

VILLAGE OF THIENSVILLE
PLAN COMMISSION
AGENDA

DATE: Tuesday, November 5, 2013 LOCATION: Village of Thiensville
TIME: 7:00 PM

250 Elm Street

I. CALL TO ORDER

II. ROLL CALL

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

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

III. BUSINESS

A. Approval Of Minutes
1. October 8, 2013

Documents: [PLAN OCTOBER 2013 MINUTES.PDF](#)

- B. Review And Approval Of A Sign Permit For Megan Borland, State Farm Insurance, 266 N. Main Street For A New Sign (Old Credit Union)
- C. Review And Approval Of A Building Permit For Marsha Preston, 419 Susan Lane For A Porch Replacement On The Front Upper Level
- D. Review And Approval Of A Building Permit For Gus & Audrey Argires, 421 Vernon Avenue For A New Shed
- E. Review And Approval Of A Sign Permit For Doug Hansen, Doug Hansen & Associates Insurance Agency, 202 N. Main Street For A Sign

IV. BUSINESS FROM THE FLOOR

A. Citizens to be Heard

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 1, 2013

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, October 8, 2013

**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 (excused)	Carol Gengler
	Mike Dyer	Ken Kucharski
	Rick Gattoni	Dan Luedtke
Administrator:	Dianne Robertson	
Planner:	Jon Censky	

III. BUSINESS

A. Approval of Minutes

1. September 10, 2013

MOTION by Commissioner Luedtke, **SECONDED** by Commissioner Kucharski to approve the minutes from September 10, 2013. **MOTION CARRIED UNANIMOUSLY.**

B. Review and approval of a Building Permit for Chris and Leanne Holmes, 427 Bel Aire Drive for a new fence

Chris Holmes was in attendance and is requesting the fence for pet control. The fence will be a 4' picket fence and redwood in color.

MOTION by Commissioner Gengler, **SECONDED** by Commissioner Luedtke to approve the Building Permit for Chris and Leanne Holmes, 427 Bel Aire Drive for a new fence. **MOTION CARRIED UNANIMOUSLY.**

C. Review and approval of a Sign Permit for BTK (Calvary Lutheran Church), 221-229 S. Main Street for a new tenant Sign

Mr. David Maitland was in attendance. The sign will be placed on the south end of property due to proximity of parking stalls and it will be perpendicular to the street. The following report is from Planner Jon Censky:

The applicant is requesting approval of a free-standing sign for the multi-tenant commercial site at 221-229 South Main Street. This site supports three separate buildings with the front building housing Mille Tesori Interiors, Fenske Chiropractic and Headliners Salon business and the rear buildings occupied by Tall Tree Gallery and Mark Geisheker Studio. As you may know, there has been a temporary sign located adjacent to the north driveway directing customers to the rear building and the businesses in the front building have relied on their building facade signs. This proposal will eliminate the temporary sign and further identify those businesses in the front building.

The proposed free-standing sign will stand 8 feet high and will be 4 feet wide. The upper sign measures 14 square feet in size and the lower 8 square feet for a total sign size of 22 square feet. The sign will be set back 4 feet from the front sidewalk and 2 feet from the south driveway.

**Plan Commission, meeting minutes
October 8, 2013, page two of three**

While the sign complies with the size, height and front yard setback requirements, it does not meet the 4 foot setback required from a property line or driveway. Specifically, **Section 16.17 b 2.c. freestanding signs allowed in all Commercial, Park and Institutional Districts may not be located closer than four (4) feet to a public road ultimate right-of-way, property line or driveway.** My site review indicates that there does seem to be sufficient room to shift the sign two additional feet from the driveway and therefore I recommend that the sign meet the required 4 foot driveway setback.

Furthermore, because there appears to be no area between the south property line and the driveway, the sign is proposed to be located on the neighboring parcel to the south and therefore is considered an off-premise sign which violates **Section 16.10 X. Prohibited Signs.** This section states: **Off-Premise Signs are prohibited in the Village of Thiensville except official and Village approved standardized institutional signs located in designated areas and approved by the Village Board, and for real estate signs as allowed under Section 16.18 A. and B.** In this instance Calvary Lutheran Church owns both properties and advises that they would be willing to grant an easement if they ever sold the property. **Section 16.24 of the Sign Code allows the Plan Commission, in its judgment, to waive or modify the provisions of the Sign Code where it would further the public interest.**

Planners Comments:

Securing a sign permit prior to installation.

The sign being shifted to the south to meet the required 4 foot driveway setback.

The Commission waiving Section 16.10 X. to allow for the off-premise sign since Calvary Lutheran Church owns both properties and will grant an easement in the future if they ever sell the property.

MOTION by Commissioner Luedtke, **SECONDED** by Commissioner Gengler to approve a Sign Permit for BTK Calvary Lutheran Church, 221-229 S. Main Street for a new tenant sign based on the area getting cleaned up and adhering to the Planner's comments including waiving section 16.10 X to allow for off-premise sign, to grant an easement if they ever sell the property in the future and to plant grass in the former sign area. **MOTION CARRIED UNANIMOUSLY.**

- D.** Review and approval of a temporary real estate sign for Ogden Development Group, 211 S. Main Street on an annual basis

Commissioner Dyer asked if this was going to be the last year. This sign is located on the rear parcel that is to be developed in the future.

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Gengler to approve a temporary real estate sign for Ogden Development Group, 211 S. Main Street for one year.

Ayes: Commissioner Dyer, Gengler, Kucharski, Luedtke and Chairman Mobley.

Naes: Commissioner Gattoni.

MOTION CARRIED.

All applicants or 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.

V. ADJOURNMENT

MOTION by Commissioner Gattoni, **SECONDED** by Commissioner Luedtke to adjourn the meeting at 6:14PM.
MOTION CARRIED UNANIMOUSLY.

Submitted by,

Approved by,

Susan R. Conway
Administrative Assistant

Dianne S. Robertson
Village Clerk