas of Lot #1. Two signs are proposed for the island in the main boulevard entry/exit leading to the development and two in the island leading to the Starbucks’s drivethru entrance. She cautions the commission on classifying them merely as directional signs exempt under the ‘traffic sign’ section of the code.

Comm. Lange inquired whether there is a precedent with other tenant signs. Planner Censky responded no.

Comm. Grabowski’s largest concern is traffic and the need for directional signage – it will aid circulation effectively. He thinks one uniform directional sign plan with everything on it (vs each tenant doing spate signs) is a better way to go as it will incorporate all tenants and reduce the concentration/distraction of too many separate little signs. He believes a uniform directional sign package is best and that it is preferable to approach.

Comm. Zompa thinks too many signs actually make driving difficult and dangerous. He would like to see as few signs as possible. He would like to see a more comprehensive directional sign plan.

Comm. Zompa moved, seconded by Comm. Lange to Deny the signs as presented and requests the developer come back with a complete comprehensive internal directional sign package for consideration.

Motion carried 6-0.

c. Discussion and possible action on a Sign Code waiver request to install a 30 sq.ft. individual tenant wall sign on the east (non street-facing) building elevation. The applicant is Brittnie Hill of Creative Sign Company, Inc., as agent on behalf of Jersey Mikes. The property is located at Lot #1, Building #2 in the Shoppes at Meadow Ridge (i.e. 1450 Capitol Dr.) and it is zoned B-1 Community Business District with a PUD Planned Unit Development District Overlay.

Planner Censky stated this item is in regards to the addition of a sign to a wall on the non-street-facing side of a multi-tenant building. Per Censky, one wall sign up to 30 sq. ft. on each street-facing façade of the building is allowed, per code. This tenant is looking to install this sign in addition to the other approvable signs. She cautions that a decision made may set precedence for other tenants and that concessions have already been made for other tenants. She would like the commission’s input.

Discussion followed.

Trustee Roberts moved, seconded by Comm. Zompa to Deny the signage for lack of any compelling evidence that the two permitted wall signs would be insufficient and out of concern for precedent as to the several other buildings in this development that have non-street facing elevations as well.

Motion carried 6-0.

Citizen Comments: None
7. **Adjournment**
Comm. Rogers moved, seconded by Trustee Roberts to adjourn.
Motion carried 6-0.

Meeting adjourned at approximately 7:58 p.m.

Respectfully Submitted,

Jackie Schuh
Deputy Clerk/Treasurer