Plan Commission Meeting Minutes
Monday, October 12, 2020 at 6:00 pm
Virtual Meeting

Members Present: Mayor Tim Swadley, Chair; Todd Barman; Phil Caravello; Tom Robinson; Tom Selsor; and Brett Schumacher
Members Absent: Tom Majewski
Staff: Michael Stacey, Zoning Administrator and Rodney Scheel, Director of Planning and Development
Press: None
Guests: Vik Malling; William Montelbano; Mary Allen; Bernie Lange; Nick Allen; Joseph Crubaugh.

1. **Call to order.** Mayor Swadley called the meeting to order at 6:00 pm.

2. **Consider approval of the Plan Commission meeting minutes of September 14, 2020.**
   Motion by **Selsor** to approve the minutes as presented, 2nd by **Robinson**.

   Barman clarified the zoning code does not prohibit internally lit signs in the downtown design overlay zoning district rather the code prohibits plastic signs.

   Motion carried unanimously.

3. **Council Representative Report.**
   Caravello stated the Common Council approved the following:
   - Zoning amendment to allow alcohol production in the Central Business District
   - CSM approvals (2) for Habitat for Humanity at Abel Court
   - First reading for rezonings at Abel Court
   - CUP for Mershon's Cidery
   - CUP for Lutz Brothers
   - CUP for Bouzek
   - ETJ CSM for Lange
   - ETJ CSM for Chandler
   - First reading for zoning amendment related to exterior lighting regulation

4. **Staff Report - Status of Current Developments.**
   Scheel gave an overview of the current status of developments as outlined in the packet of materials. There were no questions.

5. **Request by Vik Malling to amend zoning ordinance section 78-722(7) Swimming Pool Standards.**
   Scheel explained the request.

   Mayor Swadley opened the public hearing.

   No one registered to speak.

   Mayor Swadley closed the public hearing.

Barman is concerned about the language related to the gated access to the stairs. Scheel stated current language requires self-closing, self-latching gates.

Vik Malling stated the proposal is to lock the gate but it could be self-closing, self-latching.

Barman stated the need to take into account all types of products when amending the code.

Motion by **Schumacher** to postpone this agenda item until the November meeting to allow staff to revise the language, 2nd by **Caravello**. Motion carried unanimously.

6. Request by William Montelbano for renovation approval at Fosdal's Bakery, 243 E. Main Street.

Scheel explained the request.

Joe Crubaugh stated the intent is to provide better access for customers.

William Montelbano gave an overview of the plans.

Scheel noted a survey will be necessary to determine the limits of the front property line for the ADA ramp.

Barman questioned the decision to change from a demo/addition to a renovation. Bernie Lange stated the change was driven by cost.

Caravello expressed concern that the ramp could be attractive to kids with skateboards.

The group discussed options to prevent kids from using the ramp for skateboards.

Mayor Swadley opened the public hearing.

No one registered to speak.

Mayor Swadley closed the public hearing.

Motion by **Robinson** to approve the renovation as presented, 2nd by **Caravello**.

Barman questioned the ADA ramp width and how much sidewalk would be left for pedestrians. Scheel stated the current width of the sidewalk is approximately 12 feet.

Scheel stated if the ramp is in the right-of-way, there will be a separate approval process.

William Montelbano stated the actual size of the ramp will be 3 feet 6 inches to allow for the railing.

Motion carried unanimously.

7. Request by Mary Allen for renovation approval at 109-113 E. Main Street.
Mary Allen explained the request.

Barman questioned how shiny the galvanized metal is compared to the pictures. Mary Allen stated the fence is not that shiny.

Barman asked if the metal is paintable. Mary Allen stated the paint will peel and would be a maintenance issue in the future.

Barman stated there is not a good coordination of colors and the existing colors are grandfathered. Barman suggested an acid wash may help prior to painting.

Mary Allen stated an acid wash may help dull the metal.

Caravello stated the metal gives it an industrial look but it is better than it was before.

Robinson suggested painting the door to match an existing color.

Selsor stated since this is not the front of the building, let the owner use a color of their choosing. Barman disagrees since the ordinance requires the Commission review the coordination of colors.

Mayor Swadley stated the Commission typically reviews plans before installed and recommends applicants come to the Commission early to work these issues out.

Mary Allen stated she does not like the existing red color and would like to change the color in the future.

Barman stated changing the red color in the future will help with coordinating the colors of the building, door, fence and stairs.

Mary Allen stated she recently repainted the red paint but will come back to the Commission when a change is planned.

Motion by **Selsor** to approve the fence renovation as presented, 2nd by **Robinson**. Motion carried 5 – 1 (Barman voted no)

8. Future agenda items.
None discussed.

9. Adjournment.
Motion by **Barman** to adjourn at 7:00 pm, seconded by **Caravello**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey