VILLAGE OF THIENSVILLE
PLAN COMMISSION
AGENDA

DATE: Tuesday, February 5, 2013

LOCATION: Village of Thiensville
250 Elm Street
TIME: 6:00 PM

CALL TO ORDER

II. ROLL CALL

Chairman:	Van Mobley	
Commissioners:	John Cabaniss	Carol Gengler
	Sam Cutler	Ken Kucharski
	Rick Gattoni	Dan Luedtke
Administrator:	Dianne Robertson	
Planner:	Jon Censky	

III. BUSINESS

All applicants or their contractors must be present for any approvals.

A. Approval Of Minutes

1. December 4, 2012

   Documents: PLAN DECEMBER 2012 MINUTES.PDF
2. Review And Approval Of A Sign Permit Application For Scott And Beth Shully, 146 Green Bay Road For A Temporary Sign During Construction Phase Based On HPCapproval On February 11, 2013
3. Review And Conceptual Approval Of A Building Permit Application For Art And Jean Liebau, 715 RiverviewDrive To Raise The Existing Grade Along The Back Side Of The Home For Future Remodeling Of The Home
4. Review And Approval Of A Sign Permit Application For Jim Gehrke/Willard Riemer, 505 N. Main Street For An Addition To The Existing Sign

IV. BUSINESS FROM THE FLOOR

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

V. ADJOURNMENT

Dianne S. Robertson, Village Clerk

November 30, 2012

Please advise the Thiensville Municipal Hall, 250 Elm Street (242-3720) at least 24 hours prior to the start of this meeting if you have disabilities and desire special accommodations.

Notice is hereby given that a quorum of the Village Board and/or Village Committees may be in attendance at this meeting to present, discuss and/or gather information about a subject over which they have decision-making responsibility, although they will not take any formal action thereto at this meeting.

VILLAGE OF THIENSVILLE
PLAN COMMISSION
MINUTES

DATE: **Tuesday, December 4, 2012** **LOCATION:** **Village of Thiensville**
250 Elm Street

TIME: **6:00 PM**

I. CALL TO ORDER

Chairman Mobley called the meeting to order at 6:00 PM.

II. ROLL CALL

Chairman:	Van Mobley	
Commissioners:	John Cabaniss	Carol Gengler
	Sam Cutler	Ken Kucharski
	Rick Gattoni	Dan Luedtke
Administrator:	Dianne Robertson	
Planner:	Jon Censky (excused)	

III. BUSINESS

A. Approval of Minutes

1. November 13, 2012 (not complete)

The minutes were not complete.

B. Review and approval of a Building Permit Application for William Scozzafave, 355 Vernon for a new shed

Mr. William Scozzafave was in attendance. The shed is 150 square feet and 10' high. This shed will be placed on plywood and Mr. Scozzafave will finish painting the shed in the Spring to match the house. There will be lattice around the bottom of the shed.

MOTION by Commissioner Gengler, **SECONDED** by Commissioner Gattoni to approve a Building Permit Application for William Scozzafave, 355 Vernon for a new shed on the conditions that the shed is finished in the Spring with the paint matching the house. **MOTION CARRIED UNANIMOUSLY.**

C. Review and approval of a Sign Permit Application for Erica Kobylarz, 180 S. Main Street for a new sign

Ms. Kobylarz was in attendance. There will be 2 parking spots, one is used by Unified Body Wellness and the other spot is for this business and then also street parking is available. The following is Jon Censky's report:

The applicant has recently taken occupancy in the existing commercial building at 180 South Main Street and is in need of her business identification signage. Her building is the small tan building directly north of the Unified Body Wellness Institute. The signage consists of two signs; a small wall mounted sign to be located near the front entrance of the building and a sandwich board sign located in front on the public sidewalk. The wall sign measures 17" X 28" for 476 square inches or 3.3 square feet and will be a painted aluminum sign with an earth tone background color scheme that will complement the surrounding area.

It will be professionally mounted to the building with concrete anchors. The sandwich board sign will match the wall sign with the same painted aluminum material. It will stand 2.67 feet high and will be 2 feet wide for a total size of 5.34 square feet.

Because this building is set back approximately 20 feet from the front public sidewalk/right-of-way and is immediately adjacent to a building that is located up to that sidewalk, the applicant feels her sandwich board sign is critical to directing people back to her business.

Relevant Sign Code Requirements:
Section 16.17 – Signs permitted in all business districts.

A. **Wall Signs.** One wall sign per commercial building place against and not extended more than twelve (12) inches out from the building's wall surface. Total maximum area of the signage shall not exceed .50 feet in area for every one (1) linear foot of building front width.

Section 16.17 E. A-frame/Sandwich Board signs. No A-frame sign shall be permitted until a permanent sign has been permitted for the premises.

1. One A-frame Sign is allowed per business by permit and shall stand no more than 4 feet in height with each sign surface not to exceed 8 square feet. A-frame signs shall not exceed fifteen (15) square feet per side and shall be placed on private property. A-frame signs shall be secured in a manner acceptable to the building inspector.
2. A-frame signs can only be placed within the linear building frontage of the business or entity if represents and can only advertise that business.
3. A-frame signs can only be displayed during the business hours of the entity it represents.
4. A-frame signs must be built in a professional manner of durable materials such as wood or plastic composites that mimic wood and must be framed around the edges.
5. A-frame signs must be placed so as not to block building entrances, exits, sidewalks, or other traveled right -of-way areas, and on private property when available. If there is no private location for an A-frame sign, only then will public right-of-way be considered for placement.
6. A-frame signs must be adequately weighted or anchored to prevent movement by wind or other elements.

Discussion:
My review of the applicants plans indicate full compliance with the dimensional requirements of the sign code and it meets the aesthetics standards contain there in as well. Since this building is set back some distance from the front public sidewalk and the adjacent frontage buildings, it does lack decent exposure and therefore the directional aspect of the sandwich board sign is a legitimate part of her request. Without that sign she is at a disadvantage and fears her patrons will not be able to readily find her business. Section 16.17 E. 2. above however, states that sandwich board signs must be placed within the linear building frontage of the business. In this instance, the area in front of the applicant's tenant space is devoted to the front parking lot and therefore the sign cannot be placed as required. Instead, she proposes to shift it slightly to the south so as not to obstruct traffic. While it will be slightly offset from the front of her business, it remains in front of the single-owner, multi-building site she occupies. The code also states that A-frame signs are only permitted in the right-of-way when there is no private property location available. Since there is no other reasonable location on this property available that will provide adequate exposure, the applicant has standing to request approval to place the sandwich board sign on the public sidewalk.
The following stipulations should be considered with your decision on this request:

- The sandwich board sign shall be placed so as not to obstruct vehicular or pedestrian traffic.
- The sandwich board sign shall only be allowed on the public sidewalk during business hours.
- Use of the sandwich board sign shall be in full compliance with the stipulations as set forth in Section 16.17 E. of the sign code.
- The applicant filing the necessary sign permit application with the Village prior to the installation of the sign.

MOTION by Commissioner Gattoni, **SECONDED** by Commissioner Cabaniss to approve a Sign Permit Application for Erica Kobylarz, 180 S. Main Street for a new sign subject to Jon Censky's conditions listed above in his report. **MOTION CARRIED UNANIMOUSLY.**

D. Review and approval of a Sign Permit Application for Tres Jolie, 166 Green Bay Road for a new sign

Mary Keating was in attendance. The sign meets the requirements of the sign code per Jon Censky's report. The new sign will measure 2.5 feet by 4.2 feet for a total of 10.5 square feet and the color scheme will compliment the burgundy colors of the brick building material. It will be made of MDO material and professionally mounted to the building fascia board.

MOTION by Commissioner Cutler, **SECONDED** by Commissioner Luedtke to approve the Sign Permit Application for Mary Keating of Tres Jolie Solace, 166 Green Bay Road for a new sign subject to Jon Censky's notations and Historic Preservation Commission approval. **MOTION CARRIED UNANIMOUSLY.**

All applicants <u>or</u> their contractors must be present for any approvals.

IV. BUSINESS FROM THE FLOOR

Open to any citizen who wishes to speak on items not on the agenda. Please step to the podium and give your name and address for the record.

The Commissioners agreed that the January Plan Commission will be held on January 8, 2013 at 6PM.

V. ADJOURNMENT

MOTION by Commissioner Cutler, **SECONDED** by Commissioner Luedtke to adjourn the meeting at 6:26PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Susan R. Conway
Administrative Assistant

Approved by,

Dianne S. Robertson
Village Clerk