

**VILLAGE OF THIENSVILLE
PLAN COMMISSION
MINUTES**

DATE: Tuesday, November 3, 2015

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 (excused)	Dan Luedtke
Administrator:	Dianne Robertson	
Asst. Administrator:	Colleen Landisch-Hansen (excused)	
Planner:	Jon Censky	

III. BUSINESS

- A.** Approval of Minutes
1. October 6, 2015

MOTION by Commissioner Luedtke, **SECONDED** by Commissioner Kucharski to approve the October 6, 2015 Minutes. **MOTION CARRIED UNANIMOUSLY.**

- B.** Review and approval of Ordinance Amending Sign Code
Section 16.17a.B.2. and Section 16.17a.E.

Planner Jon Censky presented an Ordinance to help clarify the Sign Code. This serves to help clarify the location of monument or ground signs. In order to be consistent in the Downtown area, this Ordinance indicates a three (3) foot setback.

The second item indicated in the Ordinance serves to clarify the A-Frame/Sandwich board signs. This proposed Ordinance clarifies that the permitted sign shall stand no more than four (4) feet in height with each sign surface not to exceed eight (8) square feet.

If approved by the Plan Commission, this will be presented to the Village Board for approval. Administrator Robertson confirmed that no Public Hearing will need to be held.

Commissioner Dyer inquired as to if there were any limits on the width of the sign. Planner Censky reported that there is a height limit but no width limit.

MOTION by Commissioner Luedtke, **SECONDED** by Commissioner Kucharski to recommend to the Village Board to approve the ordinance Amending Sign Code Section 16.17a.B.2. and Section 16.17a.E. **MOTION CARRIED UNANIMOUSLY.**

**C. Review and approval of Request from Jesse Daily for Sign Code Waiver
in Regards to A-Frame/Sandwich Board Signs
The Cheel, 105 South Main Street**

Jesse Daily is seeking a Waiver to the Sign Code in order to display two A-Frame/Sandwich Board signs because of the fact that his business is located on a corner. Mr. Daily would like to put a sign on Buntrock Avenue as well as South Main Street.

Planner Censky clarified that the current Code does indicate that only one sign is allowed per business. If there is no private property available, the Plan Commission can consider granting right-of-way access. Administrator Robertson shared that this would need Village Board approval.

Commissioner Gengler's concern is that the sidewalk is narrow on Buntrock Avenue.

Commissioner Kucharski believes that two sandwich board signs are too many and would envision other businesses coming forward requesting two signs as well. There are about 75 businesses on Main Street and believes one sign is enough. There are other ways to draw attention to advertise.

Another concern is that another business requests an additional sign because their frontage may be larger than another. Planner Censky did clarify that these signs do need to be placed in front of the business.

Commissioner Luedtke inquired as to how to handle those businesses that do not come before the Plan Commission for approval. Planner Censky shared that letters have been sent to those currently with an A-Frame/Sandwich Board sign asking for a permit to be submitted and for the guidelines to be followed. Ultimately, if businesses do not comply after a warning is given, a citation will be served.

Administrator Robertson stated that currently there is no one responsible for monitoring the signs in the Village. Planner Censky shared that this is typical in most communities and that this type of request is reacted upon based on a complaint simply because staff is not available.

MOTION by Commissioner Luedtke, **SECONDED** by Commissioner Gengler to approve request from Jesse Daily for Sign Code Waiver in regards to A-frame/sandwich board signs, The Cheel, 105 South Main Street for a second A-frame/sandwich board sign due to the fact that the business is on a corner lot, the second sign must be placed on Buntrock and be placed 5' West of the traffic light pole because of concern due to safety.

Ayes: Chairman Mobley and Commissioners Luedtke and Gengler

Naes: Commissioners Dyer and Kucharski

MOTION CARRIED.

**D. Review and recommendation to the Village Board to Enter Into a
Franchise Agreement for Outdoor Seating in the Right-of-Way
With The Cheel**

Administrator Robertson shared that the outdoor seating at The Cheel was discussed at the last Plan Commission meeting. The Village Attorney had responded that this is desired in some communities, however, there would need to be a Franchise Agreement entered into between the party and the Village Board as well as the business's liquor license would need to be amended to indicate where liquor is served and/or present on the property. This area would also need to be confined by a fence.

Insurance coverage was shared by Mr. Daily. This will be reviewed by the Village's insurance consultant if the Plan Commission recommends to the Village Board.

Mr. Daily is concerned about the public right-of-way and is looking to display two to three 3-foot tables and believes it would look nice. This would leave about 8 feet for the sidewalk. There is no seating planned on Buntrock Avenue. Another suggestion from Mr. Daily was possibly closing down the seating at 10:00 PM.

Planner Censky suggested this request being approved contingent on a presented scale plan indicating the location of the tables and chairs, how many tables and chairs and to include the fence specifications (how high, materials, where it will be located).

The Franchise Agreement is between the Village Board and the business allowing the business to occupy space in the public right-of-way.

Planner Censky did share that this type of environment is becoming more popular. In some instances, a parking spot is used.

MOTION by Commissioner Dyer, **SECONDED** by Commissioner Gengler to recommend to the Village Board to enter into a Franchise Agreement for outdoor seating in the Right-of-Way with The Cheel subject to approved insurance coverage, a submitted and approved scale plan, at least a 5 foot pedestrian walkway and an appropriate fence. **MOTION CARRIED UNANIMOUSLY.**

**E. Review and approval of Sign Application for HC Nail & Spa
239 North Main Street**

David Labarre presented to the Commission sign plans for HC Nail & Spa as well as Milas Bakery located at 239 North Main Street. Brilliant DPI is the sign company that has been contracted to do the sign. Proposed is moving the current Milas Bakery sign to its original position and installing a sign for HC Nail & Spa. This sign is the same size as the Cousins sign on the overhang of the building.

Milas Bakery is celebrating 35 years in business and will be advertising on The Morning Blend. Hopes are to have this sign completed by that time.

Planner Censky shared that this request fully complies.

MOTION by Commissioner Kucharski, **SECONDED** by Commissioner Luedtke to approve the Sign Application for HC Nail & Spa as well as moving the current Milas Bakery sign to its original position, 239 North Main Street. **MOTION CARRIED UNANIMOUSLY.**

**F. Review and approval of Sign Application and Installation of Light Pole
for Fiddleheads, 192 South Main Street**

Ray Marcy presented plans requesting approval of a freestanding business identification/parking lot directional sign for Fiddleheads Coffee Shop located at 192 South Main Street. The current sign is difficult to see and would like to replace it with a double-sided sign supported by two decorative 4' x 4' painted wood posts. The sign face will be of natural whitewashed wood panels on which will be custom hand painted distressed copper colored letters. To accent the sign face, copper colored aluminum tubes will be located above and below the sign. The sign will be externally lit. Prior to next year's growing season, landscaping plans will be submitted.

A light pole is also being requested because it is quite dark. The hours have been extended now until 6:30PM and he feels that additional lighting is needed for the safety of the customers, delivery of product, as well as the employees.

The light pole will be located in the parking lot on the West side and is 12' high on a 2' concrete base. The street lights do not illuminate the parking lot.

Contractor Joe Folger reported that the proposed light will illuminate 75% of the parking lot. This lighting will help to not only light the parking lot but will also indicate that Fiddleheads is open. This fixture has four different options as to how it illuminates. The LEDs within the fixture can be directed to where lighting is needed. The light will not be on all night but will need to be on early for customers and deliveries.

Planner Censky shared that these plans fully comply.

MOTION by Commissioner Gengler, **SECONDED** by Commissioner Luedtke to approve the Sign Application and installation of light pole for Fiddleheads, 192 South Main Street. **MOTION CARRIED UNANIMOUSLY.**

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 Dyer, **SECONDED** by Commissioner Luedtke to adjourn the meeting at 6:40PM. **MOTION CARRIED UNANIMOUSLY.**

Submitted by,



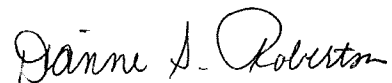
Amy L. Langlois
Village Clerk

Approved by,



Colleen Landisch-Hansen
Assistant Administrator

Signed by,



Dianne S. Robertson
Administrator