



VILLAGE OF THIENSVILLE
Plan Commission
MINUTES

DATE: Tuesday, May 14, 2024

LOCATION: 250 Elm Street, Thiensville, WI

TIME: 6:00 PM

I. CALL TO ORDER

President Rosing called the meeting to order at 6:00 PM.

II. ROLL CALL

CHAIRMAN:	JOHN ROSING
COMMISSIONERS:	RICK GATTONI (EXCUSED)
	JEFF HERSHBERGER
	REBECCA HOLYOKE-ODEJA
	KEN KUCHARSKI
	JOE NELSON (EXCUSED)
	M. RANDY PASTERNAK
DIRECTOR OF COMMUNITY SERVICES/PUBLIC WORKS:	ANDY LAFOND

III. CITIZENS TO BE HEARD

A. Open to any resident or taxpayer on items not subject to a public hearing: Please be advised per §19.84(2), information will be received from the public. Village policy limits a three (3) minute time period per person, with time extension by the presiding official's discretion or a vote of 2/3 of the Board or Committee; be further advised that there may be limited discussion on the information received, however, no action will be taken under public comments. Written comments on agenda items are encouraged to be sent and addressed to the intended body by noon on the day of the meeting. Comments received timely will be forwarded to all members of the body. If you wish to speak, you must pre-register by emailing the Village Clerk at clandisch@village.thiensville.wi.us by 4:00 PM on the day of the meeting or by signing in immediately prior to the meeting.

There were no citizens to be heard.

IV. BUSINESS

A. Approval of Minutes

1. April 16, 2024 (att)

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to approve the April 16, 2024, Minutes. **MOTION CARRIED UNANIMOUSLY.**

B. Discussion regarding meeting procedures

President Rosing noted the Village must follow Village Ordinances and State Statutes regarding the manner in which meetings are conducted. Items discussed must be on the agenda, so the public is aware and can attend the meeting. Items can be discussed briefly during the Staff Report, but any in-depth discussion should be placed on the agenda for a future meeting. President Rosing also will make clear which commissioner is making a motion or seconding it so it clear when minutes are prepared. President Rosing also noted that obtaining a motion and second prior to starting discussion on an item is what is required by Roberts Rules of Order.

C. Review and action regarding Sign Application, Brush and Blooms LLC, 505 N. Main Street, Jessica Schoessow (att)

Applicant Jessica Schoessow of Brush and Blooms LLC outlined plans for a temporary sign to replace the previous Frenz Garden Center sign. The parking lot will be repaved and a similar permanent sign, possibly located closer to Main Street, will replace it. Director LaFond noted Village Code allows temporary signs for up to 45 days. The sign must be mounted to the building at ground level. In this case, it is intended to replace a similar existing sign. The Plan Commission would be waiving the time limit and the placement until the paving occurs. The applicant will return with an application for the permanent sign.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Pasternak to approve Sign Application with time-limit waiver until the end of September for Brush and Blooms LLC, 505 N. Main Street, Jessica Schoessow.

Commissioner Kucharski noted the sign was in place prior to approval by the Plan Commission and added that has occurred with other signs in the Village in the past. While Ms. Schoessow did ask permission prior to putting up the sign, the same situation has occurred elsewhere. President Rosing noted he discussed allowing the temporary sign prior to Mother's Day with Director LaFond.

MOTION CARRIED UNANIMOUSLY.

D. Review and Action regarding Sign Application, Nhi Le Nails, 251 N. Main Street, Somboon Thao (att)

Applicant Somboon Thao is the new owner of the nail salon at 251 N. Main Street and wants to

change the sign to reflect the new name of the business. Director LaFond noted the applicant has submitted a request for a sign with white channel letters. Signs in that strip mall have traditionally been all-red, although several recent changes have included a color in addition to red. The sign company has provided three color options, including all red and red with a white outline. Mr Thao selected the all-red sign among the two options that are not white. The size of the sign complies with Village Code.

MOTION by Commissioner Holyoke-Odeja, **SECONDED** by Commissioner Kucharski to approve the submitted solid red version of the sign for Nhi Le Nails, 251 N. Main Street, Somboon Thao. **MOTION CARRIED UNANIMOUSLY.**

E. Discussion and Recommendation regarding Ordinance 2024-01 An Ordinance Amending Zoning Code Related to Flood Plans (att)

Director LaFond noted the Plan Commission is considering the proposed ordinance because the Floodplain Ordinance is part of the Zoning Code. The proposed change must first go to the Plan Commission for a recommendation to the Village Board. The Village Board will conduct a public hearing on May 20 prior to considering it. Director LaFond provided an overview of the proposed amendments to the Zoning Code. To participate in the Federal flood insurance program, municipalities must adopt a Flood Plain ordinance that complies with FEMA standards.

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Holyoke-Odeja to recommend the Village Board approve Ordinance 2024-01 An Ordinance Amending Zoning Code Related to Flood Plains. **MOTION CARRIED UNANIMOUSLY.**

V. STAFF REPORT

A. Staff Report (att)

Director LaFond noted that fence applications were approved for 129 Grand Avenue and 406 Bel Aire Drive. A third application for 517 Park Crest is being held until the applicant closes on the property on May 17. The Police Department contacted the property manager regarding a dumpster in the road without permission at 142 Heidel Road. The dumpster was removed. Officers delivered a letter to 232 E. Alta Loma Circle regarding work occurring without a building permit. Permits were taken out after the work was completed. Police also made contact with an individual who was dumping unpermitted items at the Yard Waste site. The items were removed.

VI. ADJOURNMENT

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Hershberger to adjourn the meeting at 6:58 PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,

Gary Achterberg
Administrative Assistant

Signed by,

Andy LaFond
Director of Community Services/Public Works